



South Africa Siyasebenza

THE JOBS FUND PRIVACY POLICY AND INFORMED CONSENT

1 July 2021



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IF YOU DO NOT AGREE WITH ANY TERM OF THIS PRIVACY STATEMENT, YOU MUST CEASE YOUR ACCESS OF THIS WEBSITE IMMEDIATELY.

1. Definitions and Interpretation

- 1.1. “**Jobs Fund**” means the government initiative owned and funded by the National Treasury to fund creative solutions to overcome barriers to job creation through structured and strategic partnerships.
- 1.2. “**Personal Information**” means information relating to an identifiable, living, natural person and where it is applicable, identifiable, existing juristic person, including all information as defined in the Protection of Personal Information Act 4 of 2013.
- 1.3. “**Processing**” means the creation, generation, communication, storage, destruction of personal information as more fully defined in the Protection of Personal Information Act 4 of 2013 (POPIA), as amended.
- 1.4. “**You**” or the “**user**” means any person who accesses and browses this website for any purpose.
- 1.5. “**Website**” means the website of the Jobs Fund at URL <http://www.jobsfund.org.za> or such other URL as the Jobs Fund may choose from time to time.

2. Status and Amendments

- 2.1. The Jobs Fund respects your privacy. This Privacy Policy sets out the Jobs Fund’s information gathering and dissemination practices in respect of the Website.
- 2.2. This Privacy Policy governs the processing of personal information provided to the Jobs Fund through your use of the Website.
- 2.3. Please note that, due to legal and other developments, the Jobs Fund may amend its Privacy Policy from time to time. This version of the Privacy Policy is indicated by the effective date incorporated in the title of this Privacy Policy. It is your duty to remain apprised of the current version of this Privacy Policy. The date indicated in the heading of this Privacy Policy is the effective date that governs the browsing and use of this Privacy Policy from that date until the next revision of this Privacy Policy becomes effective.
- 2.4. By continuing to browse or use this Privacy Statement after a revised Privacy Policy becomes effective constitutes your agreement to observe this Privacy Policy as may be revised.

3. Processing of Personal Information

- 3.1. By providing your personal information to the Jobs Fund:
 - 3.1.1 You acknowledge that it has been collected directly from you;

- 3.1.2 You acknowledge that you have read and understood this Privacy Policy and related provisions;
 - 3.1.3 You agree to be bound by this Privacy Policy;
 - 3.1.4 You agree to comply with this Privacy Policy; and
 - 3.1.5 You give the Jobs Fund consent to process and further process the required Personal Information for the required purpose, in accordance with this Privacy Policy.
- 3.2. Where you submit Personal Information (such as name, address, telephone number and email address) via the website (e.g. through completing any online form) the following principles are observed in the processing of that information:
- 3.2.1 The Jobs Fund will only collect personal information for a purpose consistent with the purpose for which it is required. The specific purpose for which information is collected will be apparent from the context in which it is requested.
 - 3.2.2 The Jobs Fund will only process personal information in a manner that is adequate, relevant and not excessive in the context of the purpose for which it is processed.
 - 3.2.3 Personal information will only be processed for a purpose compatible with that for which it was collected, unless you have agreed to an alternative purpose in writing or the Jobs Fund is permitted in terms of national legislation of general application dealing primarily with the protection of personal information.
 - 3.2.4 The Jobs Fund will keep records of all personal Information collected and the specific purpose for which it was collected for a period of 1 (one) year from the date on which it was last used.
 - 3.2.5 The Jobs Fund will not disclose any personal information relating to you to any third party unless your prior written agreement is obtained or the Jobs Fund is required to do so by law.
 - 3.2.6 If personal information is released with your consent the Jobs Fund will retain a record of the information released, the third party to which it was released, the reason for the release and the date of release, for a period of 1 (one) year from the date on which it was last used.
 - 3.2.7 The Jobs Fund will destroy or delete any personal information that is no longer needed by the Jobs Fund for the purpose it was initially collected, or subsequently processed.
- 3.3. Note that, as permitted by the Electronic Communications and Transactions Act 25 of 2002, as amended, the Jobs Fund may use personal information collected to compile profiles for statistical purposes. No information contained in the profiles or statistics will be able to be linked to any specific user.
- 3.4. Notwithstanding anything to the contrary herein, the GTAC/Jobs Fund is a “Public Body as defined in Section 1 of POPIA and as such the exemption provided in Section 38 of POPIA applies to it. Section 38 reads in part as follows:
“Personal information processed for the purpose of discharging a relevant function is exempt from sections 11(3) and (4), 12, 15 and 18 in any case to the extent to which the application of those provisions to the personal information would be likely to prejudice the proper discharge of that function.”

4. Collection of anonymous data

- 4.1. The Jobs Fund may use standard technology to collect information about the use of this website. This technology is not able to identify individual users but simply allows the Jobs Fund to collect statistics.
- 4.2. The Jobs Fund may utilise temporary or session cookies to keep track of users’ browsing habits. A cookie is a small file that is placed on your hard drive in order to keep a record of your interaction with this website and facilitate user convenience.

- 4.2.1 Cookies by themselves will not be used to identify users personally but may be used to compile identified statistics or to provide the Jobs Fund with feedback on the performance of this website.

Cookies cannot be used to run programs or deliver viruses to your computer. You have the ability to accept or decline cookies.

- 4.2.2 The following classes of information may be collected in respect of users who have enabled cookies:
 - 4.2.2.1 The browser software used;
 - 4.2.2.2 IP address;
 - 4.2.2.3 Date and time of activities while visiting the website;
 - 4.2.2.4 URLs of internal pages visited; and
 - 4.2.2.5 Referrers.

- 4.3. If you do not wish cookies to be employed to customize your interaction with this website, it is possible to alter the manner in which your browser handles cookies. Please note that, if this is done, certain services on this website may not be available.

5. Security

- 5.1. The Jobs Fund is legally obliged to provide adequate protection for the personal information we hold and to stop unauthorized access and use of personal information. We will, on an on-going basis, continue to review our security controls and related processes to ensure that your personal information remains secure.
- 5.2. Our security policies and procedures cover:
 - 5.2.1 Physical security;
 - 5.2.2 Computer and network security;
 - 5.2.3 Access to personal information;
 - 5.2.4 Secure communications;
 - 5.2.5 Security in contracting functions;
 - 5.2.6 Retention and disposal of information;
 - 5.2.7 Acceptable usage of personal information;
 - 5.2.8 Governance and regulatory issues;
 - 5.2.9 Monitoring access and usage of private information;
 - 5.2.10 Investigating and reacting to security incidents.
- 5.3. When we contract with third parties, we impose appropriate security, privacy and confidentiality obligations on them to ensure that personal information that we remain responsible for, is kept secure.

6. Links to other websites

- 6.1. The Jobs Fund has no control over and accepts no responsibility for the privacy practices of any third-party websites to which hyperlinks may have been provided and the Jobs Fund strongly recommends that you review the privacy policy of any website you visit before using it further.

7. Queries

- 7.1. If you have any queries about this Privacy Policy; need further information about our privacy practices; wish to withdraw consent; exercise preferences or access or correct your personal information, please contact us by emailing JFPOPIEnquiry@treasury.gov.za.