



Walking, Adventure & Self Development Safaris • Skills Development & Assessment • Leadership & Team Interventions

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Privacy Policy

Version 2 dated 1 June 2020. This policy replaces the previous version dated 12 July 201

1. This privacy policy discloses the privacy practices for Spirited Adventures and Consulting (Pty) Ltd [company registration 2015/403559/07]. This policy dated 1 June 2021, replaces the previous policy dated 12 July 2018.
2. The Protection of Personal Information Act, No. 4 of 2013 describes personal information as information relating to the identifiable, living, natural person and where applicable, an identifiable, existing juristic person, including names, identity numbers, contact details, location information and nationality. The Protection of Personal Information Act, No. 4 of 2013 requires us to inform you of how we utilize and store your personal information. The Electronic Communications and Transaction Act, No. 25 of 2002 also contains certain principles regarding the electronic collection of personal information and we strive to meet these requirements in ensuring that your right to privacy is protected.
3. The purpose of this policy is to disclose where we collect data, how you provide consent to do such, how we use your data, how you can opt out of our database and how we ensure your information is safeguarded.
4. We undertake that we shall comply with The Protection of Personal Information Act, No. 4 of 2013 as well as The Electronic Communications and Transaction Act, No. 25 of 2002.
5. This privacy policy applies to all people or organizations who have shared their contact details, demographic or other information with us. We respect your privacy and take the protection of personal information very seriously.
6. We collect data [hereafter collectively referred to as "data sources"] via my following methods:
 - 6.1. In person communication
 - 6.2. Email communication
 - 6.3. Booking and client profile forms
 - 6.4. Indemnity forms
 - 6.5. Informed consent forms [required for self-development retreats]
 - 6.6. Company website www.spiritedadventures.co.za
 - 6.7. Facebook <http://www.facebook.com/spiritedadventures.co.za>
 - 6.8. Instagram <https://www.instagram.com/spiritedadventures>
 - 6.9. LinkedIn <https://www.linkedin.com/in/lutz-otto-making-it-happen/>
 - 6.10. LinkedIn <https://www.linkedin.com/company/spirited-adventures>
7. We are the sole users and owners of the information collected via these "data sources".
8. We only have access to/ collect information which you have voluntarily given us via these "data sources". We do not, and have not, bought data.
9. We use this information to:
 - 9.1. respond to you, regarding the reason you contacted us.
 - 9.2. deliver the service which you have contracted us for.

- 9.3. for general administration and marketing purposes, including research, related to Spirited Adventures and Consulting.
- 9.4. add you to our emailing list. These emails contain news updates, specials, new products, company changes or privacy policy changes.
10. You can opt out of any future communications from us, at any time, via unsubscribe@spiritedadventures.co.za . On receipt of your request to do such, unless there is a legal reason not to do such, we will remove your details from our database.
11. Should you not request to opt out of our database, it will be accepted that you have consented to remain part of this database, and that you acknowledge that this information may be used to correspond with you in the context of the points made within point 7 above. If you believe that the information which we are holding is no longer correct, please inform us of such to allow for its correction or removal.
12. We do not sell, rent or share the data we collect via our data sources to any third party outside of our organization. The only time information is shared is when it is needed to do so with third party suppliers, service providers or business partners to deliver the service which you have contracted us for. These third party suppliers, service providers or business partners are bound by the POPIA Act 4 of 2013 to keep your personal information secure and confidential, and to exclusively use it for purposes which they have been contracted for. Should for any reason personal information from our database be used by them without our permission, Spirited Adventures and Consulting reserves the right to take appropriate legal action.
13. Where we partner with another party to provide specific services, you might have to share your information with them. You are thus accordingly entitled to request their privacy policy. We are not responsible for their privacy policies or practices, and can thus not give warranties, nor make any representations in respect thereof.
14. All members of the Spirited Adventures and Consulting database are equally bound by the POPIA Act 4 of 2013. Should for any reason personal information be used by another member from this database, Spirited Adventures and Consulting reserves the right to take appropriate legal action.
15. The Spirited Adventures web site contains links to other sites. As we are not responsible for their content, privacy policies or practices, or of other sites, and can thus not give warranties, nor make any representations in respect thereof. We encourage you to read the privacy statements of these sites or any site that collects personally identifiable information.
16. We have and continue to take reasonable precautions to protect your information from unauthorized use both online and offline. Access to the server, is limited to the administrator of the database and there is a firewall between the browser and server. Even though we have taken these reasonable steps, we cannot make any warranties and/or representations that our website content is absolutely safe and secure. Should you suspect any security breach, you should notify us immediately to allow us to take immediate and appropriate action.
17. Whenever material changes are made to this privacy policy, we undertake to notify you.
18. If you have any questions or concerns arising from this privacy policy, or the way in which we handle personal information, please contact us via the contact information available on this website or admin@spiritedadventures.co.za .
19. **Policy Close**