

POPI Act

Protection of Personal Information

DO YOU KNOW?

WHO YOUR
INFORMATION OFFICER
IS?

.....

FOR MORE INFO SPEAK TO YOUR INFORMATION OFFICER

www.easypopi.co.za

POPI Act

Protection of Personal Information

ALWAYS

MAKE SURE THAT YOU
HAVE A GOOD REASON
FOR COLLECTING
PERSONAL DATA.

EG BANKING DETAILS FOR
REFUNDS

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HAVE YOU...

COMPLETED YOUR POPI
TRAINING YET? MAKING
MISTAKES CAN COST
YOUR COMPANY
EVERYTHING.

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DID YOU KNOW?

YOUR EMPLOYER KEEPS
YOUR PERSONAL DATA
FOR OBVIOUS REASONS.
MAKE SURE THAT YOU
GIVE THEM PERMISSION.

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DID YOU KNOW?

THE DEADLINE TO FULLY
COMPLY WITH THE POPI
ACT IS

30 JUNE 2021

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DID YOU KNOW?

YOU ALWAYS NEED
PERMISSION TO PROCESS
PERSONAL
INFORMATION. FAILURE
COULD WARRANT A FINE
OF UP TO

R10 MIL

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DID YOU KNOW?

SENDING AN EMAIL TO
THE WRONG RECIPIENT
CAN WARRANT A FINE
OF

R1.2 MIL

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8 CONDITIONS OF LAWFUL PROCESSING

ACCOUNTABILITY

YOU ARE RESPONSIBLE

PROCESSING LIMITATION

DONT PROCESS MORE THAN YOU NEED

PURPOSE SPECIFICATION

COLLECTED FOR A SPECIFIC PURPOSE

FURTHER PROCESSING LIMITATION

MUST BE IN LINE WITH ORIGINAL PURPOSE

INFORMATION QUALITY

KEEP ACCURATE AND UP TO DATE

OPENNESS

TELL DATA SUBJECTS HOW DATA IS OBTAINED AND USED

SECURITY SAFEGAURDS

SECURE, INTEGRITY, CONFIDENTIALITY

DATA SUBJECT PARTICIPATION

ALLOW ACCESS

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I PLEDGE

I WILL KEEP MY LOGIN
DETAILS SAFE

TO REPORT ALL
BREACHES OF DATA

TO ALWAYS LOGIN AS
MYSELF

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POPI Act

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PERSONAL DEVICES

SHOULD BE TREATED LIKE
FIREARMS

ALWAYS KEEP IT ON YOU

ALWAYS KEEP IT SECURE

NEVER LET ANYONE ELSE
USE IT

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DID YOU KNOW?

PROCESSING PERSONAL
DATA MEANS...

COLLECTING
RECEIPT
RECORDING
ORGANISING
COLLATING
STORING
UPDATING
MODIFYING
RETRIEVING
ALTERING

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