

Certified

Data Protection Lead Auditor

PRIVACY MANAGEMENT TRAINING

Bringing value to you!

MASTERING THE AUDIT OF AN DATA PROTECTION MANAGEMENT SYSTEMS (DPMS) BASED ON GDPR

About this course

This course enables participants to develop the necessary expertise to audit a Data Protection Management System (DPMS) as specified in REGULATION (EU) 2016/679 (GDPR) and to manage a team of auditors by applying widely recognized audit principles, procedures and techniques.

During this training, the participant will acquire the necessary knowledge and skills to proficiently plan and perform internal and external audits in compliance with the certification criteria as defined on: General Data Protection Regulation (2016/679), Articles 42 and 43; European Data Protection Board (EDPB) guidelines; and, ISO/IEC 17065, ISO 19011 and ISO/IEC 17021 standards. Based on practical exercises, the participant will develop the skills (mastering audit techniques) and competencies (managing audit teams and audit program, communicating with customers, conflict resolution, etc.) necessary to efficiently conduct an audit.

This 5-day course prepares the participants for the Behaviour Data Protection Lead Auditor (DPLA) certification. This certification is aligned with ISO/IEC 17024 and therefore valid at international level.

Who should participate?

- Internal auditors
- Auditors wanting to perform and lead certification audits of Data Protection Management Systems (DPMS) based on GDPR
- Project managers, consultants, and designated DPO's for public organizations or by private companies wanting to master the audit process of Data Protection Management Systems (DPMS) based on GDPR
- Privacy and data protection consultants and/or auditors involved or supporting organizations on the compliance with EU data protection requirements
- CxO and Senior Managers responsible for the governance of an enterprise and the management of its data protection risks
- Members of information security and/or data protection teams
- Expert advisors in privacy, data protection and information security
- Technical experts wanting to prepare for a Data Protection or Information security audit function
- Any professional wanting to acquire the necessary skills to audit an EU GDPR based Data Protection Management System (DPMS)

Master the audit of an DPMS based on GDPR

- Understand how to manage an DPMS based on GDPR
- Plan and launch an audit for an DPMS based on GDPR
- Conduct an audit for an DPMS based on GDPR
- Conclude and ensure the follow-up of an audit for an DPMS based on GDPR
- Certify your skills and be worldwide recognized as an Data Protection Lead Auditor

The credential "Data Protection Lead Auditor" recognizes that the person masters the knowledge to audit and manage an audit program for an DPMS based on GDPR.

PRIVACY MANAGEMENT TRAINING

MASTERING THE AUDIT OF AN DATA PROTECTION MANAGEMENT SYSTEMS (DPMS) BASED ON GDPR

Learning Objectives

At the end of the course students should be able to:

- identify and know how to apply the main privacy and data protection concepts and terminology
- understand the main privacy and data protection frameworks, including the details of EU GDPR regulation and the foundations of related data protection frameworks
- understand the roles and responsibilities of the several stakeholders, including the DPO, on the compliance of the GDPR and their involvement on the audit and certification process
- acquire the expertise to perform an DPMS GDPR internal audit following ISO 19011 guidelines
- acquire the expertise to perform an DPMS GDPR certification audit following ISO 19011 guidelines, EDPB guidelines and the specifications of ISO/IEC 17065 and ISO/IEC 17021
- acquire the necessary expertise to manage an DPMS GDPR audit team
- understand the operation of an GDPR conformant data protection management system
- understand the relationship between a Data Protection Management System, including risk management supported by data protection impact assessments (DPIA), controls and compliance with the requirements of GDPR and the different stakeholders of the organization
- improve the ability to analyze the internal and external environment of an organization, its risk assessment / DPIA and audit decision-making
- Acquire the knowledge needed to succeed on the BEHAVIOUR DPLA exam and become a certified Data Protection Lead Auditor (DPLA) professional

Course Details

Day 1: Introduction to privacy and data protection concepts and principles; Privacy and data protection frameworks; Introduction to GDPR the EU data protection framework

- Course objectives and structure
- Fundamental concepts and principles of privacy and data protection
- Certification process
- Data protection roles and responsibilities
- Privacy and data protection EU and related frameworks
- EU data protection revision drivers and benefits

Day 2: EU data protection legislative framework; Audit concepts and principles

- EU GDPR principles for data processing
- EU data protection for individuals
- EU data protection for organizations
- EU data protection and data transfers outside the EU
- EU data protection bodies
- Fundamental audit concepts and principles

Day 3: Preparation and launching of an audit; On-site audit activities

- Audit approach based on evidence and on risk
- Initiating the audit
- Stage 1 documentation audit
- Preparing the stage 2 audit (on-site audit)
- Stage 2 onsite audit
- Communication during the audit
- Audit procedures: observation, document review, interview, sampling techniques, technical verification, corroboration and evaluation

Day 4: Concluding the On-site audit activities and Closing the audit

- Audit test plans
- Audit findings and drafting non-conformity reports
- Audit documentation and quality review
- Conducting the closing meeting and closing the audit
- Evaluating of action plans by the auditor
- Beyond the initial audit
- Managing an internal audit programme

Day 5: Certification Exam

How do we do it?

