

REXEL

OFFICE PRODUCTS (PTY) LTD

WORK WITH CONFIDENCE

ARE YOU **POPI** READY?

Protection Of Personal Information Act

ReXel®

LEITZ®

SHREDDERS



DON'T BIN IT!
SHRED IT



Shredding Data supports **POPI** Compliance



ARE YOU **POPI** READY?

Protection Of Personal Information Act

ReXel®
LEITZ®
SHREDDERS

Did you know?

Identity theft is costing our economy close to R1 billion per year. (Forensics 4 Africa). According to the POPI Act, businesses who do not dispose of client information could face fines of up to R10 million.

What is POPI/POPIA?

The **Protection Of Personal Information Act (POPI)**, gazetted on the 26 November 2013, it came into effect 1 July 2020 and calls for businesses and organisations to take appropriate action with regards to the acquisition, storage and destruction of personal information. It requires that policies and practices are put in place to prevent the reconstruction of discarded personal information in an intelligible form.

Why Shred?

The **POPI Act** will have the effect of increasing market demand for shredding. Companies and individuals not already destroying unwanted confidential information will begin to do so. Those in the habit and discipline of shredding will have cause to consider more secure levels of destruction. In the UK for example the Data Protection Act changed market demand from predominantly straight cut shredding to predominantly cross cut & micro cut shredding in the space of two to three years.

Why Autofeed shredding?

People Friendly

Spend 98% less time shredding. Simply stack, shut and walk away! Auto feed shredding increases productivity.

Pocket Friendly

Auto feed shredding saves time and money. Intelligent power save feature limits power usage. Offsite solutions are costly and can place an administrative load on employees.

Security Friendly

Onsite shredding eliminates the "lost in transit" risk, giving better control over document destruction. Rest assured your sensitive info cannot be reconstructed once shredded.

Choice Friendly

We offer a range of **12 Rexel** plus **4 Leitz AutoFeed** shredders that can shred from 45 to 750 sheets automatically. Available in cross cut and micro cut.

What does it mean for you?

- You will need higher levels of security than straight cut (P2) shredders provide.
- Rexel Optimum AutoFeed Shredders** and **Leitz AutoFeed Shredders** are available in security levels P4 and P5 and are therefore an ideal **POPI** shredding solution.
- Rexel and Leitz AutoFeed Shredders** offer the latest innovative technology backed by reliable after sales service.

THE ULTIMATE PORTFOLIO OF HOME & OFFICE SHREDDERS



Cross Cut



**Cuts 1 A4 page
into 300 pieces**

Cross Cut



**Cuts 1 A4 page
into 400 pieces**

Micro Cut



**Cuts 1 A4 page
into 2000 pieces**



Legal, Banking &
Finance Documents



Government & Health
Care Documents



Corporate Businesses
Documents



SME's
& SMB's Documents



Home Office
Documents

View Rexel's full range of shredders @ www.rexelsa.co.za



NEW Optimum AutoFeed+ Automatic Shredders

**AUTO
FEED**



STACK



SHUT



DONE

**2 YEAR
GUARANTEE**

On all models

Optimum Autofeed+ 45X Shredder

Features

- Auto feed up to 45 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 6 sheets.
- P-4 cross cut (4x28mm)
- 20L bin capacity with a lift off lid
- Anti-jam technology
- Shreds credit cards, staples and paper clips
- 10 minutes continuous run time with fan cooling
- Touch control panel
- Infra red bin full sensor



Rexel Code: 301396

Optimum Autofeed+ 50X Shredder

Features

- Auto feed up to 50 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 6 sheets
- P-4 cross cut (4x28mm)
- 20L capacity pull out bin
- Anti-jam technology
- Shreds credit cards, staples and paper clips
- 10 minutes continuous run time with fan cooling
- Touch control panel
- Infra red bin full sensor



