

DIPLOMA CENTRE

Certificate in Data Protection Practice



MODULE 1: INTRODUCTION TO DATA PROTECTION LAW

SESSION 1	TIME	DELIVERY
Wednesday 26 February 2020	6:00pm – 8:30pm	Onsite & Online
Introduction to the Certificate: <i>Claire O'Mahony, Solicitor, Course Leader</i>		
1 Origins of Data Protection and Privacy: Historical development and rationale for privacy and data protection. <i>Simon McGarr, Director, Data Compliance Europe, McGarr Solicitors</i>		
2 Overview of Data Protection: Overview of recent developments in data protection including the GDPR; overview of future developments. <i>Dr. Katherine O'Keeffe, Castlebridge</i>		

2.5 hrs. Gen. CPD

SESSION 2	TIME	DELIVERY
Wednesday 4 March 2020	2:00pm release	Online
1 Data protection principles: Definitions; core concepts; the fundamental principles of data protection. <i>Aoife Sexton, Chief Privacy Officer, Truata</i>		
2 Data protection principles applied: The Data Protection Directive; fairness, purpose, proportionality, adequacy and relevance, case-law. <i>Dr. Denis Kelleher, Head of Privacy (EMEA), LinkedIn</i>		

2 hrs. Gen. CPD

MODULE 2: DATA PROCESSING AND SHARING

SESSION 3	TIME	DELIVERY
Wednesday 11 March 2020	2:00pm release	Online
1 Legitimate Processing of Data: Definition; core principles – fair, accurate, specified, incompatible use, adequate, relevant, not excessive, no longer than necessary, personal data, sensitive personal data, valid consent and exemptions. <i>Richard O'Sullivan, General Counsel, Global Shares plc</i>		
2 Principles of Retention of Data: Requirement of necessity; practical steps; destruction of records; Communications Act 2011; data storage; third party data storage; subject access requests and exceptions. <i>Richard O'Sullivan, General Counsel, Global Shares plc</i>		

1.5 hrs. Gen. CPD

SESSION 4	TIME	DELIVERY
Wednesday 18 March 2020	2:00pm release	Online
1 Government data & public sector bodies: Context and application; government agencies and departments - current obligations, future obligations, law enforcement directive, rights and data format, EU Legislation, relevant case-law. <i>Kenneth Ruane, Head of Legal Affairs, An Garda Siochana</i>		
2 Sharing between public bodies & Garda Vetting: Application of key principles – consent and necessity, principles agreed with the Commissioner, sharing data re commission of an offence, Garda vetting procedures. <i>Kenneth Ruane, Head of Legal Affairs, An Garda Siochana</i>		
3 Data Protection & Freedom of Information: Rights and obligations under the Freedom of Information Act 1997 (as amended); exemptions; refusal; right of appeal; third parties; time for reply and FOI Act 2014.		

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Kenneth Ruane, Head of Legal Affairs, An Garda Siochana

1.5 hrs. Gen. CPD

MODULE 3: DATA PROCESSING AND PERSONAL RIGHTS

SESSION 5	TIME	DELIVERY
Wednesday 25 March 2020	2:00pm release	Online
1	Rights in relation to personal data: Overview; the right - to access; to information; to know what information is held; removal; prevent use; to be forgotten; direct marketing and Automated decision making. <i>Fergal Crehan BL</i>	
2	State surveillance: ECHR standards; Digital Rights Ireland litigation; the rights of the individual; surveillance standards. <i>Dr. T.J. McIntyre, Chairperson, Digital Rights Ireland</i>	
3	Discovery and legal professional privilege: Discovery, legal professional privilege, data access requests, FOI as a supplement to discovery. <i>Dr. T.J. McIntyre, Chairperson, Digital Rights Ireland</i>	

3 hrs. Gen. CPD

SESSION 6	TIME	DELIVERY
Saturday 28 March 2020		Online
Workshop 1: Problem questions designed to revise all data protection Modules covered to date and to consolidate the student's knowledge. Key emphasis on the application of data protection law to common scenarios encountered in practice. <i>Fergal Crehan, Data Protection Officer, Three</i> Login at an appointed time required in order to participate		

