

## **PRIVACY NOTICE – PROTECTION OF PERSONAL INFORMATION ACT No 4 of 2013 (“POPIA”)**

### **INTRODUCTION**

Every company in the All-Gen Group is fully committed to ensuring that all personal information pertaining to our clients whether currently held or obtained in the future through usual business activity is treated as private and confidential and stored safely and securely.

The objective of the All-Gen Group of companies is to provide financial services solutions in the areas of Income Tax, Accounting, Traditional long-term risk insurance and investments, Short term insurance risks, Fiduciary services, and Medical Aid.

To enable us to provide products and services as described above we will require certain personal information of our clients and prospective clients.

The personal information held by us currently and which will be requested by us in the future from new clients will be determined by the financial service to which it relates.

### **HOW DO WE OBTAIN PERSONAL INFORMATION?**

Your personal information is obtained in one of the following ways:

1. Through the means of an online application found on our WEBSITE.
2. Completion of an Application Form/Information Form during a consultation with our Advisers.

Please do note that we will only process the information collected for the specific purpose for which it was collected.

### **SHARING OF PERSONAL INFORMATION**

It is to be noted that Personal Information may be shared with Product Provider organizations for the purpose of securing the relevant product or service needed by our clients. In the event of a Deceased Estate, we will share Personal Information with Legal service providers to enable the effective Administration and finalization of such Deceased Estate.

### **THE RIGHTS OF OUR CLIENTS (DATA SUBJECTS)**

1. The right to access Personal Information.
2. The right to correct or delete your Personal Information.
3. The right to object to the processing of Personal Information.
4. The right to object to Direct Marketing.
5. The right to complain to the Information Regulator.
6. The right to be informed if any Personal Information has been obtained by an unauthorized party.

### **INFORMATION OFFICER**

Should any of our current or future clients be concerned with regards to any aspects of POPIA as it concerns the collection, confidentiality, storage and security of their Personal Information, we invite them to make contact, in the first instance, with our INFORMATION OFFICER, Mr A G Steenkamp at email address : [andre@allgen.co.za](mailto:andre@allgen.co.za).