



Our company Evemint Communication Solutions Limited is an ICT consultancy Firm that specializes in online safety for children (youth) and those within their ecosystem. This policy will explain how our organization uses the personal data we collect from you during training/workshops and safety engagements.

### **What data do we collect?**

Evemint collects the following data:

1. First and last names
2. Screen name or user ID
3. Phone Numbers
4. Date of birth or age
5. Emergency contact information
6. Email address
7. Geolocation information
8. Access to internet ( type of connectivity)
9. Disability status (type)
10. Guardian details specifically Parents or guardian or school administration (principle or head of departments)

### **How do we collect the data?**

You (trainees / learners) provide the information directly to our company. We collect data and process the data when you:

1. Register online and physically to be part of a training.
2. Sign up to be part of our newsletter and email list.
3. Join or follow our social media platforms.
4. Place an order or raise a query on our website.



5. Voluntarily complete a customer survey or provide feedback on any of our message boards or email.
6. Register children for clubs or online learning.
7. Participate in our online polls.
8. Participate in our media productions during training/workshops or social responsibility events.
9. Sign partner agreements for both short or long term engagements.
10. We get consent documents for minors especially in schools or club engagements.

### **How will we use the data?**

Evemient collects your data so that we can:

1. Process your order.
2. Manage your account
3. Share information like; updates, assignments, announcements, safety tips.
4. Share training resources with participants after training.
5. Customize training according to learner needs.
6. Confirm we have consent to engage minors in training.

We seek consent to share training feedback with our partners withholding personal information so that they may improve their products and services.

### **How we store your data.**

Eveminet securely stores client data in our encrypted company server for the determined period and deletes the data once the period has expired.

When the data is collected it goes through our google drive folder, then to the server.

We send marketing materials to the parents, guardians and educators who consent and subscribe to our email list and newsletter.



If you have agreed to receive marketing materials, you may opt out at any time, you have a right to stop our company from contacting you for marketing purposes.

### **What are your data protection rights?**

Our company Eveminet would like to make sure you are fully aware of your data protection rights. Every user is entitled to the following:

1. ***The right to access*** - You have the right to request Eveminet for copies of your personal data.
2. ***The right to rectification*** - You have the right to request that we correct information you believe is inaccurate. You also have a right to request us to complete any information you believe is incomplete.
3. ***The right to erasure*** - You have a right to request us to erase your personal data under certain conditions.
4. ***The right to restrict processing*** - You have the right to request that our company restrict the processing of your personal data under certain conditions.
5. ***The right to object to processing*** - You have the right to object to Evemient's processing your personal data, under certain conditions.
6. ***The right to Data probability*** - You have the right to request that our company transfer the data that we have collected to another organization or directly to you.

If you make a request, we have one month to respond to you, if you would like to exercise any of these rights, please contact us through:

Call us at; +254 733 392827

Write to us: [admin@evemient.co.ke](mailto:admin@evemient.co.ke)



## **Changes to our privacy policy**

Evemient keeps its privacy policy under regular review and places regular updates on our website - <https://www.eveminent.co.ke>

## **How To Contact Us :**

If you have any questions about our company's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please contact us.

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