

23 June 2026

RE: BRIDGEPOINT LEGAL CONSULTANTS PRIVACY POLICY

1. INTRODUCTION

- 1.1. Bridgepoint Legal Consultants (Pty) Ltd ("Bridgepoint") is committed to protecting your privacy and ensuring that your personal information is collected and processed in accordance with the Protection of Personal Information Act, 4 of 2013 ("POPIA")
- 1.2. By using our website, submitting information to us, or engaging our services, you acknowledge and agree to the terms of this Privacy Policy.

2. COMPANY DETAILS

- 2.1. Company Name: Bridgepoint Legal Consultants (Pty) Ltd
- 2.2. Registered Address: 38 Ingersol rd., Lynnwood Glenn, Pretoria
- 2.3. Registration Number: 2025/509611/07
- 2.4. Email:
stefan@bridgepointlegal.co.za
melissa@bridgepointlegal.co.za
info@bridgepointlegal.co.za
- 2.5. Website:
<https://www.bridgepointlegal.co.za>

3. INFORMATION WE COLLECT

- 3.1. Personal Information
 - Full names
 - Identity or passport numbers
 - Date of birth
 - Contact information
 - Physical and postal addresses
 - Employment information
 - Financial information

3.2. Business Information

- Company details
- Registration numbers
- Tax information
- Employee information supplied by clients

3.3. Website Information

- IP addresses
- Browser information
- Device information
- Website usage data

4. **PURPOSES FOR PROCESSING**

4.1. Bridgepoint processes information for:

- Provision of legal consulting services
- Labour relations services
- Dispute resolution services
- Employment administration
- Payroll administration
- Compliance with legal obligations
- Financial management
- Marketing activities where permitted by law

5. **RECORDS HELD BY BRIDGEPOINT**

5.1. Corporate Records

5.2. Financial Records

5.3. Human Resources Records

5.4. Client Records

5.5. IT Records including IP add

6. **PROCESSING OF PERSONAL INFORMATION**

6.1. Bridgepoint processes information for:

- Provision of legal consulting services
- Labour relations services
- Dispute resolution services

- Employment administration
- Payroll administration
- Compliance with legal obligations
- Financial management
- Marketing activities where permitted by law

6.2. Categories of Data Subjects:

- Clients
- Employees
- Contractors
- Job Applicants
- Suppliers

6.3. Bridgepoint may disclose information to:

- Courts
- CCMA
- Bargaining Councils
- Government departments
- Professional advisors
- Auditors

6.4. Reasonable technical and organisational safeguards to protect personal information against loss, unauthorised access, disclosure, or destruction

7. PRINCIPLES OF PROCESSING

- 7.1. Accountability - Bridgepoint accepts responsibility for compliance with POPIA
- 7.2. Lawfulness - Information shall only be processed where there is a lawful basis
- 7.3. Specific Purpose – Information shall only be collected for a legitimate purpose
- 7.4. Limitations – Only information required for the intended purpose shall be collected
- 7.5. Accuracy – Reasonable steps shall be taken to ensure information is accurate and up to date
- 7.6. Security – Appropriate safeguards shall be implemented
- 7.7. Transparency – Data subjects shall be informed regarding the processing of their personal information

8. INFORMATION SECURITY

8.1. Bridgepoint takes reasonable technical and organisational measures to protect personal information against:

- Loss;
- Unauthorized access;
- Misuse;
- Alteration;
- Disclosure;
- Destruction.

8.2. Retention of information only for as long as:

- It's purpose is fulfilled
- It complies with legal requirements
- It resolves disputes
- It enforces agreements;

8.3 Security measures include:

- Secure cloud storage;
- Password protection on devices;
- Multi-factor authentication;
- Restricted access controls;
- Secure disposal procedures.

9. COOKIES

9.1. Our website may use cookies to improve user experience and website functionality

9.2. Cookies help us:

- Understand website usage;
- Improve website performance;
- Enhance user experience.

Users may disable cookies through their browser settings, although some website functionality may be affected.

10. YOUR RIGHTS

10.1. You have the right to:

- Request access to your personal information;
- Request correction of inaccurate information;
- Request deletion where legally permissible;
- Object to processing;
- Withdraw consent where applicable;
- Lodge a complaint with the Information Regulator.

Requests may be submitted to our Information Officer.

11. THIRD PARTY LINKS

- 11.1. Our website may contain links to third-party websites.
- 11.2. Bridgepoint is not responsible for the privacy practices or content of those websites.
- 11.3. Users should review the privacy policies of any third-party sites they visit.

12. DATA BREACHES

- 12.1. Should a security breach occur that affects personal information, Bridgepoint will take appropriate steps to investigate, mitigate, and notify affected parties where required by law.

13. CHANGES TO THIS POLICY

- 13.1. Bridgepoint reserves the right to amend this Privacy Policy from time to time.
- 13.2. The latest version will always be available on our website

14. INFORMATION OFFICER

- 14.1. For any queries please contact: Stefan Pretorius (stefan@bridgepointlegal.co.za)

15. MARKETING INFORMATION

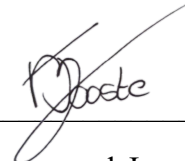
- 15.1. Where required by law, marketing communications will only be sent with your consent.
- 15.2. You may opt out of receiving marketing communications at any time by contacting us or using the unsubscribe option provided.

Signed and approved on this 23rd day of June 2026.



SL Pretorius

Director



M Swanepoel-Jooste

Director