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1. INTRODUCTION

The Promotion of Access to Information Act, 2000 (the "Act") give third parties the right to approach private bodies and government to request information held by them, which is required in the exercise and protection of any rights. On request, the private body or government is obliged to release such information unless the Act states that the records containing such information may or may not be released. This manual informs requestors of procedural and other requirements which a request must meet as prescribed by the Act.

2. NATURE OF BUSINESS

BPAS Architects has extensive experience in the design of institutional, residential, commercial and interior projects. They have conducted business in South Africa, Seychelles and other parts of Africa, as well as established a presence in the United Arab Emirates.

3. COMPANY CONTACT DETAILS

Registered name	:	BPAS Architects (Pty) Ltd
Registration number	:	2012/142838/07
Registered address	:	Office F14 First Floor, Willowbridge Shopping Centre, Tygervalley, Western Cape 7530
Postal Address	:	Office F14 First Floor, Willowbridge Shopping Centre, Tygervalley, Western Cape 7530
Telephone number	:	(+27) 21 914 5960
Member and Designated Information Officer	:	Edwin Landseer Collen

4. HUMAN RIGHTS COMMISSION

A guide to the Act, in terms of Section 10 which has been compiled by the South African Human Rights Commission, will contain information for the purposes of exercising Constitutional Rights. The Guide is available from the SAHRC.

All enquiries regarding the guide and relating to the person's rights can be address to the SAHRC. The contact details are as follows:

*The South African Human Rights Commission
Private Bag 2700
Houghton
2041*

<i>Telephone number</i>	+27 11 877 3600/+27 11 484 8300
<i>Fax number</i>	+27 11 403 0625/+27 11 484 7146
<i>Website</i>	<u>www.sahrc.org.za</u>

5. LAWFUL PROCESSING OF PERSONAL INFORMATION

The conditions for the lawful processing of personal information by or for a responsible party are as follow:

a. Condition 1 – Accountability

This condition works towards protecting the legitimate interest of the data subject, by providing a sort of warranty as to the security of their personal information.

The responsible party (the entity that needs the personal information for a particular purpose) is accountable for the personal information and determines how that personal information must be processed. The obligation to process personal information lawfully cannot be contracted out, by outsourcing the processing of personal information. The business will be responsible and liable from the time that the information is processed until the time of its deletion.

b. Condition 2 - Processing limitations

Businesses are allowed to collect minimum required personal information for their purpose. In order to obtain the minimum required personal information, consent must be obtained from the data subject and be informed what personal information and the type of information will be processed.

Businesses should not collect or process more personal information than it needs in order to achieve the purpose that it is being collected for.

Business must only access information that is relevant to the application process. Information such as a job applicant's banking details cannot be justified.

POPIA sets out a general obligation to obtain consent from data subjects in order to process their personal information and sets out certain justifications or instances where consent to process will not be required.

c. Condition 3 – Purpose Specification

Purpose for the processing of the personal information must be identified and then ensure that the data subject is made aware of that purpose.

Personal information must be collected for a legitimate and lawful purpose.

Personal information must not be retained for longer than the required period unless it is lawful to do so.

d. Condition 4 – Further Processing Limitation

It is a requirement of the POPI Act that personal information must only be processed for the purpose that it has been collected for, and no other reasons.

This includes preventing the disclosure or transfer of personal information to third parties.

e. Condition 5 – Information Quality

The responsible party must take reasonably practical steps to ensure that personal information records are complete, accurate, updated and misleading, where necessary.

f. Condition 6 – Openness

Business is required to be open with the data subject as to why they require their personal information and how they intend using and processing it.

Section 18 of the POPIA Act, sets out that data subjects must be made aware of who is collecting their personal data (specific details such as name, address and contact details) as well as the purpose for collecting the information, whether the information as requested is voluntary or mandatory and the consequences of failing to provide the information requested.

g. Condition 7 – Security Safeguards

Businesses must secure the integrity and confidentiality of personal information in its possession by taking appropriate reasonable and technical measures to prevent loss, damage and unlawful access. It is important for the business to:

- Identify all reasonably foreseeable internal and external risks to the personal information in its possession;
- Establish safeguards such as passwords to restrict internal and external access; and
- Regularly update the safeguards to prevent hacking.

h. Condition 8 – Data Subject Participation

The data subject is entitled to:

- An explanation of the personal information;
- Request information about the recipients of personal information;
- That their personal information be corrected or deleted

This participation ensures that the data subject has confidence in the business and the security of his/her personal information.