- This training course is based on both theory and practice sessions with:
 - Lectures illustrated with examples based on real cases
 - Practical exercises based on a full case study including role-plays and oral presentations
 - Review exercises that assist in preparation to the certification exam
- To benefit from the practical exercises, the number of training participants is limited

PRIVACY MANAGEMENT TRAINING

MASTERING THE AUDIT OF AN DATA PROTECTION MANAGEMENT SYSTEMS (DPMS) BASED ON GDPR



Prerequisites

Participants should understand English as the course documentation is in this language.

Exam

- The “Data Protection Lead Auditor” exam fully covers the following competence domains:
 - Domain 1: Concepts and principles of privacy and data protection
 - Domain 2: EU GDPR and related data protection frameworks
 - Domain 3: Fundamental audit concepts and principles
 - Domain 4: Preparation of an GDPR audit
 - Domain 5: Conducting an GDPR audit
 - Domain 6: Closing an GDPR audit
 - Domain 7: Managing an GDPR audit program
- The “Data Protection Lead Auditor” exam is available in English language.
- Duration: 3,5 hours, passing score 70%.
- This is a two parts exam, with part one being a 40 multiple choice questions (1 hour, closed book) and part two with 10 essay questions (2,5 hours, open book, i.e. the participants can use all the documentation provided during the course).
- The exam result is sent via email to the candidate within two months after the examination, being the exam result graduated in qualitative note: “Pass or Fail”.
- In the case of a failure, the result will be accompanied with the list of domains in which you had a mark lower than the passing grade.

If the candidate fails the exam, he is entitled to one free retake within a 12 month period from the initial exam date.

General Information

- Certification fees are included in the examination price
- A student course book containing over 450 pages of information and practical examples will be distributed to participants
- A participation certificate of 32 CPD (*Continuing Professional Development*) credits will be issued to participants

What do you achieve?

- The principal competencies and knowledge skills needed by the market
- Ability to proficiently plan and perform audits compliant with the certification process based the Regulation (EU) 2016/679 (GDPR) and considering the European Data Protection Board guidelines;
- Ability to master the audit techniques and to manage (or be part of) audit teams and audit program

Values of BEHAVIOUR® Certification

The European Best Practices Certification that recognizes your knowledge and skills and boost your professional career’’

Benefits of the Certification Program

- Demonstrate that the certified professional holds defined competencies based on best practices
- Allows employing organizations to make an informed selection of employees or services based on competencies
- Provides incentives to the professional to constantly improve his/her skills and knowledge
- Serves as a tool for employers to ensure that training has been effective



Certified

Data Protection Lead Auditor

PRIVACY MANAGEMENT TRAINING

MASTERING THE AUDIT OF AN DATA PROTECTION MANAGEMENT SYSTEMS (DPMS) BASED ON GDPR

Certification

- After successfully completing the exam, participants can apply for the credentials: "Data Protection Provisional Auditor", "Data Protection Auditor" or "Data Protection Lead Auditor", depending on their level of experience.
- These credentials are available for internal and external auditors.
- A certificate will be issued to participants who successfully pass the exam and comply with all the other requirements related to the selected credential.
- Data Protection Lead Auditor is a certification program aligned with ISO/IEC 17024 standard.
- The Requirements for the "Lead Auditor" certification are:

Certification	Exam	Professional Experience	Privacy and Data Protection Audit Experience	Privacy and Data Protection Project Experience
Data Protection Associate Auditor	DPLA Exam	None	None	None
Data Protection Auditor	DPLA Exam	2 years 1 year in privacy or data protection work experience	Audit activities totalling 200 hours	None
Data Protection Lead Auditor	DPLA Exam	5 years 2 year in privacy or data protection work experience	Audit activities totalling 300 hours	None

Contact and Registration:

For more information contact us at:
+351 212 103 732
training@behaviour-group.com

Or,
visit the course web page at:
<https://www.behaviour-group.com/PT/data-protection-lead-auditor-training/?lang=en>

About BEHAVIOUR



- **BEHAVIOUR** is a European training and personnel certification body that provides worldwide recognized training and certification programs.
- **BEHAVIOUR** certifications are aligned with the best practices for certification of persons and ensure the recognition of your knowledge and skills on a specific area.
- **BEHAVIOUR**, its certification services (Behaviour Certification Services, or, **BCS**) and its processes follows the requirements of ISO/IEC 17024 standard.
- **BEHAVIOUR** training courses are prepared (and tested) by subject matter experts on the field, and under the requirements of ISO 9001 certified processes.
- **BEHAVIOUR** QMS is ISO 9001:2015 certified by Bureau Veritas, a certification accredited by two recognized European National Accreditation Bodies, IPAC (Portugal) and UKAS (United Kingdom);
- **BEHAVIOUR** is specialized since 2005 in information security and privacy and data protection certifications. It currently offers BEHAVIOUR Data Protection Foundation (DPF), EU Data Protection Officer (EU DPO), Data Protection Lead Auditor (DPLA) and Data Protection Lead Implementer (DPLI) certifications.



Contact us:
+351 212 103 732
training@behaviour-group.com
www.behaviour-group.com