

**Security and Privacy Policy for <http://agendaworx.co.za>;
<http://agendaworx.com/> <http://agendaworxsec.co.za>,
<http://agendaworxlive.co.za>, <https://agendaworxlive.com>,
<https://myagendaworx.co.za>; <https://agendaworxhub.com>**

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inSite may electronically collect, store and use the following of your personal information:

- name and surname;
- e-mail address;
- mobile number (if provided by you);
- physical and postal address (if provided by you);
- logins and pages visited, comments made, files loaded and personal inputs;
- IP address (of the firewall for companies); and browser

inSite collects, stores and uses the abovementioned information for the following purposes:

- to greet you when you access the Website;
- to inform you of facts relating to your access and use of the Website;
- to compile non-personal statistical information about pages visited, click-patterns and access to the Website;
- to verify your identity when transacting on the website; and
- to facilitate communication between you and inSite.

Information detailed above is collected either electronically or is provided voluntarily by you.

inSite owns and retains all rights to non-personal statistical information collected and compiled by inSite.

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Any person that delivers or attempts to deliver any damaging code to this Website or attempts to gain unauthorised access to any page on this Website shall be prosecuted and civil damages shall be claimed in the event that inSite suffers any damage or loss.

You agree and warrant that your log-in name and password shall:

- be used for your personal use only; and
- not be disclosed to any third party.

You allow inSite to take all reasonable steps to ensure the integrity and security of the Website and back-office applications.

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