

# DATA PRIVACY SERVICES

**BDO IT CONSULTING**

IT GOVERNANCE & CONSULTING

*#Technology. Value Driven.*

**BDO**

# How can we assist you?

At **BDO IT Consulting Ltd (BDO)**, we understand the importance of protecting personal data and are committed to helping our clients implement a privacy program and comply with applicable privacy laws, regulations and standards. Our services are tailored to your needs and range from conducting gap assessments, drafting policies and procedures, providing outsourced DPO services as well as delivering trainings.

In this brochure, you will find information about our services, designed to help organisations of all sizes and across multiple industries.

## 1 Gap Analysis

- ▶ Our Gap Analysis/Assessment identifies potential weaknesses in your organisation's data protection framework.
- ▶ We will provide you with a gap report that outlines any gaps in your data protection framework and make recommendations to address them.

## 2 Data Protection Remediation and Implementation Roadmap

### *Remediation Roadmap*

- ▶ Our Remediation Roadmap service is designed to help your organisation identify the required data protection remediation documents.
- ▶ We will then work with you to develop policies, procedures, notices and contract templates that meet your organisation's unique needs.

### *Implementation Roadmap*

- ▶ By using our Remediation Tracker Tool, we will help your organisation implement action points towards an effective data protection framework.
- ▶ Regular follow-up will be conducted with key stakeholders/departments within your organisation to keep track of implementation progress

## 3 Outsourced Data Protection Officer (DPO) / DPO Support Services

*A DPO is a key player in your organisation's data protection framework. Having a DPO is mandatory in certain data protection laws such as the Mauritian DPA. At BDO IT Consulting Ltd we have the required expertise and skills to act as your DPO or to assist your designated DPO. The service includes:*

- ▶ Conduct annual Compliance Audit
- ▶ Review of Policies and Procedures
- ▶ Advice and guidance on GDPR and applicable Data Protection laws
- ▶ Data Subject Rights Request management
- ▶ Breach notification support
- ▶ Monthly and annual reporting
- ▶ Staff training
- ▶ Data Protection Impact Assessment support, amongst others

## 4 Data Protection Audits

Our Data Protection Compliance Audit constitutes of a comprehensive review of your organisation's data protection practices. We will review the design of your policies and procedures as well as test the operating effectiveness of your privacy controls. BDO will then provide you with a detailed report that outlines any areas of non-compliance. Our team will also make recommendations on how to improve your organisation's data protection framework.

## 5 Privacy considerations for AI Systems

*Our services encompass a holistic approach, including:*

- ▶ Evaluation of AI systems with privacy principles to assess compliance with laws,
- ▶ Verification of privacy considerations through our Privacy By Design Tool,
- ▶ Conducting Data Protection Impact Assessments to manage privacy risks associated with data processing, and
- ▶ Assisting in evaluating the impact on individual privacy while identifying measures to mitigate risks.

*With our expertise, your organisation can confidently navigate the complex landscape of data protection regulations while harnessing the full potential of AI technologies.*

## **6** Privacy By Design as a Service - Embedding Privacy by Design into Your Systems/ Innovations

Our Privacy by Design service offers proactive solutions to embed privacy considerations directly into the fabric of your organisation's operations. Our team collaborates seamlessly with your team to integrate privacy principles into the design stage and throughout the project life cycle, to comply with regulations such as the DPA and the GDPR. We can customise our approach and methodology to suit your specific needs and project requirements.

## **7** Detailed Process Walkthrough Service

The Detailed Process Walkthrough service is meticulously crafted to analyse your processes with a sharp focus on data protection and compliance. Our team delves deep into your operations, identifying potential risks of data breaches or non-compliance with applicable data protection laws, and providing comprehensive reports with actionable recommendations tailored to your specific needs. The process begins with a meeting with stakeholders and a deep understanding of the business processes. Potential risks of data breaches and non-compliance are identified through an assessment of current privacy, compliance and security measures in place. Tailored recommendations and strategic measures are then provided to enhance data security and ensure continued compliance.

