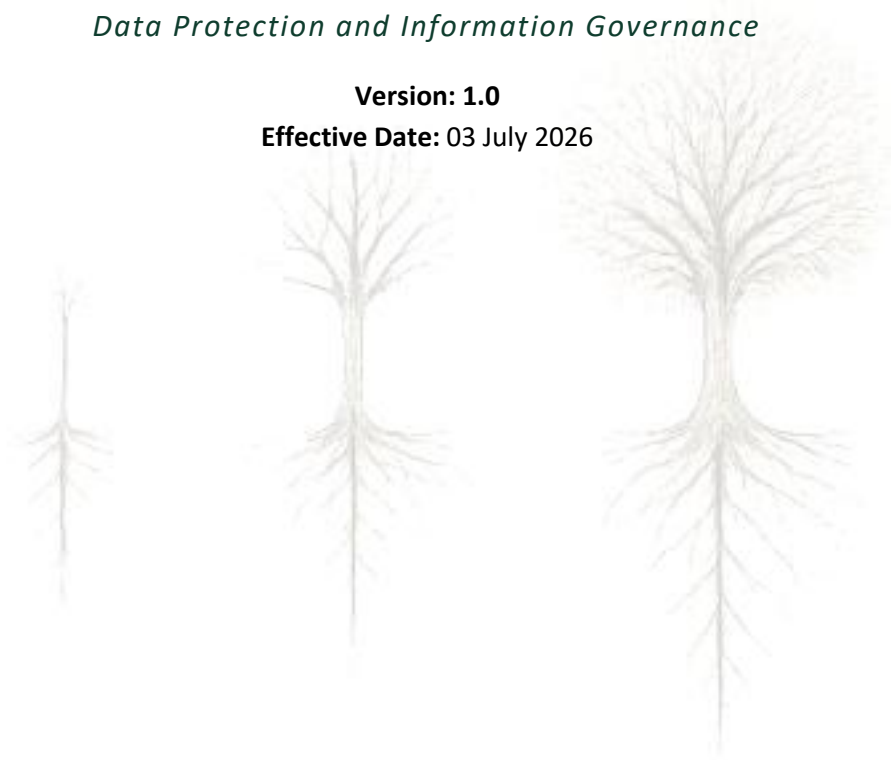


Privacy Policy

Data Protection and Information Governance

Version: 1.0

Effective Date: 03 July 2026



Unearthing Insights Africa

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Company Registration No. 2026/344354/08

Background

Unearthing Insights Africa NPC ("Unearthing Insights Africa", "we", "us", or "our") respects your privacy and is committed to protecting your personal information in accordance with the Protection of Personal Information Act, 4 of 2013 ("POPIA").

This Privacy Policy explains how we collect, use, store, protect, and process personal information through our website and related activities.

Definitions

For purposes of this Privacy Policy, “personal information”, “processing”, “data subject”, “operator”, “responsible party”, and “special personal information” shall have the meanings assigned under POPIA.

Who we are

Unearthing Insights Africa NPC is a registered non-profit organisation and a youth and women-led organisation dedicated to advancing economic opportunities that support a regenerative and inclusive economy across Africa.

Through evidence-based research, ecosystem strengthening, strategic partnerships, and locally led implementation, we identify and advance opportunities that support the transition to a nature-positive economy. We work with businesses, SMEs, entrepreneurs, youth-led enterprises, communities, and development partners to support sustainable growth, inclusion, and resilience.

Registration Details

- Registration Number: 2026/344354/08
- NPO Number: 334-559-NPO
- PBO Number: 930090839

What Personal Information We Collect

We may collect and process the following categories of personal information:

Identity Information

- Full name
- Job title
- Organisation name
- Professional role

Contact Information

- Email address
- Telephone number
- Physical or postal address

Technical Information

- IP address
- Browser type
- Device information

- Website usage data
- Referring websites
- Cookie information

Communications Information

- Information submitted through contact forms
- Event registrations
- Survey responses
- Newsletter subscriptions
- Research participation information
- Correspondence sent to us

We do not intentionally collect special personal information (including health, biometric, religious, or political information) unless required for a specific organisational purpose and permitted under POPIA. Where collected, additional safeguards will apply.

Where personal information of children/minors is processed, we will obtain consent from a competent person/guardian and apply heightened safeguards in accordance with POPIA.

How We Collect Information

We may collect personal information when you:

- Visit our website;
- Complete online forms;
- Subscribe to newsletters or updates;
- Register for events, workshops, webinars, or programmes;
- Contact us via email, telephone, or social media;
- Participate in surveys, consultations, or research activities;
- Apply for opportunities, partnerships, or programmes;
- Engage with our projects and initiatives.

