OTSC
OCCUPATIONAL THERAPY SUPPORT CENTRE (PTY) LTD
Reg no: 2021/466735/07

6A Juan Singel, Baysvalley, Bloemfontein, 9301
Cel: 067 397 2076
www.otsc.co.za

info@otsc.co.za
compliance@otsc.co.za
training@otsc.co.za

Disclaimer for all Electronic Communications

This disclaimer applies to any electronic message (like E-mail, WhatsApp or SMS) passing through the information system (including its contents, any attachments and all subsequent messages or attachments) of OTSC. If there is a conflict between this disclaimer and any other, this one will prevail.

The Recipient

Messages are intended for the named recipient only. If that is not you and you have received the message:

• Please notify the sender using the contact details contained in the message. If this is not possible, then use the quickest means possible (telephone or fax). You must delete the message you received once you have notified the sender.

• You must not forward, copy or otherwise transmit or disseminate the message or any of its contents to any person other than the named sender.

• You may not print, save or store the message or any of its contents in electronic or physical form.

Confidentiality

• The message is confidential, unless specifically stated or if this is manifestly clear from the context (such as press releases and other official statements).

• If you are not certain whether the message is confidential, please check with the sender.

• Do not disclose it to anyone else. Only the person to whom the message was sent may use it.

• Do not add the sender's email address or number to a database for the purposes of direct electronic marketing without their consent.

Copyright Notice for Message Content

We own the content of our messages (and this message disclaimer). It is protected by copyright and other intellectual property laws. We reserve all rights we do not expressly grant.

Legal Requirements Related to Message

By communicating with us electronically, you consent to receiving messages from us electronically and agree that any agreement, notice, disclosure or other message transmitted electronically satisfies any legal requirement, including that it be "in writing". Unless otherwise agreed, we are only deemed to have:

• received a message once we have confirmed receipt orally or in writing; and

• sent a message once reflected as "sent" on our message server logs.

We Are Not Responsible

• We have taken all reasonable precautions to ensure that no malicious software (malware) is in our message to you.

• We recommend that you virus check all messages you receive.

• While we use our best endeavors to prevent loss or damage to third party systems, we are not responsible or liable for any harm, damages, or loss (including any lost profits, business interruption, loss of programs or other data on information handling systems, or data corruption) arising from this message, including:

– from malicious software (malware),

– if someone else changes a message,

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− for corruption of data, or any “denial of service”,
− for the non-delivery or incorrect delivery of any message,
− its effect on electronic devices, or
− its transmission in an unencrypted medium.

Interception and Monitoring

− We reserve the right to intercept, monitor, review or disclose all messages.
− Employees do not have any privacy right in the creation of, sending of, receipt of or storage of information (e.g. message messages, internet pages) on the systems of the organization.
− If you do not want your message to be read by us, you must not communicate with us by message.

Enquiries

If you have any questions or concerns arising from this disclaimer, please contact our Information Officer.