# GDPR READY PROFESSIONAL

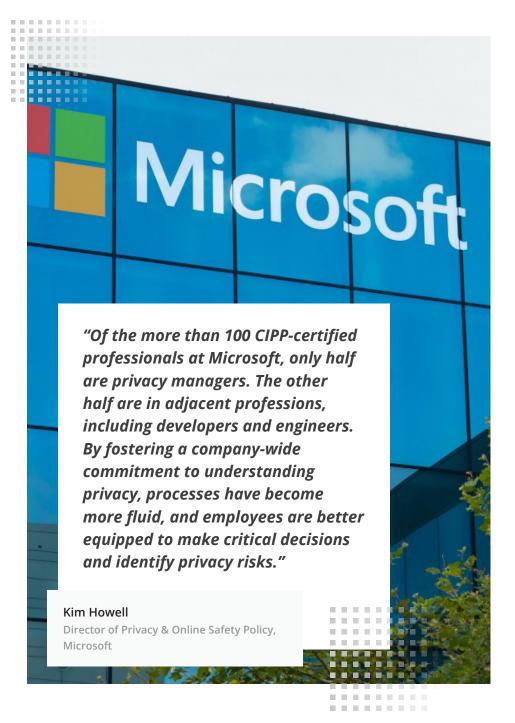
CIPP/E + CIPM—the world's recognised gold standard in GDPR learning.





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## Welcome

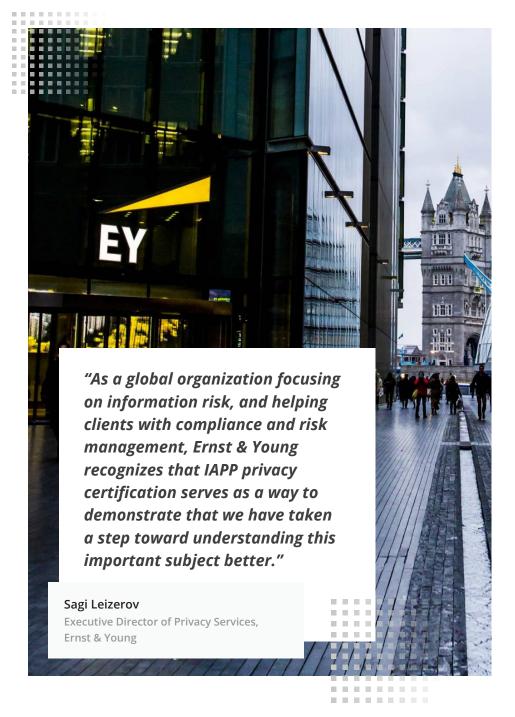
As a leader of 21st century learning, ICE Malta has teamed up with IAPP, the largest and most comprehensive global information privacy community, to deliver the island's only GDPR Ready Professional 4 day bootcamp.

ICE Malta is renowned for delivering a world-class ISO 9001:2015 study experience where students can study, explore, and interact with people from anywhere in the world, be mentored by some of the world's finest industry practitioners, achieve world-wide recognised certifications, gain the industry skills crucial for career development and experience the power of student-centred learning.

Both data and human resources are a company's most valuable assets. Now you can take good care of both with ICE Malta's IAPP privacy training leading to the global gold standard in GDPR learning.

We are proud to welcome students and employees representing incredible brands from all over the world for this practical, industry-designed training which has been developed by experts and endorsed by a Syllabus Advisory Council representing global brands, including:





## **Course Overview**

There's no better way to prepare for the GDPR or for the role of a Data Protection Officer (DPO) than by training and achieving the world's recognised gold standard in GDPR learning and certification (ANSI/ ISO-accredited) developed by the International Association of Privacy Professionals (IAPP): CIPP/E + CIPM = GDPR Ready

The 4-day bootcamp is ideal for anyone who uses, processes and maintains personal data, in particular those involved in the planning, implementation or measurement of the GDPR regulations within an organisation and would like to gain the industry skills and certifications companies need to ensure that they meet regulatory requirements and build customers' confidence. The study experience is packed with real world scenarios, business cases and a practical tool box full of essential techniques which can be immediately implemented to their organisation.



#### The "What" of data protection in Europe

This credential shows that you understand the privacy laws, regulations, frameworks and standards which will ensure that you are well-versed in all GDPR policies and practices.



