

## Outworx Contact Centre (Pty) Ltd

### Outworx Management System (OMS)

# PROTECTION OF PERSONAL INFORMATION PRIVACY NOTICE ANNEXURE C

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Date	Revision	Change by	Description of change
2024/05/27	0.1	L. Hoekstra	Document Creation
2024/06/04	1.0	L. Maharaj	Updated to Document Standard 4.3



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## Protection of Personal Information Privacy Notice Annexure C (Form 2)

**REQUEST FOR CORRECTION OR DELETION OF PERSONAL INFORMATION OR DESTROYING OR DELETION OF RECORD OF PERSONAL INFORMATION IN TERMS OF SECTION 24(1) OF THE PROTECTION OF PERSONAL INFORMATION ACT, 2013 (ACT 4, 2013) REGULATIONS RELATING TO THE PROTECTION OF PERSONAL INFORMATION, 2018 (REGULATION 3(2))**

Note:

1. Affidavits or other documentary evidence as applicable in support of the request may be attached.
2. If the space provided for in this Form is inadequate, submit information as an Annexure to this form and sign each page.
3. Complete as applicable.

Mark the appropriate box with an "x".

Request for:

- Correction or deletion of the personal information about the data subject which is in the possession or under the control of the responsible party.
- Destroying or deletion of a record of personal information about the data subject which is in the possession or under the control of the responsible party and who is no longer authorised to retain the record of information.

Section A:	Details of the Data Subject
Name(s) and Surname / registered name	
Identity Number	
Residential, postal or business address	
Contact number(s)	
Email address	
Section B:	Details of Responsible Party
Name(s) and Surname / Registered name	
Residential, postal or business address	
Email address	
Section C:	Information to be corrected / deleted/ destructed / destroyed

<b>Section D:</b>	<b>Reasons for “correction or deletion of the personal information about the Data Subject in terms of Section 24(1) (a) which is in the possession or under the control of the Responsible Party; and or Reasons for the destruction or deletion of a record of personal information about the Data Subject in terms of Section 24(1)(b) which the Responsible Party is no longer authorised to retain. (Please provide detailed reason for the request)</b>
<b>Section E:</b>	<b>Signature</b>
Signed at..... this..... day of.....20.....	
_____ Signature of Data Subject	