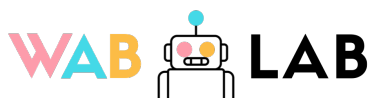


Is your organisation compliant with the latest PDPA requirement?



Strategic Partner



Training Partner

WSQ Fundamentals of the Personal Data Protection Act (PDPA)

CRS-Q-0025393-MF

Workshop Description

If your business involves collection of your clients' personal data, you are subjected to this PDPA law. The law mandates that you appoint a Data Protection Officer.

- Do your staffs know what they should or should not do with personal data?
- Do they know what is included and what is excluded from this Act?
- Does your organisation have a Data Inventory Map to identify areas of non-conformance?
- Does your organisation have a process for dealing with complaints regarding data protection?

If your answer is NO to one or more of these questions, then you and your staff need to attend this workshop.

Intended Audience

Any entrepreneur, business managers or staff who needs to handle personal data, like Human Resource, IT Dept, Marketing, Sales, Customer Services, Operations, etc.

* Not suitable for Legal Personnel

Workshop Objectives

At the end of this workshop, the participants will be able to:

- Understand what is the Personal Data Protection Act
- Understand the 9 Key Obligations
- Understand the roles of Data Protection Officer
- Understand what is an organisation Data Inventory Map
- Identify possible areas of non-conformance
- Develop a process for handling complaints relating to data protection
- Develop a PDPA communication plan for your organisation.

The course will be conducted using the PDPA BM WSQ Standard Curriculum and Standard Assessment Plan developed by Personal Data Protection Commission

Workshop Methodology

It will be a combination of lectures with examples, discussions and WSQ assessment



Up to **95%**
course fee subsidy¹

Up to **\$400**
Training Commitment
Award²

\$4.50
per hour
Training Allowance²

Up to **\$500**
SkillsFuture Credit
Claimable³

Workshop	Duration (Hours)	Full Fee (Incl. GST)	Company Sponsored	Self Sponsored		
			Singapore Citizens (SC) or PR	SC or PR ≥ 21 yrs	SC ≥ 40 years	WTS
Fundamentals of the Personal Data Protection Act (PDPA)	16	\$642	\$102	\$402	\$102	\$72

Note:

1 To qualify for 95% funding, applicants must have workfare status.

2 Allowances are dependent on meeting criteria set by WSG.

3 Refer to <https://www.skillsfuture.sg/credit> for more details.

All information is correct at time of printing (22 Jan 2020). The management reserves the right to make changes at any time without notice at its discretion.

COURSE
ADVISOR

CONTACT
NUMBER

We value your patronage
and appreciate your confidence in us!