



GP Retail Operations  
Guaranteed Productivity

## **Privacy Policy**

### **Purpose**

GP Retail is committed to compliance with The Protection of Personal Information (POPI) Act which requires the company to:

1. follow good practice;
2. protect GP Retail employees and other individuals
3. protect the organisation from the consequences of a breach
4. protect the company's information assets from threats, whether internal or external, deliberate or accidental, to ensure business continuation, minimise business damage and maximise business opportunities.

### **Policy Statement**

GP Retail Operations will:

- comply with both the law and good practice
- respect individuals' rights
- be open and honest with individuals whose data is held
- provide training and support for staff who handle personal data, so that they can act confidently and consistently

GP Retail Operations recognises that its priority under the POPI Act is to avoid causing harm to individuals. In the main this means:

- keeping information securely in the right hands, and
- retention of good quality information.

Secondly, the Act aims to ensure that the legitimate concerns of individuals about the ways in which their data may be used are taken into account. In addition to being open and transparent, GP Retail will seek to give individuals as much choice as is possible and reasonable, over the data that is held and how it is used.

### **Information Officer: Charis vd Merwe**

Please contact [info@gpretail.co.za](mailto:info@gpretail.co.za) and place "Attention Information Officer" in the subject line, for any queries or requests re data subjects