



Date: 21 September 2021

To whom it may concern,

IN RE: AMBERFIELD MANOR HUISEIENAARSVERENIGING NPC // CONFIRMATION OF COMPLIANCE WITH THE PROTECTION OF PERSONAL INFORMATION ACT, 2013 (ACT NO. 4 OF 2013) – SECURITY SAFEGUARDS

1. This letter serves to confirm that Amberfield Manor Huiseienaarsvereniging NPC with Registration Number 2005/023596/08 (hereinafter referred to as “Amberfield Manor”) is compliant with the Protection of Personal Information Act, 2013 (Act No. 4 of 2013) (hereinafter referred to as “POPIA”).
2. Amberfield Manor has, with the professional assistance of its IT personnel or consultants, put the necessary measures in place to ensure compliance by attending to the following:
 - 2.1. Ensuring there are defined password rules.
 - 2.2. Connectivity channels are encrypted connections.
 - 2.3. The onboarding and offboarding of employees are monitored to ensure ex-employees cannot access any Amberfield Manor servers or electronic mail.
 - 2.4. Hard disk encryption is done.
 - 2.5. Any servers or electronic storage sites have the necessary firewalls in place; and
 - 2.6. Secured network interfaces are implemented and observed.
3. We trust the above to be in order.

Yours faithfully,

AMBERFIELD MANOR HUISEIENAARSVERENIGING NPC

Per: Debbie Issebel Heunis

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