



# HOSI TECHNOLOGIES

## INFORMATION OFFICER APPOINTMENT LETTER

*(Protection of Personal Information Act, 2013 – Act No. 4 of 2013)*

**Date:** 01 February 2026

**To:**

Johannes Sengwane  
Governance Risk Compliance  
Hosi Technologies

### APPOINTMENT AS INFORMATION OFFICER (POPIA)

In terms of section 55 of the **Protection of Personal Information Act, 2013 (Act No. 4 of 2013) (POPIA)**, you are hereby formally appointed as the **Information Officer** for **Hosi Technologies**.

This appointment is made under the authority of the **Office of the Chief Executive Officer** and forms part of the organisation's **Governance, Risk, Compliance and Controls (GRC&C) Framework**.

### 1. Purpose of the Appointment

The purpose of this appointment is to ensure that Hosi Technologies: - Complies with the requirements of POPIA; - Protects the personal information of employees, clients, suppliers, and other data subjects; and - Embeds privacy and information protection into enterprise governance, risk management, and operations.

### 2. Scope of Authority

As Information Officer, you are authorised to: - Act on behalf of Hosi Technologies in all matters relating to POPIA; - Engage directly with the **Information Regulator of South**

**Africa;** - Request information, cooperation, and corrective actions from any business unit;  
- Escalate material privacy risks, incidents, or non-compliance to EXCO and the CEO.

### 3. Key Responsibilities

Your responsibilities include, but are not limited to:

- Overseeing compliance with POPIA and related privacy legislation;
- Developing, implementing, and maintaining POPIA policies, standards, and procedures;
- Ensuring alignment of POPIA controls with the Hosi Technologies GRC&C Framework;
- Managing and responding to data subject requests;
- Monitoring personal information processing activities;
- Managing personal information breach reporting and notifications;
- Maintaining records of processing activities;
- Coordinating POPIA awareness and training initiatives;
- Reporting POPIA compliance status and risks to GRC structures, EXCO, and the CEO.

### 4. Accountability and Reporting

- You will report functionally to the **GRC Function** and administratively to the **Office of the CEO**.
- POPIA compliance and privacy risk matters must be included in regular GRC and EXCO reporting.
- Material breaches or non-compliance must be escalated immediately.

### 5. Support and Delegation

You may, where necessary: - Appoint Deputy Information Officers in writing; - Delegate specific tasks while retaining overall accountability; - Request specialist legal, IT, or security support.

### 6. Effective Date

This appointment takes effect on:


**Effective Date:** 01 February 2026

The appointment remains valid until formally withdrawn or replaced in writing.

## 7. Acceptance of Appointment

Please confirm acceptance of this appointment by signing below.

**Accepted by:**

Name: Johannes Sengwane  
Signature:   
Date: 23 February 2026

**Approved by: -**

**Nicol Mkhacana**  
Chief Executive Officer  
Hosi Technologies

Signature: 

Date: 01 February 2026