

Privacy Policy – Prisca IT Technologies

Prisca IT Technologies is committed to protecting your privacy and ensuring that your personal information is collected and used in accordance with the **Protection of Personal Information Act (POPIA)** of South Africa.

This Privacy Policy explains how we collect, use, store, and protect personal information.

1. Personal Information We Collect

We may collect and process the following personal information:

- Name and surname
 - Contact details (email address, phone number)
 - Company and job-related information
 - Website usage data (cookies and analytics)
 - Any information submitted via contact forms
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2. How We Collect Information

Personal information may be collected through:

- Website contact forms
 - Email or telephone communication
 - Service enquiries or quotations
 - Cookies and website analytics
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3. Purpose of Collection

We collect personal information for the purpose of:

- Responding to enquiries
 - Providing ICT services
 - Communicating with clients
 - Improving website functionality
 - Meeting legal and contractual obligations
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4. Lawful Processing

Personal information is processed lawfully and in a manner consistent with POPIA. We only collect information that is relevant, adequate, and not excessive.

5. Information Sharing

Prisca IT Technologies does not sell or rent personal information.

Personal information may be shared with:

- Service providers or partners where required to deliver services
- Regulatory authorities where legally required

All third parties are required to maintain confidentiality and appropriate security controls.

6. Data Security

We implement appropriate technical and organisational measures to protect personal information against:

- Unauthorised access
 - Loss or damage
 - Misuse or disclosure
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7. Data Retention

Personal information is retained only for as long as necessary to fulfil the purpose for which it was collected, or as required by law.

8. Cookies & Website Analytics

This website may use cookies to improve user experience and analyse website traffic. Users may disable cookies through their browser settings.

9. Your Rights

In terms of POPIA, you have the right to:

- Access your personal information
- Request correction or deletion
- Object to processing
- Withdraw consent (where applicable)

Requests can be submitted using the contact details on our website.

10. Changes to This Policy

Prisca IT Technologies reserves the right to update this Privacy Policy from time to time. Changes will be posted on this page.

11. Contact Us

If you have questions or concerns regarding this Privacy Policy or how your personal information is handled, please contact us via the details provided on the website.