



Arabian Institute For Training

Data Governance, Privacy with General Data Protection Regulation (GDPR) Masterclass

INTRODUCTION

- The Facebook and Cambridge Analytica scandal, which revealed that Facebook failed to protect the data of millions of users, shocked the world. In combination with the largest ever data protection in the world - the General Data Protection Regulation (GDPR), underscores why Data Governance, Privacy and Data Protection is so critical for organisations to safeguard their customers' data all over the world. With the increase in cyber security threats too, all organisations are now at an all time high to take action now.
- GDPR is the largest shift in data protection and privacy legislation in Europe for over a generation and with potential extraterritorial effect, all organisations across the Middle East and Asia Pacific may need to comply with GDPR even though the company is not based in Europe. Data Protection will only increase now in all parts of the globe and companies need to take actions to protect, secure and manage personal data more effectively.
- Failure to comply with GDPR exposes organisations to unprecedented regulatory, financial, and reputational risk resulting in sizeable fines for serious breaches. Financial penalties are steep: Up to EUR20 million or 4% of global annual turnover. In addition to financial penalties, noncompliance may also expose organisations to regulatory investigations, sanctions, claims from individuals and class actions, including the possibility of being charged with criminal offences.

This training course on Data Governance, Privacy with General Data Protection Regulation (GDPR) Masterclass will highlight:

- Learn how to apply data governance, privacy and data protection controls to help reduce risks, issues and threats through policy, strategies and systems
 - Manage the increasing number of audit, risk and legal compliance standards related to data protection, privacy and cyber and information security to protect data and peoples identity
 - Build solutions that meet ISO standards, global data protection best practices, GDPR and industry regulations
 - Develop systems and tools to help establish and implement data governance
 - Create an action plan and learn from industry best practices to establish data governance and data protection for their organisations
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OBJECTIVES

At the end of this training course, you will learn to:

- Learn the Data Governance framework and Legal requirements
- Get acquainted with the GDPR and its area of application
- Understand the Legal elements of Data Protection and Data Privacy in USA, EU, Russia, Middle East, Asia and Africa
- Acquire the knowledge of ISO27000, ISO27001, ISO27002 and related standards
- Prepare and implement Data Governance and Data Protection projects
- Prepare and perform audits of their data management system and their data protection policies

TRAINING METHODOLOGY

- This GDPR Masterclass training course will combine presentations with interactive practical exercises, supported by video materials, activities and case studies. Delegates will be encouraged to participate actively in relating the principles of data governance, privacy, data protection and cyber and information security to the particular needs of their workplace.

ORGANISATIONAL IMPACT

This training course aims to enable the organisation to achieve the following objectives:

- Create data governance operating model, policies and roles and responsibilities
 - Implement a Privacy and General Data Protection Regulation (GDPR) function as well as address and meet compliance with global data protection standards, policies and procedures
 - Develop policy and communications to help address information governance, compliance and standards whilst addressing legal and audit requirements
 - Implement data governance and information management strategies, review tools and discuss security, confidentiality and business solutions to reduce operational risks
 - Apply ISO standards and global data protection standards and regulations such as the GDPR to manage Compliance and reduce threats and risks
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PERSONAL IMPACT

This training course aims to enable participants to achieve the following objectives:

- Learn about data governance including data governance frameworks, information management life cycles, policies, retention and archiving, document management and whole range of data-related cyber security risks, issues and threats and how to put effective controls and solutions in place
- Learn about Privacy and General Data Protection Regulation (GDPR) as well as global data protection standards, policies and procedures
- Develop policy and communications to help address information governance, compliance and standards whilst addressing legal and audit requirements
- Understand how to communicate data governance and data protection awareness and training
- Improve data governance and information management strategies, review tools and discuss security, confidentiality and business solutions to reduce operational risks
- Improve working knowledge, global industry standards and best practices in data protection, cyber security and information risk management
- Learn how to apply ISO standards and global data protection standards and regulations such as the GDPR to manage Compliance and reduce threats and risks

WHO SHOULD ATTEND?

This training course is suitable to a wide range of professionals but will greatly benefit:

- Professionals and leaders who wish to learn more about data governance, privacy, data protection, cyber security strategies, information governance and ISO standards
- Personnel who work in IT systems management and information security
- Persons involved in legal, risk management, projects, HR and procurement
- Personnel moving into management and IT data governance, security, data protection and privacy roles who wish to learn about latest trends in data protection, privacy data / information governance, audit, legal, and risk management
- Business Analysts, Senior Managers, Risk and Audit Managers, Legal Advisors, Technical Managers, Business Change Professionals
- Project Management Professionals

Course Outline

Data Governance

- Introduction to Data Governance and Principles
 - Understanding Regulations, Compliance Issues, Legal, Audit and Threats
 - Policies, Procedures and Undertaking a Data Maturity Assessment
 - Knowledge, Content, Document and Records Management
 - Establishing Information Governance, Roles and Responsibilities
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General Data Protection Regulation (GDPR) and Privacy

- Introduction to the Regulations and Standards
- Cross-border Data Transfers and Legal Requirements
- Policies and Procedures
- Undertaking an Assessment of Systems – Data Protection Impact Assessment (DPIA)
- Developing an Action and Programme Plan including Training and Awareness

Project, Implementation and Training

- Project Implementation Plans and Controls
- Risk and Issue Management
- Developing Business Continuity Plan
- Communications, Awareness and Training

Systems and IT Applications

- Data Governance and Information Management Systems
- Privacy Tools Review
- Data Protection Audit, Review and Retention Controls
- Cyber and Information Security
- Document Management and Records Management

Case Studies and Workshops

- Developing Action Plans and Projects
 - Future Look at Data Governance, Privacy and Data Protection in Regions
 - Case Studies and Workshops
 - Final Wrap-up
 - Questions and Answers Session
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