PRIVACY NOTICE – BAUTSWENG ENERGY (PTY) LTD

Guide to contents:

Table of Contents

1. INTRODUCTION 2
2. WHAT IS PERSONAL INFORMATION 2
3. WHERE AND WHEN WE COLLECT PERSONAL INFORMATION 2
4. WHEN WE WILL PROCESS YOUR PERSONAL INFORMATION 3
5. WHEN WE WILL PROCESS YOUR SPECIAL PERSONAL INFORMATION 3
6. WHAT INFORMATION WE COLLECT AND HOW WE USE IT 4
7. COOKIES AND WEBSITE INFORMATION 4
8. HOW WE SHARE YOUR INFORMATION 4
9. YOUR RIGHTS AND OBLIGATIONS 5
10. CHANGES TO THIS NOTICE 5
11. OTHER IMPORTANT INFORMATION 5
12. CONTACT INFORMATION 6

1. Introduction

References in this document to "Bautsweng Energy Group," "the Company," "we," "us," or "our" mean Bautsweng Energy Group and its subsidiaries, where applicable.

Bautsweng Energy Group is committed to protecting the personal information of its clients, suppliers, service providers, employees, and other stakeholders in accordance with the Protection of Personal Information Act (POPIA) and any other applicable privacy legislation. We collect personal information where necessary to carry out our business as an independent power producer, and we commit to handling that information with due skill, care, and diligence, in keeping with both the letter and the spirit of POPIA.

2. What is personal information

Under POPIA, personal information means information relating to an identifiable, living natural person, and where applicable, an identifiable existing juristic person, including but not limited to:

a. Race, gender, sex, pregnancy, marital status, national or ethnic origin, colour, sexual orientation, age, physical or mental health, disability, religion, belief, culture, language, and birth details.

b. Education, medical, financial, criminal, or employment history.

c. Identifying numbers, email addresses, telephone numbers, location data, online identifiers, or similar particulars.

d. Biometric information.

e. Personal opinions, views, or preferences.

f. Correspondence that would reveal the content of the original message.

g. The views or opinions of another person about the individual.

h. A person's name, where it appears with other personal information, or where disclosing the name alone would reveal information about that person.

3. Where and when we collect personal information

We collect information you provide to us directly, including:

Clients:

- Directly from you, by email or telephone

- Through our Know Your Counterparty and onboarding processes

Suppliers and service providers:

- Through invoices

- Through contracts and procurement documentation

Website usage:

- Through cookies and standard internet usage tracking, where applicable

4. When we will process your personal information

We will only process your personal information for lawful purposes connected to our business, where one of the following applies:

- You have consented to the processing
- A person legally authorised by you, or a court, has consented on your behalf
- Processing is necessary to conclude or perform a contract with you
- The law requires or permits it
- It is necessary to protect or pursue a legitimate interest of yours, ours, or a third party's
- You are a child, and a competent person such as a parent or guardian has consented on your behalf

5. When we will process your special personal information

Special personal information includes:

- Religious or philosophical beliefs
- Race
- Ethnic origin
- Trade union membership
- Political beliefs
- Physical or mental health, disability, and medical history
- Biometric information
- Criminal behaviour, where it relates to an alleged offence or related proceedings

We will only process special personal information where:

- You have given consent, where we are legally required to obtain it
- It is necessary to exercise or defend a right or obligation in law
- It is necessary to comply with an international legal obligation of public interest
- It is for historical, research, or statistical purposes that will not adversely affect your privacy
- You have deliberately made the information public

6. What information we collect and how we use it

This list is not exhaustive. It sets out the main purposes and categories of data Bautsweng Energy Group collects.

Clients (business):

Purpose: invoicing, service delivery, contracting, audit and record keeping, contacting you, B-BBEE compliance.

Data collected: business name and trading name, company registration number and documents, VAT number, tax clearance certificate, B-BBEE certification, physical and postal address, contact numbers, email addresses, designated contact person, and the title, name, surname, ID number, and copy of ID of directors, members, partners, or owners, as well as trade references and business sector information.