1.5 hrs Gen. CPD & 1 hr M&PD

MODULE 4: THE NEW REGULATION – (GDPR) REGULATION 2016/679

SESSION 7	TIME	DELIVERY
Wednesday 08 April 2020	2:00pm release	Online
1	Overview of the new Regulation: Background, scope, the key changes that will be implemented, key definitions. <i>Aoife Sexton, Chief Privacy Officer, Truata</i>	
2	Rights of the data subject: Lawful and fair processing, consent, data security, rights of the data subjects. <i>Aoife Sexton, Chief Privacy Officer, Truata</i>	
3	Compliance and enforcement: Compliance with the new Regulation, outsourcing, personal data breaches, record keeping and enforcement. <i>Aoife Sexton, Chief Privacy Officer, Truata</i>	

2 hrs. Gen. CPD

MODULE 5: DATA GOVERNANCE EXAMINATION

SESSION 8	TIME	DELIVERY
Wednesday 15 April 2020	2:00pm release	Online
1	Data Protection Officer: The role, duties and benefits of a DPO; examination of the privacy fundamentals for a DPO in any organisation and data architecture. <i>Emma Redmond, Senior Director for Privacy & Data Protection, Ancestry.com</i>	

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- 2 **Data breaches:** An overview of legislative landscape; privacy policy; data breaches; checklists for DPOs; incident reports; audit reports; Code of Practice and measuring compliance.
Emma Redmond, Senior Director for Privacy & Data Protection, Ancestry.com
- 3 **Data security:** Access control, authentication, encryption, firewalls, physical security.
Kate Colleary, Colleary & Company Solicitors and Pembroke Privacy, Country Leader Ireland, IAPP
- 4 **GDPR in practice:** A review of the effects of GDPR since May 2018.
Kate Colleary, Colleary & Company Solicitors and Pembroke Privacy, Country Leader Ireland, IAPP

3.5 hrs. Gen. CPD

EASTER BREAK

MODULE 6: INTERNATIONAL DATA TRANSFERS

SESSION 9	TIME	DELIVERY
Wednesday 22 April 2020	2:00pm release	Online
<ol style="list-style-type: none"> 1 International Data transfer risks: Prohibition / EEA; adequate level of protection; derogations; alternative measures; Safe Harbour agreements; EU Model contracts; binding corporate rules; Article 29 working party opinion. <i>Patricia McGovern, Chairman, DFMG Solicitors</i> 2 Supervision & Enforcement, Offence & Remedies: Codes of practice; investigations; complaints; audits; information notices; search and seizures; enforcement & prohibition notices; personal liability; fines; data forfeiture; erasure; destruction; offences; civil remedies. <i>Patricia McGovern, Chairman, DFMG Solicitors</i> 3 Privacy Shield & EU-US Data Transfers Post-Schrems: Transfer of personal data to third countries; EU-US data transfers; cybersecurity; Judicial Redress Act, A29WP. <i>Fergal Crehan, Data Protection Officer, Three</i> 		

2.5 hrs. Gen. CPD

SESSION 10	TIME	DELIVERY
Saturday 25 April 2020		Online
<ol style="list-style-type: none"> 1 Workshop 2: Problem questions designed to revise all data protection modules covered to date and to consolidate the student's knowledge. Key emphasis on the application of data protection law to common scenarios encountered in practice. <i>Fergal Crehan, Data Protection Officer, Three</i> Login at an appointed time required in order to participate 		

1.5 hrs Gen. CPD & 1 hr M&PD

MODULE 7: DATA GOVERNANCE FRAMEWORK

SESSION 11	TIME	DELIVERY
Wednesday 29 April 2020	2:00pm release	Online
<ol style="list-style-type: none"> 1 Introduction to data governance and governance frameworks: Definition; accountability; responsibility; actions of stakeholders; systems; business effects; data stewardship; design considerations; data rules; data governance vs core components; critical success factors. <i>Daragh O'Brien, CEO, Castlebridge</i> 2 Information Asset Life Cycle: An overview of information as an asset; POSMAD model; application; aligning POSMAD with accountability/ responsibility lifecycle thinking; data protection audits; data protection compliance. <i>Daragh O'Brien, CEO, Castlebridge</i> 		

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- 3 **Data governance and standard frameworks and ISO's:** Standards approach; BS 10012:2009, accountability; review; consent; auditable records; merging records; ensuring accuracy; retention policy; complaints; security; disclosure/transfers; monitoring; international standards; ISO 27001; ISO 27002.

