	Puregas Policy	Approval		
		Managing Director		
	ANNEXURE A: PERSONAL INFORMATION REQUEST FORM	Doc. No: 29		
		Issue Date: 31/05/2021	Rev: 0	Rev Date: May 2023

Please submit the completed form to the information officer:

Name	
Contact Number	
Email Address	

Please be aware that we may require you to provide proof of identification prior to processing your request. There may also be a reasonable charge for providing copies of the information requested.

A. Particulars of Data Subject

Name & surname	
Identity no	
Postal address	
Contact number	
Email address	

B. Request

I request the organisation to:


(a) Inform me whether it holds any of my personal information	
(b) Provide me with a record or description of my personal information	
(c) Correct or update my personal information	
(d) Destroy or delete a record of my personal information	

C. Instructions

2021/06/29 11:29 am

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D. Signature	
Signature:	Date:

2021/06/29 11:29 am

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Revision history

The following information documents the last changes		
Date	Revised by	Changes
15/12/2018	Gugu Makhathini	New Policy

2021/06/29 11:29 am

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