It is very important that the business is aware of these minimum threshold requirements as non-compliance carries a heavy penalty. These conditions require review of the business operations and how personal information is processed.

6. ACCESS TO RECORDS HELD BY THE COMPANY

Records held by BPAS Architects may be accessed on request only once the requirements for access have been met. A requester is any person making a request for access to a record of BPAS Architects and in this regard, the Act distinguishes between two types of requesters:

Personal Requester

A personal requester is a requester who is seeking access to a record containing personal information about the requester. Subject to the provisions of the Act and applicable law, BPAS Architects will provide the requested information, or give access to any record about the requester's personal information. The prescribed fee for reproduction of the information requested will be charged by BPAS Architects for Africa.

Other Requester

This requester (other than a personal requester) is entitled to request access to information pertaining to third parties. However, BPAS Architects not obliged to grant access prior to the requester fulfilling the requirements for access in terms of the Act. The prescribed fee for reproduction of the information requested will be charged by BPAS Architects for Africa.

7. REQUEST PROCEDURE

A requester must comply with all the procedural requirements contained in the Act relating to a request for access to a record. A requester must complete the request form enclosed herewith in Appendix 1 and submit it, as well as the payment of a request fee, if applicable to the information officer at the physical address, or electronic mail address as stated herein. The request form must be filled in with enough information to at least enable the information officer to identify:

- The record or records requested
- The identity of the requester
- What form of access is required?
- The postal address or fax number of the requester.

A requester must state that he or she requires the information to exercise or protect a right, and clearly state what the nature of the right is, so to be exercised or protected.

The requester must also provide an explanation of why the requested record is required for the exercise or protection of that right.

BPAS Architects will process a request within 30 days, unless the requestor has stated special reasons which would satisfy the information officer that circumstances dictate that this period not be complied with. The requester shall be informed in writing whether access has been granted or denied. If, in addition, the requester requires the reasons for the decision in any other manner, he or she must state the way it is required. If a request is made on behalf of another person, the requester must then submit proof of the capacity in which the requester is making the request to the satisfaction of the information officer. If an individual is unable to complete the prescribed form because of illiteracy or disability, such a person may make the request orally to the information officer.

8. DECISION

The company will within 30 (thirty days) of receipt of a request, decide whether to grant or decline a request and give notice with reasons (if required) to that effect. The 30 (thirty) day period within which the Company has to decide whether to grant or refuse a request, may be extended for a further period of not more than 30 (thirty) days if the request is for a large quantity of information, or the request requires a search for information held at another office of the Company (other than the head office) and the information cannot reasonably be obtained within the original 30 (thirty) day period. The information officer will notify the requester in writing should an extension be necessary.

9. FEES

The Act provides for two types of fees, namely:

- A **request fee**, which is a form of administration fee to be paid by all requesters except personal requesters, before the request is considered and is not refundable; and
- An **access fee**, which is paid by all requesters in the event that a request for access is granted. This fee is inclusive of costs involved by the private body in obtaining and preparing a record for delivery to the requester.

When the request is received by the Information Officer, such officer shall by notice require the requester, other than a personal requester, to pay the prescribed request fee, before further processing of the request (Section 54(1)).

If the search for the record has been made and the preparation of the record for disclosure, including arrangement to make it available in the requested form, requires more than the hours prescribed in the regulations for this purpose, the Information Officer shall notify the requester to pay as a deposit the prescribed portion of the access fee which would be payable if the request is granted.

The Information Officer shall withhold a record until the requester has paid the fees as indicated below.

A requester whose request for access to a record has been granted, must pay an access fee that is calculated to include, where applicable, the request fee, the process fee for reproduction and for search and preparation, and for any time reasonably required in excess of the prescribed hours to search for and prepare the record for disclosure including making arrangements to make it available in the request form.

If a deposit has been paid in respect of a request for access, which is refused, then the Information Officer concerned must repay the deposit to the requester.

