

Introduction to the IACT-Africa POPIA & PAIA Self-Service Proposal for ARC & RCC Member Residential Estates

IACT-Africa has pleasure in announcing the introduction of a POPIA and PAIA Compliance Preparation PAIA Self-Service package in conjunction with ARC and the RCC in order to provide a lower cost option to Estate Management teams than our traditional supported project-based approach to compliance preparation.

The key component of the POPIA and PAIA Compliance Preparation PAIA Self-Service package is the IACT-Africa POPIA and PAIA Self Service Toolkit which includes an Implementation Guide and Supplement for Residential Estates.

In addition to the above, the following are offered as optional items:

- POPIA Awareness Training and Implementation Workshops.
- Optional Support Services.
- Optional Additional Services.

The POPIA workshop will be arranged through ARC and the RCC in the near future, details of these will be made available through the ARC and RCC member channels. We strongly encourage Estate Management teams to attend at least one POPIA training workshop as this will provide a foundation and introduction to POPIA and the package.

The optional support services will be offered on a web-based ticket system, details thereof will be provided to Estates who purchase the package.

It is important to note that use of the Self-Service package does not imply compliance with POPIA as IACT-Africa will not necessarily have insight into how the measures that Estates have implemented. We therefore offer an optional review service which will be required where Estates a POPIA Compliance Ready certificate.

IACT-Africa POPIA and PAIA Self Service Toolkit Components

The IACT-Africa POPIA and PAIA Self Service Toolkit consists of the following items:

POPIA and PAIA Implementation Guide: A 45-page guide covering the recommended approach to a POPIA and PAIA preparation project as well as detailed guidance on assessment tools and implementation documents.

- Residential Estates Supplement to the Implementation Guide: A supplement covering the context, impact and key recommendations for protecting personal information in residential estates.
- Project Management tools: Tools to help organisations plan and manage their compliance preparation projects;
- Assessment tools: Tools to enable organisations to assess their current status of compliance and list information relating to implementing appropriate compliance measures for their organisations;
- Policy and Contracts Templates: A set of pre-written policy and contract templates which can be tailored for use in organisation without having to develop them;
- Education and Training materials. A set of privacy and data protection items for use as educational information in organisations.
- An optional Annual Toolkit Update service will be offered which has a cost of 10 % of the licence fee, due 12 months from project completion.

Costs

The costs for the POPIA and PAIA Compliance Preparation PAIA Self-Service package components are provided below for information:

Description	Cost
POPIA and PAIA Toolkit Licence Fee	R 10,000.00 per entity
Optional Annual Toolkit Update service	R 1,000.00 per entity
POPIA Awareness Training Workshop	R 500.00 per attendee
POPIA and PAIA Implementation Workshop	R 500.00 per attendee
Support Services	R 750.00 per ticket
Optional Additional Services	
Review of POPIA and PAIA Compliance	R 12,000.00 per entity (possibly less for smaller estates)
Training workshops for individual estates	R 6,950 per workshop
Support Services (Zoom or onsite)	R 1,500.00 per hour
Please note that all costs exclude VAT	

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