

# Course : RGPD, raising awareness of data protection regulations

*Synthesis course - 1d - 7h00 - Ref. TPD*

**Price : 990 CHF E.T.**

★★★★☆ 4,3 / 5

To meet the needs of the private and public sectors with regard to the General Data Protection Regulation (GDPR), the role of the DPO is becoming paramount. This course introduces you to the requirements of the RGPD within an organization.

## Teaching objectives

**At the end of the training, the participant will be able to:**

- ✓ Understand the basic concepts and components of data protection
- ✓ Understanding the content of general data protection regulations
- ✓ Understanding the role of protection authorities
- ✓ Know the legal framework of the RGPD and its scope of application
- ✓ Understand the different stages of compliance and the steps to follow
- ✓ Identify compliance tools
- ✓ Implement a compliance action plan

## Intended audience

Data Protection Officers, IT Departments, HR Departments, lawyers, anyone involved in the design of projects dealing with personal data.

## Prerequisites

No special knowledge required.

### PARTICIPANTS

Data Protection Officers, IT Departments, HR Departments, lawyers, anyone involved in the design of projects dealing with personal data.

### PREREQUISITES

No special knowledge required.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## Certification

DiGiTT® certification is optional when you register for this training course, and consists of 3 stages: taking a Diag® before the course, access to a digithèque to learn the concepts and notions for each digital skill, and then taking the certification exam. This consists of a 90-minute test available in English and French. The result certifies your skill level out of 1000 points (beginner, intermediate, advanced, expert). Taking this course alone is not enough to guarantee a maximum score on the exam. You can schedule and take the exam online within 4 weeks of the start of your session.

## Practical details

### Hands-on work

Set of questions/answers at the end of each area.

### Teaching methods

Set of questions/answers at the end of each area.

## Course schedule

### 1 The fundamentals of privacy

- Introduction to data protection: personal data, data controller, data processor.
- Privacy by design.
- Privacy by default.
- The CIL (Correspondant Informatique et Liberté).
- RGPD (General Data Protection Regulation).
- From the Data Protection Act to the General Data Protection Regulation (RGPD).
- The DPO (Data Protection Officer).

#### Storyboarding workshops

Questions and answers.

### 2 RGPD and privacy principles

- General Data Protection Regulation: regulatory framework, scope of application in Europe.
- The fundamental principles of privacy protection.
- The General Data Protection Regulation.
- Legislation: legal framework, consent, special categories of personal data.
- Setting up a procedure for checking compliance with regulations: inspection points, inspection report.
- Implementing a regulatory compliance control process: organizing the control process.

#### Storyboarding workshops

Illustrated by experience feedback and enriched by group discussions.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@orsys.fr](mailto:psh-accueil@orsys.fr) to review your request and its feasibility.

### 3 How to comply?

- Defining priorities and players.
- Definition of human and financial costs.
- Planning actions to achieve compliance.

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### 4 The action plan

- Data governance, roles and responsibilities.
- Protection of personal data.
- What you need to do to comply.
- How to implement the action plan.

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## Dates and locations

### REMOTE CLASS

2026 : 2 June, 24 Nov.