

BAREFOOT LAW DATA PRIVACY POLICY

BACKGROUND

We understand that your privacy is important to you and that you care about how your personal data is used. We respect and value the privacy of everyone who uses our services. Any personal data **we do collect** will only be used as permitted by law.

This Privacy Policy has been developed to cover how we collect, use, disclose, transfer and store your information.

Please read this Privacy Policy carefully and ensure that you understand it. Your acceptance of this Privacy Policy is deemed to occur upon your first use of our services, now and in future.

Information About us

Our website is owned and operated by Barefoot Law

Registered address

Email address: info@barefootlaw.org

Telephone number: 0392-177-405 and 0414- 660-539

Postal Address: Barefoot Law

P. O. Box 258431,

Plot 1, Muwafu Road, Ministers' Village,

Ntinda, Kampala

We are regulated by The Data Protection and Privacy Act 2019 of Uganda

What Does This Policy Cover?

This Data Privacy Policy applies only to your use of our website. Our website may contain links to other websites. Please note that we have no control over how your data is collected, stored, or used by other websites and we advise you to check the privacy policies of any such websites before providing any data to them.

What is Personal Data?

Personal data is defined by the Data Protection and Privacy Act 2019 of Uganda as 'any information relating to an identifiable person who

can be directly or indirectly identified in particular by reference to an identifier’.

Personal data is, in simpler terms, any information about you that enables you to be identified. Personal data covers obvious information such as your name and contact details, but it also covers less obvious information such as identification numbers, electronic location data, and other online identifiers.

What Are My Rights?

- A. These are your rights under Uganda's laws on Data protection. Under the Data Protection and Privacy Act, 2019, you have the following rights, which we will always work to uphold:
- B. The right to be informed about our collection and use of your personal data. This Privacy Policy should tell you everything you need to know, but you can always contact us to find out more or to ask any questions using the details in Part 9.
- C. The right to access the personal data we hold about you.
- D. The right to have your personal data rectified if any of your personal data held by us is inaccurate or incomplete. Please contact us using the details in Part 10 to find out more.
- E. The right to ask us to delete or otherwise dispose of any of your personal data that we have. Please contact us using the details in Part 10 to find out more.
- F. The right to restrict (i.e. prevent) the processing of your personal data.
- G. The right to object to us using your personal data for a particular purpose or purposes.
- H. The right to data portability. This means that, if you have provided personal data to us directly, we are using it with your consent or for the performance of a contract, and that data is processed using automated means.
- I. Rights relating to automated decision-making and profiling. We do not use your personal data in this way.
- J. For more information about our use of your personal data or exercising your rights as outlined above, please contact us using the details provided in Part 10.
- K. Further information about your rights can also be obtained from the Personal Data Protection Officer.

If you have any cause for complaint about our use of your personal data, you have the right to lodge a complaint with the Personal Data Protection Office

What Data Do We Collect?

We collect personal data that you provide us including your name, address and case details. For more information about the data we

collect, see our Data Retention Policy; <https://barefootlaw.org/data-policy/>

How Do We Use Your Personal Data?

If we do collect any personal data, it will be processed and stored securely, for no longer than is necessary in light of the reason(s) for which it was first collected. We will comply with our obligations and safeguard your rights under the GDPR and the Data Protection and Privacy Act 2019 at all times. For more details on security see Part 7, below.

As stated above, we do not generally collect any personal data. If you contact us and we obtain your personal details, it shall be used for the following purposes:

- Managing your reported case/s with us.
- Supplying our service you as your personal details are required in order to provide our service to you.
- Personalise your experience while you use our platform/s.
- Streamline our communications with you.
- from your email, we may use them to respond to your email.

You have the right to withdraw your consent to us using your personal data at any time, and to request that we delete it.

We shall not share any of your data with any third parties for any purposes other than those mentioned herein or communicated to you.

We may share your private information with our related entities and organisations. We may sometimes work with and/or partner with third party organisations in order to provide our services to you on our own behalf or on their behalf.

In some cases, these third parties may require access to some or all of your personal data that we hold. If any of your personal data is required by a third party as described above, the third party will take steps to ensure that your personal data is handled safely, securely and in accordance with your rights or obligations and those of the third parties under law.

Do We Share Your Data?

We will not share any of your personal data with any third parties for any purposes other than as provided for in this policy, subject to one important exception.

Although our relationship is covered by privilege, in some limited circumstances, **we** may be legally required to share certain data, this data does not and will not include any personal information provided to us unless we are compelled by a court of competent authority or by law.

We may sometimes contract with third parties for data storage, processing, retention, and other purposes but shall at all times comply with the Data Protection and Privacy Act, 2019.

If any of your personal data is transferred to a third party, we will take steps to ensure that your personal data is handled safely, securely, and in accordance with your rights, our obligations, and the third party's obligations under the law, as described above in Part 7.

How We Give You Access to Your Personal Data?

If you want to know what personal data we have about you, you can ask us for details of that personal data and for a copy of it (where any such personal data is held). This is known as a "subject access request".

All subject access requests should be made in writing and sent to the email or postal addresses shown in the paragraph below.

There is not normally any charge for a subject access request. If your request is 'manifestly unfounded or excessive' (for example, if you make numerous or repetitive requests) a fee may be charged to cover our administrative costs in responding.

We will respond to your subject access request within a period of one month and, in any case, not more than two months of receiving it. Normally, we aim to provide a complete response, including a copy of your personal data within that time. In some cases, however, particularly if your request is more complex, more time may be required up to a maximum of three months from the date we receive your request.

How Do You Contact Us?

To contact **us** about anything to do with your personal data and data protection, including the making of a subject access request, please use the following details

Postal Address:

(For the attention of the Director of Information Technology and Digital Strategy)

Barefoot Law

P. O. Box 258431,

Plot 1, Muwafu Road, Ministers' Village,

Ntinda, Kampala.

Email address: allan@barefootlaw.org

Changes to this Privacy Policy

We may change this Privacy Notice from time to time. This may be necessary, for example, if the law changes, or if we change our business in a way that affects personal data protection.

Any changes will be immediately posted on our Site and you will be deemed to have accepted the terms of the Privacy Policy on your first use of our Site following the alterations. We recommend that you check this page regularly (or prior to taking any action on our platforms) to keep up-to-date.