

GENESIS PIMS

PERSONAL INFORMATION MANAGEMENT SYSTEM

PoPI COMPLIANCE MANUAL AND TOOLKIT

PIMS PERSONAL INFORMATION IMPACT ASSESSMENT

- PoPI Maturity Assessment in your Business
- PoPI Impact Assessment and GAP Analysis
- 6 Focus Areas
 - Compliance
 - Lawful Processing
 - Record Retention
 - Security of Personal Data
 - Requests for Personal Data
 - Special Cases

PIMS PoPI EMPLOYEE TRAINING

- Webinars
- Seminars
- E-Learning Videos
- PoPI Literacy Test
- PoPI Announcements
- PoPI and PAIA 500 Questions and Answers Book
- POPI Act Forms
- POPI and PAIA Glossary of Terms

PIMS PoPI INFORMATION NOTICES

- PoPI Act Notices
- Employee Privacy Notice
- Customer Privacy Notice
- Supplier Privacy Notice
- Third Party Operator Agreement

PIMS PoPI REPORTING

- PoPI Gap Analysis Report
- PoPI Compliance Report
- PoPI Data Subject Registers and Personal Information Registers
- Information Officer Performance Report
- PoPI Audit File Index

PIMS PoPI POLICIES, PROCEDURES AND CONTROLS

- Information Officer Job Description
- Information Officer and Deputy Resolutions for Appointment
- Information Officer and Deputy Acceptance Letters
- Privacy Notice
- Document Retention Policy
- Access to Personal Information Policy
- Data Subject Consent Policy
- Sensitive Data Suppression Policy
- Data Breach Notification Policy
- Direct Marketing Policy
- Transborder Information Flow Policy
- PAIA Manual (English and Afrikaans)
- Data Subject Consent Withdrawal Notification
- Incident Response Policy and Notification
- Service Level Agreement (Third Party Agreement)
- Confirmation by Operator Contract
- Privacy Notice to Employees
- Privacy Notice to Customers/Clients
- Privacy Notice to Suppliers
- Data Subject Register
- Personal Information Register
- PoPI Risk Register
- PoPI Records Retention Periods
- Credit Reporting Policy
- Child Protection Policy

PLUS IN-HOUSE TRAINING AVAILABLE

FROM THE TEAM THAT YOU CAN TRUST

TO ORDER YOUR PIMS PoPI ACT MANUAL,
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GENESIS CORPORATE SERVICES

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