Clients (private individuals):

Data collected: title, name, surname, ID number, copy of ID, physical and postal address, contact number, and email address.

Suppliers and service providers:

Purpose: purchase orders, procurement of services, contacting you, audit and record keeping, B-BBEE compliance.

Data collected: business name and trading name, company registration number and documents, VAT number, tax clearance certificate, designated contact person, the title, name, surname, ID number, and copy of ID of directors, members, partners, or owners, physical and postal address, contact numbers, email addresses, banking details, bank confirmation letter, and B-BBEE certification.

7. Cookies and website information

Information may be collected automatically through the standard operation of our web servers and through cookies. Cookies are small text files that allow a website to recognise repeat visitors, support ongoing use of the site, and track usage patterns to help us improve our content. Cookies do not damage your device or files, and generally work by assigning you a unique identifier with no meaning outside our site. Most browsers allow you to accept or decline cookies, though some website features may depend on them.

8. How we share your information

We may share your information with third-party service providers, including auditors, external IT consultants, courier companies, regulatory bodies, law enforcement agencies, and government agencies, where necessary for our business or legal obligations.

We may also disclose information where required by law, legal process, or to protect the rights and safety of you, us, or others. Where appropriate and not prohibited, we will attempt to notify you of legal demands for your data. We may, at our discretion, dispute requests we consider overbroad, vague, or lacking proper authority, but we do not undertake to challenge every such request.

9. Your rights and obligations

Data retention:

We retain your personal information for as long as we have a purpose for it, need it to provide services, are legally obligated to keep it, or have your consent to do so. We may retain some information after our relationship with you ends, where reasonably necessary to meet legal or regulatory obligations, resolve disputes, maintain security, prevent fraud, enforce agreements, or give effect to a request you have made to object to our processing.

Your rights:

In certain circumstances, and subject to applicable exemptions, you have the right to:

- Request access to the personal information we hold about you, and request a copy of it. Requests can be sent to [insert Bautsweng contact email]. Exemptions may apply, and a fee may be charged, which will be communicated to you at the time of your request.

- Ask us to correct information you believe is inaccurate, or complete information you believe is incomplete.

- Ask us to delete or remove your personal information in certain circumstances.

- Object to our processing where it is based on legitimate interest or public interest, or object to direct marketing, or withdraw consent you previously gave. Withdrawing consent does not affect the lawfulness of processing carried out before the withdrawal.

- Request that we restrict the processing of your personal information, for example while we verify its accuracy or the basis for processing it.

10. Changes to this notice

We may update this privacy notice from time to time to reflect changes in legislation or our practices. Where material changes are made, we will provide notice through our usual channels before the changes take effect. Your continued use of our services after such changes are published means the updated notice applies to the collection, use, and sharing of your personal information.

11. Other important information

Security:

We have put appropriate security measures in place to protect your data against accidental loss, unauthorised use or access, alteration, or disclosure. Access to your personal information is limited to those who need it for business purposes, and is subject to confidentiality obligations.

Transborder information transfers:

We may, in specific cases, share personal information across South African borders where a transaction requires it. Any such transfer will only take place in accordance with POPIA and other applicable South African legislation, and/or with your consent. Where information is transferred abroad, we will take steps to ensure the receiving party is bound by laws, corporate rules, or agreements that provide an adequate level of protection consistent with POPIA.

12. Contact information

For any queries relating to this notice, please contact: thabangm@bautswenggroup.co.za

Information Officer:

Name: Thabang Magwayi

Email: thabangm@bautswenggroup.co.za

The Information Regulator:

You have the right to lodge a complaint with the South African Information Regulator.

Information Regulator

Woodmead North Office Park

54 Maxwell Drive, Woodmead, Johannesburg

POPIA complaints: POPIAComplaints@inforegulator.org.za

PAIA complaints: PAIAComplaints@inforegulator.org.za

General queries: enquiries@inforegulator.org.za