

COURSE INFORMATION SHEET

DATE OF ISSUE: March 2024



MALTA UNIVERSITY CONSULTING

GDPR Seminar for SMEs

Date	23 rd May 2024
Time	17:00 - 20:00
Number of Hours	3 hours
On-site or Online	Online via Zoom
Fee	€ 84
Deadline	16 th May 2024
Aims/Objectives	The General Data Protection Regulation (GDPR) became applicable on the 25 th May 2018 and this brought about the biggest revolution in personal data protection law along with the requirement of legal compliance and a high level of protection of personal data and privacy across companies/organisations of all sizes and sectors. This course serves to give a comprehensive view of the GDPR and its application which depends not on the size of a company/organisation but on the nature of the activities undertaken.
Who should attend	It is vital that everyone in a company/organisation is properly trained up on the GDPR rules and how to comply with them. Staff are often the biggest risk when it comes to personal data breaches and training can really help avoid this.
Course content	Our training on GDPR is specifically tailored and targeted to people working at small and medium companies or organisations and will equip participants with the requisite knowledge about the GDPR and the necessary skills to fulfil the legal requirements stemming from the GDPR through the use of related legal instruments, guidelines, policies and best practices. This course will train you on how to: identify the data protection requisites which you have to implement in your company; ensure and monitor your company's legal compliance; identify and manage personal data processing operations and corresponding risks; handle data subjects' access requests etc. The training will also address a wide range of practical issues such as: the drafting of a privacy policy; the obtaining of consent from data subjects when necessary; the managing of databases consisting of personal data; conducting a data protection impact assessment (DPIA); and much more.
Course Outcomes	By the end of this course: <ol style="list-style-type: none">You will be easily able to discuss why there was a need for the GDPR and data privacy.You will be able to explain what the General Data Protection Regulation (GDPR) is and what it covers.You will understand that almost everyone including private individuals, employees and employers need to be aware about the requisites of the GDPR.You will be able to explain the key principles of the GDPR.You will identify if data protection laws apply to your company/organisation.You shall be able to outline what is meant by Personal Data, Data Controller and a Data Subject.You will easily be able to explain the responsibilities of your company/organisation and your employees.You will be able to identify what policies, processes and procedures required to be undertaken by your company/organisation.

For further information kindly contact Malta University Consulting Ltd, Campus Hub, Block 'O' Level 7, University of Malta, Msida.

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Trainer/s Bio	<p>Dr Luisa Spiteri Baluci B.A., LL.D (Melit.), M.A. Law (Melit.)</p> <p>Dr Spiteri Baluci is a seasoned lawyer and a CIPP/E accredited privacy professional with over a decade of hands-on legal experience in a number of legal areas including data protection, privacy, telecommunications, ICT, corporate, media, procurement and civil law.</p> <p>In the field of data protection law, she has ample experience on giving advice on: data protection and privacy matters; policies and procedures required to align with the regulatory tasks and duties found within the GDPR; local and international data transfers; EU Commission Standard Contractual Clauses ('SCCs') and Binding Corporate Rules ('BCRs'); and the handling of complaints with the Office of the Information and Data Protection Commissioner ('IDPC').</p> <p>She currently holds the post of Head of the Information and Data Protection Unit at the University of Malta.</p>
Certification	<p>Upon successfully completing the seminar, attendees will receive a Certificate of Attendance from Malta University Consulting Ltd.</p>

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