



Since May 2018, the European Data Protection Regulation (GDPR) has imposed a framework on companies to ensure optimal protection of personal data.

Each company must be able to demonstrate that it has implemented a system for monitoring the application of the regulation.

1 PUBLIC

This training is intended for companies in all line of business and may be particularly interesting for Executives, Operational Managers, Quality Referents, HR Referents, who wish to launch the GDPR project in their company.

2 PREREQUISITES

There are no knowledge or qualification prerequisites to attend this training.

3 TRAINING OBJECTIVES

At the end of the training:

- You will have acquired the GDPR principles.
- You will know how to apply the principles to the context of the company and will be able to share them within the company.
- You will have initiated the register of personal data.
- You will be able to build and manage the action plan.

4 TRAINING CONTENT

The content of the training, its duration will be personalized and adapted to meet your specific requirements and the case of your company.

> Regulatory issues

- The origin and why of the GDPR regulation
- Concepts associated with the GDPR: Personal Data, IT charter (Security, Integrity, Confidentiality, Anonymization, etc.)
- The main requirements of the GDPR regulation: How your company is affected

> How to launch the GDPR project in the company

- Understand the context of the company, the activities carried out and those which result in the processing of personal data.
- List the personal data collected (employees, third parties: customers, partners, etc.; those present and supported in the IS).
- Identify :
 - > The actors involved in the personal data control system,
 - > The different categories of personal data (treated by process),
 - > Types of processing (Manual – on paper, on file, Automated, etc.)
 - > Internal and/or external actors (including service providers and subcontractors)
 - > Data flows (identification of any transfers, storage, retention period, etc.)
 - > The legal bases on which the processing is based.
- Define the appropriate governance instance, which will guarantee the application and compliance with regulatory requirements.
 - > Validate the need to appoint a DPO, missions and roles of the Data Protection Delegation
 - > Validate the organization to be implemented

5 TEACHING MEANS

Different pedagogies are used during this training in order to bring the learner towards a maximum of autonomy: the training is directive (contribution of knowledge) and participative (the trainer encourages the learners to illustrate by concrete cases and encountered within the company).

6 TECHNICAL MEANS

This training carried out face to face. It will require a video projector and/or a screen, a paperboard and pen.

Our trainings are carried out intra-company in the customer's office which, depending on the case, are accessible to people with disabilities.

7 ASSESSMENT OF LEARNING

The acquisition of skills will be self-assessed by the learner on the one hand, then assessed by the trainer following a knowledge test or a practical situation.