



I ACT AFRICA
POPI PRODUCTS AND SERVICES

Thought Leadership from IACT-Africa: TOP TEN TIPS What you need to do to become and remain POPI Act compliant	Does IACT-Africa provide a product or service to address this?
1. Get approval for your POPI compliance project charter	YES
2. Appoint your Information Officer	YES
3. Identify the extent of current & planned compliance with the POPI Act	YES
4. Identify what Personal Information is processed; what records contain Personal Information; what user rights exist for your Personal Information	YES
5. Develop & implement your POPI Act compliance policy	YES
6. Review your web site for POPI Act compliance and publish your Privacy Notice	YES
7. Update your Promotion of Access to Information Act manual	
8. Implement Personal Information management processes, including acquisition, processing, retention, security and destruction practices	YES
9. Train staff on their role in POPI Act compliance	YES – online in partnership with Media Works
10. Make POPI Act compliance “Business-As-Usual”	YES
<p>Published by IACT-Africa, September 2015</p> <p>For further information please contact: John Cato 083-726-9228 or Dr Peter Tobin 083-922-3444 or email johnc@iact-africa.com or petert@ict-africa.com or visit http://www.iact-africa.com/popi.html and follow @sapopitalk on Twitter</p>	
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