10. CATEGORIES OF RECORDS HELD BY THE COMPANY – SECTION 51(1)(E)

Companies Act Records

- Documents of Incorporation
- Memorandum of Incorporation
- Minutes of Board of Director meetings
- Records relating to the appointment of directors/auditor/secretary/public officer and other officers
- Share register and other statutory registers

Financial Records

- Annual Financial Statements
- Tax Returns
- Accounting Records
- Banking Records
- Bank Statements
- Electronic banking records
- Asset Register
- Rental Agreements
- Invoices

Tax Records

- PAYE Records
- Documents issued to employees for income tax purposes
- Records of payments made to SARS on behalf of clients and employees
- All other statutory compliances:
- VAT
- Skills Development Levies
- UIF
- Workmen's Compensation

Personnel Documents and Records

- Employment contracts
- Employment Equity Plan (if applicable)

- Disciplinary records
- Salary records
- Disciplinary code
- Leave records
- Training records
- Training Manual

Client Documents and Records

- Contact details (telephone numbers and e-mail addresses) of clients
- Company / CC registration details
- Physical and postal addresses

11. OBJECTION TO PROCESSING OF PERSONAL INFORMATION

Purpose of Processing

The Company uses the Personal Information under its care in the following ways:

- Rendering service according to instructions given by clients
- Staff administration
- Keeping of accounts and records
- Complying with tax laws

Categories of Data Subjects and their Personal Information

The Company may possess records relating to suppliers, shareholders, contractors service providers, staff and clients:

Entity Type	Personal Information Processed
Clients – Juristic Persons / Entities	Names of contact persons; Name of Legal Entity; Physical and Postal address and contact details; Financial information; Registration Number; Founding documents; Tax related information; authorised signatories, beneficiaries, ultimate beneficial owners
Clients –	Names; registration number; contact details; physical and postal addresses; Tax related information; confidential correspondence
Intermediary / Advisor	Names of contact persons; Name of Legal Entity; Physical and Postal address and contact details; Financial information; Registration Number; Founding documents; Tax related information; authorised signatories, beneficiaries, ultimate beneficial owners
Contracted Service Providers	Names of contact persons; Name of Legal Entity; Physical and Postal address and contact details; Financial information; Registration Number; Founding documents; Tax related information; authorised signatories, beneficiaries, ultimate beneficial owners

Employees / Directors	Gender, Pregnancy; Marital Status; Colour, Age, Language, Education information; Financial Information; Employment History; ID number; Physical and Postal address; Contact details; Opinions, Criminal behavior; Well-being;
-----------------------	---

Categories of Recipients for Processing the Personal Information

The Company may supply the Personal Information to service providers who render the following services:

- Capturing and organising of data;
- Storing of data;
- Sending of emails and other correspondence to clients;
- Conducting due diligence checks;
- Administration of the Collective Investment Schemes;

Actual or Planned Trans border Flows of Personal Information

The Company may transfer data trans-border in order to store data with third party cloud storage providers.

General Description of Information Security Measures

The Company employs up to date technology to ensure the confidentiality, integrity and availability of the Personal Information under its care. Measures include:

- Firewalls
- Virus protection software and update protocols
- Logical and physical access control;
- Secure setup of hardware and software making up the IT infrastructure;
- Outsourced Service Providers who process Personal Information on behalf of the Company are contracted to implement security controls.

12. REMEDIES AVAILABLE IF REQUEST FOR INFORMATION IS REFUSED

Internal Remedies

The Company does not have internal appeal procedures. As such, the decision made by the information officer pertaining to a request is final, and requestors will have to exercise such external remedies at their disposal if a request is refused, and the requestor is not satisfied with the response provided by the information officer.

External Remedies

A requestor that is dissatisfied with the information officer’s refusal to disclose information, may within 30 (thirty) days of notification of the decision, apply to a court for relief. Likewise, a third party dissatisfied with the information officer’s decision to grant a request for information, may within 30 (thirty) days of notification of the decision, apply to a court for relief. For purposes of the Act, courts that have jurisdiction over these applications are the Constitutional Court, the High Court or another court of similar status.

