



# POPIA Compliant Checklist

- Does your Business collect any form of Personal Information? (Refer ALL the Departments within your Business)
- Do you have records on where personal information is collected from?
- Is the person aware that you hold their personal information?
- Do you have a process in place to store this personal information collected?
- Is this personal information shared with any 3rd party Businesses?
- Do you know who within your Business has access to this personal information?
- Have you designated someone in your Business that is responsible for POPI and this personal information?
- Does your Business conclude any direct marketing activities?  
(Email/telemarketing/how do you attract new customers)
- Is your Business aware of the Information Protection Regulator POPIA requirements?
- Does your Business transfer personal information to other Countries other than South Africa?
- Are you aware of the penalties for non-adherence to the POPI Act?
- Does your Business receive any 3rd party personal information?
- Does your Business require training on POPI Act?
- Does your Business require assistance in implementing manuals, policies and procedures to adhere to POPIA?

If this checklist made you question your POPI compliance then you **NEED THIS** online course!

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