



# Data Protection Management and Compliance

## Course Objectives

This course covers the practical aspects of data protection and provides a good understanding of data protection management and compliance. It covers topics such as developing an organisational data protection strategy, implementing a data protection management programme, security of personal data and establishing the data protection function. This course is essential for data protection officers (DPOs) and others who are responsible for, or contribute to, their organisation's data protection management and compliance programme. This course complements our courses on local, regional, and global data protection law.

## Who should attend?

This course is essential for anyone who wishes to develop a good practical understanding of the data protection obligations of organisations and rights of individuals under the PDPA.

- Executives, managers and staff involved in the management, collection, use or other processing of personal data
- Data Protection Officers (DPOs) and compliance professional
- Data Protection / Privacy counsels, and corporate counsels
- Data scientists and Data analysts
- IT and cybersecurity professionals
- HR professionals

## Course Details

Course Code: DP402

Course Title: Data Protection Management and Compliance

Course Duration: 2 days (approximately 14 contact hours)

Venue: Drew & Napier LLC

10 Collyer Quay, 10th Floor Ocean Financial Centre, Singapore 049315

Course Fee: S\$2,000.00 (excluding GST)

To view available dates and register for this course, please click [here](#). You may also register for this course and view all available courses on our course schedule page ([www.drewnapier.com/Academy/Course-Schedule](http://www.drewnapier.com/Academy/Course-Schedule)).





## Course Outline

### Day 1

- Management and Governance of the Data Protection Function
- Data Protection Vision, Mission Statement and Strategy
- Data Inventory Map (DIM)
- Data Protection Impact Assessment (DPIA)
- Data Protection Policies and Processes
- Data Protection Notice (DPN)

### Day 2

- Internal Communication Plan and Training
- External Communications and Handling Complaints and Requests for Access and Correction
- Protecting Personal Data
- Managing Data Breach Incidents
- Auditing and Monitoring Performance

## Course Leader



**David N. Alfred** is Co-Head and Programme Director of Drew Academy. He is also course leader for several of our courses on data protection, cybersecurity regulation and other topics.

David is a senior data protection, cybersecurity, and technology lawyer with over 25 years' experience advising on legal aspects of digital technology, telecommunications, and the Internet. He has a deep knowledge of data and cyber governance and extensive practical experience from an in-house managerial perspective. He is a strategic and analytical thinker who has worked with and advised companies' senior executives and boards. Before joining Drew & Napier, David was Chief Counsel of the Personal Data

Protection Commission where he led its legal team and advised on all the Commission's legal affairs including application and enforcement of Singapore's Personal Data Protection Act 2012 (PDPA), policy and legislative affairs, cross-border aspects of data protection and enforcement of the PDPA.

David is an Adjunct Associate Professor with the National University of Singapore (NUS), Faculty of Law where he teaches Global Data Privacy Law. He is also on the faculty of the Singapore Academy of Law and Singapore Institute of Legal Education. David holds an MBA from the University of Chicago and LLB and LLM degrees from NUS. He is a qualified training facilitator, holding the WSQ Advanced Certificate in Learning and Performance (ACLP). He is also a certified data protection professional with the CIPP/A, CIPM and CIPT certifications and has been designated a Fellow of Information Privacy by the International Association of Privacy Professionals.