The "How" of privacy from a practical perspective

This credential shows that you understand the operational aspects of privacy program management and can confidently implement all that you have learnt at your work place.

Gaining both CIPP/E + CIPM certifications will confirm that you have achieved the world's recognised gold standard in GDPR learning.

### **Learning Objectives**

After completing the GDPR Ready Professional course you will be able to:

- Reduce the risk of a data breach by making privacy a shared business objective.
- Improve decision-making among employees who handle data.
- Facilitate collaboration and communication across teams.
- Demonstrate commitment to data privacy and protection to customers, partners, regulators and staff.

# Certified Information Privacy Professional - Europe (CIPP/E)

Principles of Data Protection in Europe cover the essential pan-European and national data protection laws, as well as industry-standard best practices for corporate compliance with these laws. Those taking this course will gain an understanding of the European model for privacy enforcement, key privacy terminology and practical concepts concerning the protection of personal data and trans-border data flows.

The training is based on the body of knowledge for the IAPP's ANSIaccredited Certified Information Privacy Professional/Europe (CIPP/E) certification program.

#### What you'll learn

- Introduction to European Data Protecton.
- · European Regulatory Institutions.
- · Legislative Framework.
- Compliance with European Data Protection Law and Regulation.
- · International Data Transfers.

#### Who should attend

- · Data Protection Officers.
- · Data Protection Lawyers.
- · Records Managers.
- · Information Officers.
- Compliance Officers
- · Human Resource Officers.
- · Anyone who uses, processes and maintains personal data.

#### **Course Outline**

#### Module 1: Data Protection Laws

Introduces key European data protection laws and regulatory bodies, describing the evolution toward a harmonised European Legislative Framework.

#### Module 2: Personal Data

Defines and differentiates between types of data-including personal, anonymous, pseudoanonymous and special categories.

#### Module 3: Controllers and Processors

Describes the roles and relationships of controllers and processors.

#### Module 4: Processing Personal Data

Defines data processing and GDPR processing principles, explains the application of the GDPR and outlines the legitimate bases for processing personal data.

#### Module 5: Information Provision

Explains controller obligations for providing information about data processing activities to data subjects and supervisory authorities.

#### Module 6: Data Subjects' Rights

Describes data subjects' rights, applications of rights and obligations of controller and processor.

#### Module 7: Security or Processing

Discusses considerations and duties of controllers and processors for ensuring security of personal data and providing notification of data breaches.

#### Module 8: Accountability

Investigates accountability requirements, data protection management systems, data protection impact assessments, privacy policies and the role of the data protection officer.

#### Module 9: International Data Transfers

Outlines options and obligations for transferring data outside the European Economic Area, decisions adequacy and appropriateness safeguards and derogations.

#### Module 10: Supervisions and Enforcement

Describes the role, powers and procedures or supervisory authorities; the composition and tasks of the European Data Protection Board; the role of the European Data Protection Supervisor; and remedies, liabilities and penalties for non-compliance.

#### Module 11: Compliance

Discusses the applications of European data protection law, legal bases and compliance requirements for processing personal data in practice, employers-including processing employee data, surveillance, direct marketing, Internet technology communications and outsourcing.

# **Certified Information Privacy Manager (CIPM)**

Principles of Privacy Programme Management is the how-to training on implementing a privacy programme framework, managing the privacy programme operational lifecycle and structuring a knowledgeable, high-performing privacy team. Those taking this course will learn the skills necessary to manage privacy in an organisation through process and technology—regardless of jurisdiction or industry.

The Principles of Privacy Programme Management training is based on the body of knowledge for the IAPP's ANSI accredited Certified Information Privacy Manager (CIPM) certification programme.

#### What you'll learn

- · How to create a company vision.
- How to structure the privacy team.
- How to develop and implement a privacy programme framework.
- · How to communicate to stakeholders.
- · How to measure performance.
- The privacy programme operational life-cycle.

#### Who should attend

- · Data Protection Officers.
- · Data Protection Managers.
- · Auditors.
- · Legal Compliance Officers.
- · Security Manager.
- · Information Managers.
- · Anyone involved with data protection processes and programmes.