13. DESCRIPTION OF RECORDS AVAILABLE IN ACCORDANCE WITH OTHER LEGISLATION

Records of the Company's and other legal entities in which the Company has a direct controlling interest or an indirect controlling interest through its subsidiaries) may be kept by or on behalf of the Company in accordance with the following legislation (some of which legislation may not be applicable to the Company), as well as with other legislation that may apply to the Company and/or its subsidiaries from time to time:

- Basic Conditions of Employment Act 57 of 1997;
- Broad-based Black Economic Empowerment Act 53 of 2003 Companies Act 71 of 2008;
- Compensation for Occupational Injuries and Diseases Act 130 of 1993 Copyright Act 98 of 1978;
- Currencies and Exchanges Act 9 of 1993;
- Electronic Communications and Transactions Act 25 of 2002 Employment Equity Act 55 of 1998;
- Financial Intelligence Centre Act 38 of 2001;
- Financial Institutions (Protection of Funds) Act 28 of 2001 Financial Services Board Act 97 of 1990;
- Income Tax Act 58 of 1962;
- Inspection of Financial Institutions Act 80 of 1998 Labour Relations Act 66 of 1995;
- Occupational Health and Safety Act 85 of 1993;
- Regulation of Interception of Communications and Provision of Communication-Related Information Act 70 of 2002;
- Prevention of Organised Crime Act 121 of 1998;
- Prevention and Combating of Corrupt Activities Act 12 of 2004 Promotion of Access to Information Act 2 of 2000;
- Protected Disclosures Act 26 of 2000;
- Protection of Constitutional Democracy against Terrorist and Related Activities Act 33 of 2004 Skills Development Act 97 of 1998;
- Skills Development Levy Act 9 of 1999 Securities Transfer Tax Act 25 of 2007;
- Securities Transfer Tax Administration Act 26 of 2007 Trade Marks Act 194 of 1993;
- Trust Property Control Act 57 of 1988 Unemployment Insurance Act 30 of 1966;
- Unemployment Insurance Contributions Act 4 of 2002 Value Added Tax Act 89 of 1991.

14. AVAILABILITY OF THE MANUAL

The manual is available for inspection, on reasonable prior notice, at the office of the company free of charge. Copies of the manual of the Company are also available from the SAHRC.

SIGNED ON BEHALF OF THE COMPANY ON THIS _____ DAY OF _____ 2021.

ANNEXURE "A"
REQUEST FOR ACCESS TO RECORD OF PRIVATE BODY
FORM C
REQUEST FOR ACCESS TO RECORD OF PRIVATE BODY
(Section 53(1) of the Promotion of Access to Information Act, 2000
(Act No. 2 of 2000) [Regulation 10]

1. PARTICULARS OF PRIVATE BODY

The Head:
.....
.....

2. PARTICULARS OF PERSON REQUESTING ACCESS TO THE RECORD

Full names and surname:
Identity number:
Postal address:
.....
.....
Fax number:
Telephone number:
E -mail address:
Capacity in which request is made, when made on behalf of another person:
.....
.....

3. PARTICULARS OF PERSON ON WHOSE BEHALF THE REQUEST IS MADE

Full names and surname:
Identity number:

4. PARTICULARS OF RECORD

Description of record or relevant part of the record:

.....

Reference number, if available:.....

Any further particulars of record:

.....

5. FEES

Reason for exemption from payment of fees:

.....

6. FORM OF ACCESS TO RECORD

If you are prevented by a disability to read, view or listen to the record in the form of access provided for in 1 to 4 hereunder, state your disability and indicate in which form the record is required.

Disability:

.....

Form in which record is required:

.....

Mark the appropriate box with an X.

NOTES:

1. Compliance with your request in the specified form may depend on the form in which the record is available.
2. Access in the form requested may be refused in certain circumstances. In such a case you will be informed if access will be granted in another form.
3. The fee payable for access for the record, if any, will be determined partly by the form in which access is requested

1. If the record is in written or printed form:			
Copy of record*		Inspection of record	
2. If record consist of visual images (includes photographs, slides, video recordings, computer-generated images, sketches, etc)			
View the image	Copy of the images*	Transcript of the images*	
3. If record consists of recorded words or information which can be reproduced in sound:			
Listen to the soundtrack (audio cassette)		Transcript of soundtrack* (written or printed document)	
4. If record is held on computer or in an electronic or machine-readable form:			
Printed copy of record*	Printed copy of information derived from the record*	Copy in computer readable form* (CD/DVD)	
<ul style="list-style-type: none"> If you requested a copy of transcription of a record above, do you wish the copy of transcription to be posted to you? Postage is payable 		YES	NO

7. PARTICULARS OF RIGHT TO BE EXERCISED OR PROTECTED

If the provided space is inadequate, please continue on a separate folio and attach it to this form.
The requested must sign all the additional folios

Indicate which right is to be exercised or protected:

.....

