



CONCEPT PRIVACY POLICY STATEMENT

Respecting and protecting your Personal Information (please refer to the definition of Personal Information at the end of this policy statement) is very important to us. It is also a Constitutional right, legal, and good business practice requirement, which we take very seriously.

Interpretation and Definitions

Interpretation

The words of which the initial letter is capitalised have meanings defined under the following conditions. The following definitions shall have the same meaning regardless of whether they appear in singular or in plural.

Definitions

For the purposes of this Privacy Policy:

- **“Account”** means a unique account created for You within our accounting system.
- **“Company”** (referred to as either "the Company", "We", "Us" or "Our" in this Agreement) refers to In2food Group Proprietary Limited and its direct and indirect subsidiaries and business units, 23 Eiland Street, Bella Vista, Paarl, 4634.
- **“Country”** refers to: South Africa.
- **“Personal information”** means information relating to an identifiable, living, natural person, including, but not limited to, the name, race, gender, marital status, address and identifying number of a person, e-mail address, physical address, telephone number, location information or other particular assignment to the person.
- **“Service”** refers to the Website.
- **“Service Provider”** means any natural or legal person who processes the data on behalf of the Company. It refers to third-party companies or individuals employed by the Company to facilitate the Service, to provide the Service on behalf of the Company, to perform services related to the Service or to assist the Company in analysing how the Service is used.
- **“Third-party Social Media Service”** refers to any website or any social network website through which a User can log in or create an account to use the Service.
- **“Website”** refers to In2food, accessible from <http://www.in2food.co.za>
- **“You”** means the individual accessing or using the Service, or the company, or other legal entity on behalf of which such individual is accessing or using the Service, as applicable.

Types of Data Collected

Supplier/ Customer data

When selling or buying products, we may ask you to provide us with certain personally identifiable information that can be used to contact or identify you. Personally, identifiable information may include, but is not limited to:

- Email address
- First name and last name
- Phone number

Employee data

When entering an employment contract with the company, you will be required to provide us with certain personally identifiable information that can be used to contact or identify you. Personally, identifiable information may include, but is not limited to:

- Email address
- First name and last name
- Phone number
- Identity or Passport number
- Banking details

Visitors data

When entering any of the company premises you will be required to complete a visitor log with personally identifiable information. Personally, identifiable information may include, but is not limited to:

- Email address
- First name and last name
- Phone number
- Identity or Passport number

Use of Your Personal Data

The Company may use Personal Data for the following purposes:

Customer/Suppliers

- **To open a customer/ supplier account**, including to monitor the usage of our Service.
- **For the performance of a contract:** the development, compliance and undertaking of the purchase contract for the products, items, or services you have purchased or of any other contract with Us through the Service.
- **To contact You:** To contact You by email or telephone calls.
- **To manage Your requests:** To attend and manage Your requests to Us.
- **For business transfers:** We may use Your information to evaluate or conduct a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all

of Our assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which Personal Data held by Us about our Service users is among the assets transferred.

Employees

- To maintain payroll records.
- **To contact You:** To contact You by email or telephone calls.

Visitors

- To keep track of all visitors on site.
- **To contact You:** To contact You by email or telephone calls.

Retention of Your Personal Data

The Company will retain Your Personal Data only for as long as is necessary for the purposes set out in this Privacy Policy. We will retain and use Your Personal Data to the extent necessary to comply with our legal obligations (for example, if we are required to retain your data to comply with applicable laws), resolve disputes, and enforce our legal agreements and policies.

The Company will also retain Usage Data for internal analysis purposes. Usage Data is generally retained for a shorter period of time, except when this data is used to strengthen the security or to improve the functionality of Our Service, or We are legally obligated to retain this data for longer time periods.

Transfer of Your Personal Data

Your information, including Personal Data, is processed at the Company's operating offices and in any other places where the parties involved in the processing are located.

Your consent to this Privacy Policy followed by Your submission of such information represents Your agreement to that transfer.

The Company will take all steps reasonably necessary to ensure that Your data is treated securely and in accordance with this Privacy Policy and no transfer of Your Personal Data will take place to an organisation or a country unless there are adequate controls in place including the security of Your data and other personal information.

Disclosure of Your Personal Data

Business Transactions

If the Company is involved in a merger, acquisition or asset sale, Your Personal Data may be transferred. We will provide notice before Your Personal Data is transferred and becomes subject to a different Privacy Policy.

Law enforcement

Under certain circumstances, the Company may be required to disclose Your Personal Data if required to do so by law or in response to valid requests by public authorities (e.g. a court or a government agency).

Other legal requirements

The Company may disclose Your Personal Data in the good faith belief that such action is necessary to:

- Comply with a legal obligation.
- Protect and defend the rights or property of the Company.
- Prevent or investigate possible wrongdoing in connection with the Service.
- Protect the personal safety of Users of the Service or the public.
- Protect against legal liability.

Security of Your Personal Data

The security of Your Personal Data is important to Us but remember that no method of transmission over the Internet, or method of electronic storage is 100% secure. While we strive to use commercially acceptable means to protect Your Personal Data, We cannot guarantee its absolute security.

Links to Other Websites

Our Service may contain links to other websites that are not operated by Us. If You click on a third-party link, you will be directed to that third party's site. We strongly advise You to review the Privacy Policy of every site You visit.

We have no control over and assume no responsibility for the content, privacy policies or practices of any third-party sites or services.

Changes to this Privacy Policy

We may update Our Privacy Policy from time to time to comply with changes to any legal or regulatory requirements or to rectify any mistake that may be discovered from time to time. We will notify You of any changes by posting the new Privacy Policy on this page.

We will take reasonable steps to notify you of such an amendment. It is your responsibility to check the website often.

Contact Us

If you have any questions about this Privacy Policy, you can contact us:

- By visiting this page on our website: <https://www.in2food.co.za/contact>

Your Personal Information is defined by the Protection of Personal Information Act (the Act) as:
“means information relating to an identifiable, living, natural person, and where it is applicable, an identifiable, existing juristic person, including, but not limited to— (a) information relating to the race, gender, sex, pregnancy, marital status, national, ethnic or social origin, colour, sexual orientation, age, physical or mental health, well-being, disability, religion, conscience, belief, culture, language and birth of the person; (b) information relating to the education or the medical, financial, criminal or employment history of the person; (c) any identifying number, symbol, e-mail address, physical address, telephone number, location information, online identifier or other particular assignment to the person; (d) the biometric information of the person; (e) the personal opinions, views or preferences of the person; (f) correspondence sent by the person that is implicitly or explicitly of a private or confidential nature or further correspondence that would reveal the contents of the original correspondence; (g) the views or opinions of another individual about the person; and (h) the name of the person if it appears with other personal information relating to the person or if the disclosure of the name itself would reveal information about the person”.