

# PRIVACY POLICY

## 1. Scope of the Privacy Policy

The Practice takes the privacy of Users of Dr. Alberts, Bouwer & Jordaan Incorporated's website very seriously. Please read the following to learn more about Dr. Alberts, Bouwer & Jordaan Incorporated's privacy policy.

- 1.1. This policy relates to how The Practice uses, stores and collects personal information collected from Users of Dr. Alberts, Bouwer & Jordaan Incorporated's website.
- 1.2. Personal information is information about the User that is personally identifiable like the user's name, surname, email address, and/or postal address and that is not otherwise publicly available.
- 1.3. This policy does not apply to the practices of companies that Dr. Alberts, Bouwer & Jordaan Incorporated does not own or control or with whom Dr. Alberts, Bouwer & Jordaan Incorporated is affiliated or contracted, or to people that The Practice does not employ or manage.
- 1.4. This Privacy Policy forms part of the **Terms and Conditions** of use for Dr. Alberts, Bouwer & Jordaan Incorporated website.

## 2. Use and Collection of the Information Collected

- 2.1. The Practice collects personal information when the User request to be contacted or to be provided with more information on the services Dr. Alberts, Bouwer & Jordaan Incorporated's provide. The Practice may combine information about a specific User with information it obtains from business partners or other companies.
- 2.2. Once a user has registered on Dr. Alberts, Bouwer & Jordaan Incorporated's website the User will no longer be anonymous to The Practice.
- 2.3. At the point of collection The Practice will provide the User with an "opt-out" mechanism that will provide the User the opportunity to indicate that he/she does not want The Practice to send the User any further communications.
- 2.4. The Practice uses information collected from Dr. Alberts, Bouwer & Jordaan Incorporated's website, for the following general purposes: to fulfill User requests for products and services, provide User's with The Practice's news, improve The Practice's services, and to conduct research.
- 2.5. Although The Practice will undertake reasonable endeavours not to allow the use of personal information for other purposes, Dr. Alberts, Bouwer &

Jordaan Incorporated cannot guarantee that personal information will not be used for other purposes.

### **3. Children**

**3.1.** The Practice takes the privacy of children online very seriously. Children under the age of 13 years should have a parent/guardian's consent before providing any personal information to The Practice. Dr. Alberts, Bouwer & Jordaan Incorporated will not require or request children under this age to provide any personal information that is reasonably necessary to participate in the applicable activity on Dr. Alberts, Bouwer & Jordaan Incorporated's website.

**3.2.** If The Practice determines upon collection that a user is under this age, The Practice will not use or maintain his/her personal information without the parent/guardian's consent.

### **4. Information Sharing and Disclosure**

The Practice does not rent, sell, or share personal information about the User with other people or non-affiliated companies except to provide products or services Users have requested.

### **5. The user's ability to delete his/her information**

5.1. The user may edit their information, including marketing preferences, at any time, provided this information remains accurate in accordance with Dr. Alberts, Bouwer & Jordaan Incorporated's Terms and Conditions.

### **6. Confidentiality and Security**

The Practice has placed physical, technological and procedural security safeguards in place that comply with best practices to protect personal information about the user.

### **7. Changes to the Privacy Policy**

Dr. Alberts, Bouwer & Jordaan Incorporated may update this policy. It is the responsibility of the User to keep up to date of any changes to this policy.

### **8. Feedback**

If a User has any questions, suggestions or comments, Users are requested to complete the feedback section on Dr. Alberts, Bouwer & Jordaan Incorporated's website. Any comments posted on the feedback section will not be accessible to the general public.

### **9. Update of the Privacy Policy**

This Privacy Policy was last updated April 2020.

HCPSA registration number: *4000552*

Wilgers Oncology Centre,

553 Denneboom. Rd.

Die Wilgers

Pretoria

SOUTH AFRICA