We collect only the minimum personal information necessary for legitimate organisational purposes and avoid excessive or irrelevant data collection.

Why We Process Your Information

We process personal information for legitimate organisational purposes, including:

- Responding to enquiries and requests;
- Managing stakeholder relationships;
- Delivering programmes and services;
- Conducting research and learning activities;
- Managing events and registrations;
- Sharing newsletters, reports, publications, and updates;
- Monitoring and improving website performance;
- Producing organisational reports and impact assessments;

- Complying with legal, regulatory, and governance obligations.

We process personal information only where a lawful basis exists under POPIA, including consent, contractual necessity, legitimate organisational interests, compliance with legal obligations, or protection of legitimate interests.

Personal information will not be used for purposes unrelated to those stated in this Privacy Policy unless required by law or with your consent.

Newsletters and Communications

If you subscribe to our newsletters or communications, we may send you:

- News and updates;
- Reports and publications;
- Event invitations;
- Programme announcements;
- Research findings and resources.

You may unsubscribe at any time using the unsubscribe link included in our communications or by contacting us directly.

We will only send direct marketing communications in compliance with POPIA and will obtain consent where required. You may opt out at any time.

Cookies and Analytics

Our website uses cookies and similar technologies to improve user experience and understand how visitors interact with our website.

Cookies may collect information including:

- Browser type;
- Device information;
- General location information;
- Pages visited;
- Time spent on the website;
- Referral sources.

We may use tools such as Google Analytics to analyse website traffic and improve our services. You may modify your browser settings to disable or restrict cookies, although this may affect website functionality

We do not use automated decision-making or AI systems to make decisions that have legal or significant effects on individuals without appropriate human oversight and compliance with POPIA.

Embedded content from other websites

Articles on this site may include embedded content (e.g. videos, images, articles, etc.). Embedded content from other websites behaves in the exact same way as if the visitor has visited the other website. These websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracking your interaction with the embedded content if you have an account and are logged in to that website.

Third-Party Service Providers

We may engage trusted service providers to assist with our operations, including:

- Website hosting providers;
- Email and newsletter platforms;
- Cloud storage services;
- Analytics providers;
- Event and registration systems;
- Professional advisers and consultants.

These providers may process personal information only in accordance with our instructions and appropriate confidentiality and security requirements. Some of the third-party service providers used by Unearthing Insights Africa NPC may store or process personal information outside South Africa.

Where personal information is transferred internationally, we take reasonable steps to ensure that appropriate safeguards are in place and that information is protected in accordance with applicable privacy laws, such as contractual data protection clauses, operator agreements, or compliance with applicable international data protection standards.

All third-party service providers who process personal information on our behalf are bound by written service level agreements that meet POPIA requirements.

Sharing Personal Information

We do not sell, rent, or trade personal information.

We may share personal information:

- During organisational restructuring or governance changes, where appropriate safeguards are maintained.
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- With authorised service providers;
- With project partners where participation requires information sharing;
- Where required by law;
- To protect our legal rights or prevent fraud;

Retention of Information

We retain personal information only for as long as necessary to:

- Fulfil the purposes for which it was collected;
- Meet legal and regulatory obligations;
- Resolve disputes;
- Maintain appropriate organisational records.

We maintain internal records of personal information processing activities as required by POPIA.

We implement reasonable technical and organisational measures to protect personal information from unauthorised access, loss, misuse, alteration, or destruction, including encryption, access controls, secure storage, and regular security reviews.

When information is no longer needed, it will be securely deleted, destroyed, or anonymised.

If a data breach occurs, we will notify affected data subjects and the Information Regulator where required by POPIA, and take reasonable steps to mitigate harm.

Your Rights Under POPIA

Under the Protection of Personal Information Act (POPIA), you have the right to:

- Lodge a complaint with the Information Regulator if you believe your personal information has been processed unlawfully
- Request access to the personal information we hold about you.
- Request the correction of inaccurate or incomplete personal information.
- Request the deletion of personal information where appropriate.
- Object to the processing of your personal information in certain circumstances.
- Withdraw your consent where processing is based on consent.
- Object to the use of your personal information for direct marketing.

Requests for access, correction, deletion, objection, or withdrawal of consent must be submitted in writing.

We may require verification of identity before processing requests.

To exercise any of these rights, please contact us using the details provided below.

For questions regarding this Privacy Policy or your personal information, please contact: info@unearthing-insights.org

Further Information

For privacy-related queries, data subject requests, or concerns, contact our Information Officer at: info@unearthing-insights.org.

For more information about your rights under POPIA, please visit the Information Regulator South Africa website: <https://inforegulator.org.za>.

POLICY REVIEW

We may update this Privacy Policy from time to time. Updated versions will be published on our website with the effective date indicated.