Explain why the record requested is required for the exercise or protection of the aforementioned right

.....

.....

.....



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s: 0861 r-gitek
e: info@bpas.co.za
w: www.bpas.co.za

Office F14 First Floor
Willowbridge Shopping Centre
39 Carl Cronje Drive
Tygervalley 7530

8. NOTICE OF DECISION REGARDING REQUEST FOR ACCESS

You will be notified in writing whether your request have been approved / declined. If you wish to be informed in another manner, please specify the manner and provide the necessary particulars to enable compliance with your request

How would you prefer to be informed of the decision regarding your request for access to the record?

.....
.....

Signed at this day of 20.....

.....
**SIGNATURE OF REQUESTER/PERSON
ON WHOSE BEHALF REQUEST IS MADE**

**ANNEXURE “B”
EXPLANATORY NOTE ON FEES TO BE CHARGED**

AN EXPLANATORY NOTE ON FEES TO BE CHARGED BY A PRIVATE BODY WHEN GRANTING A REQUEST FOR ACCESS TO INFORMATION IN TERMS OF THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000

The fees chargeable by private bodies are contained in Part III of Annexure “A” of the Regulations. A copy of Part III is attached for your convenience. The present charges are as follows:

1. COPIES OF A MANUAL

Should an individual require a copy of the private body’s manual, a fee of R1.10 is chargeable for every photocopy of an A4 page or part thereof.

2. REPRODUCTION FEES

Reproduction fees apply to obtaining copies or transcription of information which is automatically available from the private body. The fees are listed in paragraph 2 of Part III of Annexure “A” to the regulations.

3. ACCESS FEES

Access fees are chargeable for copies or transcriptions of information requested under this Act. The fees are listed in paragraph 4 of Part III of Annexure “A” to the regulations.

4. OTHER FEES

4.1 A request fee of R50,00 is payable by a requester who is seeking access to a record containing information which is not personal to the requester. See paragraph 6 of Part I of this Work.

4.2 A search fee may be charged at a rate of R30,00 per hour or part thereof for searching and preparing the record for disclosure provided such time was reasonably required for that purpose.

4.3 If the request is not limited to records containing information which is personal to the requester and if the head of the private body is of the opinion that the time taken to give effect to the request will exceed six hours the requester can be cancelled upon a deposit of not more than one third of an estimate of the access fee which will become payable.

4.4 If a copy of a record is posted to a requester, the requester is obliged to pay the actual postage payable.

APPLICABLE FEES IN RESPECT OF PRIVATE BODIES

Please indicate by ticking the applicable boxes below as to which information you require in order for us to send an updated quotation regarding the price.

1. The fee for a copy of the manual as contemplated in regulation 9 (2) (c) is R10,00 for every photocopy of an A4-size page or part thereof.

2. Reproduction referred to in regulation 11 (1) are as follows:
 - a) For every photocopy of an A4-size page or part thereof
 - b) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form
 - c) For a copy in a computer-readable form on:
 - i. Compact Disc
 - II. DVD
 - III. Digital Audio Format
 - IV. For a transcription of visual images, for an A4-size page or part thereof
 - V. For a copy of visual images
 - VI. For a transcription of an audio record, for an A4-size page or part thereof
 - VII. For a copy of an audio record
 - d) The request fee payable by a requester, other than a personal requester, referred to in regulation 11 (2)

3. The access fees payable by a requester referred to in regulation 11 (3) are as follows:
 - a) For every photocopy of an A4-size page or part thereof
 - b) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form
 - c) For a copy in a computer-readable form on:
 - i. Compact Disc
 - II. DVD
 - III. Digital Audio Format
 - IV. For a transcription of visual images, for an A4-size page or part thereof
 - V. For a copy of visual images
 - VI. For a transcription of an audio record, for an A4-size page or part thereof
 - VII. For a copy of an audio record
 - d) To search for and prepare the record for disclosure, R30,00 for each hour or part of an hour reasonably required for such search and preparation
 - e) For purposes of section 54 (2) of the Act, the following applies:
 - f) Six hours as the hours to be exceeded before a deposit is payable; and
 - g) one third of the access fee is payable as a deposit by the requester.
 - h) The actual postage is payable when a copy of a record must be posted to a requester.

