



INTEGRATED ARTISTIC ACROBATIC ASSOCIATION OF SOUTH AFRICA

Chairperson: Nicoleen Geldenhuys

Vice-technical: Michelle Oppel

Information Officer (POPIA): Nicoleen Geldenhuys

Vice-chairperson: Jann Holtzhausen

Additional members: Lorraine Anker

Head of technical: Annemarie De Villiers

IT Technical Support: Niehann Geldenhuys

Deputy Information Officer (POPIA): Niehann Geldenhuys

PO Box 6830

Greenhills

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071 896 1601

Date: 01/05/2026

Consent, rules, protocols and policies regarding compliance to POPIA:

Dear IAAASA committee member, Parent / Guardian, Coach, and Student / Dancer,

As you are aware, POPIA applies to everyone, whether you are a private entity or public entity. Therefore, certain rules, policies and protocols will be put in place for IAAASA to be compliant with POPIA.

1. Purpose specification of personal information:

1.1. Type of personal information collected:

1.1.1. Full names and surname.

1.1.2. Photo (size of ID photo), for ID card at competition.

1.2. Reason for collecting above personal information:

1.2.1. Name and surname are needed to identify who the judges and scribes are.

DISCLAIMER AND CONFIDENTIALITY NOTICE

The information transmitted is intended only for the person or entity to which it is addressed and may contain Confidential and / or privileged material. Any review, retransmission, dissemination, or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this letter in error, please contact the sender, and delete the material from all computers.



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1.2.2. Photos for ID cards at competition is used to identify the duties / purpose of the judges and scribes, and to allow access into the hall as a judge or scribe. Without this ID card, you will not be allowed to enter the hall as a judge / scribe and will be regarded as a spectator and will need to pay an entrance fee.

2. Retrieval of information and receiving of results:

- 2.1. Request of information by any means and / or any person, must be consented to by means of a completed form, supplied by IAAASA.
- 2.2. The reason for the above mentioned in 2.1. is because obtaining personal information without written consent is against the law and against POPIA.

3. Information quality:

- 3.1. To ensure that we comply with POPIA, information provided to us, must be given timeously, and must be completed in full, and must be accurate. It is IAAASA's responsibility to ensure that all information is updated and correct; therefore, protocols and policies will be enforced for the collection of personal information by IAAASA.

4. Security safeguards:

- 4.1. Personal information is stored in IAAASA's Google account only. Sharing of this personal information is prohibited and only the members of the IAAASA Committee are allowed to have access, limited to their duties and the need for use of this information.

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The only committee members who have full access to all personal information is the Chairperson and Information Officer, Nicoleen Geldenhuys, Vice-chairperson, Jann Holtzhausen, and Deputy Information Officer, Antoinette Els.

4.2. Google has policies in place that ensures the protection of personal information and they do comply to POPIA South Africa. Google also do what is necessary to keep personal information safe and secure, therefore all personal information will be stored on Google Drive on IAAASA's personal Google account.

5. Direct marketing:

5.1. Under no circumstances will any personal information be distributed for direct marketing purposes outside of IAAASA by any members of the IAAASA committee, parents / guardians, coaches, dancers, judges, or scribes.

5.2. IAAASA's committee members will not be allowed to do business or sell any products or services via IAAASA, which is not related to IAAASA by using its name. The same applies to any coach, parent / guardian, or dancer affiliated to IAAASA, including any judges or scribes.

5.3. Any IAAASA committee member who are found to have violated these policies specified in 5.1. and 5.2., may be subject to disciplinary action, up to and including termination of contract. A violation of these policies specified in 5.1. and 5.2. by a coach, dancer, or parent / guardian, may result in termination of membership to IAAASA and / or debarred from becoming a member in the future. A violation of these policies specified in 5.1. and 5.2. by any judge or scribe, may result in immediate termination of services and might not be employed by IAAASA in the future.

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5.4. Marketing done by IAAASA for the purpose of promotion, will only be allowed after consent is given. Personal information in the form of a photo / video may be used, (not necessarily name and surname unless needed), in which case consent will be requested once again.

This type of marketing is only allowed by the Chairperson, Nicoleen Geldenhuys and / or Marketing manager, Esme Pretorius. Under no circumstances will any other member of IAAASA, included but not limited to coaches, parents / guardians, dancers, judges, and scribes be allowed to do marketing on behalf of IAAASA.

6. Deletion of personal information:

6.1. No personal information will be removed or destroyed, unless authorised to do by yourself.

6.2. Deletion of personal information will be done by Nicoleen Geldenhuys (Chairperson and Information Officer), Jann Holtzhausen (Vice-chairperson) and / or Antoinette Els (Deputy Information Officer) only, by deleting the information from IAAASA's Google account and / or shredding of documents where necessary and once again, only if authorised to do so by yourself.

7. What you will be giving consent for:

7.1. Consent for collection of full names and surname. (Please see attached consent form).

7.2. Consent for collection of photos (size of ID photo) for ID cards. (Please see attached consent form).

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7.3. Consent so IAAASA can share a photo on their Facebook Page. Please note, if you consent to this, this will mean that anyone who has access to IAAASA's Facebook Page, will have the ability to share your photo, for whichever means. (Please see attached consent form).

7.4. Consent so IAAASA can use photos for promotional purposes, i.e., IAAASA's website, advertisements, pamphlets, banners, etc. Please note, for this purpose the photos are solely for the use by IAAASA for promotional purposes only and will not be able to be used by other users who has access to the above mentioned. (Please see attached consent form).

Please note that the above consent forms can be emailed directly to info.iaaasa@gmail.com.

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**IAAASA Committee Member, parent / guardian, dancer, coach, judge, and scribe
Declaration:**

I, _____ (name and surname), hereby acknowledge receipt of above document. I further agree to abide by the conditions stipulated herein; and to abide by the relevant rules, policies, and protocols in this regard.

Signed:

Signatory's Signature

Date

Witness' Signature

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