



Bottle Buhle Brands (Pty) Ltd
Company reg: 1996/013551/07

208 Boundary Park,
Corner of Epsom Ave & Malibongwe Dr,
Northriding, Johannesburg, 2162

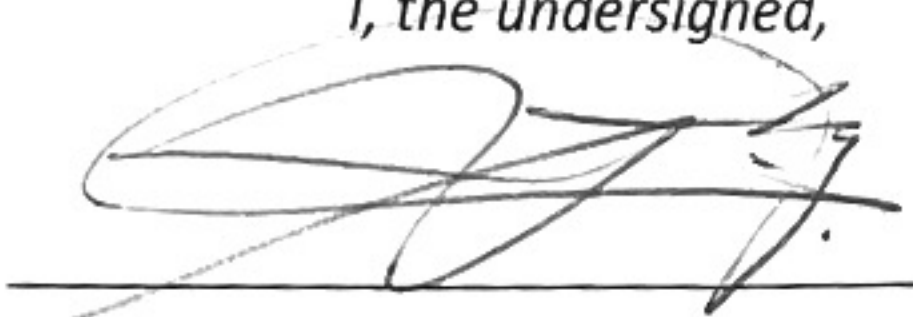
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12 July 2023

DESIGNATION AND DELEGATION OF AUTHORITY TO THE DEPUTY INFORMATION OFFICER

*(In terms of section 56 of the Protection of Personal Information Act, 2013 (POPIA) and Section 17(1) of the
Promotion of Access to Information Act, 2000(PAIA)*

I, the undersigned,

Sydney Ontong

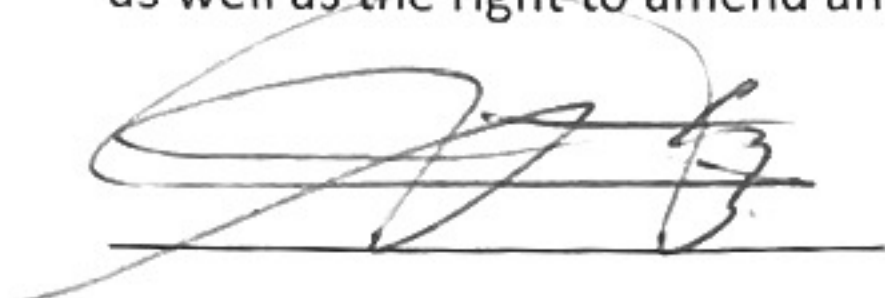
*hereby designate Paul Ontong (ID: 940708 5018 081) as a Deputy Information Officer of Bothle Buhle Brands (Pty)
Ltd.*

Furthermore, I hereby delegate to you the following powers, duties, and responsibilities, as conferred, or imposed on me by POPIA and PAIA:

1. Familiarise yourself with the aim, objectives, and implementation of the POPI and PAIA Act.
2. Ensure that all employees are informed of the aim and objectives of the POPI and PAIA Act.
3. Ensure compliance by the organisation with the conditions for the lawful processing of personal information.
4. Handle requests made to the organisation in pursuant of POPI.
5. Working with the Information Regulator in relation to investigations conducted with regards to the organisation's compliance.
6. Ensure that legislative requirements are reflected in the relevant policies, PAIA and POPI manuals and reports.
7. Develop, implement, monitor, and maintain a compliance framework for the organisation.
8. Ensure that a personal impact assessment is done to ensure adequate measures and standards exist to comply with the conditions set out in the POPI Act.
9. Ensure that a PAIA manual is developed, monitored, maintained and available as prescribed in section 51 of the PAIA Act.

10. Ensure that internal measures are developed together with adequate systems to process requests for information or access thereto.
11. Ensure that internal awareness sessions are conducted regarding the provisions of the POPI and PAIA Act, regulations made in terms of the POPI and PAIA Act, codes of conduct, or information obtained from the Information Regulator.
12. Evaluate and approve requests for access to information received in terms of the grounds set out in POPI and PAIA within the time constraint or any extended period.

Please be advised that I reserve the right to exercise any of the powers, duties and responsibilities conferred herein, as well as the right to amend and/or withdraw any of those powers, duties, and responsibilities.



Sydney Ontong

By my signature herein below, I hereby accept the delegation and designation as the Deputy Information Officer



Paul Ontong

Date:12 July 2023.....