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Dear Valued Client

Protection of Personal Information Act (“POPI Act”)

POPIA promotes the protection of personal information. HR & Skills Market (Pty) Ltd takes the protection of your personal information very seriously. We will only collect, use, and keep personal information if there is a lawful purpose for doing so.

HR & Skills Market (Pty) Ltd. collects and uses personal information purposely for:

- Communication and interaction with its suppliers and customers. Communication may be done via email, phone or online (through our social platforms or websites).
- Providing information or services that suppliers and/or customers may request from us to do.
- Compliance with legal obligations, such as:
 - Employment Equity Act, 55 of 1999,
 - Skills Development Act, 97 of 1998
 - Companies Act, 71 of 2008, Income Tax Act, 58 of 1962,
 - Unemployment Insurance Act, 63 of 2001, and
 - Compensation for Occupational Injuries and Diseases Act, 130 of 1993
- Improving our products and/or services by conducting research and surveys to obtain feedback from our suppliers and/or customers.
- Inform suppliers and/or customers about changes and/or events and/or promotions at HR & Skills Market (Pty) Ltd.

HR & Skills Market (Pty) Ltd primarily collects personal information directly from our suppliers and/or our customers. We will take reasonable practical methods to ensure that all personal information is complete, accurate and up to date wherever deemed necessary.

To enable HR & Skills Market (Pty) Ltd to do so, we require that you promptly notify us of any changes to your personal information. We have put in place the best practices to safeguard your personal information against access by unauthorized persons, unlawful disclosure, or breach.

Should you request information you will have to comply with our Promotion of Access to Information Act, 2000 (PAIA) Manual to have access to information.

Kind Regards

HR & Skills Market (Pty) Ltd.