



29 June 2021

Consent to Process Personal Information – POPIA (Protection of personal information Act)

Dear Valued Customer,

The objective of the Protection of Personal Information Act 4 of 2013 (POPIA) is to legally promote the protection of personal information processed by public and private bodies by applying specific principles and conditions. Allied Steelrode (Pty)Ltd always has been committed to treat client information in an ethical manner and POPIA requires that personal information pertaining to data matters be processed legally and in realistic manner that does not invade on the right of privacy.

The Protection of Personal Information Act 4 of 2013 will be effective from 1 July 2021 and Allied Steelrode (Pty)Ltd endeavors:

- To ensure that all the steps are followed regarding the processing of personal information;
- To ensure minimum conditions are executed for legal processing of personal information;
- To ensure that data protection is established according to standards;
- To ensure that Deputy Information Officers entitle and delegate processes to Information Officers of public bodies;
- To ensure that mandatory requirements are met for registration of Information Officers with the Information Regulator;
- To ensure that invasive marketing is prevented and people are protected from data breaches and cybercrime;
- To ensure that personal information is controlled and protected
- To ensure we enhanced transparency, discipline and conforming to our company values;
- To ensure we act according to our Code of Conduct that pursues fairness, integrity, care, due diligence, honestly and best interests of our clients;
- To ensure that we shared obligated information to 3rd parties for legal and regulatory purposes;
- POPIA changes do not affect any terms and conditions of your current agreement, only how we are required by law to process your personal information which will be standard practice.

As a valued client to Allied Steelrode (Pty)Ltd or any of its subsidiaries and Joint Ventures, we can ensure that all the personal information will be preserved with confidentiality, as it is the core of Allied Steelrode (Pty)Ltd. culture. The applicable information will only be used for our database for promotion and marketing, product and service design, point-of-sale and information after point-of-sale, complaints and claims handling, updating and related purposes.

Allied Steelrode (Pty) Ltd Reg No: 2012/173965/07

Directors: A S P Chadha, R A Chadha, W A Rippon, W V Rippon

Executive Officers: M Bezuidenhout, S Brits, SP Buckle, JD Cloete, CSE Pretorius


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In light of the above and to ensure that we comply lawfully to the POPIA, kindly sign the attached client/customer and Vendor consent acknowledgement and return to us as soon as possible to POPIA@alliedsteelrode.co.za

Kind Regards,



J. D. CLOETE

Justin Cloete

Deputy CEO / Information Officer



ACKNOWLEDGE CONSENT FORM IN TERMS OF THE PROTECTION OF PERSONAL INFORMATION ACT – (POPIA) NO 4 OF 2013

I, _____ (full names) _____ (position), acting on behalf of _____ (company) hereby consent and acknowledge that **Allied Steelrode (Pty)Ltd** or any of its subsidiaries and Joint Ventures can process anything done with the Personal Information, including collection, receipt, recording, collation, storage, updating or modification of information. The dissemination by means of transmission or distribution of information and the merging, linking as well as restriction, erasure or destruction of information.

Allied Steelrode (Pty)Ltd or any of its subsidiaries and Joint Ventures undertake to process Personal information according to the lawful conditions of the POPI Act, that includes but not limited to verification of the Company's details, credit checks where credit facilities are requested and by Operation of law in South Africa.

Allied Steelrode (Pty)Ltd or any of its subsidiaries and Joint Ventures will ensure that we comply and will be obligated of lawful processing by following the above conditions:

- Accountability;
- Processing limitation;
- Purpose specification;
- Further Processing limitation;
- Information quality;
- Openness;
- Security Safeguards; and
- Data Subject participation.



Allied Steelrode (Pty)Ltd or any of its subsidiaries and Joint Ventures acknowledge that they do have the right to access personal information and recognises that any request in this regard may be declined if:

- Purely household or personal activity;
- The disclosure of personal information in the form that it was handled, might result revealing of confidential information;
- The information enfold an opinion about another person and that person has not consented;
- The information comes under legal privilege in the course of litigation or judiciary functions;
- Journalism under code of ethics;
- Police investigations or when personal information is publicly available.

The company accepts that **Allied Steelrode (Pty)Ltd** or any of its subsidiaries and Joint Ventures could potentially share their data internally between departments/branches in the following circumstances:

- Operational obligations;
- Communication – quotations, contracts, e-mails containing business requirements, to enable the relevant branch to execute services efficiently;
- Supplier invoices and correspondence – e-mails, invoices, to enable the relevant branch to execute payments swiftly.

Allied Steelrode (Pty)Ltd or any of its subsidiaries and Joint Ventures that have agreements with other 3rd Parties that providing a service will ensure its service providers will be bind to its privacy policies, as far as they may be required to have access to their customers' and service providers' personal information and to perform such duties.



Allied Steelrode (Pty)Ltd or any of its subsidiaries and Joint Ventures, will use its best undertakings and take all reasonable precautions to ensure that personal information provided, is held securely, and is only used for the purpose it has been provided for.

Signed at on the day of 2021.

Signature:

Full name:

Designation: