



COLLEGE OF MAGIC
NOTICE



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Association Not for Gain
NPO Registration # 007-517 NPO
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Privacy Policy & Disclaimer

THE PROTECTION OF PERSONAL INFORMATION ACT

Our duty to you

The Protection of Personal Information Act (POPI) is now in operation and we need to comply. POPI regulates how we handle your personal information while we do our work.

POPI is intended to balance 2 competing interests, these are:

- Your constitutional right to privacy (which requires your personal information to be protected): and
- The needs of our society to have access to and to use your personal information for legitimate purposes, for example, to enable us to do our work for you.

POPI obliges us to inform you of our process, and that is the main purpose of this correspondence. If you wish to have greater insight into the way in which we implement POPI, you may ask for a copy of our company's internal POPI Compliance Manual. So, without further ado, here is what you need to know:

THE COLLECTION AND PROCESSING OF PERSONAL INFORMATION

1. We will collect the majority of your personal information from yourself. Please cooperate with us when we do so. We will also collect your personal information from any intermediary that might have referred you to us, and from public records.
2. We will be collecting your personal information to enable us to fulfil the mandate that we have been given by you.
3. You are legally obliged to supply the information that we need to comply with the Financial Intelligence Centre Act (FICA). This information is required to combat money laundering and the financing of terrorism. Any other information that we ask for will be required to enable us to do our work. You have a choice as to whether you will supply us with this other information. Please note that if you fail to supply the information we ask for, we will not be able to do our work properly. You might also be placing yourself in breach of a contract, or the law.
4. We will be passing your personal information on to all third parties that require it for the purposes of doing their work which is related to what we are doing for you. For example, if we are working with another company to fulfil our mandate to you, and they need your information to complete this work, we will share the required information with them.

5. You can rest assured that unless we are legally obliged to share your personal information, we will only share so much of your personal information as is needed by the authority that requires it, and we will only do so when it is necessary for us to do our work for you. In addition, all of our staff are bound by confidentiality clauses in their letters of employment.
6. If there is an international component to the work which we are doing for you, and if we are required to share your personal information with an overseas recipient, you are entitled to ask us how your personal information will be protected in this foreign country, and we will endeavor to assist you.
7. You have the right of access to your personal information and the right to correct any errors relating to the information that we have on record. In addition, you have the right to object to us continuing to process your personal information. In this regard, please note that if you do exercise this right, we will not be able to do our work properly. In addition, this might place you in breach of a contract.
8. We are obliged by law to retain our records for a period of time after we have completed our work. During this period, your personal information will also remain protected. After this period has expired, your personal information will be destroyed in a way that de-identifies you.

THE SECURITY OF OUR SYSTEMS

9. Our website is protected with Cloudbic. Our data server provides threat protection, data protection, and device management features to help protect us from online threats and unauthorized access, as well as protect and manage data on organisation's phones, tablets, and computers.

Should you have any issues with the way in which we are processing your personal information, you are entitled to lodge a complaint with the Information Regulator, whose contact details are:

33 Hoofd Street

Forum III, 3rd Floor Braampark

P.O Box 31533

Braamfontein, Johannesburg, 2017

Complaints email: complaints.IR@justice.gov.za

General enquiries email: infoereg@justice.gov.za.

We trust however that our processing of your personal information will be handled in a way that complies with all the relevant laws and that your rights to privacy will be protected as required by law.

Kind regards

College of Magic Team

215 Imam Haron Road, Claremont, Cape Town, South Africa, 7700

Website Privacy Policy

1. Terms

By accessing this web site, you are agreeing to be bound by these web site Terms and Conditions of Use, applicable laws and regulations and their compliance. If you disagree with any of the stated terms and conditions, you are prohibited from using or accessing this site. The materials contained in this site are secured by relevant copyright and trademark law.

