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## EMPLOYMENT CONTRACT ADDENDUM

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This Employment Contract Addendum (“**Addendum**”) is made and entered into by and between:

**Afro Miaki Group (Pty) Ltd<sup>1</sup>** (“**Employer**”)

and

\_\_\_\_\_ (“**Employee**”)

(cumulatively “**the Parties**”)

### INTERPRETATION



In this Addendum:

“**Addendum**” means this employment contract addendum;

“**Agreement**” means the contract of employment entered into between the Parties on \_\_\_\_\_;

“**Counter-signature**” means the final date of signature of this Addendum;

“**Parties**” means the parties to this Addendum;

Words and phrases defined in the Agreement will bear the same meanings herein, unless stated to the contrary;  
and

The rule of interpretation that, in the event of ambiguity, the agreement must be interpreted against the party responsible for drafting the agreement, does not apply to this Addendum.

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Afro Miaki Group (Pty) Ltd encompasses all Afro Miaki Group affiliate firms and covers all employees.



## **COMMENCEMENT**

This Addendum will take effect on the date of counter-signature hereof and shall endure until terminated in accordance with the termination provisions of the Agreement.

## **AMENDMENT: CONSENT TO PROCESSING OF EMPLOYEE'S PERSONAL INFORMATION**

The Parties hereby mutually agree to modify the terms of the Agreement by the insertion of an additional section below pertaining to the processing of the Employee's personal information in accordance with the provisions of the Protection of Personal Information Act 4 of 2013 ("POPI").

*The Employee understands that the Employer will:*

*During the course of his/her employment, need to collect, organise, process and store his/her personal information for the business interests of the Employer, as well as for the benefit of the Parties. This includes, but is not limited to, the Employee's identity documentation, CV, educational or informal qualification records, reference letters, tax, income and other bank-related information. The Employee understands further that the Employer may, in addition, need to collect, organise, process and store his/her special personal information, subject to compliance with the processing conditions stipulated in POPI. Such special personal information includes, but is not limited to, the Employee's criminal checks/records, biometric information, race or ethnic origin and/or health records;*

*Use this information for screening, appointments, training and development, performance monitoring, career and talent management, administration, employment relationship issues, termination of employment and/or any other employment-related purposes;*

*Share the Employee's personal information with third parties (such as fund and insurance administrators, government departments and funders), including across borders when necessary; and*

*Distribute relevant personal information when it is legally required to do so.*

*By signing this Addendum, the Employee confirms that he/she understands his/her right to privacy and the right to have their personal information processed in accordance with the conditions for the lawful processing of personal information, and hereby gives consent to the Employer to perform all of the above activities. The Employee also understands and accepts that it is his/her responsibility to keep this information up to date by notifying the Human Resources Manager and/or any other line manager to which the Employee has provided any personal or special personal information, whenever this information changes.*



**SAVINGS CLAUSE**

Save to the extent specifically or by necessary implication modified or inconsistent with the provisions of this Addendum, all of the remaining terms and conditions of the Agreement shall *mutatis mutandis* continue in full force and effect.

**COUNTERPARTS**

This Addendum may be executed in counterparts, each of which will be an original and which together constitute the same Addendum.

**EMPLOYER:**

**BANDILE SOLINJANI** \_\_\_\_\_

**SIGNED ON 29 April 2021 AT JOHANNESBURG** \_\_\_\_\_

**FOR EMPLOYER: Afro Miaki Group (Pty) Ltd**

**DESIGNATION: Director**



**EMPLOYEE:**

**SIGNED ON** \_\_\_\_\_ **AT** \_\_\_\_\_

**EMPLOYEE:** \_\_\_\_\_

(CONFIRMATORY SIGNATURE OF EMPLOYEE INDICATING ACCEPTANCE AND UNDERSTANDING)

**DOCUMENT PRESENTED AND EXPLAINED BY:**

**BANDILE SOLINJANI** \_\_\_\_\_ **DESIGNATION Human Resources Representative**\_\_

**DATE: 29 April 2021**