

APPOINTMENT OF INFORMATION OFFICER

I, the undersigned,

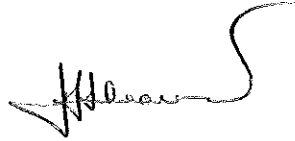
JEFFREY LEAVER

in my capacity as the Chairman of the Simbithi Country Club Executive Committee, hereby appoint Craig Nell as an Information Officer of Simbithi Country Club and authorise you to exercise any of the powers, duties and responsibilities conferred or imposed on me by the Protection of Personal Information Act, 2013 and the Promotion of Access to Information Act, 2000.

A summary of these powers, duties and responsibilities is set out below. This is not an exhaustive list and you are required to familiarise yourself with these pieces of legislation.

	POWER, DUTY OR RESPONSIBILITY CONFERRED OR IMPOSED BY THE RELEVANT ACT
PROTECTION OF PERSONAL INFORMATION ACT	The encouragement of compliance, by the Association, with the conditions for the lawful processing of personal information.
	Dealing with requests made to the Association pursuant to POPI.
	Working with the Information Regulator in relation to investigations conducted pursuant to POPI.
	Otherwise ensuring compliance by the Association with the provisions of this Act.
	Such other obligations as may be prescribed.
	Ensure that a compliance framework is developed, implemented, monitored and maintained.
	Ensure that a personal information impact assessment is done to ensure that adequate measures and standards exist in order to comply with the conditions for the lawful processing of personal information.
	Ensure that a manual is developed, monitored, maintained and made available as prescribed in section 51 of PAIA.
	Ensure that internal measures are developed together with adequate systems to process requests for information or access thereto.
	Ensure that internal awareness sessions are conducted regarding the provisions of POPI, regulations made in terms of POPI, codes of conduct, or information obtained from the Regulator.
PROMOTION OF ACCESS TO INFORMATION ACT	Encouraging and ensuring overall compliance with PAIA.
	Creating, updating and monitoring a PAIA manual for the Association contemplated in section 51 of PAIA.
	Evaluating requests for access to information which are received by the Association.
	Responding to requests to access information (by either accepting or rejecting the application on the grounds provided in PAIA) within the timeframes imposed by PAIA.

Please be advised that I reserve my right to exercise any of the powers, duties and responsibilities conferred herein as well as the right to amend or withdraw any of those powers, duties or responsibilities.

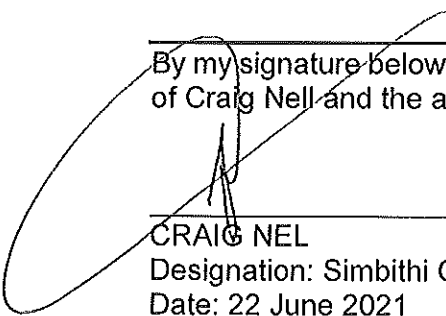


JEFFREY LEAVER

Designation: Simbithi Country Club Executive Committee Chairman

Date: 22 June 2021

By my signature below, I hereby accept the appointment as an Information Officer of Craig Nell and the authorisation provided for herein.



CRAIG NEL

Designation: Simbithi Country Club General Manager

Date: 22 June 2021