## **8** Information Asset Classification

Our Information Asset Classification service is designed to help organisations effectively structure and safeguard their valuable information resources. Our consultants work closely with your team to carefully classify your information assets. From sensitive client data to proprietary business information, our Information Asset Classification policy defines a clear classification model which will guide your organisation in prioritising and protecting its most critical assets.

## **9** Access Right Review

We offer a tailored approach to meet the unique needs of organisations. We verify user access rights and provide a detailed report of our findings. Our team can also build a user access matrix to help your organisation manage and control user access, improving overall system security.

## **10** Assistance for Compliance Certification

The Data Protection Office offers free certification to organisations under section 48 of the DPA to certify that they are data protection compliant. We can assist you to ensure that you meet all the requirements to have the certification and walk you through the process of becoming certified.

## **11** ISO 27701 Certification

BDO can assist your organisation through the ISO 27701 certification process by designing and implementing a customised PIMS (Privacy Information Management System) framework or integrated security and privacy management system to meet your requirements.



# Trainings & Workshops

🕒 1½ hour

## Data Protection Foundation and Introduction to Privacy Regulations & Best Practices / Data Protection Awareness Training

# 1

A 1½ hour training shaped to educate the participants on the importance of data privacy and familiarise themselves with the basic concepts and requirements of the GDPR and the applicable Data Protection laws.

🕒 3½ hours

## Data Protection Advanced Training / Data Protection Officer Training

# 2

This training is designed to provide the participants with a deeper understanding of the legal, technical and organisational aspects of data protection. This 3½-hour will enable participants to enhance their professional skills and knowledge and be better equipped to implement a data protection framework in their organisation.

🕒 3½ hours

## Data Privacy Governance: Data Protection Regulations and Compliance Strategies

# 3

This 3½ hour training is suitable for individuals or teams who want to gain a comprehensive understanding of data protection regulations and compliance strategies, as well as practical skills for implementing and maintaining compliance within their organisation.

🕒 3½ hours

## Privacy Tools Training for the DPO

# 4

The Privacy Tools Training is provided to the DPO to share the knowledge and equipment required to enhance their privacy program framework by using tools developed by BDO. The training sessions will include:

- i. Record of Processing Operations Workshop
- ii. Data Protection Audit Tool Training
- iii. Data Breach Training, including an explanation of how to use our Risk Scoring Tool.

🕒 1 hour

## Data Protection Impact Assessment (DPIA) Training

# 5

A 1-hour training with the aim to provide participants with the practical knowledge needed to perform a DPIA that will minimise privacy risks and enable compliance with the GDPR and the applicable Data Protection laws.

🕒 2 hours

## Personal Data Breach Management: Strategies and Best Practices for Incident Response

# 6

This is a 2-hour training designed to provide organisations with the knowledge and skills necessary to prepare for and respond to personal data breaches. Participants will learn about personal data breach response planning, notification requirements, and best practices for minimising the risk of personal data breaches.

## Our Tools

- › Self Assessment Tool
- › Privacy Risk Assessment Tool
- › Risk Scoring Tool to assess the severity of a breach
- › Privacy Audit Tool

# Our Certifications

Our team includes legal experts, cybersecurity specialists, risk professionals and project management consultants. Our privacy experts hold the following certifications:



Certified Information Privacy Manager (CIPM)



Certified Information Privacy Professional/Europe (CIPP/E)



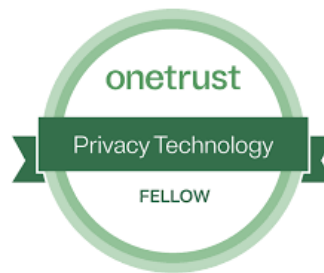
Certified Information Privacy Professional/Europe (CIPT)



EXIN Privacy and Data Protection Foundation (PDPF)



Fellow of Information Privacy (FIP)



One Trust Certified Fellow of Privacy Technology



One Trust Certified Professional - Privacy Management (OTCP)



Certified Information Systems Auditor (CISA)



PECB Certified Data Protection Officer



PECB Certified ISO 27701 Lead Implementer

For more information, contact us:



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