#### **Course Outline**

#### Module 1: Introduction to Privacy Program Management

Identifies privacy programme management responsibilities, and describes the role of accountability in privacy programme management

#### Module 2: Privacy Governance

Examines considerations for developing and implementing a privacy programme, including the position of the privacy function within the organisation, role of the DPO, program scope and charter, privacy strategy, support and ongoing involvement of key functions and privacy frameworks.

#### Module 3: Applicable Laws and Regulations

Discusses the regulatory environment, common elements across jurisdictions and strategies for aligning compliance with organisational strategy.

#### Module 4: Data Assessments

Relates practical processes for creating and using data inventories/maps, gap analyses, privacy assessments, privacy impact assessments/data protection impact assessments and vendor assessments.

#### Module 5: Policies

Describes common types of privacy-related policies, outlines components and offers strategies for implementation.

#### Module 6: Data Subject Rights

Discusses operational considerations for communicating and ensuring data subject rights, including privacy notice, choice and consent, access and rectification, data portability, and erasure and the right to be forgotten.

#### Module 7: Training and Awareness

Outlines strategies for developing and implementing privacy training and awareness programs.

#### **Module 8: Protecting Personal Information**

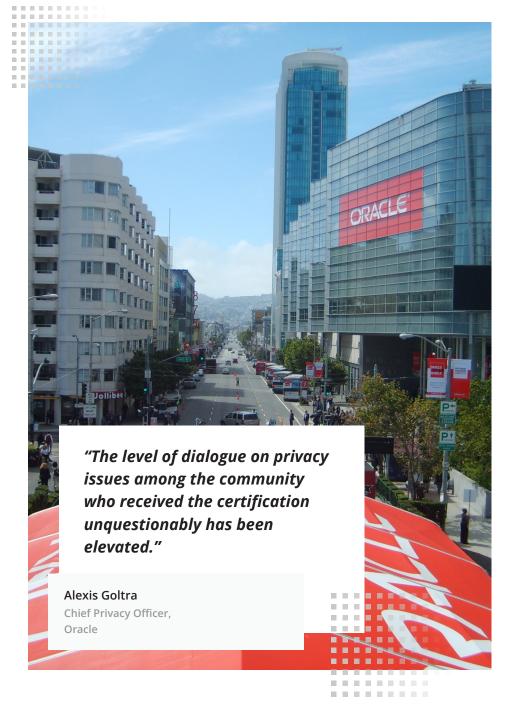
Examines a holistic approach to protecting personal information through privacy by design.

#### Module 9: Data Breach Incident Plans

Provides guidance on planning for and responding to a data security incident or breach.

#### Module 10: Measuring, Monitoring and Auditing Program Performance

Relates common practices for monitoring, measuring, analysing and auditing privacy program performance.



## **Certification Assessment**

The IAPP offers the most encompassing, up-to-date, recognised and sought-after global privacy certifications which are accredited by some of the world's top international brands. Students are encouraged to sit for both CIPP/E and CIPM examinations to guarantee that they have achieved the world's recognised gold standard in GDPR learning.

For both the CIPP/E and the CIPM certifications, participants will sit for a 2.5 hour online exam consisting of 90 multiple-choice questions. Results are received instantly and a pass is awarded when the participant obtains 300 out of 500 correct answers overall in the three sections of each exam.





#### CIPP/F

The "What" of data protection in Europe

#### CIPM

The "How" of privacy from a practical perspective

#### Why accreditation is important

Achieving accreditation is a tremendous acknowledgement of the quality and integrity of the IAPP's certification programs as it:

- Demonstrates that IAPP credentials meet a global, industry-recognised benchmark.
- Ensures IAPP credentials are consistent, comparable and reliable worldwide, giving professionals the opportunity to have skills that translate across national lines.
- Protects the integrity and ensures the validity of the IAPP certification programme.
- Promotes to employers, colleagues, clients and vendors that IAPP-certified professionals have the necessary knowledge, skills and abilities to perform their work.



Accredited under ANSI/ISO standard 17024: 2012

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# **Study Experience**

The world-class ISO 9001:2015 study experience has been designed and developed by ICE Malta, a leading ICT Academy with a flagship campus in the heart of the Mediterranean which ranks the fifth most sought after ICT-focused educational entity in Europe and is one of the fastest-growing schools in the world. ICE Malta is the school selected by individuals and trusted by top brands to deliver excellence, upskill employees and increase productivity in organisations.

