

## **IRMSA PRIVACY POLICY**

### **PERSONAL INFORMATION**

The Institute of Risk Management South Africa (IRMSA) respects the privacy of its member's personal information. Personal information pertains to any information that you provide to the Institute, including but not limited to; manual application and feedback forms completed or through the use of any of IRMSA's online facilities/website. This policy has therefore been put in place to ensure that the Institute will take all reasonable measures, in accordance with this privacy policy, to protect your personal information and to keep it confidential.

### **USE OF PERSONAL INFORMATION**

Personal information collected by IRMSA through forms completed and online services, will be used in the best possible way to benefit members and keep in touch with them. Information received will be stored in online profiles whereby each member /IRMSA administrators can edit and change information as needed/per member request.

IRMSA will use the information it has in each profile to send members information about its services and product offerings and keep members informed of industry specific news.

Should a third party wish to contact a member, this member will be notified of such and the third parties contact details and/or message will be passed on to that member. It is therefore at the discretion of that member as to whether they wish to make contact with the third party concerned. IRMSA will not sell, rent or provide your personal information to unauthorised entities or to third parties for their independent use without your consent. IRMSA will release a member's personal information to a party if it believes that IRMSA is required by law or by a court to do so. IRMSA will also disclose a member's personal information if IRMSA believes that it is necessary to prevent or lessen any unlawful or harmful actions and to protect and defend legitimate business interests, rights or property of IRMSA.

### **PROTECTION OF PERSONAL INFORMATION**

IRMSA will endeavour to take reasonable steps to protect member's personal information from loss, misuse or unauthorised alteration. When using the services or facilities provided by IRMSA, members may be given a user name and password. Please ensure this information is kept confidential. Information relating to a members profile will only be shared with that member directly. For security reasons, this information will only be sent to the e-mail address on file for the subscriber username and password associated with it.

### **CHANGES TO PERSONAL INFORMATION**

A member may update/change their profile at any time, or request such changes from the Institute.

### **LINKS**

IRMSA is not responsible for the content or the privacy policies of any other websites to which it may link. This policy applies solely to information collected by IRMSA.

### **DISCLOSURE OF PERSONAL INFORMATION TO THIRD PARTIES BY A MEMBER**

Should a member disclose any personal information to a third party, such as one of our business partners or anyone other than IRMSA, the member should be aware that IRMSA does not regulate or control how that third party uses your personal information. IRMSA is not responsible for any representations or information or warranties or content on any website of any third party (including websites linked to this website). IRMSA does not exercise control over third parties' privacy policies and you should refer to the privacy policy of any third party to see how such party protects your privacy.

### **CHANGES TO THIS PRIVACY POLICY**

IRMSA may change this privacy policy at any time. Any change to this privacy policy will be displayed on this website. If you use this website or any of the services or facilities offered by the Institute after IRMSA has displayed a change to this privacy policy, you will be deemed to have agreed to the change.

### **LAWS GOVERNING THIS POLICY**

This privacy policy will be governed by the laws of South Africa. You consent to the jurisdiction of the South African courts for any dispute which may arise out of this privacy policy.