

Customer POPIA Readiness Checklist

Governance & Accountability

✓	Information Officer registered	Status / Notes
✓	POPIA responsibilities documented	Status / Notes
✓	Third-party operators identified	Status / Notes

Essential Data Protection Controls

✓	Data encryption implemented	Status / Notes
✓	Access control and MFA enabled	Status / Notes
✓	Secure email for personal data	Status / Notes

Core Operational Practices

✓	Staff awareness training completed	Status / Notes
✓	Incident response process defined	Status / Notes
✓	Regular security reviews conducted	Status / Notes