

Privacy Policy for GABORONE CITY PROPERTIES VALUATION ROLL FOR INSPECTION

Effective Date: 23=05-2025

1. Introduction

This Privacy Policy outlines how personal information is collected, used, and protected when you access the GABORONE CITY PROPERTIES VALUATION ROLL FOR INSPECTION portal (hereinafter “the Portal”). The Portal is maintained by eccles properties (pty) ltd on behalf of Gaborone City Council in accordance with the Data Protection Act.

2. Purpose of the Portal

The primary objective of the Portal is to provide registered users with access to inspect the Valuation Roll of properties within Gaborone City. The information made available is strictly for inspection purposes as provided for under applicable city council and valuation laws.

3. Information Collected

The Portal only collects the following information necessary for registration and user verification:

- Full Name
- National Identification Number or Passport Number
- Contact Information (e.g., email address and/or phone number)

4. Exclusions

- **No Financial Information Required:** The Portal does **not** collect or request any banking details, credit card numbers, or payment-related information.
- **No Certificate/Report Generation:** The Portal is strictly for **inspection** purposes and **does not** issue or generate valuation certificates or official property valuation reports.

- **No Commercial Use:** Information obtained through the Portal is not to be used for commercial gain or resale.

5. Data Use and Storage

Personal data collected is used exclusively for user registration, authentication, and activity auditing within the Portal. Data is stored securely in compliance with the provisions of the Data Protection Act, and access is limited to authorized personnel only.

6. Data Sharing

Your personal data will not be shared with any third parties unless required by law or with your explicit consent.

7. Data Retention

User data is retained only for as long as necessary to fulfil the purpose for which it was collected or to comply with legal and regulatory obligations.

8. User Rights

Under the Data Protection Act, you have the right to:

- Request access to the personal data held about you
- Request correction or deletion of inaccurate or unnecessary data
- Object to the processing of your data in certain circumstances
- Lodge a complaint with the Information and Data Protection Commissioner

9. Security Measures

The Portal uses appropriate technical and organizational measures to protect user data against unauthorized access, disclosure, alteration, or destruction.

10. Changes to this Policy

We may update this Privacy Policy from time to time. Users will be notified of significant changes via the Portal. Continued use of the Portal after such changes constitutes acceptance of the revised policy.

11. Contact Information

For any inquiries regarding this Privacy Policy or your personal data, please contact:

Data Protection Officer

Gaborone City Council

TELEPHONE: 3657400

FAX: 3900141

E-MAIL: gccouncil@gov.bw

TOLLFREE: 0800 600 061