2. Use License

- a. Permission is allowed to temporarily download one duplicate of the materials (data or programming) on College of Magic's site for individual and non-business use only. This is the just a permit of license and not an exchange of title, and under this permit you may not:
 - i. modify or copy the materials;
 - ii. use the materials for any commercial use, or for any public presentation (business or non-business);
 - iii. attempt to decompile or rebuild any product or material contained on College of Magic's site;
 - iv. remove any copyright or other restrictive documentations from the materials; or
 - v. transfer the materials to someone else or even "mirror" the materials on other server.
- b. This permit might consequently be terminated if you disregard any of these confinements and may be ended by College of Magic whenever deemed. After permit termination or when your viewing permit is terminated, you must destroy any downloaded materials in your ownership whether in electronic or printed form.

3. Disclaimer

- c. The materials on College of Magic's site are given "as is". College of Magic makes no guarantees, communicated or suggested, and thus renounces and nullifies every single other warranties, including without impediment, inferred guarantees or states of merchantability, fitness for a specific reason, or non-encroachment of licensed property or other infringement of rights. Further, College of Magic does not warrant or make any representations concerning the precision, likely results, or unwavering quality of the utilization of the

materials on its Internet site or generally identifying with such materials or on any destinations connected to this website.

4. Constraints

In no occasion should College of Magic or its suppliers subject for any harms (counting, without constraint, harms for loss of information or benefit, or because of business interference,) emerging out of the utilization or powerlessness to utilize the materials on College of Magic's Internet webpage, regardless of the possibility that College of Magic or a College of Magic approved agent has been told orally or in written of the likelihood of such harm. Since a few purviews don't permit constraints on inferred guarantees, or impediments of obligation for weighty or coincidental harms, these confinements may not make a difference to you.

5. Amendments and Errata

The materials showing up on College of Magic's site could incorporate typographical, or photographic mistakes. College of Magic does not warrant that any of the materials on its site are exact, finished, or current. College of Magic may roll out improvements to the materials contained on its site whenever without notification. College of Magic does not, then again, make any dedication to update the materials.

6. Links

College of Magic has not checked on the majority of the websites or links connected to its website and is not in charge of the substance of any such connected webpage. The incorporation of any connection does not infer support by College of Magic of the site. Utilization of any such connected site is at the user's own risk.

7. Site Terms of Use Modifications

College of Magic may update these terms of utilization for its website whenever without notification. By utilizing this site you are consenting to be bound by the then current form of these Terms and Conditions of Use.

8. Governing Law

Any case identifying with College of Magic's site should be administered by the laws of the country of South Africa College of Magic State without respect to its contention of law provisions.

General Terms and Conditions applicable to Use of a Web Site.

Privacy Policy

Your privacy is critical to us. Likewise, we have built up this Policy with the end goal you should see how we gather, utilize, impart and reveal and make utilization of individual data. The following blueprints our privacy policy.

- Before or at the time of collecting personal information, we will identify the purposes for which information is being collected.
- We will gather and utilization of individual data singularly with the target of satisfying those reasons indicated by us and for other good purposes, unless we get the assent of the individual concerned or as required by law.

- We will just hold individual data the length of essential for the satisfaction of those reasons.
- We will gather individual data by legal and reasonable means and, where fitting, with the information or assent of the individual concerned.
- Personal information ought to be important to the reasons for which it is to be utilized, and, to the degree essential for those reasons, ought to be exact, finished, and updated.
- We will protect individual data by security shields against misfortune or burglary, and also unapproved access, divulgence, duplicating, use or alteration.
- We will promptly provide customers with access to our policies and procedures for the administration of individual data.

We are focused on leading our organisation as per these standards with a specific end goal to guarantee that the privacy of individual data is secure and maintained.

Disclaimer

Please read this disclaimer (“disclaimer”) carefully before using the College of Magic website (“website”, “service”) operated by the College of Magic (“us”, “we”, “our”).

The content displayed on the website is the intellectual property of the College of Magic. You may not reuse, republish, or reprint such content without our written consent.

All information posted is merely for educational and informational purposes. It is not intended as a substitute for professional advice. Should you decide to act upon any information on this website, you do so at your own risk.

While the information on this website has been verified to the best of our abilities, we cannot guarantee that there are no mistakes or errors.

We reserve the right to change this policy at any given time, of which you will be promptly updated. If you want to make sure that you are up to date with the latest changes, we advise you to frequently visit this page.