ANNEXURE "C"
OBJECTION TO PROCESSING OF PERSONAL INFORMATION
FORM 1

Objection to the processing of Personal Information in terms of Section 11(3) of the Protection of Personal Information Act, 2013 (ACT NO 4 of 2013)

REGULATIONS RELATING TO THE PROTECTION OF PERSONAL INFORMATION, 2018
[Regulation 2]

Note:

1. Affidavits or other documentary evidence as applicable in support of the objection may be attached.
2. If the space provided for in this Form is inadequate, submit information as an Annexure to this Form and sign each page.
3. Complete as is applicable.

A. DETAILS OF DATA SUBJECT	
Name(s) and surname/ registered name of data subject:	
Residential, postal or Business address:	
	Code ()
Contact number(s):	
Fax number:	
E-mail address:	
B. DETAILS OF RESPONSIBLE PARTY	
Name and surname of responsible party (<i>if the responsible party is a natural</i>)	
Residential, postal or Business address:	
	Code ()
Contact number(s):	
Fax number:	
E-mail address:	
Name of public or private body (<i>if the responsible party is not a natural person</i>)	



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s: 0861 r-gitek
e: info@bpas.co.za
w: www.bpas.co.za

Office F14 First Floor
Willowbridge Shopping Centre
39 Carl Cronje Drive
Tygervalley 7530

Business address:	
	Code ()
Contact number(s):	
Fax number:	
E-mail address:	
B. DETAILS OF RESPONSIBLE PARTY	

Signed at this day of 20.....

.....
Signature of data subject (applicant)

ANNEXURE "D"
CORRECTION OR DELETION OR DESTROYING / DESTRUCTION OF PERSONAL INFORMATION
FORM 2

Request for correction or deletion of personal information or destroying or deletion of record of personal information in terms of Section 24(1) of the Protection of Personal Information Act, 2013 (ACT NO 4 of 2013)

REGULATIONS RELATING TO THE PROTECTION OF PERSONAL INFORMATION, 2018
 [Regulation 3(2)]

Note:

1. Affidavits or other documentary evidence as applicable in support of the objection may be attached.
2. If the space provided for in this Form is inadequate, submit information as an Annexure to this Form and sign each page.
3. Complete as is applicable.

Mark the appropriate box with an "x".

Request for:

Correction or deletion of the personal information about the data subject which is in possession or under the control of the responsible party.

Destroying or deletion of a record of personal information about the data subject which is in possession or under the control of the responsible party and who is no longer authorised to retain the record of information.

A. DETAILS OF DATA SUBJECT	
Surname:	
Full names:	
Identity number:	
Residential, postal or business address:	
	Code ()
Contact number(s):	
Fax number:	
E-mail address:	

B. DETAILS OF RESPONSIBLE PARTY	
Name and surname of responsible party (<i>if the responsible party is a natural person</i>)	
Residential, postal or Business address:	
	Code ()
Contact number(s):	
Fax number:	
E-mail address:	
Name of public or private body (<i>if the responsible party is not a natural person</i>)	
Business address:	
	Code ()
Contact number(s):	
Fax number:	
E-mail address:	

**ANNEXURE “E”
WITHDRAWAL OF CONSENT NOTICE TO PROCESS PERSONAL INFORMATION
FORM 3**

Request for withdrawal of consent to process personal information in terms of Section 24(1) of the Protection of Personal Information Act, 2013 (ACT NO 4 of 2013)

Note:

1. Affidavits or other documentary evidence as applicable in support of the objection may be attached.
2. If the space provided for in this Form is inadequate, submit information as an Annexure to this Form and sign each page.

I wish to withdraw my consent for the collection, use and disclosure (processing) of personal information provided to your company for:

Mark the appropriate box with an “x”:

Request for:

All the purposes I had provided my consent for; **or**

For only the following purposes:

State the purpose of withdrawal to be applied to:.....

.....

.....

I fully understand and agree that the withdrawal of my consent to any or all purposes – depending on the nature of my request – may result in the responsible party not being in a position to continue to provide services, products etc. to me

A. DETAILS OF DATA SUBJECT	
Surname:	
Full names:	
Identity number:	
Residential, postal or business address:	
	Code ()
Contact number(s):	
Fax number:	
E-mail address:	

