

Kingdom Faith Worship Centre

Privacy Policy

Kingdom Faith Worship Centre ("KFWC", "we", "us", "our") is committed to protecting your privacy. This notice explains how we collect, use, store, share, and protect your personal information, in line with the Protection of Personal Information Act, 2013 ("POPIA").

1. Who we are

Kingdom Faith Worship Centre is a registered religious organisation operating from Olifantsfontein Community Hall, Pearce Road, Clayville, Gauteng, South Africa. For the purposes of POPIA, KFWC is the responsible party for personal information we collect from members, visitors, and event attendees.

Information Officer

Our designated Information Officer is **Sifiso Sibuyane**, who is responsible for ensuring we comply with POPIA. You can contact the Information Officer at info@kfwc.org.za.

Our Information Officer is registered with the Information Regulator of South Africa, appointment dated 1 May 2026.

2. What information we collect

Depending on how you interact with us, we may collect the following categories of personal information:

From all visitors to our website

- Name, surname, email address, contact number, and any message you send through the contact form.
- Basic technical information such as your browser type, device type, and approximate location, collected automatically when you visit the site.

From event RSVPs

- Name, surname, email address, contact number, and the names and contact details of any guests you bring.

From members who sign up and complete the membership form

- Personal details: name, surname, date of birth, gender, contact number, email address, residential address, identity number, and marital status.
- Family details: spouse, children, parents, and parents-in-law, including their names and dates of birth.

- Faith and ministry information: your salvation testimony, baptism status, ministries you are involved in, and other involvement in church life.
- Emergency contact details.
- Your typed signature confirming your agreement to membership.

Special personal information. Some of the information collected on the membership form, such as your religious beliefs and faith status, is classified as "special personal information" under POPIA section 26. We only process this information with your express written consent (the consent tickbox on the membership form), and only for the church-related purposes set out below.

3. Why we collect your information

We collect and use your personal information for the following purposes:

- To manage your membership of the church, including keeping accurate records of members and their families.
- To contact you about church services, events, and important announcements.
- To send event invitations, RSVPs, ticket confirmations, and follow-up communications.
- To respond to messages and enquiries you send through our contact form.
- To provide pastoral care and follow-up, where appropriate.
- To coordinate ministries you choose to participate in.
- To send newsletters or updates, where you have consented to receive these.
- To comply with our legal obligations.

4. The legal basis for processing

Under POPIA, we rely on the following legal bases:

- **Your consent.** When you sign up, RSVP, or complete the membership form, you actively consent to the processing described in this notice. You can withdraw your consent at any time (see section 8).
- **Legitimate interest.** For limited purposes such as responding to your enquiries, ensuring the security of our website, and maintaining basic administrative records.
- **Legal obligation.** Where the law requires us to keep certain records.

5. Who we share your information with

We do not sell your personal information. We share it only with the following service providers ("operators" under POPIA), who help us run the website and communicate with

members. Each of these operators is contractually required to keep your information secure and to use it only for the purposes we have authorised.

- **Google (Firebase).** We use Firebase Authentication, Firestore, and Firebase Hosting to manage member accounts, store form submissions, and host parts of our infrastructure. Data is stored on Google Cloud servers, which may be located outside South Africa. Google's privacy notice is at policies.google.com/privacy.
- **Brevo.** We use Brevo (formerly Sendinblue) to send bulk email communications such as newsletters and event invitations. Brevo is based in the European Union and complies with the GDPR, which is comparable to POPIA. Their privacy notice is at brevo.com/legal/privacypolicy.
- **Our website hosting provider.** The hosting provider where kfwc.org.za is hosted stores backup copies of the website and routes email sent from our domain.

Cross-border transfers

Some of the operators above store data outside South Africa (typically in the European Union or the United States). POPIA section 72 permits this where the recipient is subject to similar protective laws, or where you have consented. By using this site, you consent to these transfers.

6. How long we keep your information

- **Membership records:** for as long as you remain a member of the church, plus 3 years after your membership ends. After this, your records are deleted or anonymised, unless we are legally required to keep them for longer.
- **Event RSVPs:** for 12 months after the event, then deleted.
- **Contact form messages:** for 12 months after the last communication, then deleted.
- **Marketing lists:** until you unsubscribe.
- **Website analytics:** as set by the relevant provider, typically up to 26 months.

7. How we keep your information secure

We take reasonable technical and organisational measures to protect your information:

- All data is transmitted over encrypted (HTTPS) connections.
- Personal information is stored in Firebase, which provides encryption at rest and access controls.
- Access to member data is restricted to authorised administrators.
- Passwords are hashed and never stored in plain text.

- We review our security measures from time to time and update them where necessary.

No system is perfectly secure. If we become aware of a security compromise affecting your information, we will notify you and the Information Regulator as required by POPIA section 22.

8. Your rights under POPIA

POPIA gives you the following rights. To exercise any of them, contact the Information Officer using the details in section 10.

- **Right of access.** You can ask us to confirm what personal information we hold about you and to give you a copy.
- **Right to correction.** You can ask us to correct information that is inaccurate, outdated, or misleading.
- **Right to deletion.** You can ask us to delete your personal information, subject to any legal obligation we may have to retain it.
- **Right to object.** You can object to us processing your information for direct marketing or other purposes.
- **Right to withdraw consent.** Where we rely on your consent, you can withdraw it at any time. Withdrawing consent does not affect the lawfulness of processing done before withdrawal.
- **Right to complain.** You can lodge a complaint with the Information Regulator (contact details in section 10) if you believe we have not handled your information properly.

We aim to respond to all requests within 30 days.

9. Cookies and similar technologies

Our website uses cookies and similar technologies to help the site work properly, remember your preferences, and understand how visitors use the site. The categories of cookies we use are:

- **Essential cookies** needed for sign-in, security, and basic site functions. These cannot be switched off.
- **Functional cookies** that remember your preferences (such as whether you have dismissed our cookie banner).

- **Analytics cookies** that help us understand traffic patterns. These are optional and only set if you accept them via our cookie banner.

You can clear cookies or change your cookie preferences at any time through your browser settings. Note that disabling essential cookies may prevent parts of the site from working.

10. How to contact us

Information Officer

Sifiso Sibuyane

Kingdom Faith Worship Centre

Email: info@kfwc.org.za

Information Regulator (South Africa)

If you believe we have not handled your information properly and we cannot resolve your concern, you can lodge a complaint with the Information Regulator:

JD House, 27 Stiemens Street

Braamfontein, Johannesburg, 2001

P.O. Box 31533, Braamfontein, 2017

Email: POPIAComplaints@inforegulator.org.za

Website: inforegulator.org.za

11. Changes to this notice

We may update this privacy notice from time to time. When we do, we will update the "Last updated" date at the top of this page. Material changes will be announced on the website or by email to active members. By continuing to use the site after a change, you accept the updated notice.

