

Dear Member,

RE: PROTECTION OF PERSONAL INFORMATION ACT

We, the Governing Body of the Apostolic Faith Mission of South Africa [AFM Westering ministering as "Crossroads Christian Fellowship" of 1 Van Riebeeck Street, Gqeberha] (hereinafter referred to as "the assembly"), hold certain of your personal information.

In order to protect your information and to comply with the provisions of POPIA, please see below the terms and conditions of processing personal information:

1. Purpose of processing of personal information

- 1.1. Your consent applies to the administration of your membership and/or adherence to the assembly.
- 1.2. You are required to provide the information voluntarily but understand that same is mandatory for purposes of administration of your membership to the Apostolic Faith Mission of South Africa.
- 1.3. You have the right to object to the processing of information, however, such objection may lead to certain consequence, such as not being kept up to date in respect of the program of the assembly and that your membership may not be capable of being administrated which may have a negative impact on voting rights as membership details cannot be confirmed and inability to be elected onto the Governing Body.
- 1.4. In certain instances where photography or videography is used within the assembly and/or events, your image and/or voice audio may be captured and stored. This equally applies to CCTV camera footage.

2. Correct and/or updated personal information

- 2.1. You confirm that all information provided to the assembly is true and correct, including all information provided on behalf of any minor and/or person who is unable to provide their independent consent.
- 2.2. You acknowledge that any changes to your personal information must be communicated to the assembly so these changes can be updated in our records or on our systems. The assembly will not be liable for inaccurate information in our records or on our systems as a result of your failure to update your personal information.
- 2.3. You have the right to access and amend your personal information at any reasonable time. In order to manage or update your information, please contact the assembly.

3. Use of Personal Information

You hereby provide consent to the assembly with acknowledgement and acceptance of the following conditions:

- 3.1. The assembly shall comply with Data Protection Laws and Regulations.
- 3.2. The assembly will not sell, share, or rent your Personal Information to any third party or use your phone number for unsolicited messages, without your express consent. Any messages sent by the assembly will only be pursuant to the purpose for which your personal information is processed.
- 3.3. It is expressly stated that the assembly agrees and warrants:
 - 3.3.1. that the Processing of Personal Information shall be carried out in accordance with the relevant provisions of the Data Protection Laws and Regulations and does not violate the relevant provisions of the POPI Act;
 - 3.3.2. that after assessment of the requirements of the Data Protection Laws and Regulations, the security measures are appropriate to protect Personal Information against accidental or unlawful destruction or accidental loss, alteration, unauthorised disclosure or access, in particular where the Processing involves the transmission of data over a network, and against all other unlawful forms of processing, and that these measures ensure a level of security appropriate to the risks presented by the Processing and the nature of the Personal Information to be protected having regard to the state of the art and the cost of their implementation.
- 3.4. The assembly shall keep your Personal Information confidential and shall only Process Personal Information on your behalf and in accordance with your documented and lawful instructions to:
 - 3.4.1. fulfil the purpose of communication with members in respect of the assembly and its program;
 - 3.4.2. provide necessary information to structures within the the Apostolic Faith Mission of South Africa, where necessary;
 - 3.4.3. provide information to approved service providers, such as bookkeepers or accountants;
 - 3.4.4. administer your membership;
 - 3.4.5. publish details such as birthday announcements in a newsletter or bulletin of the assembly.
- 3.5. Information that will be processed, include:
 - 3.5.1. Full names; contact numbers; email address; physical address; date of birth; text, audio, video or image files; age; physical well-being; health data; tithing and related information

4. Consent

- 4.1. You hereby consent to the Processing of your Personal Information in accordance with these terms and conditions.
- 4.2. You agree that the information which has been supplied voluntarily.
- 4.3. The information which was supplied is mandatory for the administration of your membership and/or adherence.
- 4.4. You agree that by making this information available, the assembly is not responsible for any loss (whether direct or indirect) that may arise from the use of this information.
- 4.5. You confirm that you have had an opportunity to receive and read the terms and conditions, and you fully understand the terms, conditions and consequences of these terms and conditions.
- 4.6. Your consent to the terms and conditions is provided of your own free will without any undue influence from any person whatsoever.
5. You may revoke your consent at any time, by communicating your decision in writing to the assembly.
6. You have the right to lodge a complaint with the Information Regulator.

