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Privacy policy for lyte app.

Privacy Policy

In this policy, “you and your” refers to the user of the app and “we and our “refers to the lyte team.

This manual serves to provide information on how Lyte App collects and processes your personal data when you visit our mobile and web application. It explains what we do with your personal data and how we keep it secure and explains the rights that you have in relation to your personal data.

By downloading the App and creating an account with the system, it confirms your consent for having read, understood and accepted the terms of this Privacy Policy. You also consent to the collection, use, storage, processing and disclosure of your Personal Information in the manner set out in this Privacy Policy. This Privacy Policy together with our Terms of Use and any additional terms applies to your use of the System and the Service.

You are there for requested to read this manual carefully and understand well how Lyte app deals with your data, handles your interactions and the security assurance that we give to you as our client.

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### 1: Definition

Unless otherwise defined, all capitalised terms used in this Privacy Policy shall have the same meanings ascribed to them in our Terms of Use (as applicable).

### 2: Who we are

Beacon hostels is a room booking and property management application that is developed locally in Uganda. It was developed to solve problems that are existing in the use of manual ways of booking rooms by different categories of people including university and institutional students, travellers and tourists, residents and all other categories of people across Uganda. This system has a provision to hostels, rentals, apartments, hotels, inns, office space and Motels which provide accommodation services to people registered and working with Lyte apps. We also provide a feature of managing properties on the app.

### 3: Personal Data Collected

We collect specific Personal Information about you, the properties to be added in case you are a manager, some data is collected automatically as you are using our apps and system and other data is asked from you as you are to use the system or our apps. This is seen during registration and placing of your booking form.

#### Information collected and when

1: During creating of the account, we collect your personal data including your name, email, telephone number.

2: Once you need to become a manager on the system, we collect some additional data including your NIN, profile picture and address.

3: On addition of a property, we collect evidence from you that the property added is yours or you are a blocker of that property and once identified as a blocker, we ask the consent from the owner of the property to prove that you are a verified blocker.

#### 4: How we shall share your personal data

a) We may need to share your personal data with third parties for the following purposes.

- Your personal data shall be shared with registered managers so that they can easily contact you and complete your booking requests made through the lyte app.
- Your personal data shall also be shared with our registered partners who are working together with the Lyte app team.

b) When we share your personal data with third parties, we:

- require them to agree to use your data in accordance with the terms of this Privacy Notice, our Privacy Policy and in accordance with applicable law; and
- only permit them to process your personal data for specified purposes and in accordance with our instructions. We do not allow our third-party service providers to use your personal data for their own purposes.

#### 5: International transfers

We may transfer your personal data to locations in another country, if this is permissible pursuant to applicable laws in your location. There are inherent risks in such transfers. In the event of international transfers of your personal data, we shall put in place measures necessary to protect your data and ensure the same level of protection available in the country of data origin. We shall continue to respect your legal rights pursuant to the terms of this Privacy Notice and applicable laws in your location.

#### 6: Data Security

We have put in place security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal data to those employees, managers, contractors and other third parties who have a business need to know. They will only process your personal data on our instructions and they are subject to a duty of confidentiality. We have put in place procedures to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach where we are legally required to do so.

## 7: Your Legal rights

- a) It is important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes during your relationship with us.
- b) Under certain circumstances, you have rights under data protection laws in relation to your personal data, including the right to access, correct or erase your personal data, object to or restrict processing of your personal data, right to ask that we transfer your personal data to a third party, and unsubscribe from our emails and newsletters.
- c) Where you wish to permanently delete your data from our app and other applications, you can choose the option of closing your account. Once your account is closed, all products and services that you access through your account will no longer be available.
- d) We can refuse to accede to your request where it is unreasonable or where you have failed to provide additional information necessary to confirm your identity.

## 8: Details of data collectors

If you have any questions or concerns about Lyte app Privacy Policy or you are looking for more information on how we process your personal data, or wish to exercise your legal rights in respect of your personal data, please contact the Data Privacy Officer by email \_\_\_\_\_ at \_\_\_\_\_ [kanlyteug@gmail.com](mailto:kanlyteug@gmail.com)

We will investigate any complaint about the way we manage Personal Data and ensure that we respond to all substantiated complaints within prescribed timelines.

## 9: Acknowledgement and consent

By accepting the Privacy Policy, you acknowledge that you have read and understood this Privacy Policy and you accept all of its terms. In particular, you agree and consent to us collecting, using, disclosing, storing, transferring, or otherwise processing your Personal Information in accordance with this Privacy Policy.

You may withdraw your consent to any or all collection, use or disclosure of your Personal Information at any time by giving us reasonable notice in writing using the contact details stated below. You may also withdraw your consent for us to send you certain communications and information via any “opt-out” or “unsubscribe” facility contained in our messages to you. Depending on the circumstances and the nature of the consent which you are withdrawing, you must understand and acknowledge that after such withdrawal of consent, you may no longer be able to your accounts data. A withdrawal of consent by you may result in the termination of your Account or of your contractual relationship with us, with all accrued rights and obligations remaining fully reserved. Upon receipt of your notice to withdraw consent for any collection, use or disclosure of your Personal Information, we will inform you of the likely consequences of such withdrawal so that you can decide if indeed you wish to withdraw consent.

Last updated: 21<sup>st</sup> March, 2023.