

# **My Treasure Foundation Privacy Policy**

## **Aligned with South African Privacy Laws (POPIA & ECTA)**

**Last Updated:** 03/02/2026

My Treasure Foundation NPC ("the Foundation", "we", "our", or "us") is committed to protecting the personal information of all beneficiaries, donors, partners, volunteers, and visitors to our platforms. This Privacy Policy explains how we collect, use, store, and protect personal information in accordance with:

- The **Protection of Personal Information Act, 4 of 2013 (POPIA)**
- The **Electronic Communications and Transactions Act, 25 of 2002 (ECTA)**
- Applicable nonprofit governance and reporting standards in South Africa

Our work is rooted in **empowerment, education, and environmental stewardship**, and we handle all personal information with integrity, transparency, and respect.

### **1. Information We Collect**

We collect only the information necessary for our programs, operations, and legal obligations.

#### **1.1 Beneficiaries & Youth Participants**

- Names, ages, and contact details
- Parent/guardian information
- Program participation records
- Photos, videos, or stories (with consent)

#### **1.2 Donors & Supporters**

- Names and contact details
- Donation history and preferences
- Communication preferences

#### **1.3 Volunteers, Partners & Contractors**

- Identification and contact information
- Qualifications and background checks (where required)
- Signed agreements (e.g., NDAs, SLAs, consent forms)

## 1.4 Website & Digital Platforms

- Contact form submissions
- Newsletter signups
- Cookies and analytics data
- Device and browsing information (nonidentifiable)

## 2. Legal Basis for Processing (POPIA Compliance)

We process personal information based on:

- **Consent** (especially for minors and media use)
- **Contractual necessity** (e.g., volunteer agreements, service contracts)
- **Legal obligations** (e.g., donor reporting, financial compliance)
- **Legitimate nonprofit interests** (e.g., program delivery, safeguarding)

Where minors are involved, **parental or guardian consent is mandatory.**

## 3. How We Use Personal Information

We use personal information to:

- Deliver and improve youth and community programs
- Communicate with beneficiaries, donors, and partners
- Manage donations, reporting, and compliance
- Maintain accurate records for governance and audits
- Share updates, newsletters, and impact stories (with consent)
- Ensure the safety and wellbeing of children and participants
- Support recruitment, volunteer management, and contractor onboarding

We **do not** sell or trade personal information.

## 4. Data Sharing (POPIA Section 72 Considerations)

We may share information with:

- Approved service providers (e.g., cloud storage, email systems)
- Regulatory bodies when legally required
- Program partners (with consent and safeguards)

Any crossborder transfers comply with **POPIA Section 72**, ensuring adequate protection.

## **5. Data Storage & Security (POPIA Security Safeguards)**

We implement administrative, technical, and physical safeguards, including:

- Secure digital storage and encrypted platforms
- Password protection and access controls
- Confidentiality agreements with staff and contractors
- Secure handling of youth and beneficiary information

We retain information only as long as necessary for operational, legal, or reporting purposes.

## **6. Children's Privacy & Protection**

As a youthfocused organisation, we uphold strict childprotection standards:

- Personal information of minors is collected only with verified consent
- Media (photos, videos, stories) is used only with explicit permission
- Sensitive information is handled with heightened security
- No child's identity is shared publicly without consent

This aligns with POPIA's special protections for minors.

## **7. Your Rights Under POPIA**

Individuals have the right to:

- Access their personal information
- Request corrections or updates
- Withdraw consent
- Request deletion where legally permissible
- Object to certain processing activities
- Lodge a complaint with **the Information Regulator of South Africa**

Requests can be made via the contact details below.

## **8. Cookies & Website Tracking (ECTA Compliance)**

Our website may use cookies to:

- Improve user experience
- Analyse engagement
- Support website functionality

Users may manage cookie preferences through their browser settings.

## **9. International Transfers**

Where information is stored or processed outside South Africa, we ensure:

- POPIAcompliant safeguards
- Secure cloud environments
- Contracts with service providers that uphold privacy standards

## **10. Updates to This Policy**

We may update this Privacy Policy periodically to reflect:

- Legal changes
- Organisational developments
- Program expansion

The latest version will always be available on our website or upon request.

## **11. Contact Us**

For questions, requests, or privacyrelated concerns, please contact:

### **My Treasure Foundation NPO**

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