Rexel Code: 301397

Optimum Autofeed+ 90X Shredder

Features

- Auto feed up to 90 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 8 sheets.
- P-4 cross cut (4x28mm)
- 34L capacity pull out bin
- Anti-jam technology
- Shreds credit cards, staples and paper clips
- 20 minutes continuous run time with fan cooling.
- Touch control panel
- Infra red bin full sensor



Rexel Code: 301411

Optimum Autofeed+ 130X Shredder

Features

- Auto feed up to 130 sheets of A4 paper (80gsm) at a time.
- Manual slot for up to 8 sheets
- P-4 cross cut (4x28mm)
- 44L capacity pull out bin
- Anti-jam technology
- Shreds credit cards, staples and paper clips
- 30 minutes continuous run time with fan cooling
- Touch control panel
- Infra red bin full sensor



Rexel Code: 301414

Optimum Autofeed+ 130M Shredder

Features

- Auto feed up to 130 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 6 sheets
- P-5 micro cut (2x15mm)
- 44L capacity pull out bin
- Anti-jam technology
- Shreds credit cards, staples and paper clips
- 30 minutes continuous run time with fan cooling
- Touch control panel
- Infra red bin full sensor



Rexel Code: 301439

Optimum Autofeed+ 225X Shredder

Features

- Auto feed up to 225 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 10 sheets.
- P-4 cross cut (4x25mm)
- 60L capacity pull out bin, Anti-jam technology
- Castor wheels for ease of movement
- Shreds credit cards, staples and paper clips.
- 30 minutes continuous run time with fan cooling.
- Touch control panel
- Infra red bin full sensor



Rexel Code: 301417

Model	45X	50X	90X	130X	130M	225X
Rexel Code	301396	301397	301411	301414	301439	301417
On Pack Code	2020045XSA	2020050XSA	2020090XZA	2020130XZA	2020130MEU	2020225XZA
No. of users	Personal 1	Personal 1	Personal 1	Executive 1-2	Executive 1-2	Office 5-10
Dimensions: (W x H x D)	363 x 345 x 430 mm	363 x 405 x 430mm	365 x 530 x 430mm	415 x 735 x 465mm	415 x 735 x 465mm	415 x 806 x 465mm
Weight:	7.7kg	11.6kg	12.5kg	12.5kg	12.5kg	22kg



Cuts 1 A4 page into
400 pieces



Cuts 1 A4 page
into 2000 pieces



Intuitive control
Panel



98% Time
Saving



POPI
Recommended

Accessories for Optimum AutoFeed+ Automatic Shredders

On Pack Code	Rexel Code	Description
2101948	300099	Oil Sheets (Pack 12) Rexel





NEW Optimum AutoFeed+ Automatic Shredders

**AUTO
FEED**



STACK



SHUT



DONE

**2 YEAR
GUARANTEE**

On all models

Optimum Autofeed+ 300X Shredder

Features

- Auto feed up to 300 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 10 sheets
- P-4 cross cut (4x25mm)
- 60L capacity pull out bin. Anti-jam technology
- Castor wheels for ease of movement
- Shreds credit cards, staples and paper clips
- 60 minutes continuous run time with fan cooling
- Touch control panel with pin code lock
- Infra red bin full sensor



Rexel Code: 301422

Optimum Autofeed+ 300M Shredder

Features

- Auto feed up to 300 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 8 sheets
- P-5 micro cut (2x15mm)
- 60L capacity pull out bin. Anti-jam technology
- Castor wheels for ease of movement
- Shreds credit cards, staples and paper clips
- 60 minutes continuous run time with fan cooling
- Touch control panel with pin code lock
- Infra red bin full sensor



Rexel Code: 301443

Optimum Autofeed+ 600X Shredder

Features

- Auto feed up to 600 sheets of A4 paper (80gsm) at a time.
- Manual slot for up to 15 sheets.
- P-4 cross cut (4x36mm)
- 110L high capacity cabinet bin. Anti-jam technology
- Castor wheels for ease of movement
- Shreds credit cards, staples and paper clips.
- 240 minutes continuous run time with fan cooling.
- Touch control panel with pin code lock
- Infra red bin full sensor



