

ACCESS TO AND PROTECTION OF PERSONAL INFORMATION POLICY

Sithabile Technology Services (Pty) Ltd is committed to upholding the requirements of the Promotion of Access to Information Act No2 of 2000 and the Protection of Personal Information Act No 4 of 2013.

As a collator and custodian of sensitive personal information, the Company maintains a legal and moral responsibility towards its Stakeholders in order to:

- Obtain and process personal information fairly and as far as is reasonably practicable, with informed consent;
- Keep personal information only for a specified and explicit lawful purpose;
- Process personal information only in ways compatible with the purposes for which it was initially obtained;
- Keep personal data safe, confidential and secure;
- Keep data accurate, complete and up-to-date;
- Retain personal information for a period no longer than necessary for the specified purpose;
- Protect personal information transferred in the interest of provided products and services; and
- Provide a copy of the data subject's personal information to that data subject, on request.

Sithabile Technology Services (Pty) Ltd will apply all applicable laws and legislation in a consistent manner to achieve a higher-level requirement that personal information be processed lawfully and in a reasonable manner that does not infringe on the privacy and rights of a data subject.

Requests from data subjects to access, change, remove or delete personal information, shall be dealt with efficiently and effectively and in line with current legislation. Furthermore, the Sithabile Technology Services (Pty) Ltd appointed Information Officer and Deputy Information Officer will monitor the safety and integrity of data stored and processed with a view to continual improvement of information processes and legal compliance.



Peter Blaauw
Chief Executive Officer