



PRIVACY STATEMENT

JP Executive Communications (“us”, “we”, or “our”) operates the <https://www.jpec.co.za> website (service).

This page informs you of our policies regarding the collection, use, and disclosure of personal data when you use our website and the choices you have associated with that data

We use your data to provide and improve the Service. By using the Service, you agree to the collection and use of information in accordance with this policy. Unless otherwise defined in this Privacy Policy, terms used in this Privacy Policy have the same meanings as in our Terms and Conditions, accessible from <https://www.jpec.co.co.za/>

JP Executive Communications is committed to protecting and respecting your privacy. We strive to ensure that our use of your Personal Information is lawful, reasonable, and relevant to our business activities, with the ultimate goal of improving our services and your experience.


This Privacy Policy describes how we will treat your Personal Information, whether provided by you to us, or collected by us through other means when you engage with us, in your ordinary use of our products and services, in providing us with your products and services, or in accessing our website (the "Website").

COLLECTION OF YOUR PERSONAL INFORMATION

We obtain personal information directly from you –

- when you attend JP Executive Communications events;
- when you provide information or services to us;
- when you purchase or use our services;
- when you accept our requests to connect with you on social media pages e.g LinkedIn, Twitter, Instagram etc

Information about you may also be collected from other sources, depending on the circumstances, such as public records; and Google, other institutions’ websites and the media, and when you make information publicly available.



Information is generally collected for the purposes as set out below.

PROCESSING OF YOUR PERSONAL INFORMATION

There are various laws that permit the processing of your personal information such as POPIA. We will only process, which includes collect, use, store or disclose, your personal information in accordance with the law or otherwise with your consent and will always strive to keep your information confidential, whether you supply it directly to us or whether it is collected lawfully from other sources. We generally process the following personal information, as may be applicable in the circumstances, and retain it as part of our records:

Customers, Suppliers, other stakeholders

- Name, contact details, email addresses, telephone numbers, position in your organisation and photos in some cases;
- presentation slides or other information such as comments on virtual platforms
- Recordings of presentations
- Correspondence
- Practice numbers;
- VAT numbers;
- Prescribing habits;
- Names and birth dates of children;
- Continuing Professional Development (CPD) event attendance and related certificates;


OBJECTION TO PROCESSING AND WITHDRAWAL OF CONSENT

In certain instances, you may object to the processing of your personal information, unless we may do so in terms of the law, by using the form prescribed by POPIA. If you have provided consent for us to process your personal information, you may also withdraw your consent at any time. If you object to our processing and we agree with your objection or withdraw your consent, we will only process your information as permitted in terms of the law and, if it is reasonable in the circumstances and lawful for us to do so, we may terminate our relationship with you. This does not affect your personal information, which has already been processed.

PURPOSE OF PROCESSING YOUR PERSONAL INFORMATION

We generally process personal information for the following purposes:



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- conduct of the business of JP Executive Communications;
 - communication of relevant information, industry matters and events;
 - maintenance of our records;
 - employment, human resource and labour-related matters of employees;
 - procurement of products and services;
 - engagement with Regulators and relevant public bodies;
 - marketing of JP Executives's services and events;
 - selling services;
 - CPD event attendance and records;
 - marketing of products and events;
 - any other lawful purpose related to the business of JP Executive Communications.

We do not sell your personal information to any person or entity.

SHARING AND DISCLOSURE OF YOUR PERSONAL INFORMATION


We will share the relevant personal information of directors and employees with

- regulatory and other public bodies;
- industry stakeholders;
- law enforcement structures, including courts and tribunals; and
- other relevant persons and bodies,

as advised when we collect the information or as may be as required or permitted by law, including to comply with any legal obligation or to protect the rights, property or safety of our business, employees, the public or others or otherwise with your consent.

RECORD-KEEPING

We maintain records of your personal information for as long as it is necessary for lawful purposes and in accordance with the law, including to fulfil your requests, provide services to you, comply with legal obligations, resolve disputes, enforce agreements, enforce the Code and as proof. These records may be held in electronic format. We may also retain your personal information for historical, statistical and research purposes, subject to the provisions of the law.





SECURITY OF YOUR PERSONAL INFORMATION

We are committed to ensuring the security of your personal information in order to protect it from unauthorised processing and access as well as loss, damage or unauthorised destruction. There are also inherent risks in the electronic transfer and storage of personal information. We have implemented, and continually review and update, information protection measures to ensure the security, integrity, and confidentiality of your information in accordance with industry best practices. These measures include the physical securing of the offices where information is held, the locking of cabinets with physical records, password control to access electronic records, off-site data back-ups and stringent policies in respect of electronic record storage and dissemination. In addition, only those employees and service providers that require access to your information to discharge their functions relating to JP Executive Communication's business are granted access provided that they have concluded agreements or provided undertakings regarding the implementation of appropriate security measures, maintaining confidentiality and processing the information only for the agreed purposes. We will inform you and the Information Regulator, if any person has unlawfully obtained access to your personal information, subject to the provisions of the law.

MARKETING OF PRODUCTS AND SERVICES

If you have provided consent, we may occasionally inform you, electronically or otherwise, about supplementary products and services offered by us and relevant industry bodies or others that may be useful or beneficial to you. You may at any time withdraw your consent and opt out from receiving such information. You may not opt-out of service-related communications, which are not promotional in nature.

CHANGES TO THIS PRIVACY STATEMENT

We reserve the right in our sole and absolute discretion, to revise or supplement this Privacy Statement from time to time to reflect, amongst others, any changes in our business or the law. We will publish the updated Privacy Statement on our website at <https://www.jpec.co.za>. It will also be available at our offices. Any revised version of the Statement will be effective as of the date of posting on our website, so you should always refer back to the website for the latest version of the Statement. It is your responsibility to make sure you are satisfied with any changes before continuing to use our products and services. If we make a material change to our Privacy Statement, you will be notified (by e-mail and/or posting on our website) that our privacy practices have changed and refer you to the new Statement. In the event that we make a material change to how we use your personal information, we will provide you with an opportunity to opt out of such new or different use. If you have any questions concerning this Statement, please contact the Information Officer.

