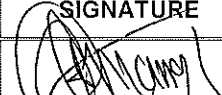


mzikampumi <small>resources (pty) ltd</small>			REVISION	2
			01 05 2023	
MM POL 005	PRIVACY POLICY		DOCUMENT CLASSIFICATION	CONTROLLED DISCLOSURE
APPROVED BY	TITLE	SIGNATURE	REVISION STATUS	NEXT REVIEW DATE
CONNY MAHLANGU	CEO		APPROVED	01 05 2024

Mzikampumi Resources, strives for excellence in all we do and as such we ensure that we implement company activities in such a way that ensures suitability to the requirements of clients. Our service provision includes planning, scheduling and allocating resources to achieve the greatest organizational value. We supply various skills from non-skilled to skilled labour. We supply these resources to multiple power stations.

We demonstrate the ability to optimise and manage resources to maintain the business integrity through considering ethical, economic, and regulatory variables which impact the company. Our key responsibilities amongst others are getting the staff trained, providing PPE, and getting staff valid medical certificates to be allowed on the site.

Mzikampumi Resources is committed to the requirements of SHEQ as outlines in the ISO management systems, as such we strive to abide to legal and regulatory requirements governing our business in so doing, we established this Privacy policy in coherent to the PROTECTION OF PERSONAL INFORMATION ACT OF SOUTH AFRICA.

Your privacy is important to us, Mzikampumi Resources shall secure, safeguard and protect your personal details contained as far as reasonably possible. Your details shall only be used for the purpose it was required for; unauthorised sharing of this information is strictly prohibited.

As part of the scope of services for our organisation we collect and process your data for Contract Management purposes as required by the client on various Eskom sites. We will use your personal information only for the purposes for which it was collected and agreed with you. In addition, where necessary your information may be retained for legal or research purposes

Disclosure of Information

We are required contractually to share your employment data with our clients and employers and this data is classified as your personal information. We will do this in line with our code of conduct and ensure adherence to the code of conduct of all our clients and employers in respect to this Privacy Policy. Our clients have in place their own Privacy Policy that can be accessible on their websites or upon request.

We may also disclose your information:

- In the process of bidding for new business opportunities to clients
- Where we have a duty or a right to disclose in terms of law or industry codes
- Where we believe it is necessary to protect our rights
- In pursuit of applications to different bodies

We will ensure that anyone to whom we pass your personal information agrees to treat your information with the same level of protection as we are obliged to

Personal Data

Personal Data refers to information requested from you that will assist the organisation to determine:

Your name and surname

Contact details of yourself and next of kin

Employment details

Academic details

Banking details

Identity details

Domicile details

Income tax details

OHS Medicals

Other details contained in your profile or curriculum vitae

Disclaimer

- **Email and Reports**

The information transmitted in the organisation using any platform may contain confidential information and is intended for the addressee(s) only.

Any unauthorized use or disclosure may be unlawful. We give no warranty as to the accuracy or completeness of the data sent over the Internet. Any opinion expressed in this e-mail may be personal to the sender and may not necessarily reflect the opinions of the Mzikampumi Resources. We monitor all electronic communications with the company for the protection of our clients, employers and interested parties. If you do not consent to such monitoring, you should contact the process owner. Only a director is authorized to bind the company contractually.

- **Forms and Templates**

As per our privacy policy, Mzikampumi Resources shall secure, safeguard and protect your personal details contained on this form as far as reasonably possible. Your details shall only be used for the purpose it was required for; unauthorised sharing of this information is strictly prohibited.