

TIGER RISK (PTY) LTD
Specialty Advisors

PAIA MANUAL

Promotion of Access to Information Act Manual

This manual is published in accordance with Section 51 of the Promotion of Access to Information Act, 2000 (PAIA).

1. PURPOSE OF THIS MANUAL

This manual explains how members of the public can submit requests for access to records held by Tiger Risk (Pty) Ltd. It sets out the procedure, fees, and timelines for processing requests.

2. COMPANY DETAILS

Legal Entity	Tiger Risk (Pty) Ltd
Address	37 Vineyard Road, Claremont, 7708

3. INFORMATION OFFICER

Information Officer: Ebbe Rabie, Managing Director

Email: info@tigerrisk.co.za | Phone: +27 (0) 82 659 2293

4. HOW TO SUBMIT A PAIA REQUEST

Requests for access to records must be submitted in writing to the Information Officer in one of the following ways:

- By email: info@tigerrisk.co.za
- By post: Information Officer, Tiger Risk (Pty) Ltd, 37 Vineyard Road, Claremont, 7708
- In person: During business hours at our offices

5. PROCESSING TIMEFRAMES

We will acknowledge your request within 5 business days. We will make a decision on your request within 30 days of receipt. This period may be extended to 60 days if necessary.

6. FEES

There is no application fee. However, if we approve your request, we may recover reasonable costs for reproduction and delivery of the records.