Rexel Code: 301433

Optimum Autofeed+ 600M Shredder

Features

- Auto feed up to 600 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 10 sheets.
- P-5 micro cut (2x15mm)
- 110L high capacity cabinet bin. Anti-jam technology
- Castor wheels for ease of movement
- Shreds credit cards, staples and paper clips.
- 240 minutes continuous run time with fan cooling.
- Touch control panel with pin code lock
- Infra red bin full sensor



Rexel Code: 3014450P

Optimum Autofeed+ 750X Shredder

Features

- Auto feed up to 750 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 20 sheets.
- P-4 cross cut (4x30mm)
- 140L high capacity cabinet bin. Anti-jam technology
- Castor wheels for ease of movement
- Shreds credit cards, staples and paper clips
- 240 minutes continuous run time with fan cooling.
- Touch control panel with pin code lock
- Infra red bin full sensor



Rexel Code: 301436

Optimum Autofeed+ 750M Shredder

Features

- Auto feed up to 750 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 20 sheets.
- P-5 cross cut (2x15mm)
- 140L high capacity cabinet bin. Anti-jam technology
- Castor wheels for ease of movement
- Shreds credit cards, staples and paper clips
- 240 minutes continuous run time with fan cooling.
- Touch control panel with pin code lock
- Infra red bin full sensor



Rexel Code: 301447

Model	300X	300M	600X	600M	750X	750M
Rexel Code	301422	301443	301433	3014450P	301436	301447
On Pack Code	2020300XA	2020300MEU	2020600XEU	2020600MEU	2020750XEU	2020750MZA
No. of users	Office 5-10	Office 5-10	Departmental 10-20	Departmental 10-20	Large Office 20+	Large Office 20+
Dimensions: (W x H x D)	415 x 735 x 465mm	415 x 735 x 465mm	510 x 1031 x 570mm	510 x 1031 x 570mm	510 x 1133 x 570mm	510 x 1133 x 570mm
Weight:	12.5kg	12.5kg	47kg	47kg	52kg	52kg



**Cuts 1 A4 page into
400 pieces**



**Cuts 1 A4 page
into 2000 pieces**



**Intuitive control
Panel**



**98% Time
Saving**



**POPI
Recommended**

Accessories for Optimum AutoFeed+ Automatic Shredders

On Pack Code	Rexel Code	Description
2101948	300099	Oil Sheets (Pack 12) Rexel





Leitz IQ AutoFeed Office Paper Shredders

The Leitz IQ Auto Feed paper shredders are so intelligent they work quietly on their own, allowing you to focus on your work. Simply load your stack of papers into the chamber, close the lid and get on with your day.



**AUTO
FEED**

**2 YEAR
GUARANTEE**

**Guarantee on
all Models**

IQ Autofeed Office 100 Shredder

Features

- Auto feed up to 100 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 8 sheets (80 gsm)
- Ultra quiet operation - for a calm working environment
- Infra red bin full sensor. Anti jam technology
- Continuous 20 min run time
- P4 cross cut (4x30mm)
- 34L capacity pull out bin
- Also shreds credit cards, staples and paper clips
- Touch-Control



Rexel Code: 303430

IQ Autofeed Office 150 Shredder

Features

- Auto feed up to 150 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 8 sheets (80 gsm)
- Ultra quiet operation - for a calm working environment
- Infra red bin full sensor. Anti jam technology
- Continuous 30 min run time
- P4 cross cut (4x30mm)
- 44L capacity pull out bin
- Also shreds credit cards, staples and paper clips
- Touch-Control



Rexel Code: 303435

IQ Autofeed Office 300 Shredder

Features

- Auto feed up to 300 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 10 sheets (80 gsm)
- Ultra quiet operation - for a calm working environment
- Infra red bin full sensor. Anti jam technology
- Continuous 60 min run time
- P4 cross cut (4x30mm)
- 60L capacity pull out bin
- Also shreds credit cards, staples and paper clips
- Touch-Control. Castor wheels for ease of movement



