

Fundamentals Of The Personal Data Protection Act 2020 (PDPA)



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Fundamentals Of The Personal Data Protection Act 2020 provides an overview and understanding of the PDPA and how it may be applied to companies or organisations for compliance. The modules focus on the necessary knowledge and skills required of employees to facilitate compliance with legislative and regulatory requirements.

Who Should Attend

The three-day programme is ideal for Compliance Managers or Data Protection Officers (DPOs); and Executive / Managers who need to be involved in data protection matters.

Takeaways

- Identify legislative and regulatory requirements under the PDPA that the organisation has to comply with
- Communicate key legislative and regulatory requirements under the PDPA and related management systems to relevant stakeholders to facilitate compliance
- Assess the organisation's internal policies and procedures to ensure compliance
- Identify and document areas of non-compliance in business activities
- Assist in review of the organisation's guidelines / policies for adherence to requirements under the PDPA
- Assist in the implementation of procedures to ensure adherence to requirements under the PDPA in the day-to-day operations of the organisation
- Prepare management report for follow-up action

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Module Content

1. Introduction to Personal Data Protection Act (PDPA)
2. Data Protection Provisions and Do Not Call Provisions
3. Role of Data Protection Officer (DPO)
4. Create an Organisation's Data Inventory Map (DIM) and Identify Possible Areas of Non-Compliance
5. Develop a Process for Dispute Resolution
6. Training and Communications to Staff for Compliance to Data Protection Provisions
7. Managing Data Breaches

Course Title: Fundamentals Of The Personal Data Protection Act 2020 (Synchronous E-learning)

Course Code: TGS-2021004637
Funding Period: 06-05-2020 - 05-05-2023

Course Title: Fundamentals Of The Personal Data Protection Act 2020 (In-Class)

Course Code: TGS-2021004636
Funding Period: 06-05-2020 - 05-05-2023

Age Range	Price
21 - 39 ¹	\$511.00 Full Course Fee per module: \$856.00 (inclusive of 7% GST - S\$56.00)
≥ 40 ²	\$136.00

FROM \$136.00*

INCLUSIVE OF 7% GST *Terms & Conditions Apply

All Singaporeans aged 25 and above can use their \$500 SkillsFuture Credit from the government to pay for a wide range of approved skills-related courses. Visit the SkillsFuture Credit website (www.skillsfuture.sg/credit) to choose from the courses available on the Training Exchange course directory.

All prices shown are inclusive of 7% GST.

1. **Skills Development Fund (SDF)** - Singapore Citizen/PR, aged 21 years and above
2. **SkillsFuture Mid-Career Enhanced Subsidy (MCES)** - Singapore citizen, aged 40 years and above

Mode of Training: Virtual and In-Person

Duration: 23 hours or 3 days

Not applicable for re-assessment fees