



PROTECTION OF PERSONAL INFORMATION ACT (POPIA) AWARENESS



Course Information

Course Name	POPI Act Awareness
Course Designer	World Wide Industrial and Systems Engineers
Course Category	Legal and Compliance
Course Duration	One day
Cost of Course	R1 200,00 per delegate (excluding 15% VAT)

Course Overview

Privacy is the constitutional right of everyone in South Africa and is entrenched in the "Bill of Rights". The POPI Act gives effect to this constitutional right of privacy by requiring safeguards for personal information processed by public and private bodies. Non-compliance may have serious consequences. The course provides delegates with an overview of POPI and the significant obligations placed on those business leaders identified as the "responsible parties" and "information officers".

POPI Act

Who Should Attend?	- Legal practitioners, all employees from companies that process personal information this includes, but is not limited to the financial sector, marketing, auditing, risk management, information technology, health care, mobile networks and human resources sectors - Both the public and private sectors, NGO's, SMME's, listed and unlisted companies. - Anyone that is interested in learning the basics about POPI and how it affects their business.
Course Objectives	- Articulate the requirements of the Protection of Personal Information Act - Demonstrate an understanding of the conditions for the lawful processing of personal information - Identify the technical and organisational measurements necessary for protecting personal information - Describe the various roles and the responsibilities of the personnel who should be concerned about the protection of personal information - Identify the effort required to meet the requirements of the Protection of Personal Information Act and the conditions for lawful processing personal information contained therein.
Benefits	- Reach within organisation - Improved knowledge - Ability to protect your privacy and personal information - Ability to set rules for what others do with your personal information - Ability to provide you with rights and actions you can take against those who do not follow the POPIA.

Course Content

Course Modules	- Overview of the legislation for the Protection of Personal Information - The purpose of the POPIA - How does POPIA apply to individuals - How does POPIA apply to and organisations - Key POPIA terminology - How to differentiate between personal and other data - What personal information is exempt from the Act - What Processing entails
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	9. Summary of the eight conditions for the lawful processing of personal information 10. Direct marketing and POPIA 11. Consequences of non-compliance 12. How is the Act similar to the EU's General Data Protection Regulation – or the GDPR
Certification	Delegates will receive a Certificate of Attendance.
Assessments	Not applicable

About WWiSE

Who are we?	World Wide Industrial & Systems Engineers (WWiSE) is an ISO consultancy, training, business solutions and systems implementation firm based in Southern Africa that provides clients with effective business processes and Safety, Health, Environmental and Quality (SHERQ) management solutions in preparation for ISO compliance. The solutions we provide and implement allow our clients to compete favourably in modern competitive business environments, locally and internationally. We also strive to be the leading training providers in SHERQ, ISO, Engineering, Finance, Business and Project Management.
What do we do?	Our services are aimed at the improvement of quality, efficiency, knowledge and competitiveness of client companies. The service range includes: - ISO and SHERQ Systems implementation services whereby we assist client companies in meeting the requirements of ISO 9001, 14001, 22000, 31000, 27001, 20000-1, 50001 and ISO 45001 standards. - Integrated Management Systems development whereby we integrate several business systems and quality management solutions into a single management system to comply with various quality and safety standards. - Training of all employees (Shop Floor to Executive Management) in the fields of SHERQ, Engineering, Finance, Business and Project Management to meet the job responsibilities and expertise requirements of International Standards.

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- ISO, Legal auditing which includes gap analysis audits, product, process, procedural, and systems auditing by our registered SAATCA auditors.
 - Customised web-based solutions integrating current systems to be in line with ISO requirements

We are a Level 1 BBBEE Contributor that specialises in systems development, consultancy, training and auditing.