

**FORM 11
REQUEST FOR AN ASSESSMENT
SECTION 89(1) OF THE PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013)**

**REGULATIONS RELATING TO THE PROTECTION OF PERSONAL INFORMATION, 2018
[Regulation 11]**

Reference Number: _____

PART I	REQUEST FOR AN ASSESSMENT IN TERMS OF SECTION 89(1) AND (2) OF THE PROTECTION OF PERSONAL INFORMATION ACT, 2013 (ACT NO. 4 OF 2013)
<p>A request is hereby made in terms of section 89 of the Protection of Personal Information Act 4 of 2013 that the Information Regulator must assess whether the processing of personal information complies with the provisions of the Act:</p> <p>1. CONTACT DETAILS</p> <p>REQUESTER: Name(s) and surname: Address: Contact number/s: E-mail address:</p> <p>RESPONSIBLE PARTY: Name(s) and surname: Address: Contact number/s: E-mail address:</p> <p>2. INFORMATION PROCESSING TO BE ASSESSED</p> <p>..... </p> <p>3. PERSONS AFFECTED BY THE RELEVANT INFORMATION PROCESSING PRACTICE/S</p> <p>..... </p> <p>4. THE REASON WHY AN ASSESSMENT IS REQUESTED</p> <p>..... </p>	

5. SPECIFIC ASPECTS OF THE PROCESSING OF INFORMATION THAT THE ASSESSMENT SHOULD ADDRESS

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6. PERIOD

I first become aware that the processing of information should be assessed on:

the day of 20.....

Explain the reasons for the delay (if any) in requesting the assessment:

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7. DATA SUBJECT PARTICIPATION:

Does the requester:

Have the right to access personal information held by the responsible party in terms of section 23 of the Protection of Personal Information Act 4 of 2013:

Yes No Not applicable

Have to right to request the responsible party to correct personal information in terms of section 24 of the Protection of Personal Information Act 4 of 2013:

Yes No Not applicable

Signed on this ___ day of _____ 20...

 Requester

PART II	NOTICE OF A DECISION ON AN ASSESSMENT <i>(Section 89(1) of the Protection of Personal Information Act, 2013 (Act No. 4 of 2013))</i>
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1. NOTICE OF A DECISION ON AN ASSESSMENT

The Regulator has decided to conduct an assessment in terms of section 89(1) of the Protection of Personal Information Act 4 of 2013.

2. INFORMATION PROCESSING TO BE ASSESSED

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3. PERSONS AFFECTED BY THE RELEVANT INFORMATION PROCESSING PRACTICE/S

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4. THE REASON WHY AN ASSESSMENT IS TO BE CONDUCTED/ NOT TO BE CONDUCTED

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5. SPECIFIC ASPECTS OF THE PROCESSING OF INFORMATION THAT THE ASSESSMENT SHOULD ADDRESS

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Signed on this ___ day of _____ 20.....

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Regulator (Represented by)