



**INFORMATION  
REGULATOR  
(SOUTH AFRICA)**

*Ensuring protection of your personal information  
and effective access to information*

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## **WEBSITE PRIVACY NOTICE**

This Website Privacy Notice applies to personal information that the Information Regulator (Regulator) collects through this website: [www.justice.gov.za/infoereg/](http://www.justice.gov.za/infoereg/).

## 1. DEFINITIONS

**Cookies** means A small text file (up to 4KB) created by a website that is stored in the user's computer either temporarily for that session only or permanently on the hard disk (persistent cookie). Cookies provide a way for the website to recognize you and keep track of your preferences;<sup>1</sup>

**Data** means information in electronic form;

**Data subject** means the person to whom personal information relates;

**IP address** means a unique address that identifies a device on the Internet or a local network;<sup>2</sup>

**Personal information** means information relating to an identifiable, living, natural person, and where it is applicable, an identifiable, existing juristic person, including, but not limited to—

- (a) information relating to the race, gender, sex, pregnancy, marital status, national, ethnic or social origin, colour, sexual orientation, age, physical or mental health, well-being, disability, religion, conscience, belief, culture, language and birth of the person;
- (b) information relating to the education or the medical, financial, criminal or employment history of the person;

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<sup>1</sup> Source: <https://www.pcmag.com/encyclopedia/term/40334/cookie>.

<sup>2</sup> Source: [https://techterms.com/definition/ip\\_address](https://techterms.com/definition/ip_address).

- (c) any identifying number, symbol, e-mail address, physical address, telephone number, location information, online identifier or other particular assignment to the person;
- (d) the biometric information of the person;
- (e) the personal opinions, views or preferences of the person;
- (f) correspondence sent by the person that is implicitly or explicitly of a private or confidential nature or further correspondence that would reveal the contents of the original correspondence;
- (g) the views or opinions of another individual about the person; and
- (h) the name of the person if it appears with other personal information relating to the person or if the disclosure of the name itself would reveal information about the person.

**POPIA** means the Protection of Personal Information Act 4 of 2013;

**Regulator** means the Information Regulator;

**Traffic data** means any data processed for the purpose of the conveyance of a communication on an electronic communications network in respect of that communication and includes data relating to the routing, duration or time of a communication;<sup>3</sup>

**User** means a person who uses a computer or other device to access this website; and

**Web browser** means an application used to access and view this website. We'll know web browsers include Internet Explorer, Google Chrome and Safari.

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<sup>3</sup> Source: Adapted from <https://ico.org.uk/for-organisations/guide-to-pecr/communications-networks-and-services/traffic-data/>.

## **2. PERSONAL INFORMATION**

The Regulator does not collect personal information on this site unless you provide the Regulator with your personal information. If you provide personal information through this site, it will be held by the Secretariat of the Regulator.

There are places on the site where you can provide personal information, such as:

- emailing an enquiry to the Regulator
- registering for an event
- making a submission to the Regulator on a proposed code of practice, regulations or other public consultation

If you lodge a complaint, make a comment, or give feedback through the website, the Regulator will process your email address and other contact details, if provided.

## **3. USE AND DISCLOSURE**

The Regulator will only use personal information that you provide through this website for the purposes for which you provided it.

The Regulator will not make your personal information available to any third party unless this is necessary for the purpose for which you provided the information (for instance to investigate a complaint).

If you make a submission to the Regulator in a public consultation process, such as commenting on Guidelines, the Regulator will publish your submission - this is a standard part of the consultation process. The Regulator also makes submissions

available in response to requests under the Promotion of Access to Information Act 2 of 2000.

The Regulator may use your personal information for the purposes of administering and improving the site, improving our services or communicating with you. The personal information you provide to us may be shared with operators to the extent necessary for them to administer and improve the website on our behalf.

The Regulator will only disclose your personal information to third parties in limited circumstances where authorised by POPIA (for instance to enable the South Africa Police Service to investigate a criminal offence).

#### **4. WEBSITE ANALYTICS**

You may visit the website without providing any personal information. The website servers will in such instances collect the IP address used by the data subject to access the website, but not the e-mail address or any other personal identifiable information. The information on IP addresses is aggregated to measure the number of visits, the average time spent at the website, pages viewed, etc. The Regulator analyses non-identifiable traffic data to improve our services, via a third (3<sup>rd</sup>) party programme, namely Google Analytics.

The Regulator may collect, hold, and use statistical information about website visits to help us improve the website. Such information includes:

- Your IP address;
- The search terms you used;
- The pages accessed on the Regulator's website and the links visitors clicked on
- The date and time you visited the website;

- The referring website (if any) through which you clicked through to the Regulator’s website; and
- The type of web browser you use (eg Internet Explorer, Mozilla or Firefox).

The traffic data is aggregated and is not personally identifiable. Our website analysis will also respect any “do not track” setting you might have set on your web browser.

## **5. USE OF COOKIES**

The Regulator uses cookies on its website where they are required for particular features to work. The Regulator also makes use of tracking cookies to track and analyse website usage. The cookies do not collect any personal information about data subjects.

## **6. LINKS TO SOCIAL NETWORKING SERVICES**

The Regulator uses social networking services such as Twitter and Facebook and network sharing services such as ShareThis to communicate with the public about its work. When you communicate with the Regulator through these services, that social networking service may collect your personal information for its own purposes.

These services may track your use of the Regulator’s website on those pages where their links are displayed. If you are logged in to those services (including any Google service) while using the Regulator’s website, their tracking will be associated with your profile with those service providers.

These services have their own privacy policies which are independent of the privacy policy and practices of the Regulator.

## 7. YOUR RIGHT TO ACCESS AND CORRECT PERSONAL INFORMATION

The Regulator will provide you with access to any personal information that The Regulator holds about you. You may also request the Regulator to correct your personal information. Kindly contact the Regulator's Information Officer to request access to your personal information or the correction of your personal information. You can ask to be removed from any of the Regulator's subscription lists at any time.

### Contact Details:

In the event that you need to contact the Information Regulator for purposes related to this Website Privacy Notice, please use the following:

The Webmaster

Mrs M du Preez

Telephone: (+27) 012 315 1721

Fax: (+27) 012 357 8006

Email: [maridupreez@justice.gov.za](mailto:maridupreez@justice.gov.za)

This website privacy policy was adopted by the Members of the Regulator on 29 of May 2018.

Signed by  at Pretoria on 20 of June 2018.

Chairperson