

TRAINING PROVIDER	
SINGAPORE PROFESSIONALS' AND EXECUTIVES' CO-OPERATIVE LIMITED	
Course Title	ESSENTIALS OF PERSONAL DATA PROTECTION
Course Duration	1 day (7 hours / 9am to 5pm)
COURSE DETAILS	
Course Objectives	Organisations need to be ready and prepare to fulfil all obligations under the Personal Data Protection Act (PDPA). Any breach of the PDPA provisions is subject to both criminal and civil action taken against them. This course will equip learners with the foundation and competencies necessary to undertake the role of data protection professionals and be well-versed in privacy regulations and Singapore's Personal Data Protection Act. Learn best practices and identify the risks to comply with the PDPA as well as enforcement cases from the PDPC.
Learning Outcome	By the end of the session, participants will understand the following: <ul style="list-style-type: none"> • Discover the importance and purpose of PDPA • Recognise the Nine Obligations of PDPA • Understand guidelines on collection of NRICs • Be updated on rules regarding Do-Not-Call (DNC) • Personal rights to personal data under PDPA • Provisions and scope of PDPA • Personal Data Protection in the region • Career road map for PDPA
Topics Covered	This workshop will cover: <ul style="list-style-type: none"> • Overview, history and purpose of PDPA • Upcoming Trends of technology and data protection • Why PDPA is important • Be updated on rules regarding Do-Not-Call (DNC) • Understand guidelines on collection of NRICs • Nine Obligations of PDPA • Getting started on PDPA Compliance • Discuss and learn from recent Enforcement Case from PDPC
Learning Methodology	To anchor the learning, the workshop incorporates interactive delivery of contents; trainer-led facilitation; mini case studies; plenary group sharing & discussions; etc.
Who Should Attend	Data Protection Officers, Compliance Managers or personnel with data protection responsibilities and those who handle personal data on a daily basis, e.g. Finance, Human Resources, Sales & Marketing, Customer Service and IT.