



FORM 2

OPERATOR PRIVACY COMPLIANCE SELF-ASSESSMENT FORM

OPERATOR ANNUAL PRIVACY COMPLIANCE SELF-ASSESSMENT FROM

Operators processing Personal Information on behalf of EPPF will be required to perform an annual Privacy Compliance Self-assessment to evaluate the processes and controls that they have in place to ensure compliance with the POPIA. This assessment must be submitted, in writing to the EPPF Deputy Information officer (DIO), on an annual basis.

Depending on the nature of the Operator, the volume and type of Personal Information processed by the Operator, and the results of the Operator Privacy Compliance Self-assessment, the DIO may require further investigation or an audit of the Operator. This may be a full-scope detailed exercise or may focus only on selected aspects of the Operator's Processing of Personal Information.

The table below contains the annual privacy compliance self-assessment that is to be conducted by the Operator.

OPERATOR PRIVACY COMPLIANCE SELF ASSESSMENT		
Section	Questions	Submission
EPPF introduction	<p>EPPF is required to comply with the requirements of the Protection of Personal Information Act 4 of 2013 (POPIA) and to ensure that Operators' Processing Personal Information on behalf of EPPF, do so in compliance with the POPIA. It is for this reason that we require our Operators to submit an annual Privacy Compliance Self-Assessment. Once submitted, we may, if required, request further details and/or carry out a compliance Audit in terms of our contract.</p> <p>We therefore request our Operators to complete this self-assessment within 30 days of the request date below and submit it to:</p> <p>Postal Address: The Deputy Information Officer EPPF Private Bag X50 Bryanston 2021</p>	

OPERATOR PRIVACY COMPLIANCE SELF ASSESSMENT		
Section	Questions	Submission
	<p>Physical Address: The Deputy Information Officer Khumo House EPPF Office Park 24 Georgian Crescent East Bryanston East Johannesburg 2191</p> <p>The Deputy Information Manager Telephone no.: 011 709 7600 e-mail: ayanda@eppf.co.za / POPIA@eppf.co.za</p> <p>Request date: _____</p>	
Operator details	Operator name	
	Operator business address	
	Contact name	
	Contact designation	
	Contact email	
	Office telephone number	
	Cellular number	
Operator's Information Officer or Privacy Officer (or equivalent) details	Name	
	Designation	
	Email	
	Office Telephone number	
	Cellular Number	
	Signature.	
Assessment date (Date you conducted a privacy	Date of submission and details of outcome	



OPERATOR PRIVACY COMPLIANCE SELF ASSESSMENT		
Section	Questions	Submission
/compliance assessment		
Independent Privacy Compliance Review	Date of independent/ third party review /audit of Compliance	
	Name of Entity	
	Results of independent review/audit (to be attached to form)	
	Independent Certification (to be attached)	
	IT Controls in place (e.g. ISAE 3402 / SSAE 18, ISO27001/2 certification)	
	Signature	