

# MINTEK–SCI GRAD HACKATHON PRIVACY POLICY

## 1. INTRODUCTION

Welcome to the Mintek-SCi Grad Hackathon (“Hackathon”). Mintek (“We”, “Us”, “Our”) is committed to protecting the privacy and security of the personal information of our Hackathon applicants and participants (“You”, “Your”). This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you apply for and participate in the Hackathon.

This Policy is drafted in accordance with the Protection of Personal Information Act, No. 4 of 2013 (POPIA) of the Republic of South Africa. By submitting your application, you acknowledge that you have read and understood this Privacy Policy.

## 2. WHO WE ARE (RESPONSIBLE PARTY)

Mintek, located at 200 Malibongwe Drive, Randburg, Gauteng, 2125, South Africa, is the Responsible Party (Data Controller) for the personal information collected and processed in connection with the Hackathon.

## 3. INFORMATION WE COLLECT

We collect personal information directly from you when you complete the Hackathon Team Entry Form. This information includes:

- **Team Details:** Team Name, Linked University, Chosen Challenge Area.
- **Contact Information:** Full Names, Email Addresses, Phone Numbers (primarily for Team Lead).
- **Verification & Eligibility Data:** Dates of Birth, Current Status (Student, Unemployed Graduate, Intern), University/Course details, Highest Qualification/Institution details, Intern Organisation Name.
- **Biographical Information:** Short Biographies/Profiles.
- **Identification Documents:** Copies of South African IDs or Passports (for identity verification).
- **Supporting Documents:** Proof of University Registration or Qualification Certificates (for status verification).

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### **4. HOW WE USE YOUR INFORMATION**

We use the collected information for the following purposes:

- To process and evaluate your team's application for the Hackathon.
- To verify the eligibility of team members (age, status, university link).
- To communicate with teams regarding their application status, event logistics, instructions, and updates.
- To administer and manage the Hackathon event itself (including assigning mentors, facilitating judging, managing presentations).
- To conduct necessary Intellectual Property (IP) assessments via Mintek's Office of Technology Transfer (MOTT) before confirming winners.
- To announce and contact winning teams.
- To facilitate potential prize fulfillment or industry implementation opportunities (which may involve sharing limited details with sponsors/partners, subject to necessity or specific consent).
- To fulfill contractual obligations related to participation, including IP management and assigning invention credits.
- For internal record-keeping, statistical analysis (using anonymized/aggregated data where possible), and reporting purposes related to the event.
- To comply with legal or regulatory obligations.

### **5. LEGAL BASIS FOR PROCESSING YOUR INFORMATION**

We process your personal information based on the following legal grounds under POPIA:

- **Consent:** You provide consent for us to process your information for the purposes outlined herein when you agree to this Privacy Policy and the Terms & Conditions by ticking the relevant boxes on the application form.
- **Contractual Necessity:** Processing is necessary for the performance of the Hackathon's Terms & Conditions, including managing participation and IP agreements.
- **Legitimate Interests:** Processing is necessary for our legitimate interests in managing and running a successful Hackathon event, ensuring fair competition, and protecting intellectual property, provided these interests are not overridden by your rights.
- **Legal Obligation:** Processing may be necessary to comply with applicable laws or regulations.

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### **6. DATA SHARING AND DISCLOSURE**

Your personal information will be treated as confidential. Access will be limited to authorized Mintek personnel involved in the Hackathon organization, selection, mentorship, judging, and IP management (including MOTT).

We may share your information under limited circumstances:

- **Internally:** With relevant Mintek departments and personnel strictly on a need-to-know basis for Hackathon administration.
- **Sponsors/Partners:** Limited information (e.g., winning team names, solution overview) may be shared with sponsors/partners for prize fulfillment or exploring implementation opportunities. We will seek specific consent if more detailed sharing is required beyond what is necessary for these purposes.
- **Legal Requirements:** If required by law, court order, or governmental regulation.

We will not sell, rent, or trade your personal information to third parties for marketing purposes.

### **7. DATA SECURITY**

Mintek implements reasonable and appropriate technical and organizational measures to protect your personal information against unauthorized access, disclosure, alteration, loss, or destruction, in accordance with POPIA requirements. These measures include secure storage, access controls, and data handling protocols

### **8. DATA RETENTION**

We will retain your personal information only for as long as necessary to fulfill the purposes outlined in this Policy, including managing the Hackathon, completing IP assessments, fulfilling contractual obligations, and complying with legal requirements.

- Information from unsuccessful applications will be securely destroyed or anonymized within a reasonable period after the Hackathon concludes (e.g., 6 months).
- Information from participating teams, especially winning teams where IP or implementation is involved, may be retained for longer periods as required for contractual, legal, or IP management purposes.

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### **9. YOUR RIGHTS UNDER POPIA**

As a Data Subject in South Africa, you have the following rights regarding your personal information:

- **Right of Access:** To request confirmation of whether we hold personal information about you and request a copy of that information.
- **Right to Rectification:** To request correction of inaccurate or incomplete personal information.
- **Right to Erasure (Right to be Forgotten):** To request the deletion of your personal information under certain conditions.
- **Right to Restrict Processing:** To request the limitation of processing under certain circumstances.
- **Right to Object:** To object to the processing of your personal information based on legitimate interests or for direct marketing.
- **Right to Data Portability:** To receive your personal information in a structured, commonly used, machine-readable format (where processing is based on consent or contract and automated).
- **Right to Withdraw Consent:** To withdraw your consent at any time (where processing is based on consent), without affecting the lawfulness of processing before withdrawal.
- **Right to Lodge a Complaint:** To lodge a complaint with the Information Regulator of South Africa if you believe your rights have been infringed.

To exercise these rights, please contact us using the details provided in Section 13.

### **10. INTERNATIONAL TRANSFERS**

Mintek primarily processes and stores data within South Africa. Should it become necessary to transfer your personal information outside of South Africa (e.g., through the use of specific cloud service providers), we will ensure that such transfers comply with POPIA requirements, typically by ensuring the recipient country has adequate data protection laws or by implementing appropriate safeguards like binding corporate rules or standard contractual clauses

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## 11. COOKIES AND WEBSITE DATA

- If the Hackathon application form is hosted on the Mintek website, your interaction may also be subject to the website's general Cookie Policy and Privacy Policy concerning website usage data. Please refer to those policies for more information.

<https://mintek.co.za/terms-and-conditions.html> | <https://mintek.co.za/paia.html>

## 12. POLICY UPDATES

We may update this Privacy Policy from time to time to reflect changes in our practices or legal requirements. The updated version will be indicated by a revised "Last Updated" date. We encourage you to review this Policy periodically. Significant changes may be communicated directly via email if appropriate. <https://mintek.co.za/privacy-policy.html>

## 13. CONTACT US

If you have any questions about this Privacy Policy, wish to exercise your rights under POPIA, or have concerns about how your personal information is handled, please contact:

- Email: [minteksci@mintek.co.za](mailto:minteksci@mintek.co.za)
- Address: **Mintek, 200 Malibongwe Drive, Randburg, Gauteng, 2125, South Africa**