



PRIVACY POLICY

March 2025 | Version 1.3

INTRODUCTION

Welcome to our privacy policy. We are Sinani (Registration: 1691-27 NPO) and this is our plan of action when it comes to protecting your privacy. We respect your privacy and take the protection of personal information seriously. The purpose of this policy is to describe the way we comply with the Protection of Personal Information Act ("POPIA") under South African law in the collection, storage, usage, and protection of personal information that can be associated with you or another specific natural or juristic person and can be used to identify you or that person.

AUDIENCE

This policy applies to you if you are:

- a visitor to our website; or
- someone participating in ministry, services, visits, meetings, events, or counseling we provide, whether online, telephonically or in person.

PERSONAL INFORMATION

Personal information includes:

- certain information that we collect automatically when you visit our website;
- certain information collected on registration (see below);
- certain information collected on submission; and
- optional information that you provide to us voluntarily at any other time (see below);

but excludes:

- information that has been made anonymous so that it does not identify a specific person;
- permanently de-identified information that does not relate or cannot be traced back to you specifically;
- non-personal statistical information collected and compiled by us; and
- information that you have provided voluntarily in an open, public environment or forum, whether online or in person (because the information has been disclosed in a public forum, it is no longer confidential and does not constitute personal information subject to protection under this policy).

SPECIAL PERSONAL INFORMATION

Depending on the nature of your participation in services, visits, meetings, events or counseling we provide, whether online, telephonically or in person as a donor, volunteer, or beneficiary, we may also collect special personal information including:

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Common examples

Common examples of the types of personal information which we may collect and process include your:

- identifying information – such as your name, date of birth, or identification number of any kind;
- contact information – such as your phone number or email address;
- address information – such as your physical or postal address;
- demographic information – such as your gender, marital status, race, or ethnicity; or
- pictures and videos – such as when we capture your images during a ministry or some other event.

Sensitive personal information

Depending on the services that you require, we may also collect sensitive personal information including your:

- financial information – such as your bank account details;
- sensitive demographic information – such as your race or ethnicity;
- medical information – such as information about your physical or mental health;
- sexual information – such as information about your sex life or sexual orientation;
- criminal information – such as information about your commission or alleged commission of any offence or about any related legal proceedings;
- beliefs – including your political or religious beliefs.

ACCEPTANCE

Acceptance required

You are required to accept all the terms of this policy when you visit our website or interact with us in any way, including seeking ministry, counseling, prayer, support or help that we may offer, whether online, telephonically or in person. If you do not agree with anything in this policy, then you should not use our website or interact with us in any way.

Deemed acceptance

By accepting this policy, you are deemed to have read, understood, accepted, and agreed to be bound by all of its terms.

Legal capacity

Our website is not directed to individuals younger than 18 years of age and we request that these individuals do not provide personal information through our website. We wish to protect the privacy of people under the age of 18. If you are younger than 18 years of age, please get a parent, guardian or other competent person's permission before using our website or otherwise providing us with personal information. If you are under 18 years of age and are seeking to participate in youth or children's services, meetings or counseling we provide, we require a record of consent for your participation under the terms of this policy from your parent, guardian or another competent person.

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Your obligations

You may only send us your own personal information or the information of another data subject where you have their permission to do so.

CHANGES

We may change the terms of this policy at any time by updating this web page. The version of this policy that you read on this website is our latest and valid policy. Continuing to use the website or to participate in services, visits, meetings, events or counseling we provide whether online, telephonically or in person following notification of a change to the terms, the changed terms will apply to you and you will be deemed to have accepted those updated terms. If you do not agree with the changes, then you should stop using the website or interacting with us in any way.

COLLECTION

On registration

Once you register with us either via the website one-time donation submission, join the Sinani Volunteer opps WhatsApp group, attend a fundraiser, course, camp, feeding program or any activity, looking-in meeting or for any ministry, service, course, event, meeting or counseling, whether provided online, telephonically or in person, you will no longer be anonymous to us. The personal information we collect on registration may include:

- your name and surname;
- your email address;
- your telephone number;
- your postal address or street address; and
- your personal circumstance, for example, gender, marital status, dependents, occupation.

If you elect to make a once-off donation via our website, your personal information may be processed by SnapScan (our payment gateway service provider). We do not process your bank details during this process, and we do not have access to it at any time. We will use this personal information to prepare and cater for your participation to communicate with you regarding the services, visits, events, courses, meetings or counseling you may have registered for and for any legitimate purposes we deem appropriate, as well as any other purposes set out in this policy.

On order or request

When you order any goods or request services, support or counseling from us, you will be asked to provide us with additional information on a voluntary basis in order for us to provide such goods, services, support and counseling.

Photography and filming at our meetings

We may commission photography or filming during our meetings, events and courses for use in our internal and external promotional material. If you attend our meetings, events or courses, you may appear on the resulting images in a way that personally identifies you. You can ask us to remove your image or render it unidentifiable if we have already recorded you. You can also ask us to exclude you from the filming by asking the camera operator not to include you in the filming. We will use our best efforts to accommodate your requests, except where we have a lawful justification not to do so or doing so is not possible.

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Media Release

I Hereby grant Sinani the absolute right and permission to use photographs, digital images, or videos of my child(ren), in which my child(ren) may be included in whole or part, or reproductions in colour or otherwise for any lawful purpose, including, but not limited, to use in any Sinani publication or on the Sinani website, without payment or any other consideration.

I hereby waive any right that I may have to inspect and/or approve the finished product or the copy that may be used in connection therewith, wherein my child(ren)'s likeness appears, or in the use to which it may be applied.

I hereby release, discharge and agree to indemnify and hold harmless Sinani and their members from all claims, demands and causes of action that I or my child(ren) have or may have by reason of this authorisation or use of my child(ren)'s photographs, pictures, digital images or video footage including any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form, whether intentional or otherwise, that may occur or be produced in the taking of said images or videotapes, or in processing tending towards the completion of the finished product, including publication on the internet, in brochures, or any other advertisements or promotional materials.

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