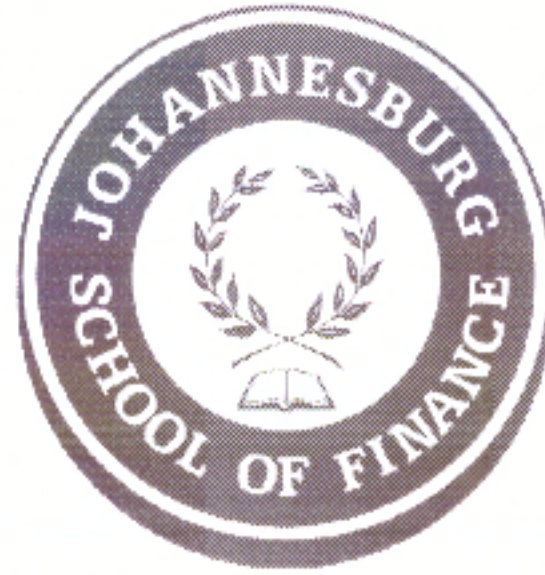


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PROTECTION OF PERSONAL INFORMATION ACT

COMPLIANCE POLICY STATEMENT

- 1 Contact details and communication records of clients, past delegates and past enquiries are stored on our database.
- 2 Information about attendance and certification of past delegates is permanently stored mainly for verification purposes.
- 3 The database has password-restricted access to JSF staff by selective invitation only.
- 4 We do not distribute any information to third parties.

Signed

PA van Ryneveld
Director

19 August 2021