Daragh O'Brien, CEO, Castlebridge

2 hrs. Gen. CPD

MODULE 8: DATA PROTECTION IN PRACTICE

SESSION 12

TIME

DELIVERY

Wednesday 6 May 2020

2:00pm release

Online

- 1 **Employment and CCTV:** Employment: consent, monitoring employees, disciplinary issues, security measures. CCTV: transparent use, retention of footage, access requests, covert recording.

Chris Bollard, Partner, Matheson

- 2 **Drones, CCTV, wearable technology:** Privacy challenges for emerging technologies; control and transparency; commercial use of drones; CCTV guidance by ODPC.

Emerald de Leeuw, CEO, Eurocomply

- 3 **Direct marketing, unsolicited contact, opt outs, enforcement:**

Olga Gaffney, Senior Solicitor, Michael J. Breen & Co. Solicitors

3 hrs. Gen. CPD

MODULE 9: CHANGE MANAGEMENT

SESSION 13

TIME

DELIVERY

Wednesday 13 May 2020

2:00pm release

Online

- 1 **Context and rationale, evaluation and assessment:** Evaluating change; assessment; maturity; maturity models; requirements; sanity checking; identifying gaps; setting priorities and change management.

Daragh O'Brien, CEO, Castlebridge

- 2 **Data protection training:** An introduction to effective training; valued investment; goals; motivation; organisational learning; measuring effectiveness and linking effectiveness to governance.

Daragh O'Brien, CEO, Castlebridge

2 hrs. Gen. CPD

MODULE 10: DATA PRIVACY IMPACT ASSESSMENTS & ETHICS IN INFORMATION MANAGEMENT

SESSION 14

TIME

DELIVERY

Wednesday 20 May 2020

2:00pm release

Online

- 1 **Data Privacy impact assessments:** Understanding privacy impact assessments; international perspectives; DPC guidance; critical success factors; data governance.

Daragh O'Brien, CEO, Castlebridge

- 2 **Resourcing privacy compliance: guidance for DPOs, GCs and CFOs:** Resourcing DPOs, corporate governance and risk aspects of privacy compliance structures. Products, approaches and legal privilege as they impact on DPO operations. Interplay of DPO-GC roles.

Jeanne Kelly, Partner, LK Shields

- 3 **Ethics in Information Management:** New technology and the development of rights; first principles; practical application; aligning with the EDPS ethical focus.

Dr. Katherine O'Keefe, Castlebridge

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3 hrs. Gen. CPD

MODULE 11: GLOBAL DATA PROTECTION

SESSION 15	TIME	DELIVERY
Wednesday 27 May 2020	2:00pm release	Online
1 Global data protection EU v US: Federal Privacy laws; EU privacy laws; commonality; important differences; enforcement; international data export; sensitive personal information; role of consent; data retention; E-marketing and cookies. <i>Phil Lee, Partner, Fieldfisher, Palo Alto</i>		
2 Cookies, The Cloud, Outsourcing, Big Data: Legal basis; safeguards; digital identities; model contract clauses; Safe harbour agreements; Schrems; privacy and social media; reputable suppliers; termination. <i>Oisin Tobin, Partner, Mason Hayes and Curran</i>		
3 The role of the Data Protection Commissioner: Role of the DPA; role of the Commissioner; powers of authorised officers; power to obtain information; investigations; inspections; information notices; offences; penalties; Data Protection Office (EU). <i>Anna Morgan, Head of Legal, (Deputy DPC) Office of the Data Protection Commissioner</i>		

2.5 hrs. Gen. CPD

SESSION 16	TIME	DELIVERY
Saturday 06 June 2020		Online
1 Workshop 3: Problem questions designed to revise all data protection modules covered to date and to consolidate the student's knowledge. Key emphasis on the application of data protection law to common scenarios encountered in practice. <i>Daragh O'Brien, CEO, Castlebridge</i> Login at an appointed time required in order to participate		

1.5 hrs Gen. CPD & 1 hr M&PD

2,500 WORD ASSIGNMENT DUE JULY 2020

Please note that topics & dates may be subject to change. Draft timetable as of October 2019.

* Gen = General, M&PD = Management and Professional Development, Reg = Regulatory and eLearning = eLearning CPD credits. **CPD Note:** The number of hours of CPD that you may claim in relation to your diploma/certificate course will depend on the way in which you access each of the individual sessions. For further information please visit the course homepage on our website: www.lawsociety.ie/diplomacentre