



# Data Protection Officer based on SKKNI No.103 of 2023



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## DPO Syllabus

# TRAINING OF DATA PROTECTION OFFICER/ PERSONAL DATA PROTECTION OFFICER BASED ON SKKNI NO. 103 YEAR 2023



## DESCRIPTION

Data Protection Officer training course will help you acquire the knowledge and skills to serve as a Data Protection Officer (DPO) to help organizations ensure compliance with ISO/IEC 27701 and Indonesia National Work Standard (**SKKNI) No. 103 of 2023**



## EXPECTATIONS AND GOALS

By attending the program, candidates are expected to be able to:

- Inform, advise, and monitor compliance with the UU PDP No 27 of 2022, ISO/IEC 27701 and SKKNI No 103 of 2023
- Understand the concepts of the ISO/IEC 27701 and interpret its requirements
- Understand the expectation of SKKNI No 103 of 2023
- Able to carry out the personal data protection function within the organization according to the ISO/IEC 27701 and SKKNI No 103 of 2023
- Understand the content and the correlation between the ISO/IEC 27701 and SKKNI No 103 of 2023



## WHO SHOULD ATTEND

- Managers or consultants seeking to prepare and support an organization in planning, implementing, and maintaining a compliance program to UU No 27 Tahun 2022 – Pelindungan Data Pribadi / Law No. 27 of 2022 – Personal Data Protection
- Individuals responsible for maintaining conformance with UU No 27 Tahun 2022 – Pelindungan Data Pribadi / Law No. 27 of 2022 – Personal Data Protection
- Information security team members
- Incident management team members
- Business continuity team members
- Expert advisors involved in personal data security
- Technical and compliance experts preparing for a data protection officer role
- Lawyer



## PROVIDED MATERIALS

- The training module and case studies
- Certificate of Attendance

# 3 Days

# Training Agenda

## Topic

### Day 1

Background of Data Privacy Protection

Term and Definition in Data Privacy Protection

Understanding PII

Privacy Regulation including but not limited to UU No 27 Tahun 2022

Data Protection Officer role, responsibilities and authority's

Privacy Principles & Privacy Rights

Basis PII Processing

Privacy Policy & Privacy Notice

Information Transfer

### Day 2

Privacy Information Management System Framework

Data Privacy Protection strategy and program

Data Privacy Protection Objective

Awareness, training, and communication

Determine the criteria and needs for the structure of the Privacy Officer Team

Record of Processing Activities (RoPA)

Privacy Risk Management

### Day 3

Privacy Impact Assessment

Evaluation of the data protection controls

Data Privacy Protection Technology

Incident management and personal data breaches

Monitoring and measuring Data Privacy Protection and Control

Data Privacy Protection audit, nonconformities and Continual improvement




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