Rexel Code: 303440

IQ Autofeed Office 600 Shredder

Features

- Auto feed up to 600 sheets of A4 paper (80gsm) at a time
- Manual slot for up to 15 sheets (80 gsm)
- Ultra quiet operation - for a calm working environment
- Infra red bin full sensor. Anti jam technology
- Continuous 240 min run time
- P4 cross cut (4x30mm)
- 110L capacity pull out bin
- Also shreds credit cards, staples and paper clips
- Touch-Control. Castor wheels for ease of movement



Rexel Code: 303445

Model	Office 100	Office 150	Office 300	Office 600
Rexel Code	303430	303435	303440	303445
On Pack Code	80110000	80130000	80150000	80170000
No. of users	Executive 1-2	Executive 1-2	Office 5-10	Departmental 10-20
Dimensions: (W x H x D)	365 x 530 x 430mm	365 x 618 x 430mm	415 x 806 x 465mm	510 x 1031 x 570mm
Weight:	14.2kg	15.34kg	22kg	47kg



Cuts 1 A4 page into
400 pieces



Ultra Quiet



Intuitive control
Panel



Technology



POPI
Recommended

Accessories for IQ AutoFeed Office Shredders

Rexel Code	On Pack Code	Description
300101	80070000	Leitz Oil Sheets (Pack 12)





NEW Momentum Extra Shredders

Jam-free active sensing technology measures the number of sheets being fed in real-time to stop paper jams. The extra-large bins, longer run times and increased sheet capacity make these paper shredders ideal for any office environment.



Extra large bin | **Extra** run time | **Extra** sheet capacity

2 YEAR
GUARANTEE

Guarantee on
all Models

Momentum Extra XP418+ Shredder

Features

- Shreds up to 18x A4 sheets (80 gsm) at once
- P-4 cross cut (4x35mm)
- Jam-free active sensing technology
- 45L capacity bin with cabinet door
- Continuous run time with fan cooling
- Castor wheels for ease of movement
- Touch control panel. Infra red bin full sensor
- Manual reverse / forward feature
- Also shreds credit cards, staples, paperclips & CD's/DVD's.




Rexel Code: 301062

Momentum Extra XP420+ Shredder

Features

- Shreds up to 20x A4 sheets (80 gsm) at once.
- P-4 cross cut (4x35mm)
- Jam-free active sensing technology
- 60L capacity bin with cabinet door
- Continuous run time with fan cooling
- Castor wheels for ease of movement
- Touch control panel. Infra red bin full sensor
- Manual reverse / forward feature
- Also shreds credit cards, staples, paperclips & CD's/DVD's.




Rexel Code: 301074

Momentum P420+ Shredder

Features

- Shreds up to 20x A4 sheets (80 gsm) at once.
- P-4 cross cut (4x35mm)
- Jam-free active sensing technology
- 30L capacity bin with cabinet door
- 240 minutes continuous run time with fan cooling
- Castor wheels for ease of movement
- Touch control panel. Infra red bin full sensor
- Manual reverse / forward feature
- Also shreds credit cards, staples, paperclips & CD's/DVD's.




Rexel Code: 301087

Momentum Extra XP422+ Shredder

Features

- Shreds up to 22x A4 sheets (80 gsm) at once.
- P-4 cross cut (4x35mm)
- Jam-free active sensing technology
- 85L capacity bin with cabinet door
- Continuous run time with fan cooling
- Castor wheels for ease of movement
- Touch control panel. Infra red bin full sensor
- Manual reverse / forward feature
- Also shreds credit cards, staples, paperclips & CD's/DVD's.




