



Province of the
EASTERN CAPE
COOPERATIVE GOVERNANCE
& TRADITIONAL AFFAIRS

OFFICE OF THE HEAD OF DEPARTMENT

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**COOKIE GUIDELINES FOR THE DEPARTMENT OF COOPERATIVE
GOVERNANCE AND TRADITIONAL AFFAIRS WEBSITE**

JUNE 2026 /2027

1. PURPOSE

This Cookie Guidelines explains how the Department of Cooperative Governance and Traditional Affairs (ECCoGTA) uses cookies and similar technologies to supplement the privacy policy and provide information when users visit the Department's website. The purpose of this guideline is to ensure transparency regarding the collection and processing of website usage of information and to support compliance with the Protection of Personal Information Act, 2013 (POPIA).

2. WHAT COOKIES ARE

Cookies are small text files stored on a user's computer, tablet, or mobile device when visiting a website. They allow the website to recognise the user's browser, remember certain preferences and support the efficient operation of the website.

3. HOW COOKIES WORK

When a user visits a website, the website may send a cookie to the user's browser, where it is stored for a defined period. The cookie records limited information, such as user activity or preferences, and may be updated when the user returns to the website.

4. USE AND SAFETY OF COOKIES

Cookies do not transfer viruses or malware and do not interfere with the operation of a user's device. Different types of cookies perform different functions. For example, session cookies operate only while a user is actively browsing the website and are deleted when the browsing session ends. Cookies may also assist website administrators to understand website performance, usage patterns, and areas requiring improvement. Further details on the specific cookies used by the website are provided in the relevant section below.

Functional and performance cookies may be used to analyse how visitors interact with the website and to improve its performance, reliability, and usability. This helps the Department provide a better user experience by identifying commonly used pages, detecting technical issues, and improving navigation between website pages.

5. COOKIE FUNCTIONS MAY INCLUDE

- Verifying user identity where required and identifying the country from which the website is accessed;
- Identifying the browser type and device used to access the website;
- Determining the website or source from which a visitor was referred; and
- Enabling authorised third-party services to present relevant content or support website functionality, where applicable and subject to the user's consent.

6. TYPES OF COOKIES USED

6.1 Essential cookies

These cookies are essential and enable core website functionality and security and cannot be disabled. Without these cookies our websites would not function properly, as the enable core functionality such as website navigation; security features; access to secure areas and session management.

6.2 Performance and Analytical cookies

The information provided by analytical cookies allows us to analyse patterns of visitor behaviour and we use that information to enhance the overall experience or identify areas of the website which may require maintenance. The information is anonymous (i.e. it cannot be used to identify you and does not contain personal information such as your name and email address), and it is only used for statistical purposes. Behavioural cookies are similar. to analytical and remember that you have visited a website and use that information to provide you with content which is tailored to your interests.

6.3 Promotional/ Third-Party cookies

These cookies are used to track visitors across websites. The intention is to display ads that are relevant and engaging for the individual user and thereby more valuable for publishers and third-party advertisers.

6.4 Functional cookies

These cookies enable the website to remember choices made by users, such as language preferences; accessibility settings and personalised display preferences.

7. LEGAL BASIS FOR PROCESSING

Cookies that are strictly necessary for website functionality may be deployed without user consent. Cookies used for analytics, personalisation, advertising, or other non-essential purposes will only be activated where the user has provided consent through the website's cookie banner or cookie preference centre.

8. PERSONAL INFORMATION AND POPIA COMPLIANCE

Where cookies collect information that can identify an individual directly or indirectly, such information will be processed in accordance with:

- The Protection of Personal Information Act, 2013 (POPIA);
- The ECCoGTA Privacy Policy;
- Applicable South African legislation and regulations.

ECCoGTA will ensure that personal information collected through cookies is:

Processed lawfully and fairly;

- Collected for a specific and legitimate purpose;
- Adequate, relevant, and not excessive;
- Protected against unauthorised access, disclosure, alteration, or destruction.

9. COOKIE CONSENT

Upon accessing the website, users will be presented with a cookie notice that allows them to accept all cookies, reject non-essential cookies, and customise cookie preferences. Users may change their preferences at any time through the website's cookie settings.

10. MANAGING COOKIES

Users can control and manage cookies through their browser settings. Most browsers allow users to view stored cookies, delete cookies, block cookies, and receive notifications when cookies are used.

Please note that disabling certain cookies may affect the functionality and performance of the website.

11. RETENTION OF COOKIE DATA

Cookie retention periods vary according to their purpose:

Cookie Type	Retention Period
Session Cookies	Deleted when browser is closed
Functional Cookies	Up to 12 months
Analytics Cookies	Up to 24 months
Consent Cookies	Up to 12 months

12. UPDATES TO THIS GUIDELINES

ECCoGTA reserves the right to update this Cookie Policy periodically to reflect changes in legislation, technology, or website operations. Any changes will be published on this page with an updated effective date.



MR V. MLOKOTHI
HEAD OF DEPARTMENT
COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS
DATE: 31st July 2026