



FRONTIER

ACCOUNTING AND SECRETARIAL SERVICES

Frontier Accounting and Secretarial Services (Pty) Ltd (2009/015299/07)

PROTECTION OF PERSONAL INFORMATION ACT, 2013 (ACT NO. 4 OF 2013)

Right to Request for Correction or Deletion of Personal Information

In terms of Regulations made by the Information Regulator relating to the Protection of Personal Information, under section 112(2) of the Protection of Personal Information Act, 2013 (Act No. 4 of 2013), a data subject may

- object to the processing of personal information;
- request a responsible party to correct or delete the personal information about him or her which is in the possession or under the control of the responsible party; or
- request a responsible party to destroy or delete a record of personal information which the responsible party is no longer authorised to retain.

Definitions

In this document

"**submit**" means submit by—

(a) registered post to Private Bag 27067, Monument Park, 0105;

(b) electronic mail to admin@frontieram.co.za ;

(c) personal delivery to 105 Club Avenue, Waterkloof Heights, Pretoria.

"**data subject**" currently means a Debenture Holder or Shareholder related to the Nova Property Group.

"**responsible party**" means Frontier Accounting and Secretarial Services (Pty) Limited.

Manner of objection to the processing of personal information

A data subject may object in writing on [Form 1](#) to the processing of personal information as contemplated in section 11(3)(a) of the Act and submit such objection to the responsible party.

The responsible party, or a person designated for that purpose by the responsible party, must assist, to the best of its or his or her ability any data subject who requires assistance with the completion of Form 1.

Request for correction or deletion of personal information or destroying or deletion of record of personal information.

A data subject who wishes to request a responsible party in terms of section 24(1) of the Act to

(a) correct or delete the personal information about him or her which is in the possession or under the control of the responsible party as contemplated in section 24(1)(a) of the Act; or

(b) destroy or delete a record of personal information which the responsible party is no longer authorised to retain as contemplated in section 24(1)(b) of the Act, 2 must make the request in writing on [Form 2](#) and submit the request to the responsible party.

The responsible party, or a person designated for that purpose by the responsible party, must assist, to the best of his or her ability, any person who requires assistance with the completion of Form 2.