Practical GDPR for Small Business/Charity Training

L2 Cyber Security Solutions is delighted to be able to offer the following Practical Data Protection Training, in an online and in-person format.

Title: Practical GDPR for Small Business/Charity Training.

Learning objective:

The purpose of this programme is to equip the learner with the practical knowledge to implement policies and procedures in their organisation. They will also understand the requirements for record keeping.

Content of the Practical GDPR for Small Business/Charity Training:

There are three separate modules in this training:

1. **Module 1 – The basic requirements**
   - Quick question – do you need a Data Protection Officer (DPO)?
   - Interpreting the GDPR's principles
   - Creating a simple Data Inventory
   - Establishing a Data Protection Policy

2. **Module 2 – The crucial documentation**
   - What needs to be included in a right-to-be-informed page
   - Producing procedures to handle an individual's rights
   - Knowing the kind of records you need to keep

3. **Module 3 – The stuff most people forget about**
   - Understanding Data Processing Agreements
   - When it hits the fan – using a Data Breach handling procedure
   - Securing the business with an Information Security Policy

Duration:

Each Module is 60 minutes, including ample time for Questions and Answers

Audience:

Small Business Owners or Data Protection Administrators in small businesses and charities who need to put in place policies, procedures and records keeping for the GDPR in their organisation.

Delivery Format:

- Online – Presentation, using Google Meet (or your own online platform of choice).
- In-person – Interactive workshop over the selected duration.

Also Included:

- A link to a softcopy of any slides will be provided during the session.
- Link to additional free resources would be included too.
- Certificates of attendance if required.

Pricing:

- Please see our website for our current prices:
  https://www.l2cybersecurity.com/prices/

Contact us:

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