



Good to Great Together



Registration number: LR2/6/6/1  
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**DATED:** 23 MARCH 2026

**CIRCULAR NO:** 2026/00021

**TO:** REGISTERED EMPLOYERS IN THE MOTOR INDUSTRY

**NOTICE:** INTRODUCTION OF PDF ENCRYPTION FOR PROVIDENT FUND CONTRIBUTION STATEMENTS – EFFECTIVE 30 MARCH 2026

Dear Valued Employer,

MIBCO is pleased to advise you of an important enhancement to the security of your Provident Fund Contribution Statements.

**With effect from 30 March 2026, all Provident Fund Contribution Statements issued by MIBCO will be password-protected PDF documents.**

This change has become necessary because the statements will now include detailed employee salary information. Salary data is highly sensitive personal information, and MIBCO is implementing encryption to safeguard it against unauthorised access.

The introduction of PDF encryption forms part of MIBCO's ongoing commitment to full compliance with:

- The **Protection of Personal Information Act, 2013 (POPIA)**
- The regulatory requirements of the **Financial Sector Conduct Authority (FSCA)**

MIBCO, as the administrator of the Motor Industry Provident Fund, must meet these statutory obligations to protect the personal information of your employees and to maintain the highest standards of data security.

### **How will you access the encrypted statements?**

The password required to open each encrypted PDF will be distributed **directly to the relevant employer** through MIBCO's normal communication channels, at the same time the statement is issued. No third parties will receive the passwords.

No action is required from you at this stage. You will simply use the password provided by MIBCO to open your statements from 30 March 2026 onwards.

Should you have any queries regarding this change, please do not hesitate to contact the MIBCO Customer Services Support Desk on **0861 664 226** or via e-mail at [returns@mibco.org.za](mailto:returns@mibco.org.za) or contact your Regional Offices at the numbers communicated on the MIBCO Website.

Thank you for your continued cooperation as we implement this important security measure to protect your employees' information.



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The MIBCO Team  
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