The ICE Malta world-class study experience incorporates the following features:

- Small Classroom Philosophy.
- · Use of the Latest Technology.
- Industry Practitioners.
- · Local and International Competitions.
- · Online Student Area.
- · Worldwide Recognised Certifications.

ICE Malta's study experience guarantees that students are given the chance to achieve worldwide-recognised certifications and gain core industry skills to position themselves as leaders in their selected career path.



# **Funding & Payment Schemes**

ICE Malta supports both companies and students throughout the funding application process and assists in the completion of the administration work required. This ensures that HR Managers, Team Leaders and individual learners have the opportunity to dedicate more time to plan and prepare for the selected course and focus on their upcoming study experience.

#### **Investing in Skills Scheme**

Previously known as TAF, this funding scheme, which is administered by JobsPlus, has been launched to promote the training of persons actively participating in the Maltese labour market, with an aim to increase productivity and enhance adaptability. Micro, small, medium and large companies based in the Maltese islands have the opportunity to benefit from a financial rebate on their team training investment.

#### **Get Qualified Scheme**

This funding scheme administered by the Ministry for Education and Employment gives students the opportunity to benefit from 70% of their course fees back (tax credit).

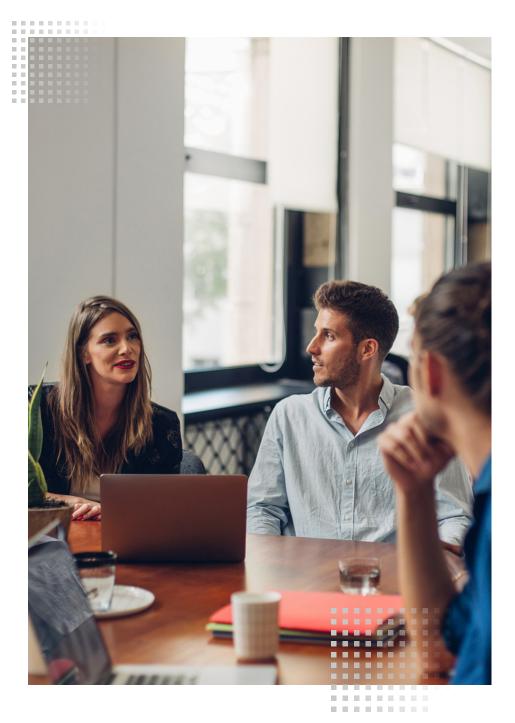
#### **Easy Payment Scheme**

ICE Malta gives students the opportunity to enrol for a worldwide recognised study programme and design four monthly interest-free tuition fees and still benefit from funding opportunities.





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#### **Online Learning**

# **Privacy & GDPR Awareness Course**

#### **Course Overview**

This 30-minute online learning experience is recommended for employees dealing with data in all company departments across all industries. The content has been developed by Privasee, a team of international legal experts and certified educators in privacy and GDPR compliance, to introduce the new GDPR and provides employees with an understanding of personal data and information, the background and principles of privacy and data protection, the consequences of not adhering to applicable laws and regulations and employees' responsibilities with respect to data protection.

Individuals have the opportunity to achieve a certificate of achievement after sitting for a 30 minute online test.

#### **Learning Objectives**

After completing this course, candidates will be able to:

- · Understand what personal data is.
- Analyse the importance of privacy.
- Define privacy and GDPR in their workplace.
- Put to practice easy tips for GDPR compliance in their workplace.

#### **Course Outline**

#### Module 1 - All about personal data

Provides a definition of personal data, outlines the difference between active & passive sharing, provides guidance as regards to the various types of privacy and communication channels.

#### Module 2 - All about privacy

Discuss privacy in various aspects in our lives with a particular emphasis on workplace privacy and describes the importance of taking privacy seriously.

#### Module 3 - All about GDPR

Describes the GDPR regulation while provides guidance for GDPR Compliance at the work place, discusses collection limitation, identifies the importance of concepts such as *restrict use* and *safe destruct*.

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# GDPR compliance starts with knowledge

Get ahead with IAPP certifications.

Get started on icemalta.com/gdpr





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