

APPLICATION USE TERMS AND CONDITIONS (USER CONSENT)

Dear subscriber. Before you start using this application, it is important to understand and agree to how your personal information is used and processed. This User Consent aims to inform you of the personal information we collect, how it is used and how we protect your privacy in line with the Protection of Personal Information Act (POPIA). Please note that, by using this application, you acknowledge that you have read and understood the contents of this User Consent.

1. *Collection and Processing:*

We collect and process the personal information necessary to enable you to effectively use this application. The personal information we collect includes your name, surname, contact details (telephonically and electronically), work history, educational history, salary information, where necessary your health information, and any other information you voluntarily provide. We may use your data to personalise your experience, communicate with you, improve our services and fulfil any of our legal obligations.

2. *Protection:*

The protection of your personal information is important to us. We therefore implement reasonable security measures to prevent unauthorised access, disclosure, loss or alteration of your personal information. We only retain your information for as long as it is necessary to fulfil the purposes for which it is collected, or as required and authorised by law.

3. *Sharing of information:*

We do not sell, rent or share your personal information with any third parties unless we are required to do so in order to provide you with our services. We do however share your information with entities within our Holdings Group of companies to ensure that you are kept updated on service offerings and benefits you may have access to improve your experience with Workforce.

4. *Third Parties:*

Our applications may require integration with third-party service providers. We take reasonable steps to satisfy ourselves that these service providers are POPIA compliant and process any personal information supplied to them within the parameters of the legislation.

5. *Your rights:*

You have the right to access, alter and delete your personal information. You can update your profile information or contact us to exercise these rights. You also have the right to withdraw your consent at any time, subject to legal requirements and obligations. This may however affect your ability to use our services.

6. *Cookies:*

This application may use cookies to improve your user experience and collect information on how you use our services. You can manage your cookie preferences in your browser settings.

7. *User Consent Updates:*

We reserve the right to update this User Consent from time to time. You are encouraged to review our User Consent regularly and familiarise yourself with any changes.

8. *Further information:*

If you have any questions or seek further information, please visit our website:

www.workforce.co.za

By clicking “I agree” and/or using our application, you confirm that you have read, understood and agreed to this User Consent and our processing of your personal information.