Rexel Code: 301076

Momentum Extra XP426+ Shredder

Features

- Shreds up to 26x A4 sheets (80 gsm) at once.
- P-4 cross cut (4x35mm)
- Jam-free active sensing technology
- 120L capacity bin with cabinet door
- Continuous run time with fan cooling
- Castor wheels for ease of movement
- Touch control panel. Infra red bin full sensor
- Manual reverse / forward feature
- Also shreds credit cards, staples, paperclips & CD's/DVD's.




Rexel Code: 301037

Model	P420+	XP418+	XP420+	XP422+	XP426+
Rexel Code	301087	301062	301074	301076	301037
On Pack Code	2021420XEU	2021418XEU	2021421XEU	2021422XEU	2021426XEU
No. of users	Office 5-10	Office 5-10	Departmental 10-20	Departmental 10-20	Large Office 20+
Dimensions: (W x H x D)	320 x 656 x 406mm	445 x 675 x 479mm	445 x 675 x 479mm	580 x 940 x 635mm	553 x 1028 x 510mm
Weight:	19kg	28.9kg	28.9kg	22kg	59kg



Cuts 1 A4 page into
400 pieces



Active Sensing Technology
Measures the number of
sheets to stop paper jams



**Separate Feed
Slot** (CDs, DVDs &
Credit Cards)



**POPI
Recommended**

Accessories for Momentum Extra Shredders

Rexel Code	On Pack Code	Description	Rexel Code	Description
300099	2101948	Oil Sheets (Pack 12) Rexel	300105	Rexel Shredder Oil 250ml





Momentum Shredders



Up to 4 hours continuous run time with Rexel Momentum shredding range.

ANTI-JAM

Anti-jam technology automatically stops and reverses when too much paper is inserted.



Simple and intuitive touch controls for easy operation.

2 YEAR
GUARANTEE

On all models

Momentum X308 Shredder

Features

- Shreds up to 8 sheets in one pass (80gsm)
- P-3 cross cut (5x42mm)
- 15L bin capacity with a lift off lid
- Anti jam technology, shredder automatically stops and reverses when too much paper is inserted
- 3 minutes continuous run time
- Easily shreds multiple documents, even with staples and paperclips on the corners
- Touch panel operation for easy use



Rexel Code: 303004

Momentum X312 Shredder

Features

- Shreds up to 12 sheets in one pass (80gsm)
- P-3 cross cut (5x42mm)
- 23L bin capacity with a lift off lid
- Anti jam technology, shredder automatically stops and reverses when too much paper is inserted
- 6 minutes continuous run time
- Easily shreds multiple documents, even with staples and paperclips on the corners
- Touch panel operation for easy use



Rexel Code: 303068

Momentum X410 Shredder

Features

- Shreds up to 10 sheets in one pass (80gsm)
- P-4 cross cut (4x40mm)
- 23L bin capacity with a lift off lid
- Anti jam technology, shredder automatically stops and reverses when too much paper is inserted
- 6 minutes continuous run time
- Easily shreds multiple documents, even with staples and paperclips on the corners
- Touch panel operation for easy use



Rexel Code: 303010

Momentum X415 Shredder

Features

- Shreds up to 15 sheets in one pass (80gsm)
- P-4 cross cut (4x40mm)
- 23L bin capacity
- Anti jam technology, shredder automatically stops and reverses when too much paper is inserted
- Easily shreds multiple documents, even with staples and paperclips on the corners
- 120 minutes continuous run time
- Sleep mode after 2 minutes of non use
- Touch panel operation for easy use. Bin full indicator



Rexel Code: 303014

Momentum X420 Shredder

Features

- Shreds up to 20 sheets in one pass (80gsm)
- P-4 cross cut (4x40mm)
- 30L bin capacity
- Anti jam technology, shredder automatically stops and reverses when too much paper is inserted
- Easily shreds multiple documents, even with staples and paperclips on the corners
- 240 minutes continuous run time
- Sleep mode after 2 minutes of non use
- Touch panel operation for easy use. Bin full indicator



