



**INFORMATION
REGULATOR
(SOUTH AFRICA)**

*Ensuring protection of your personal information
and effective access to information*

APPLICATION FORM FOR PRIOR AUTHORISATION

The personal information submitted herein shall be solely used for purposes of prior authorisation application submitted to the Information Regulator ("Regulator") in terms of section 58(1) of the Protection of Personal Information Act, 2013 (POPIA).

All the information submitted herein shall be used for the purpose stated above, as mandated by law. This information may be disclosed to the public. The Regulator undertakes to ensure that appropriate security control measures are implemented to protect all the personal information to be submitted in this document.

PART A RESPONSIBLE PARTY			
Type of Body	Public Body	<input checked="" type="checkbox"/>	Private Body
Full Name of the Body (Registered Name)	The Gauteng Infrastructure Financing Agency		
Trading Name (if any)	GIFA		
Registration No, if any	n/a		
Full Name of Information Officer	Potsishi Hendriek Seabi		
Information Officer's Registration Number	Portal down- unable to register – appointments in place but no Registration numbers due to unavailability of the portal.		
Postal Address	PO Box 650780, Benmore, South Africa, 2010		

Physical Address	82 Grayston Drive, Sandton, Johannesburg, 2017, South Africa
Landline Number	011 290 6600
Cell Number	n/a
Fax Number	n/a
Email Address	O.Seabi@gifa.co.za
Website, if any	www.gifa.co.za

PART B
NOTIFICATION OF PROCESSING WHICH IS SUBJECT TO PRIORAUTHORISATION

Please select a category of personal information you intend to process which is subject to a prior authorisation

X	Unique identifiers of data subjects for a purpose other than the one for which the identifier was specifically intended at collection; and with the aim of linking the information together with information processed by other responsible parties.	
	Specify nature or categories of Identifiers:	Government-issued identification information, tax identifiers, persal numbers, other government-issued identifiers, and similar data, which are required to comply with laws and public duties, bank account details, identity number, passport number, registration number, security numbers, Phone number, cell phone number, tax exemption number, tax, and vat registrations.
X	Criminal behaviour or unlawful or objectionable conduct of data subject on behalf of third parties	

	Specify nature or categories of unlawful or objectionable conduct	Criminal record enquiries background/ reference checks on employees and prospective employees pertaining to the past conduct or disciplinary action taken against a data subject.
X	Credit reporting	
	Transfer of the special personal information or personal information of children to a third party in a foreign country that does not provide an adequate level of protection for the processing of personal information	
	Specify the country(ies):	Not applicable.
	Any other types of information processing by law or regulation which the Regulator has considered that it carries a particular risk for the legitimate interests of the data subject	
	Specify the type(s) of information processing, if any:	
Reasons why it is necessary to process the personal information.	<ul style="list-style-type: none"> • Consider the suitability of a candidate for employment • To conclude an employment contract and manage employee appointment on the system • To conclude all service provider contracts procured in relation to a PPP • BBBEE and EEA requirements • Operational and Workplace requirements • Payroll: employee details held on master data, including IDs, bank details, physical address details and contact details • Training and skills development • Legal matters • Financial requirements • FICA process with vendors, banks and appointment of authorised persons and signatories which is used to employee employee's by verifying IDs, contact details (home address and contact telephone numbers) • Secondary financial reporting - Credit bureau reference checking on all employees and suppliers as part of the credit vetting process • Communications • Disciplinary • Payment of salaries or earnings • Payment of bursary, learnership or scholarship • Salary band and job grade • Loans and financial assistance 	

	<ul style="list-style-type: none"> • Payment of statutory levies and PAYE
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<p>Yels the processing of the personal information for a specific, explicitly defined and lawful purpose related to a function or activity of the responsible party? If so, specify the function or activity.</p>	Yes	<p>Processing is necessary to:</p> <ul style="list-style-type: none"> • carry out actions for the conclusion or performance of a contract; • required to comply with legal obligations; • necessary to protect the legitimate interests of the responsible party, data subject, third parties • necessary for the proper performance of a public law duty; • the processing is necessary for pursuing the Data Subject or the Responsible Party's legitimate interests, or that of a third party to whom the Personal Information is supplied. • required to comply with BBBEE, Labour Law and Tax obligations
	No	

