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**DIRECTORATE: EXAMINATION ADMINISTRATION AND LOGISTICS**

Steve Vukile Tshwete Complex, Zone 6 Zwelitsha, 5608, Private Bag Bhisho, 5605 REPUBLIC OF SOUTH AFRICA:  
Enquiries: Mr T Fourie Tel: 040 608 4465. Email: • [tyronne.fourie@ecdoe.aov.za](mailto:tyronne.fourie@ecdoe.aov.za)  
Website: [www.ecdoe.gov.za](http://www.ecdoe.gov.za)

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**MEMO 08 OF 2023**

**TO : DISTRICT DIRECTOR**  
**CES: CURRICULUM MANAGEMENT**  
**CES: ASSESSMENT AND EXAMINATIONS**  
**DCES: ASSESSMENTS AND EXAMINATIONS**

**FROM : ACTING DIRECTOR: EXAM ADMIN AND LOGISTICS**  
**MS N MBELEKI**

**SUBJECT : COLLECTION AND CAPTURE OF POPIA CONSENT**

**DATE : 4 DECEMBER 2023**

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1. Registration information for the NSC November 2023 cohort of Fulltime Grade 12 candidates was collected and uploaded to IECS through SA-SAMS.
2. POPIA consent information was reportedly also collected through SA-SAMS, but unfortunately this information was not (correctly) populated onto IECS during the upload process.
3. Due to this, POPIA consent information requires collection and capturing onto the system (IECS).
4. Please find herewith the consent form for collection of the information. These should be distributed for completion and signing by relevant parties.
5. The completed POPIA forms should be submitted to the District examination office on **11 December 2023**.

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**MS N MBELEKI**  
**ACTING DIRECTOR: EXAM ADMIN AND LOGISTICS**

5/12/2023  
DATE