Rexel Code: 303016

Momentum M510 Shredder

Features

- Shreds up to 10 sheets in one pass (80gsm)
- P-5 micro cut (2x15mm)
- 30L bin capacity
- Anti jam technology, shredder automatically stops and reverses when too much paper is inserted
- Easily shreds multiple documents, even with staples and paperclips on the corners
- 120 minutes continuous run time
- Sleep mode after 2 minutes of non use
- Touch panel operation for easy use. Bin full indicator



Rexel Code: 303018

Model	X308	X312	X410	X415	X420	M510
Rexel Code	303004	303006	303010	303014	303016	303018
On Pack Code	2104570EU	2104572EU	2104571EU	2104576EU	2104578EU	2104575EU
No. of users	Personal 1	Executive 1-2	Executive 1-2	Office 5-10	Office 5-10	Office 5-10
Dimensions: (W x H x D)	325 x 343 x 229mm	255 x 375 x 370mm	356 x 423 x 238mm	370 x 465 x 279mm	406 x 594 x 320mm	370 x 465 x 279mm
Weight:	3.5kg	6.5kg	6.5kg	12.5kg	22kg	12.5kg



Cuts 1 A4 page into 400 pieces



Cuts 1 A4 page into 2000 pieces



Anti-jam Technology



POPi Recommended

Accessories for Momentum Shredders

Rexel Code	On Pack Code	Description	Rexel Code	Description
300099	2101948	Oil Sheets (Pack 12) Rexel	300105	Rexel Shredder Oil 250ml





ProMax QS Shredders

More shredding, less stopping

Updated and enhanced with quieter and more powerful motor. Plus advanced fan cooling technology to significantly improve run times, meaning you can shred for even longer.



**2 YEAR
GUARANTEE**

On all models

ProMax QS REX823 Shredder

Features

- Shreds up to 8x A4 sheets (80gsm) at once
- P-4 Cross cut (4x40mm)
- 23L bin capacity with a lift off shredder head.
- Transparent bin window to see when full.
- 15 minutes continuous run time
- Ultra quiet operation < 60 DbA
- Manual and auto reverse / forward feature to release paper jams
- Overheat LED warning light
- Shreds staples, paper clips and credit cards



Rexel Code: 300004Q

ProMax QS RSX1035 Shredder

Features

- Shreds up to 10x A4 sheets (80gsm) at once
- P-4 Cross cut (4x40mm)
- 35L bin capacity (460x A4 sheets) with a lift off shredder head. Transparent bin window to see when full.
- 15 minutes continuous run time
- Ultra quiet operation < 60 DbA
- Manual and auto reverse / forward feature to release paper jams
- Overheat LED warning light
- Shreds staples, paper clips and credit cards



Rexel Code: 300060Q

ProMax QS RSX1538 Shredder

Features

- Shreds up to 15x A4 sheets (80gsm) at once
- P-4 Cross cut (4x40mm)
- 38L bin capacity (675x A4 sheets) with a lift off shredder head. Transparent bin window to see when full.
- 30 minutes continuous run time
- Ultra quiet operation < 60 DbA
- Manual and auto reverse / forward feature to release paper jams
- Overheat LED warning light
- Shreds staples, paper clips and credit cards



Rexel Code: 300064Q



Model	REX823	RSX1035	RSX1538
Rexel Code	300004Q	300060Q	300064Q
On Pack Code	2104583EU	2104585EU	2104587EU
No. of users	Executive 1-2	Office 5-10	Office 5-10
Dimensions: (W x H x D)	345 x 466 x 230mm	345 x 560 x 245m	410 x 630 x 310kg
Weight:	5.4kg	6.5kg	13.4kg



Cuts 1 A4 page into
400 pieces



Ultra Quiet



POPI
Recommended

Accessories for ProMax QS Shredders

Rexel Code	On Pack Code	Description	Rexel Code	Description
300099	2101948	Oil Sheets (Pack 12) Rexel	300105	Rexel Shredder Oil 250ml





