

DIPLOMA CENTRE

Certificate in Data Protection Practice



MODULE 1: INTRODUCTION TO DATA PROTECTION LAW

SESSION 1	TIME	DELIVERY
Wednesday 07 February 2024	6:00pm – 8:30pm	Onsite & Online
Introduction to the Certificate Megan Murphy Byrne, Solicitor, Course Leader		
1 Origins of Data Protection and Privacy: Historical development and rationale for privacy and data protection. Daragh O'Brien, CEO & Managing Director, Castlebridge		
2 Overview of Data Protection: Overview of recent developments in data protection including the GDPR; overview of future developments. Dr. Katherine O'Keefe, Uisce Éireann		
3 Data protection principles: Definitions; core concepts; the fundamental principles of data protection. Aoife Sexton, Chief Privacy Officer, Truata <i>Online Release</i> 3.5 hrs. Gen. CPD		

MODULE 2: DATA PROCESSING AND SHARING

SESSION 2	TIME	DELIVERY
Wednesday 21 February 2024	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. Richard O'Sullivan, General Counsel, Global Shares plc		
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. Richard O'Sullivan, General Counsel, Global Shares plc 2.5 hrs. Gen. CPD		
SESSION 3	TIME	DELIVERY
Wednesday 28 February 2024	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. Kenneth Ruane, Head of Legal Affairs, An Garda Síochána		
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. Kenneth Ruane, Head of Legal Affairs, An Garda Síochána		
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. Kenneth Ruane, Head of Legal Affairs, An Garda Síochána		
4 The Law Enforcement Directive Kenneth Ruane, Head of Legal Affairs, An Garda Síochána 3 hrs. Gen. CPD		

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MODULE 3: DATA PROCESSING AND PERSONAL RIGHTS

SESSION 4	TIME	DELIVERY
Wednesday 6 March 2024	2:00pm release	Online
<p>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>Clare Daly, Solicitor, Comyn Kelleher Tobin.</i></p> <p>2 Children as Data Subjects: Children's rights under the GDPR; Transparency and the right to be informed about use of personal data; right of access; right to erasure / 'right to be forgotten'; safeguards; profiling and marketing activities concerning children. <i>Clare Daly, Solicitor, Comyn Kelleher Tobin.</i></p> <p>3 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></p> <p>4 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> 4hrs. Gen. CPD</p>		

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

SESSION 5	TIME	DELIVERY
Saturday 9 March 2024	10:00am-12:00pm	Online
<p>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>Simon McGarr, Solicitor, McGarr Solicitors LLP</i></p> <p>1 Overview of the new Regulation: Background, scope, the key changes that will be implemented, key definitions. <i>Aoife Sexton, Chief Privacy Officer, Truata (ONLINE RELEASE ONLY)</i></p> <p>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 (ONLINE RELEASE ONLY)</i></p> <p>3 Compliance and enforcement: Compliance with the new Regulation, outsourcing, personal data breaches, record keeping and enforcement. <i>Aoife Sexton, Chief Privacy Officer, Truata (ONLINE RELEASE ONLY)</i> 5 hrs. Gen. CPD</p>		

SESSION 6	TIME	DELIVERY
Wednesday 13 March 2024	2:00pm release	Online
<p>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, Global Head of Privacy, Stripe</i></p> <p>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. <i>Emma Redmond, Global Head of Privacy, Stripe</i></p> <p>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;</p>		

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penalties; Data Protection Office (EU).

Fleur O'Shea, Deputy Commissioner & Head of Legal Affairs, Data Protection Commission

- 4 **Data security:** Access control, authentication, encryption, firewalls, physical security.

Kate Colleary, Principal, Colleary & Co Solicitors and Pembroke Privacy

4 hrs. Gen. CPD

MODULE 6: INTERNATIONAL DATA TRANSFERS

SESSION 7

TIME

DELIVERY

Wednesday 20 March 2024

2:00pm release

Online

- 1 **International Data transfer risks:** GDPR provisions, adequate level of protection; derogations; alternative measures; EU-US Data Transfers Post-Schrems; EU Model contracts; binding corporate rules.

Patricia McGovern, Head of Intellectual Property and Business Departments, DFMS Solicitors

- 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.

Patricia McGovern, Head of Intellectual Property and Business Departments, DFMS Solicitors

3.5 hrs. Gen. CPD

SESSION 8

TIME

DELIVERY

Saturday 13 April 2024

10am-12pm

Online Only

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.

Simon McGarr, Solicitor, McGarr Solicitors LLP

- 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.
Daragh O'Brien, CEO & Managing Director, Castlebridge (ONLINE RELEASE ONLY)
- 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.
Daragh O'Brien, CEO & Managing Director, Castlebridge (ONLINE RELEASE ONLY)
- 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 & Managing Director, Castlebridge (ONLINE RELEASE ONLY)

6 hrs. Gen. CPD & 2 hr. M&PD

MODULE 8: CHANGE MANAGEMENT

SESSION 9

TIME

DELIVERY

Wednesday 17 April 2024

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 & Managing Director, Castlebridge

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- 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 & Managing Director, Castlebridge
2.5 hrs. Gen. CPD

MODULE 9: DATA PROTECTION IN PRACTICE

SESSION 10	TIME	DELIVERY
Wednesday 24 April 2024	2:00pm release	Online
1 Data Protection in the Employment Law Context: Employment: consent, monitoring employees, disciplinary issues, security measures. CCTV: transparent use, retention of footage, access requests, covert recording. Chris Bollard, Partner, A&L Goodbody		
2 Direct marketing, unsolicited contact, opt outs, enforcement Olga Gaffney, Olga Gaffney, Solicitor, Amoss Solicitors 2 hrs. Gen. CPD		

MODULE 10: DATA PRIVACY IMPACT ASSESSMENTS

Wednesday 24 April 2024	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 & Managing Director, Castlebridge 2 hrs. Gen. CPD		

MODULE 11: ETHICS IN INFORMATION MANAGEMENT & GLOBAL DATA PROTECTION

SESSION 11	TIME	DELIVERY
Saturday 27 April 2024	10:00am- 12pm	Online Only
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. Daragh O'Brien, CEO & Managing Director, Castlebridge		
1 Ethics in Information Management: New technology and the development of rights; first principles; practical application; aligning with the EDPS ethical focus. Katherine O'Keefe Uisce Éireann (ONLINE RELEASE ONLY)		
2 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. Paul Lanois, Director, Technology, Outsourcing and Privacy, Fieldfisher (ONLINE RELEASE ONLY)		
3 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, Browne Jacobson (ONLINE RELEASE ONLY) 4hrs Gen. CPD & 1hr M&PD		

2,500 WORD ASSIGNMENT DUE TUESDAY 11 JUNE 2024

Please note that topics & dates may be subject to change. Draft timetable as of November 2023.

* 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