


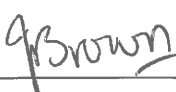
## Matelec Pty Ltd Policy

1. The company adheres to the POPI Act 4 of 2013.
2. The company will put measures in place to comply with the prevailing privacy and data protection legislation governing the collection, use and processing of personal information as defined in the POPI Act.
3. The company will not process personal information for any purpose other than required for normal business purposes.
4. The company will not disclose or otherwise make available the personal information of any employee or third party, other than necessary in carrying out its normal business.
5. The company will attend to training its employees, agents, representatives, and subcontractors that have access to personal information, to ensure that they are aware of the non-use obligation of personal information.
6. The company will take appropriate and reasonable steps to ensure the integrity, safekeeping and confidentiality of personal information in its possession.
7. The company will return or destroy personal information once it is no longer required in terms of the retention of document laws of South Africa.



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MAPY Leclezio – Director



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JA Brown – Information Officer