Secure Shredders

A premium range of personal use shredders

Stylish straight and cross cut models feature intuitive touch controls



Secure X6 Shredder

Features

- Shreds up to 6x A4 sheets (80 gsm) at once
- P-4 Cross cut (4x40mm)
- 10L (100 A4 sheets) bin capacity with a lift off shredder head. Transparent bin window to see when full
- Quiet shredding <70 dBA
- 3 minutes continuous run time
- Manual reverse / forward feature
- Shreds staples and paper clips



Rexel Code: 303800

Secure X8 Shredder

Features

- Shreds up to 8x A4 sheets (80 gsm) at once
- P-4 Cross cut (4x40mm)
- 14L (125 A4 sheets) bin capacity with a lift off shredder head. Transparent bin window to see when full
- Quiet shredding <70 dBA
- 3 minutes continuous run time
- Manual reverse / forward feature
- Shreds staples and paper clips



Rexel Code: 303805

Secure X10 Shredder

Features

- Shreds up to 10x A4 sheets (80 gsm) at once
- P-4 Cross cut (4x40mm)
- 18L bin capacity with a lift off shredder head. Transparent bin window to see when full
- Quiet shredding <70 dBA
- 3 minutes continuous run time
- Manual reverse / forward feature
- Shreds staples and paper clips



Rexel Code: 303810

Secure MC4 Shredder

Features

- Shreds up to 4x A4 sheets (80 gsm) at once
- P-5 Micro cut. (2x15mm) High security
- 14L bin capacity with a lift off shredder head. Transparent bin window to see when full
- Whisper-Shred <60 dBA low noise
- 6 minutes continuous run time
- Touch controls with manual and auto reverse / forward
- Overheat LED warning light
- Shreds staples and paper clips



Rexel Code: 301029

Secure MC6 Shredder

Features

- Shreds up to 6x A4 sheets (80 gsm) at once
- P-5 Micro cut. (2x15mm) High security
- 18L bin capacity with a lift off shredder head. Transparent bin window to see when full
- Whisper-Shred <60 dBA low noise
- 6 minutes continuous run time
- Touch controls with manual and auto reverse / forward
- Overheat LED warning light
- Shreds staples and paper clips



Rexel Code: 301031

Model	Secure X6	Secure X8	Secure X10	Secure MC4	Secure MC6
Rexel Code	303800	303805	303810	301029	301031
On Pack Code	2020122ZA	2020123ZA	2020124ZA	2020129EU	2020130EU
No. of users	Personal	Personal	Personal	Personal	Personal
Dimensions: (W x H x D)	320 x 300 x 170mm	320 x 380 x 170mm	340 x 400 x 220mm	320 x 380 x 170mm	338 x 395 x 220mm
Weight:	3.3kg	3.75kg	5.2kg	4.8kg	4.8kg



Cuts 1 A4 page into 400 pieces



Cuts 1 A4 page into 2000 pieces



Ultra Quiet



POPI Recommended

Accessories for Secure Shredders

Rexel Code	On Pack Code	Description	Rexel Code	Description
300099	2101948	Oil Sheets (Pack 12) Rexel	300105	Rexel Shredder Oil 250ml





Wide Entry Shredders

High capacity and performance. Engineered for bulk shredding

RLWX25 Shredder

Features

- Shreds up to 39 sheets in one pass (80gsm)
- P-4 (4x40mm), 1 x A4 sheet into 400 cross cut pieces
- 175L (with waste sack) bin capacity, 1800 A4 sheets
- Shreds A4, A3 and computer listing paper
- Shreds CD's, credit cards, staples and paper clips



Rexel Code: 300032

RLWX39 Shredder

Features

- Shreds up to 39 sheets in one pass (80gsm)
- P-4 (4x40mm), 1 x A4 sheet into 400 cross cut pieces
- 225L (with waste sack) bin capacity, 2000 A4 sheets
- Shreds A4, A3 and computer listing paper
- Shreds CD's, credit cards, staples and paper clips



Rexel Code: 301044

Model	RLWX25	RLWX39
Rexel Code	300032	301044
On Pack Code	2103025EU	2103039EU
No. of users	20+	20+
Dimensions: (W x H x D)	640 x 970 x 590mm	640 x 1010 x 590mm
Weight:	83.8kg	149.1kg

2 YEAR
GUARANTEE

On all models



Cuts 1 A4 page
into 400 pieces



Continuous
run time



POPI
Recommended

Shred it.
Don't bin it.



