



Privacy Policy

Effective Date: 9 July 2026

Last Updated: 9 July 2026

1. Introduction

B S Gumede Attorneys ("we", "our", "us", or "the Firm") is committed to protecting your privacy and ensuring that your personal information is processed lawfully, fairly, and transparently.

This Privacy Policy explains how we collect, use, disclose, store, and protect personal information when you visit our website, contact us, or engage our legal services.

We process personal information in accordance with the:

- Protection of Personal Information Act, 4 of 2013 (POPIA);
- Promotion of Access to Information Act, 2 of 2000 (PAIA);
- Electronic Communications and Transactions Act, 25 of 2002 (ECTA); and
- Any other applicable South African legislation.

By using our website, you acknowledge that you have read and understood this Privacy Policy.

2. Responsible Party

The responsible party for purposes of POPIA is:

B S Gumede Attorneys

303 Anton Lembede Street
5th Floor, Durban Club Place
Durban
South Africa

Telephone: 072 824 4565 / 065 734 9024

Email: info@sinethembagumedeattorneys.co.za



3. Information We Collect

Depending on how you interact with us, we may collect:

Personal Information

- Full name
- Email address
- Telephone number
- Physical address
- Postal address
- Identity or passport number (where required)
- Date of birth (where applicable)
- Employment information
- Company details
- Any information voluntarily provided in enquiry forms

Legal Matter Information

Where you instruct us to provide legal services, we may collect:

- Case details
- Court documentation
- Supporting documents
- Witness information
- Financial information
- Correspondence
- Medical information (where relevant)
- Information relating to legal claims

Certain information may constitute **special personal information** under POPIA and will only be processed where authorised by law or with your consent.

Website Information

When you visit our website, we may automatically collect:

- IP address
- Browser type
- Device information
- Operating system
- Date and time of access
- Pages visited
- Referring website
- Website usage statistics



4. How We Collect Information

Personal information may be collected when you:

- Visit our website
- Complete contact forms
- Request a consultation
- Contact us by telephone
- Send an email
- Engage us as your attorneys
- Subscribe to legal updates (if offered)
- Upload documents
- Interact with our social media pages
- Communicate with us through messaging platforms

5. Why We Process Your Information

We process personal information for purposes including:

- Providing legal advice
- Representing clients
- Responding to enquiries
- Booking consultations
- Verifying identity
- Opening client files
- Drafting legal documents
- Managing legal proceedings
- Billing and accounting
- Complying with legal obligations
- Improving our website
- Preventing fraud
- Managing security
- Maintaining records
- Communicating with clients

We process personal information only where there is a lawful basis under POPIA.



6. Legal Grounds for Processing

We process personal information where:

- you have given consent;
 - processing is necessary to conclude or perform a contract;
 - processing is required by law;
 - processing protects your legitimate interests;
 - processing protects our legitimate interests; or
 - Processing is necessary for legal proceedings or the administration of justice.
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7. Cookies

Our website may use cookies and similar technologies to:

- improve website performance;
- remember user preferences;
- analyse website traffic;
- improve user experience;
- Maintain website security.

Most browsers allow cookies to be disabled or deleted through browser settings.

Disabling cookies may affect certain website functionality.

8. Analytics

We may use website analytics tools to understand:

- website traffic;
- visitor behaviour;
- page performance;
- device usage;
- Referral sources.

Analytics information is generally aggregated and used to improve our website and services.



9. Marketing Communications

Where permitted by law, we may send legal updates or newsletters.

You may opt out of receiving marketing communications at any time by:

- following the unsubscribe instructions; or
- contacting us directly.

We will not send direct marketing where prohibited by POPIA.

10. Disclosure of Personal Information

We may disclose personal information where necessary to:

- Courts
- Counsel (Advocates)
- Sheriffs
- Correspondent Attorneys
- Expert witnesses
- Medical practitioners
- Government departments
- Regulatory authorities
- Banks
- Payment service providers
- Information technology service providers
- Cloud hosting providers
- Auditors
- Law enforcement authorities

Information is disclosed only where necessary and lawful.

11. International Transfers

Where personal information is transferred outside South Africa, we will ensure that appropriate safeguards exist as required by POPIA.



12. Data Security

We implement reasonable technical and organisational measures to protect personal information against:

- unauthorised access;
- loss;
- misuse;
- disclosure;
- destruction;
- alteration.

Security measures may include:

- SSL encryption;
- firewalls;
- secure hosting;
- password protection;
- restricted staff access;
- regular software updates;
- secure backups.

Although we take reasonable precautions, no internet transmission or electronic storage system can be guaranteed to be completely secure.

13. Retention of Information

We retain personal information only for as long as necessary to:

- fulfil the purpose for which it was collected;
- comply with legal obligations;
- resolve disputes;
- enforce agreements;
- comply with professional record-keeping requirements.

When information is no longer required, it will be securely destroyed or anonymised where appropriate.



14. Your Rights

Subject to POPIA, you have the right to:

- request access to your personal information;
- request correction of inaccurate information;
- request deletion where legally permissible;
- object to certain processing;
- withdraw consent where processing is based on consent;
- request restriction of processing in certain circumstances;
- lodge a complaint with the Information Regulator.

Some requests may be limited where we are legally required to retain information or where legal professional privilege applies.

15. Children's Privacy

Our website is not directed at children.

We do not knowingly collect personal information from children except where required for legal services and authorised by law or by a competent parent or guardian.

16. Third-Party Websites

Our website may contain links to external websites.

We are not responsible for the privacy practices or content of third-party websites.

Users should review the privacy policies of those websites separately.

17. Changes to this Privacy Policy

We may update this Privacy Policy from time to time.

The latest version will always be published on this website with the updated revision date.



18. Contact Us

If you have any questions regarding this Privacy Policy or wish to exercise your privacy rights, please contact:

B S Gumede Attorneys

303 Anton Lembede Street
5th Floor, Durban Club Place
Durban
South Africa

Telephone: 072 824 4565 / 065 734 9024

Email: info@sinethembagumedeattorneys.co.za

19. Information Regulator (South Africa)

If you believe that your personal information has not been processed in accordance with POPIA, you may lodge a complaint with the Information Regulator (South Africa).

Information Regulator (South Africa)

JD House
27 Stiemens Street
Braamfontein
Johannesburg
2001

General Enquiries: 010 023 5200

Website: <https://www.justice.gov.za/inforeg/>

Email: inforeg@justice.gov.za