



43 Tambotie Avenue
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Dear Client

General Update of Processing Personal Information in terms of the Protection of Personal Information Act, 4 of 2013

We as **Baby Shoes & Toddlers Campus (Pty) Ltd** value the legal obligations as set out in the Protection of Personal Information Act, 4 of 2013 (Hereinafter referred to as POPIA) and to ensure that we continuously improve our business to ensure effective measures are in place to protect your personal information.

As part of our compliance framework and meeting our legal obligations, we have adopted and are in the process of instituting a comprehensive compliance framework to understand and validate our use of personal information, in terms of certain policies, procedures and security measures to determine how we will process your personal information in the future.

As part of our corporate governance, we have established a Privacy Notice as to provide a clear indication on how and when we will process your information. A copy of our Privacy Notice is available on request, or alternatively on our website.

We kindly wish to re-iterate that we will process your information in line with Section 11 of POPIA in terms of Personal Information (Section 1 of POPIA), and should we process any special personal information (Section 26), such processing shall be in line with Section 27 of POPIA.

We wish to clarify that should you receive any communication from our side, and you wish to no longer receive such information, that you withdraw your consent as stipulated in terms of our Privacy Notice. We acknowledge that we process your personal information for marketing purposes that correspond with Section 69 of POPIA.

Kindly note that should you be aware or suspect that your personal information requires to be updated, please update the personal information as stipulated in our Privacy Notice to ensure that the personal information we hold of you is accurate, up to date and not misleading. It shall remain the responsibility of yourself as Data Subject to notify us should your personal information during our service delivery/agreement change, including but not limited to a change of ownership or control of your business.

Should you have any queries regarding the processing of your personal information, please contact our information officer:

Information Officer:	Alta van Staden
Contact Number:	+2782 859 1200
Email Address:	alta@bstcampus.co.za

Yours Sincerely,



Information Officer: