

CONSENT FORM

CANDIDATE PERSONAL DETAILS

Surname: _____

Name: _____

Maiden Name: _____

Date of Birth: _____

ID Number/Identifier: _____

Type of Identifier: _____

Race Group: _____

Cell No: _____

Email: _____

Physical Address: _____

Postal Address _____

Previous Charges and / or Convictions: YES / NO

If Yes, Please Provide the Conviction Details:

Have you been arrested before: _____

Date Convicted: _____

Fine Amount: _____

Offence: _____

Sentence: _____

Theft, Robbery, Assault, Drunken Driving, Drugs
Speeding, Other

QUALIFICATION DETAILS

To be completed by candidate

Qualification Name: _____

Institute Name: _____

Date obtained: _____

Student No: _____

Certificate No: _____

Exam No: _____

DEFINITIONS IN TERMS OF CONSENT BELOW

1. Candidate" means the person completing this document to be considered by the Company for purposes of employment/ continuation of employment;
2. "FSCA" refers to the Financial Sector Conduct Authority;
3. "POPIA" shall mean the Protection of Personal Information Act, No 4 of 2013, as amended from time to time, including any regulations made under the Act;
4. Consumer Credit Information" shall have the meaning ascribed to it in section 70 of the NCA;
5. "Verification Information Suppliers" shall mean third parties acting on behalf of JOB CRYSTAL, including, but not limited to, criminal record bureaus, credit bureaus, governmental bodies, digital presence risk assessment providers, and any educational, training, and fraud prevention organisations;
6. FAIS Act" shall mean the Financial Advisory and Intermediary Services Act of 2002;
7. "Privacy and Data Protection Conditions" refers to the 8 (eight) statutory prescribed conditions for the lawful Processing of Personal Information; "NCA" shall mean the National Credit Act, No 34 of 2005, as amended from time to time, including any regulations made under the Act;
8. "Personal Information" shall have the meaning ascribed to it in Chapter 1 of POPIA and includes, but is not limited to a name, address, email address, telephone or fax number, fingerprints, criminal history and education or other personal credentials provided, or which is collected from the candidate or other third parties, before and/or during the background screening process and/or thereafter;
9. Responsible Parties" have meaning to the Company and JOB CRYSTAL together, and "Responsible Party" any one of them;

CONSENT FOR USE OF PERSONAL DETAILS

1. I consent to requests for consumer credit information to be released for the below prescribed purposes only:
 - 1.1. Fraud prevention or detection.
 - 1.2. For employment in a position of trust and honesty and entails the handling of cash or finances;
2. By submitting any Personal Information to the Company and JOB CRYSTAL in any form I acknowledge that such conduct constitutes a reasonable unconditional, specific and voluntary consent to the processing of such Personal Information in the following manner by the Company, JOB CRYSTAL and/or verification information suppliers:
 - 2.1. Personal Information may be shared by the Company with JOB CRYSTAL and may be further shared by JOB CRYSTAL with the Verification Information Suppliers for verification or other legitimate purposes;
 - 2.2. Personal Information may be shared by the Verification Information Suppliers with JOB CRYSTAL and be further shared by JOB CRYSTAL with the Company and JOB CRYSTAL other clients for purposes of continued or future employment or for other legitimate purposes as per the NCA;
 - 2.3. Personal Information may be stored for a reasonable period by the Company, JOB CRYSTAL and/or the Verification Information Suppliers,
 - 2.4. Personal Information may be transferred cross-border to countries, which do not necessarily have data-protection laws similar to South Africa, for verification or storage purposes. In any cross-border transfer of personal information the recipient will be notified of the need to protect the confidentiality of the personal information.
3. I hereby authorize the Company's duly authorized verification agent, JOB CRYSTAL (Pty) Ltd to access my Personal Information and conduct background screening checks including, but not limited to, credit, qualifications, employment references, criminal record, fraud prevention, ID verification, digital media risk analysis, and drivers' license.
4. I unconditionally agree to indemnify the Responsible Parties, and Verification Information Suppliers, acting in good faith in taking reasonable steps to process my personal information lawfully, against any liability that may result from the processing of my personal information. This includes unintentional disclosures of such personal information to, or access by unauthorized persons, and/or any reliance which may inadvertently be placed on inaccurate, misleading, or outdated personal information, provided to the Company by myself or by a third party in respect of me.
5. I take note that if the Responsible Party has utilized the Personal Information contrary to the Privacy and Data Protection Conditions, I may first resolve any concerns with that Responsible Party. If I am not satisfied with such process, I have the right to lodge a complaint with the Information Regulator.
6. I acknowledge that any Personal Information supplied to the Company and JOB CRYSTAL is provided voluntarily and that the Company/JOB CRYSTAL may not be able to comply with its obligations if the correct Personal Information is not supplied to the Company/JOB CRYSTAL.
7. I warrant that all information, including Personal Information, supplied to the Company and Job CRYSTAL is accurate and current and agree to correct and update such information when necessary.
8. A copy of Personal Information kept by the Responsible Parties will be furnished to me upon request in terms of the provisions of POPIA or the NCA and I understand that I may dispute any information in the record provided.
9. I understand that verification requests form part of the background screening process and:
 - 9.1. That requests for credit information from Credit Bureaus will only be conducted under the regulations defined as per the NCA;
 - 9.2. Data obtained from the FSCA serve only for the purpose to determine the fitness and propriety as envisaged in the FAIS Act.
10. I understand that privacy is important to the Responsible Parties and the Responsible Parties will use reasonable efforts in order to ensure that any Personal Information in their possession or processed on their behalf is kept confidential, stored in a secure manner and processed in terms of South African law and for the purposes I have authorized.

CANDIDATE SIGNATURE

CONTACT NUMBER

DATE

COMPANY REPRESENTATIVE SIGNATURE

DATE