<p>Is the function or activity of the responsible party regulated by another regulatory body? If so, specify the regulatory body and proof of registration or authorisation to perform the function must also be provided or attached.</p>	Yes	<p>FICA BBBEE EEA PAYE</p>
	No	

<p>Please specify the categories of Data Subjects whose information will be or is being processed.</p>	Employees / Prospective employees	X	Customers / Prospective Customers or Clients / Prospective Clients	X	Children	
	Users	X	Students	X	Vulnerable adults	
	Subscribers		Patients		Other (specify)	

<p>Estimated number of data subjects whose processing of their personal information is subject to</p>	<p>Approximately 300 employees and over 300 suppliers and vendors annually</p>
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prior authorisation.	
Security measures to be implemented to ensure the confidentiality, integrity and availability of the information which is to be processed.	<ul style="list-style-type: none"> • Full POPIA compliance Framework and related POPIA compliance program in place. • Transfer of data to secure access-controlled database. • Put processes in place to keep information safe and confidential and where information is provided to an operator, the operator is under a duty to keep the information confidential. • Ensure operators sign operator agreements. • Data Classification and records management and archiving policy implemented • Ensure personnel formally acknowledge acceptance of POPIA related policies and procedures • IT security audit, assessment and sign off • System and network security scanning tools implemented (Security Information and Event Management SIEM, Vulnerability scanning and Monitoring)
Has the staff member involved in the intended processing of personal information received Personal Information Protection training in the last 2 years? If so, please specify nature of the training.	Yes Ongoing POPIA Compliance training which covers the entire Act.- last training conducted during August 2021
Has the organisation suffered any security breach in the past three (3) months? If so, please specify-	No major security breaches were experienced in the last 3 months.
a) the nature of the breach; b) the preventative measures put in place; and c) if the Data Subjects and the Regulator has been notified about the breach.	
Date on which business activities of the responsible party commenced.	1 July 2015

Number of employees employed by the responsible party	Approximately 48 employees
Number of branches in South African and outside South Africa.	none
Number of Deputy Information Officers designated or delegated.	1



INFORMATION
REGULATOR
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Ensuring transparency, accountability, and effective access to information



INFORMATION REGULATOR (SOUTH AFRICA)

*Ensuring protection of sensitive personal information
and effective access to its information*

PART C DECLARATION

I declare that the information contained herein is true, correct and accurate.

SIGNED and DATED at Sandton on this the 01 day of July 2021
[Signature]

Information Officer

Chief Executive Officer

The Gauteng Infrastructure Financing Agency

PART D

The following information is required for statistical purposes. Please choose a sector(s) that apply to your body.

GOVERNMENT		PUBLIC ENTITIES			PRIVATE BODY			PROFESSION	
Item	Name of Entity	Item	Name of Public Entity	Item	Name of Public Entity	Item	Type of profession	Item	Type of profession
	National Government	1.	Constitutional Entities	1	Education	1	Legal	1	Legal
	Provincial Government	2.	Schedule 2 Public Entity	2	Insurance	2	Built Environment	2	Built Environment
	Local Government	3.	Schedule 3A Public Entity	3	Health Facilities	3	Financial	3	Financial
	LEGISLATURE	4.	Schedule 3B Public Entity	4	Telecommunications	4	Medical and Allied Health Services	4	Medical and Allied Health Services
	National Assembly	5.	Schedule 3C Public Entity	5	Pharmaceuticals	5	OTHERS, Specify	OTHERS, Specify	
	National Council of Provinces	OTHERS, specify		6	Media And Social Media				
	Gauteng Provincial Legislature	6.	Government Component	7	Retail/Direct Marketing	7			
	Western Cape Provincial Legislature			8	Tourism	8		5.	
	Northern Cape Provincial Legislature			9	Transportation, Storage and Logistics	9			

GOVERNMENT		PUBLIC ENTITIES		PRIVATE BODY		PROFESSION
Limpopo Provincial Legislature				10		
Northwest Provincial Legislature				11	Banks	
Free State Provincial Legislature				12	International Organizations	
Mpumalanga Provincial Legislature				13	Real Estate	
Eastern Cape Provincial Legislature				14	Credit Bureaus	
Kwazulu-Natal Provincial Legislature				OTHERS, specify		
					n/a	