



# POPIA

Since the official promulgation of the Protection of Personal Information Act on the 1st of July 2020 companies of South Africa were given a year to assess their business processes and implement compliance measures.



## Requirements

- Registration of Information and Deputy Information Officer with the Information Regulator
- POPI Policy
- PAIA Manual
- Training for Information and Deputy Information Officer
- Staff training
- Portfolio of Evidence



## Documents to have in place

- Privacy clause in employment contract
- POPI & consent clause in employment contracts
- POPI & consent clause for creditors
- Retention Policy
- Breach management policy
- Incident management policy



## Assessments

- Gap Analysis
- POPI Review



## Non-Compliance

- Fines up to R 10 million and/or
- Prison sentence
- Civil Lawsuits