



Storm Machinery (Pty) Ltd

Innovative suppliers of spray painting & abrasive blasting equipment

Cnr Top & Main Road, Anderbolt, Boksburg
PO Box 6275, Boksburg, 1508

Registration Number: 2015/298914/07
www.stormmachinery.co.za

POPI PRIVACY POLICY

This policy explains how we, Storm Machinery (Pty) Ltd obtain, use and disclose your personal information, in accordance with the requirements of the Protection of Personal Information Act (“POPIA”).

We are committed to protecting your privacy and to ensure that your personal information is collected and used properly, lawfully and transparently.

The information we collect

Storm Machinery collects and processes your personal information in order to conduct daily business with you. The personal information we collect includes:

- Company name
- Names and surnames of relevant contact people
- Contact details (telephone number, email address)
- Company registration number
- Company VAT number
- Company physical address
- Company postal address
- Bank account details (suppliers)

We collect information directly from you where you provide us with your personal details. Where possible, we will inform you what information you are required to provide to us and what information is optional.

Website usage information may be collected using “cookies” which allows us to collect standard internet visitor usage information.

How we use your information

Storm Machinery will use your personal information only for the purposes for which it was collected and agreed with you. In addition, where necessary your information may be retained for legal or research purposes. We will also use your personal information for:



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- Understanding your requirements/communication;
- Confirming and verifying your identity or to verify that you are an authorised user for security purposes;
- For the detection and prevention of fraud, crime, money laundering or other malpractice;
- Conducting market or customer satisfaction research or for statistical analysis;
- For audit and record keeping purposes;
- In connection with legal proceedings;
- Deliveries/collections
- Payments

How do we store your information?

Storm Machinery utilises both hard copy and electronic storage methods.

We gather information directly from you on hard copy documents which are then stored in locked cabinets.

Your personal information will then be stored electronically and, for operational reasons, will be accessible to persons employed or contracted by us on a need to know basis.

Disclosure of information

We may disclose your information:

- Where we have a duty or a right to disclose in terms of law or industry codes;
- Where we believe it is necessary to protect our rights.

Information Security

Storm Machinery is legally obliged to provide adequate protection for the personal information we hold and to stop unauthorized access and use of personal information. We will, on an on-going basis, continue to review our security controls and related processes to ensure that your personal information remains secure. We have taken every reasonable



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action to ensure that your collected information is safely stored and that no unauthorised access and use of personal information will be permitted.

Our security procedures cover:

- Physical security;
- Computer and network security;
- Access to personal information;
- Retention and disposal of information;
- Acceptable usage of personal information;
- Monitoring access and usage of private information;
- Investigating and reacting to security incidents.

Your Rights: Access to information

You have the right to request a copy of the personal information we hold about you. To do this, simply contact us at the numbers/addresses as provided on our website and specify what information you require. We will need a copy of your ID document or Company Registration Document to confirm your identity before providing details of your personal information.

Correction of your information

You have the right to ask us to update, correct or delete your personal information. We will require a copy of your ID document or Company Registration Document to confirm your identity before making changes to personal information we may hold about you. We would appreciate it if you would keep your personal information accurate.

Changes to this privacy policy

We reserve the right to amend this policy at any time, for any reason and without notice.



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How to contact us

If you have any queries about this policy; you need further information about our privacy practices; wish to withdraw consent; exercise preferences or access or correct your personal information, please do not hesitate to contact us.

Information officer: Peter De Rouwe

Email: peter@stormmachinery.co.za

Phone: +27 (0)11 894 2005

Acceptance

By providing us with the personal information which we require from you as listed in this policy:

- You acknowledge that you understand why your personal information needs to be processed;
- You accept the terms which will apply to such processing
- You give consent for us to process your information as reflected in this policy
- You confirm that you have shared this policy with all relevant employees and parties