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**Dear Valued Customer** 

We thank you for your continued support.

As you are aware, all the provisions of the South African Protection of Personal Information Act 4 of 2013 (POPIA) came into operation on 1 July 2021.

We at Autotech Weighing Systems (Pty) Ltd wish to assure you of our commitment and support of this legislation and our continuous and ongoing efforts to comply.

The POPIA is intended to promote the right to privacy, protect and promote the protection of personal information, the flow of information and the right to access information whilst balancing the interests of continuing to do business, albeit in a more restricted environment.

Our Privacy Policy sets out *inter alia*; how and why personal information is collected, used and protected by Autotech Weighing Systems (Pty) Ltd as required under the Act. In short, personal information that is required related to names and surnames, identity numbers, (in certain circumstances), company registration numbers, physical addresses, email addresses and telephone contact details. We require bank account details and VAT numbers. This information may be used for the verification of the customer, supplier and third-party details and, where appropriate, to conduct credit checks.

You have the right to review and correct information that we hold about you. We have a procedure for you to do so which is in our Privacy Policy.

Customers, suppliers and third-parties acknowledge that the collection, processing and transfer of the information is important to enforce the contractual relationship with Autotech Weighing Systems (Pty) Ltd.

We will continue to hold all of your personal information securely.

Should we at Autotech Weighing Systems (Pty) Ltd become aware that that your personal information has been compromised in any way, we will notify you as well as the Regulatory Authorities as soon as possible. As part of the notification of the breach, Autotech Weighing Systems (Pty) Ltd will advise of the nature of the breach and what actions may be taken to protect your information.

We thank you once again for your continued support and assure you of our commitment to our country's laws.

For any queries or further information required, please contact us.

Yours sincerely

Mr RP Loffell

**Managing Director** 

Managing Director: R P Loffell