

INDLU YOLWAZI

CONTRIBUTOR SUBMISSION AGREEMENT

Version: 1.0

Effective Date: 24/09/2026

Platform Operator: INTSUSA GROUP (Pty) Ltd

1. Purpose

This Contributor Submission Agreement ("Agreement") sets out the terms under which an individual contributor submits a work to **Indlu Yolwazi ("IY")**, a digital academic and knowledge repository operated by INTSUSA GROUP (Pty) Ltd.

This Agreement should be read together with the **Indlu Yolwazi Submission Policy** and **Indlu Yolwazi Privacy Policy**.

2. Contributor Ownership

The contributor retains ownership and copyright in their submitted work unless those rights have been lawfully transferred to another party.

Submitting a work to IY does **not** transfer copyright or ownership of the work to IY or INTSUSA.

Where another person or organisation owns the relevant rights, the contributor confirms that they have the necessary authority or permission to submit and make the work available through IY.

3. Contributor Responsibilities

3.1. By submitting a work, the contributor confirms that:

3.1.1. They are the author, co-author, authorised rights holder, or have permission to submit the work;

- 3.1.2. The information provided during submission is accurate to the best of their knowledge;
 - 3.1.3. They have obtained necessary permissions for material belonging to third parties;
 - 3.1.4. The submission does not knowingly infringe another person's copyright or other legal rights;
 - 3.1.5. The work does not knowingly contain plagiarism; and
 - 3.1.6. The submission complies with the Indlu Yolwazi Submission Policy.
- 3.2. The contributor remains responsible for the rights and permissions relating to the work they submit.
- 3.3. The contributor agrees to hold harmless and indemnify Indlu Yolwazi and INTSUSA GROUP (Pty) Ltd against any third-party claims, liabilities, losses, or legal expenses arising directly or indirectly from a breach of Section 3.1.

4. Licence Granted to Indlu Yolwazi

4.1. By accepting this Agreement and submitting a work, the contributor grants Indlu Yolwazi a non-exclusive, perpetual, worldwide licence to use the work as reasonably necessary to operate the repository, specifically permitting Indlu Yolwazi to:

- 4.1.1. Receive and store the work;
- 4.1.2. Preserve and back up the work;
- 4.1.3. Make technical copies necessary for storage, security and delivery;
- 4.1.4. Review and process the work;
- 4.1.5. Publicly display and make an approved work available through IY;
- 4.1.6. Index and make the work discoverable through IY;
- 4.1.7. Display associated metadata and bibliographic information; and
- 4.1.8. Provide access through IY's document reader and other platform functionality.

- 4.2. This licence **does not transfer copyright or ownership** of the work to IY or INTSUSA.
- 4.3. The contributor remains free, subject to third-party rights and other applicable agreements, to publish, licence or otherwise use their work elsewhere.
- 4.4. Published works will be made available to end-users under an open-access license selected upon submission (e.g., Creative Commons Attribution-NonCommercial-NoDerivatives 4.0 International), ensuring the work can be read and shared non-commercially with mandatory attribution.

5. Publication and Review

Submission does not guarantee publication.

Submitted works may be reviewed and moderated in accordance with the Indlu Yolwazi Submission Policy.

IY may approve, reject, restrict or remove a submission where appropriate, including in relation to copyright, authorship, academic integrity, legal requirements or violation of platform policies.

6. Copyright Claims and Withdrawal

Where a legitimate copyright, ownership or other legal concern is raised regarding a published work, IY may temporarily restrict or remove public access while the matter is investigated.

Where appropriate, IY may permanently remove the work from public access.

A contributor may request withdrawal of a published work. IY will assess the request in accordance with applicable rights, legal obligations, academic-integrity considerations and the legitimate interests of the repository.

IY may retain an internal record of a removed or withdrawn work where reasonably necessary for legal, academic, security or recordkeeping purposes.

7. Platform Operations

IY may make reasonable technical changes to the storage, processing, display, preservation, indexing or delivery of submitted works as the platform develops.

Such technical changes do not transfer ownership of the underlying work.

8. Contributor Information

IY may display information provided by the contributor in connection with the published work, including the author's name, title, affiliation, publication year, subject, abstract or summary and relevant bibliographic information.

IY will not knowingly represent itself or INTSUSA as the author of the underlying work.

9. Personal Information

Information collected during submission and use of IY will be handled in accordance with the **Indlu Yolwazi Privacy Policy** and applicable South African data-protection requirements.

10. Electronic Acceptance

Before submitting a work, the contributor will be given an opportunity to access and review this Agreement.

By selecting the acceptance checkbox and submitting the work, the contributor confirms:

I have read and understood the Indlu Yolwazi Contributor Submission Agreement and agree to its terms.

IY may electronically record the contributor's acceptance, including the Agreement version, date and time, and information associated with the submission.

11. Changes to this Agreement

IY may update this Agreement when reasonably necessary due to changes in the platform, law, technology or operating practices.

Each version will have a version number and effective date. The version accepted by a contributor will remain associated with the relevant submission record.

12. Platform Ownership

Acceptance of this Agreement does not give a contributor, reviewer, institution or other participant ownership of Indlu Yolwazi, INTSUSA, the platform's software, branding, infrastructure, databases, design or other platform assets.

Submitting a work does not create an ownership interest in IY.

13. Governing Law

This Agreement shall be governed by the laws of the **Republic of South Africa**.

14. Contact

Indlu Yolwazi

Website: www.indluyolwazi.org

Email: submissions@indluyolwazi.org