

PRIVACY POLICY

Scorpion Risk Holdings (PTY) Ltd takes data privacy seriously. We understand that when sharing personal information with us, we are placed in a position of trust and we are therefore committed to safeguard the information that we collect from our websites and/or from our clients to whom we provide services and/or from our business partners with whom we do business with.

It contains important information on how and why we collect, store, use and share personal information, your rights in relation to your personal information and on how to contact us and supervisory authorities in the event you have a complaint.

PERSONAL INFORMATION COLLECTED

Personal information means any information that can be used directly or indirectly to identify a specific individual or business.

Automated technologies: On our websites we collect and use personal information (including personal contact information, information from your device or website usage information) in order to:

- Respond to queries or requests submitted by you;
- Process orders or applications submitted by you;
- Administer or otherwise carry out our obligations in relation to any agreement you have with us;
- Anticipate and resolve problems with any services supplied to you;

Direct interactions: You may give us some information about you by filling in forms or by corresponding with us by, phone, email, face to face or otherwise. This includes personal data you provide when you:

- apply for our products or services;
- request marketing to be sent to you;
- give us feedback or contact us.

We collect and process different types of personal information in the course of operating our business and providing our services to you. These includes:

- Basic personal information such as your name and surname;
- Contract information such as your telephone number, email address and postal address
- Financial information such as payment related information and bank account details;
- Personal information provided to or generated by us in the course of providing our security services;
- Service which in some instance will include “special personal” information;

- Recruitment related information that will also include your employment history, references, scholastic and other educational related information, professional memberships, race, gender and if necessary the information regarding your criminal history, if any;
- In the course of employment with us we collect information regarding your dependants, health and safety related information, ongoing criminal verification checks, tax related information, and if required other information relating to your suitability for a particular role;
- Data provided to us in the course of attending events or meetings at any one or our premises;

KEEPING YOUR PERSONAL INFORMATION SECURE

We have appropriate security measures in place to prevent personal information from being accidentally lost, or used or accessed in an unauthorised way. We limit access to your personal information to those who have a genuine business need to know it. Those processing your information will do so only in an authorised manner and are subject to a duty of confidentiality.

We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

CHANGES TO THIS PRIVACY NOTICE AND YOUR DUTY TO INFORM US OF CHANGES

This privacy notice was published on 22nd May 2018 and last updated on 4th November 2020.

We keep our privacy policy under regular review and reserve the right to update this privacy notice at any time, and we will provide you with a new privacy notice on this page www.scorpionrisk.co.za

You have the right to ask us to update, correct and delete personal information. It is important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes during your relationship with us.

HOW TO CONTACT US

If you have any queries about this notice or need any further information, or wish to withdraw consent, please contact us on 012 646-1029.