

## PRIVACY POLICY

Effective Date: [08/04/2025]

At **The Leadership Group Limited** (“we,” “us,” or “our”), your privacy is important to us. This Privacy Policy explains how we collect, use, disclose, and protect your personal information when you visit our website: [www.leadershipgroup.co.ke](http://www.leadershipgroup.co.ke).

### 1. Information We Collect

We may collect the following types of personal information:

- Name, email address, phone number, job title, and company name (when submitted through forms).
- Information automatically collected through cookies or similar technologies, such as your IP address, browser type, pages visited, and access times.

### 2. How We Use Your Information

We only collect and use your personal data for specified, explicit, and legitimate purposes, including:

- Delivering our professional advisory services
- Managing client relationships and communications
- Contract performance and legal compliance
- Improving our services and digital platforms
- Protecting our legal rights and preventing fraud

### 3. Sharing of Information

We do not sell, rent, or share your personal information with third parties.

### 4. Data Security

We implement appropriate technical and organizational measures to protect your personal information from unauthorized access, loss, misuse, or disclosure.

### 5. Cookies

Our website may use cookies to enhance your browsing experience. You can set your browser to refuse all or some cookies or to alert you when cookies are being sent.

### 6. Your Rights

You may:

- Request access to the personal information we hold about you.
- Ask us to correct or delete your information.
- Withdraw consent for future communications at any time.

### 7. External Links

Our website may contain links to third-party websites. We are not responsible for their privacy practices. We encourage you to review their privacy policies.

### 8. Changes to This Policy

We may update this Privacy Policy occasionally. Any changes will be posted on this page with the updated effective date.

## 9. Contact Us

If you have any questions or concerns about this Privacy Policy or how we handle your data, please contact us at:

### **The Leadership Group Limited**

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Karuna Road, Westlands

Phone: +254 715 313 244

Email: [info@leadershipgroup.co.ke](mailto:info@leadershipgroup.co.ke)

Website: [www.leadershipgroup.co.ke](http://www.leadershipgroup.co.ke)