

**Privacy Policy for: Polygon Software Development cc
1997/046402/23**
**Prepared in terms of the requirements of the
PROTECTION OF PERSONAL INFORMATION ACT 2013 (POPIA)
(hereinafter referred to as the "Act")**

In terms of the POPI Act, *Polygon Software Development* (PSD) is deemed to be an organization that engages in all aspects of business, but specifically software development. It follows that personal information could be processed in some of the following categories:

1. Employees
2. Clients
3. Vendors
4. Statutory bodies, i.e. SARS
5. Public viewers, i.e. websites (Only if the Contact Form on the website is filled in)

Your relationship with PSD determines the exact nature of the personal information PSD processes, and the purpose for which such personal information is collected and used. All information is processed internally and information is used by a limited number of authorized persons. The following general information is collected from the parties above:

1. School/ business name
2. Contact person(s)
3. Telephone and cellular phone number(s)
4. Email address
5. Physical address
6. Barcode last serial number to facilitate future orders
7. All internal labor related information
8. Client information relating to accounting, products and services
9. All vendor information relating to accounting, products and services
10. All Statutory information on which the Company is to report / act upon
11. Information destined for marketing and sales in future

PSD vows to protect the information as prescribed by the POPI Act. As far as PSD understands, all personal information is private and attended to according to the POPI Act.

PSD will at all times measure the risk of breach of the POPI Act and actively manage same on a daily basis.