

# Certified Information Privacy Manager Programme

2 day programme



The Certified Information Privacy Manager (CIPM) is the world’s first and only certification in privacy programme management. The 2-day programme is targeted to deep skill Professionals, Managers and Executives (PMEs) in privacy programme administration to establish, maintain and manage a privacy programme across all stages of its life cycle for their company.

When you earn a CIPM, it shows that you don’t just know privacy regulations—you know how to make it work for your organisation! This globally recognised certificate provides you the ability to stand out from others in your field.

## Ideal for:

- Existing Data Protection Officers
- Newly appointed Data Protection Officers
- Personnel (Compliance, HR, IT, Marketing) with data protection responsibilities
- Professionals seeking a career in privacy/data protection

## Trainers & Consultants

Trainers are certified by the International Association of Privacy Professionals to conduct the training.

## Delivery Format

- Lecture style
- Video clips
- Discussions with consultants
- Role play / presentations

## Learning Outcomes:

- How to create a company vision
- How to structure the privacy team
- How to develop and implement a privacy programme framework
- How to communicate to stakeholders
- How to measure performance
- The privacy programme operational lifecycle

## Duration

- 2 days

## Hong Kong Course Dates

<https://www.dpexcentre.com/training-calendar/>

## COURSE OUTLINE

### Certified Information Privacy Manager (CIPM) Module

This programme is broken into two segments, the first describing important practices in managing privacy. The second segment is an interactive format in which participants apply these practices to a real-world scenario.

#### Unit 1: Privacy Programme Governance

This unit describes how to create a privacy programme at an organizational level, develop and implement a framework and establish metrics to measure programme effectiveness. Topics include: creating a company vision for its privacy programme; establishing a privacy programme that aligns to the business; structuring the privacy team; developing organizational privacy policies, standards and guidelines; defining privacy programme activities; and defining programme metrics.

#### Unit 2: Privacy Operational Life Cycle

This substantial unit reviews privacy programme practices through the privacy life cycle: assess, protect,

sustain and respond. Topics include: documenting the privacy baseline of the organization; data processors and third-party vendor assessments; physical assessments; mergers, acquisitions and divestures; privacy threshold analysis; privacy impact assessments; information security practices; Privacy by Design; integrating privacy requirements across the organization; auditing your privacy program; creating awareness of the organization's privacy program; compliance monitoring; handling information requests; and handling privacy incidents.

#### Privacy Management - A Hands on Approach based on your Organisation's Privacy / Data Protection Programme

##### Assess, Protect, Sustain & Respond using the Data Protection Management System

To complement the theory of privacy programme management, course participants will get to apply the above in the context of their own local data privacy compliance and data protection / privacy initiatives.

*"The course basically reinforces the principles underlying the local data privacy laws and you can apply the concepts and apply to daily use so we stay ahead of the game and ensure full compliance."*

*Poh Chee Yong, ERA Singapore Pte Ltd*

For more information, please visit <http://bit.ly/CIPMhk>