MAHARISHI
INVINCIBILITY INSTITUTE

WORLD LEADING EDUCATION FOR ALL

12 April 2022

A PRIVACY NOTICE FOR MII ALUMNI AND DONORS

Correct collection, use and protection of information is important to us at MII. This notice will help you understand how we will collect, use and protect your personal information once you have graduated. We use your personal information after you have finished your studies at MII to communicate with and provide alumni services to you.

When you donate to MII, we use your personal information to process the donation and to issue tax receipts. This privacy notice will help you understand how we do that.

This notice may change, but we will let you know if it does.

If you are younger than 18, please share this notice with your parent or guardian.

1 Information We Collect and Use

1.1 When You Connect with MII and Other Alumni

We use your contact information to communicate with you and to provide our services, including:

9 Ntemi Piliso Street, Johannesburg, 2001 | PO Box 61930, Marshalltown, 2107
Tel.: 011 492 0005 | Fax: 011 728 8276
NPC Reg. No. 2015/133285/08
MAHARISHI
INVINCIBILITY INSTITUTE
WORLD LEADING EDUCATION FOR ALL

- MII Alumni Connect;
- events;
- news and publications;
- chapters and affinity groups; and
- convocation and alumni association annual general meetings.

We may also contact you to ask for donations and to get your feedback. You can let us know at any time if you would like us to stop sending you information about these services and activities.

Please get in touch with us at popia@maharishinstitute.org.

1.2 When You Donate to MII

We collect your personal information when you donate or bequest to MII to issue a tax receipt.

We may publish your name on our Donor Recognition page unless you ask us not to.

You can donate without providing any personal information, but we cannot issue a tax receipt without your information.

2 Information We Generate

To help us manage services and events, we generate information about you in the form of records, including:

- event attendance registers;
- donation records;
- alumni profiles; and
- minutes of meeting.

3 How We Share Your Information

We will only share your personal information with others if necessary to manage our relationship with you or ensure that ensure that our office and activities run smoothly.

We may share your information with service providers to help us:

9 Ntemi Piliso Street, Johannesburg, 2001 | PO Box 61930, Marshalltown, 2107
Tel.: 011 492 0005 | Fax: 011 728 8276
NPC Reg. No. 2015/133285/08

- communicate with you;
- manage MII Alumni Connect and other services;
- for marketing;
- process payments;
- report on donations received; and
- manage operations, for e.g., accountants, auditors, and professional advisors.

We only share the information that the service provider needs – nothing more.

Whether our service providers are in South Africa or another country, they must agree to keep your personal information as safe and confidential as we do; and they may only use it for the reason we share it with them.

We ensure that we have the necessary contracts in place before we share your information.

4 We Do Not Hoard Your Information

We only keep your information for as long as we need it, for business reasons or as the law requires.

We keep information about donations we receive and limited information about alumni indefinitely for historical purposes.

5 We Do Our Best to Keep Your Information Secure

We have reasonable security measures in place to protect your personal information from:

- being lost;
- being used in the wrong way or for the wrong reason;
- being accessed without permission;
- being changed; and
- being destroyed.

If any of these things happen, it is called a security **breach**.

The more sensitive the information is, the better we protect it. Although we cannot guarantee that we will never experience a breach, we check our systems regularly for security issues.

9 Ntemi Piliso Street, Johannesburg, 2001 | PO Box 61930, Marshalltown, 2107
Tel.: 011 492 0005 | Fax: 011 728 8276
NPC Reg. No. 2015/133285/08

If something should happen, we have taken steps to minimise the threat to your privacy. We will let you know if your personal information has been compromised and let you know what you can do to minimise the impact of the breach.

If you suspect that we (or you) have had a security breach, please let us know immediately by sending an email to popia@maharishinstitute.org.

Please include as much information as you can about what may have happened.

6 Your Rights and Preferences

You have the right to:

- ask what we know about you;
- ask what personal information we send to our suppliers, service providers, or anyone else;
- ask us to update, correct or delete any out-of-date or incorrect personal information we have about you;
- unsubscribe from marketing;
- object to our use of your personal information;
- complain to the **Information Regulator**.

It can take us up to 21 days to respond to your request because there are procedures that we need to follow. In some instances, we may ask you for proof of your identity or a valid proof of residence.

7 Contact Us

If you have any questions about this notice, please email us at popia@maharishinstitute.org.

You can also contact our Information Officer at:

Email: popia@maharishinstitute.org

Address: 9 Ntemi Piliso Street
Marshalltown
Johannesburg
2001

9 Ntemi Piliso Street, Johannesburg, 2001 | PO Box 61930, Marshalltown, 2107
Tel.: 011 492 0005 | Fax: 011 728 8276
NPC Reg. No. 2015/133285/08
MAHARISHI
INVINCIBILITY INSTITUTE
WORLD LEADING EDUCATION FOR ALL