REXEL
OFFICE PRODUCTS (PTY) LTD

Work With Confidence

Technical Services

For assistance, contact ☎ 011 226 3300 | 📞 079 782 9891 | ✉ service@rexelsa.co.za
Please have your machine serial number on hand

Rexel





10 Key Points to prepare for POPI Act Compliance

1. Get approval for your POPI Act compliance project. Start to build up evidence that your organisation is serious about compliance, with the appropriate level of executive support.
2. Formally appoint your Information Officer. Make sure you have a named individual who understands what needs to be done and will drive your compliance activities.
3. Perform your risk assessments. Conduct a series of assessments which will uncover areas of your organisation where non-compliance is a risk.
4. Address the risks identified. Put in place reasonable and appropriate, organisational and technical actions to address the risks identified.
5. Issue privacy notices to your data subjects. Explain clearly and simply what you are going to do with personal information you process.
6. Establish procedures to ensure ongoing compliance. Put in place appropriate steps to ensure you comply with the POPI Act as "business as usual".
7. Update or create and publish your PAIA manual. Remember the Promotion of Access to Information Act (PAIA) is there to ensure data subjects have access to their information.
8. Be prepared to deal with the Information Regulator (South Africa). Register your Information Officer and keep up to date with POPI Act developments.
9. Train stakeholders about their roles in POPI Act compliance. Identify training needs and make training available to all your staff.
10. Communicate with internal and external stakeholders to let them know you are serious about compliance with the POPI Act.

This Ten Point Guide has been supplied by IACT-Africa, specialists in POPI Act compliance. For more information about how to prepare for compliance with the POPI Act please contact petert@iact-africa.com

Part of the requirement is to put plans in place for what should happen in the event of a breach. Whilst electronic data security has been top of mind for many organisations for many years, the security of paper based personal data is often neglected or overlooked.

Statistics indicate that around 40% data breaches will be paper based.

*In recent research, one quarter of employees admit to not shredding confidential information whilst two thirds of respondents said that managing the risks associated with paper records was a top concern for them. Indeed, only 27% of companies surveyed reported policies for the safe security, storage and disposal of confidential personal information.

This puts organisations at risk of non-compliance and data subjects at risk of fraud and identity theft.

How to avoid paperwork breaches

Introduce clear rules about the use of paper documents. Include information about an identifiable person and their personal data: Define what is "personal". Set up a process for correct shredding of documents, based on the sensitivity of the data contained. A clear and firm document shredding policy is required supported by a robust POPI compliance process.



Protect your identity!

Shredding sensitive documents will support POPI Compliance.

DON'T BIN IT!
SHRED IT



The POPI Act which came into effect on the 1st July 2021 states:

- No .4 of 2013 Protection of Personal Information Act, 2013
- Government Gazette Vol. w581 Cape Town, 26 November 2013 No. 37067
- Contents of Act (that is relevant to the destruction of personal information).
- Point 14: Chapter 3, Part A, Condition 3



Purpose Specification

- Retention and Restriction of Records, Page 26 & 28
- 14.(1) Subject to subsections (2) and (3), records of personal information must not be retained any longer than is necessary for achieving the purpose for which the information was collected or subsequently processed
- 14.(4) A responsible party must destroy or delete a record of personal information or de-identify it as soon as reasonably practicable after the responsible party is no longer authorised to retain the record in terms of subsection (1) or (2)
- 14.(5) The destruction or deletion of a record of personal information in terms of subsection (4) must be done in a manner that prevents its reconstruction in an intelligible form.