

## **PRIVACY NOTICE**

Minerals Income Investment Fund (“MIIF” or “the Fund”) is committed to protecting the privacy, confidentiality, integrity, and security of all personal and confidential information shared with us through our website, digital platforms, correspondence, engagements, applications, transactions, or any other means.

We recognise the importance of privacy and are dedicated to handling all information entrusted to us with the utmost professionalism, care, transparency, and accountability in accordance with the Data Protection Act, 2012 (Act 843) of Ghana, all other applicable laws and regulations, and internationally accepted data protection and information security standards.

### **1. COLLECTION OF INFORMATION**

MIIF may collect and process personal, corporate, technical, and transactional information provided voluntarily by users, stakeholders, investors, partners, service providers, applicants, or visitors to our offices, website and platforms. Such information may include:

- Names and contact details;
- Identification and corporate records;
- Employment and professional information;
- Financial or transactional information;
- Communications and correspondence;
- Website usage data, cookies, IP addresses, and related technical information; and
- Any other information necessary for lawful business, regulatory, investment, operational, or administrative purposes.

### **2. PURPOSE OF PROCESSING**

Information collected by MIIF shall be used solely for legitimate and lawful purposes, including but not limited to:

- Responding to enquiries and communications;
- Processing applications, transactions, and requests;
- Conducting due diligence and compliance checks;
- Managing investments and stakeholder relationships;
- Improving website functionality, security, and user experience;
- Meeting statutory, regulatory, governance, audit, and reporting obligations; and
- Any other purpose authorised by law or consented to by the data subject.

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### **3. CONFIDENTIALITY AND DATA SECURITY**

MIIF treats all information received with strict confidentiality and implements appropriate administrative, technical, organisational, and physical safeguards to protect personal and confidential information against unauthorised access, disclosure, alteration, misuse, loss, destruction, or unlawful processing.

Access to information is restricted to authorised personnel, agents, advisors, and service providers who require such access for legitimate business or legal purposes and who are subject to appropriate confidentiality and data protection obligations.

### **4. DISCLOSURE OF INFORMATION**

MIIF does not sell, trade, or unlawfully disclose personal information to third parties. Information may only be disclosed where:

- Required by law, regulation, court order, or lawful governmental request;
- Necessary for regulatory compliance, legal proceedings, audits, or investigations;
- Required for legitimate operational, investment, or professional services purposes under appropriate confidentiality arrangements; or
- The data subject has provided consent for such disclosure.

### **5. INTERNATIONAL BEST PRACTICES**

MIIF is committed to aligning its data governance and information management practices with recognised international best practices relating to privacy, cybersecurity, confidentiality, and responsible data handling.

We continuously review and strengthen our systems, controls, and procedures to ensure the ongoing protection of information entrusted to us.

### **6. DATA SUBJECT RIGHTS**

Subject to applicable laws, individuals whose information is processed by MIIF may have the right to:

- Request access to their personal information;
- Request correction or updating of inaccurate information;
- Withdraw consent where processing is based on consent;
- Object to or restrict certain forms of processing; and

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- Request further information regarding how their data is processed.

Requests relating to personal data may be directed to MIIF through the appropriate official communication channels provided on our website.

### **7. RETENTION OF INFORMATION**

MIIF retains information only for as long as necessary to fulfil lawful business, regulatory, contractual, operational, or legal obligations and thereafter securely deletes, archives, or anonymises such information in accordance with applicable laws and internal policies in line with Public Records and Archives Administration Department (PRAAD).

### **8. WEBSITE SECURITY AND COOKIES**

Our website may utilise cookies, analytics tools, and related technologies to improve performance, functionality, security, and user experience. Users may adjust browser settings to manage cookie preferences where applicable.

While MIIF employs robust security measures, users are encouraged to exercise caution when transmitting information electronically.

### **9. CHANGES TO THIS NOTICE**

MIIF reserves the right to update or amend this Privacy Notice from time to time to reflect changes in legal, regulatory, operational, or technological requirements. Updated versions will be published on our website and shall take effect upon publication.

### **10. CONTACT**

For further information regarding this Privacy Notice or MIIF's data protection practices, please contact us through the official contact details published on the MIIF website or email [data.privacy@miif.gov.gh](mailto:data.privacy@miif.gov.gh)

*By engaging with MIIF or using our website and platforms, users acknowledge and agree that their information may be collected, processed, stored, and protected in accordance with this Privacy Notice and applicable law.*