



Printsol & POPI

Key Points

The POPI Act sets forth 8 conditions for the lawful processing of personal information. These conditions address how organisations demonstrate accountability of ensuring they respect the privacy of individuals in South Africa.

8 POPI CONDITIONS:

1 ACCOUNTABILITY Organisation/person responsible for data compliancy.	2 PROCESSING LIMITATION Collecting and using minimal information, with consent from data subject.	3 PURPOSE SPECIFICATION Data collected for a specific purpose and data subject advised of purpose.	4 FURTHER PROCESSING LIMITATION Regulates further processing of personal information collected in point 3.
5 INFORMATION QUALITY Responsible party to ensure that collected data is complete, accurate, not misleading and up to date.	6 OPENNESS Be open about the collection of data and purpose for data usage.	7 SECURITY SAFEGUARDS Technical and organisational measures to ensure integrity of data.	8 DATA SUBJECT PARTICIPATION Data subject can request confirmation of their data being stored and a description.

Below is where Printsol fits in from a compliance perspective in the authentication of who accesses the data.

-  **Recorded Detail:** All print jobs are recorded in detail ie. File Name, User Number and Department.
-  **Full Reporting:** Ensuring an audit trail of all activity.
-  **File restriction:** Limit the type of files certain users can print on Active Directory (AD Sync).
-  **Privacy Check:** Records can be checked and show that documents were handled in a responsible manner.
-  **Sensitive documents aren't left lying around:** Authentication - Secure release of prints or copies. Will only release with PIN Code or Access Card. Only users with Printer access can print jobs. Automated AD Sync to software.
-  **Encryption of Print Files:** Documents cannot be deciphered if they are intercepted over the network.