

Manji Website Privacy Policy

1. Introduction

Manji Food Industries Limited ("Manji", "we", "us") respects your privacy and processes personal data in line with the Data Protection Act, 2019 of Kenya and its Regulations. This policy explains what personal data we collect through our website, why we collect it, and the rights you have.

This policy covers our corporate and consumer website, including the Company, Find Your Crunch, Recipes and Catalogue pages, and any enquiries you send us through the contact details shown there. It does not cover third-party sites we link to, such as LinkedIn, which have their own privacy policies.

Manji is the data controller for personal data collected through this website. Our registered address is [insert physical address], Nairobi, Kenya. Our registration number with the Office of the Data Protection Commissioner.

2. Information we collect

You can browse our website without giving us any personal data. The site has no account sign-up, online shop or web forms. We only receive personal data when you choose to contact us, or automatically through basic technical logs.

Category	Examples	How we get it
Contact details	Name, email address, phone number, company name	When you email info@manji.co.ke or call our head office or a depot
Enquiry content	The message, CV, product feedback or complaint you send us	When you contact us about partnerships, distribution, careers, media or consumer matters
Technical data	IP address, browser type, device type, pages visited, date and time of visit	Automatically, through our hosting provider's server logs

Please do not send us sensitive personal data, such as health or financial details, unless we specifically ask for it. If you send a CV for a career enquiry, we will handle it only for recruitment purposes.

3. How we use your information

We use personal data only for the purpose it was given and only where Kenyan law allows it.

Purpose	Lawful basis under the Data Protection Act, 2019
Reply to your enquiry and keep a record of it	Legitimate interests, or steps before entering a

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	contract with you
Assess partnership and distributor applications	Steps before entering a contract with you
Consider job applications	Your consent and steps before an employment contract
Handle product feedback and complaints	Legitimate interests and compliance with consumer protection law
Keep the website secure and working	Legitimate interests
Meet legal, tax or regulatory duties	Compliance with a legal obligation

We do not sell your personal data. We do not use it for direct marketing unless you have agreed to it, and you can opt out at any time. We do not make decisions about you based solely on automated processing.

4. Cookies, analytics and hosting

Our website currently uses no advertising or tracking cookies. Any cookies or similar storage are strictly necessary for the site to load and display correctly.

Our website is hosted by HostAfrica, which processes technical data such as IP addresses in server logs to deliver and protect the site. If we add analytics tools in future, such as Google Analytics, we will update this policy and, where required, ask for your consent through a cookie banner first.

You can block or delete cookies in your browser settings. Blocking strictly necessary cookies may affect how the site works.

Our website links to our LinkedIn page and uses phone and email links. When you follow these, the relevant provider handles your data under its own terms.

5. Sharing, transfers, retention and security

Sharing. We share personal data only where needed: with our regional depots (Nairobi, Central, Nakuru, Kisumu and Mombasa) to handle your enquiry; with service providers such as our website host and email provider, under written terms; and with regulators, courts or law enforcement where the law requires it.

Transfers outside Kenya. Our website host, HostAfrica, stores website data on servers. Some other service providers, such as our email provider, may store data outside Kenya. We transfer data abroad only where the safeguards required by sections 48 to 50 of the Data Protection Act, 2019 are in place, such as adequate protection in the receiving country or suitable contractual terms.

Retention. We keep personal data only as long as the purpose requires:

Data	Retention period
General enquiries and feedback	[24 months] after the matter is closed
Unsuccessful job applications	[12 months], unless you ask us to delete them sooner
Partner and distributor records	For the relationship plus [7 years], for tax and legal records
Server logs	Per our host's standard log retention, typically days to weeks

Security. We use reasonable technical and organizational measures to protect personal data, including encrypted (HTTPS) connections and limited staff access. If a breach puts your rights at risk, we will notify the Data Protection Commissioner within 72 hours and inform you where required.

6. Your rights

Under the Data Protection Act, 2019 you have the right to:

- be informed of how your personal data is used;
- access the personal data we hold about you;
- object to processing of all or part of your personal data;
- correct false or misleading data;
- delete false, misleading or unlawfully processed data;
- receive your data in a portable format and have it sent to another controller;
- withdraw consent at any time, where we rely on consent.

To use any of these rights, email info@manji.co.ke with the subject "Data Protection Request". We will respond within the time the law sets. If you are not satisfied, you can complain to the [Office of the Data Protection Commissioner](#).

7. Children

Our website is aimed at adults and businesses. We do not knowingly collect personal data from children under 18. If you believe a child has sent us personal data, contact us and we will delete it. Any future activity aimed at children will require parental consent.

8. Changes to this policy

We may update this policy when our website or the law changes. The date at the top shows the latest version. We will highlight significant changes on the website.

9. Contact us

Manji Food Industries Limited, Nairobi, Kenya

- Email: info@manji.co.ke
- Phone: +254 722 203 626