

PROTECTION OF PERSONAL INFORMATION (POPI) – INTERPRETING, PLANNING & IMPLEMENTING FOR INFORMATION OFFICERS

ABOUT THE COURSE

On Monday 22 June 2020, it was announced that a number of sections of the Protection of Personal Information Act (POPIA) have come into effect. Most of these – which deal with, among others, the conditions for lawful processing of personal information - come into effect on 1 July 2020 with the remaining sections coming into effect on 30 June 2021. Compliance can be a lengthy process and with fines of up to R10 million levied for breaches, all companies need to ensure that they've made the necessary changes.

The most significant aspect of POPIA, which relates to the processing of data related to data subjects, came into effect on 1 July 2020. Significant changes need to be made across various divisions of a business to ensure alignment.

COURSE OUTLINE

- Legislative timeline
- Purpose of the Act
- Application of the Act
- Exclusion from the Act
- Definitions
- 8 Conditions of Lawful Processing unpacked
- Practical steps to ensure compliance with the 8 conditions
- POPI Act v GDPR
- The Regulator and her duties
- Helpful tips top ensure compliance
- Practical discussions
- Penalties applicable
- What an information officer's role is and how to fulfil it.
- Best practices to follow in terms of data processing?
- What risks are there for my business in regards non-compliance?

WHO SHOULD ATTEND

- CO'S
- information officers
- HR Directors
- Payroll
- Finance teams
- Supply chain teams
- Administrators

COURSE DETAILS

Date: 19 May 2021
Venue: Online via Zoom
Time: 11h00 – 14h00
Price: R950 (excl. VAT)

All online courses are subject to minimum delegate numbers

ABOUT THE PRESENTER



GRANT WILKINSON

Director of Kirchmanns Inc. and Senior Consultant at Global Business Solutions.

Grant is an admitted attorney with a wide-range of experience in both consulting and training. Grant's focus areas are: Labour Law, industrial relations, legislative development, commercial law, consumer protection, corporate governance and human resources.

REGISTRATION FORM

To secure your place at this webinar – please complete and sign the following and email the booking form to Cynthia Streicher: cynthia@globalbusiness.co.za

Our standard procedure is to acknowledge receipt of registration in writing.

If you have not received same, please contact us to confirm we have received your registration before incurring any additional expenses

Course Name:		PROTECTION OF PERSONAL INFORMATION (POPI)				Date:	19 MAY 2021		
East London		Johannesburg		Port Elizabeth		Cape Town		Durban	
Company Name :						Tel No:			
						Fax No:			
Postal Address:						Disability assistance needed:			
Physical Address:						Dietary requirements/ allergies:			
						*Additional costs may be incurred			
Vat no:				Purchase Order No:					
DELEGATE DETAILS									
	Delegate Name	ID Number	Email				Cell No.		
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

Terms and Conditions: The accepted applications to attend the Global Business Solutions courses are in every case subject to these terms and conditions. **Payment:** Payment must be made in full in advance. *Quote excludes cost of credit card transactions using PayFast. *Should you choose to make use of this payment method 4.5% will be added to your invoice in respect of PayFast fees. **Cancellations:** Cancellation must be made in writing and received by Global Business Solutions 5 working days prior to the course start date. Transfer fees may be charged in the case of transfers to another programme. **Any cancellation or transfer instruction received less than 5 days prior to the course/workshop start date, do not entitle the cancelling or transferring delegate to any refund or credit note and the full fee must be paid. Non-attendance on all or any one of the workshop days without written cancellation will result in no entitlement to any refund or credit and the company / delegate will be liable for the full fee.** **Indemnity:** Global Business Solutions is absolved and indemnified against any loss or damage as a result of alteration or cancellation/postponement of any seminar arising from any cause whatsoever, including without limitation, any fortuitous even, Act of God, unforeseen occurrence or any other event that renders performance of the event impracticable or impossible. A “fortuitous event” includes, but is not limited to, war, fire, meals, riot, industrial action, extreme weather or other emergency. **Warranty of Authority:** The signatory warrants that he/she has the authority to sign this Application and agrees to be personally liable to Global Business Solutions for payments falling due pursuant thereto should such warranty is breached. In the event that Global Business Solutions is obliged to take action against the participant and his/her employer shall be liable for and shall pay all costs, including attorney and client costs and collection commission. I hereby consent to giving my personal information to GBS to use my personal information to store and pass it onto third parties if necessary (CRM, LMS, QCTO, SETA, ETQA, SABPP & DHET). We, at Global Business Solutions, respect our clients’ privacy. All personal information is processed and stored according to the POPI Act’s regulations. Your personal particulars are mandatory and required so that we may load learner registrations and/or achievements on to our own Learner Management System (LMS) and also for uploading of particulars to authorised Quality Assurance providers such as the QCTO, SETA ETQA, SABPP & DHET. We also need to obtain personal information in order to generate an attendance certificate from GBS LMS.

<i>I acknowledge that I have read, understood and accept the Terms and Conditions (including Payment Terms) and hereby apply for registration on behalf of myself (if a single delegate) or on behalf of the undermentioned organisation which I am duly authorised to represent.</i>		
Name of Organisation:		Date:
Name of person responsible for Payment:		Email:
Job Title (specific):		
Signature:		
FEE EXCLUDING VAT PER DELEGATE (Please select an option)		COST/ DELEGATE
Course Name: Protection of Personal Information (POPI)		R950 (excl. VAT)
Please indicate method of payment		EFT
		*Credit Card
HOW DID YOU FIND OUT ABOUT THIS COURSE?	E-mail:	Other (Please specify):
	GBS Website:	