


Move securely within the cyberworld

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## To whom it may concern

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### Your status on GDPR compliance?

Is your company among those that are already well positioned and are not afraid of reviews regarding the protection of personal data?

- Are all your processing's of personal data documented, typically in the record of processing?
- Is a GDPR-compliant data protection notice available for PII principals (= data subjects)?
- Do you have a legal basis, such as consent for all your processing?
- Do you know whether your company needs a data protection impact assessment (DPIA) and what requirements it has to meet?
- Have you made applicable adequate security for your PII processors?
- Are you prepared to assess incidents and report Data Breaches?

If not, consider:

### 1. Templates

We provide you with proven document templates, to

- document your record of processing activities (Po10),
- formulate your data protection declarations (Po20),
- select the rules applicable to your employees for the use of ICT equipment (Po30),
- obtain consent for the processing of personal data (Po40),
- determine the process handling data breaches (Po50),
- guide you creating contracts with your PII processors (Po60),
- support you managing (classification) your information assets (Po70),
- fill your information asset inventory (STA\_o8-1),
- specify your document management process (Po80),
- define your company specific MS Word template (STA-01-7-C),
- define your company specific MS Excel template (STA-01-7-D).

Order now for a one-time licence fee of 100 € in one of the languages: French, English and German.

## 2. Intro to GDPR

Training session to introduce participants to the GDPR, addressed to everyone who wants to understand the content of the European Regulation within 1 day, available at request in the languages Luxembourgish, French, English and German.

## 3. Assistance to tailoring

Our experienced consultants are at your disposal to make your company GDPR-compliant with the help of our tools, e.g. for the creation of the appropriate processing register for personal data, for decision-making (yes/no incl. justification), the corresponding creation of a DPIA (risk analysis), the process for how to properly (re-)act in case a data breach is suspected or has already been confirmed, as well as a large number of implementation recommendations.

## 4. Specialized GDPR training

This path offered by itrust consulting to become an GDPR expert is twofold:

- a. 2-day GDPR Foundation training course aiming at presenting GDPR requirements, both legal and technical, to guide the PII controllers and PII processors in managing compliance to the regulation in an effective and efficient way.

Targeted at responsible for the treatment of information, security officers, compliance officers and auditors, and responsible for data protection.

- b. 3-day follow-up training course with certification as a data protection officer (DPO), aiming at controllers and processors who may have the obligation to designate a Data Protection Officer (DPO) according to article 37 of the GDPR. Based on real-life examples and specific exercises, this certification program was developed to provide the knowledge and abilities to the participants, for the implementation of the GDPR within an organization.

Targeted audience: DPO and CxO responsible for data protection and risk management, security officers, compliance officers and auditors, and lawyers and jurists.

## 5. DPO as a Service

Assistance of typically 2 – 5 days per year, provided by a trained and experienced consultant active as external Data Protection Officer for your organization.

Costs: 750 – 1.200 € per day, depending on language skills and experience.

Do not hesitate to contact itrust consulting for your needs regarding GDPR compliance support.