Certified Information Privacy Professional Training

Duration: **2 Day**

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In today's digital environment, organizations continuously collect, process, exchange, and store personal information across multiple jurisdictions. As privacy regulations continue to evolve, professionals who understand data protection requirements play a critical role in ensuring compliance while minimizing legal and operational risks.

The **Principles of Data Protection in Europe** course provides a comprehensive introduction to European privacy legislation, national data protection frameworks, and internationally recognized compliance practices. Participants will explore the legal foundations of data protection, understand how privacy laws are enforced throughout Europe, and learn practical approaches to safeguarding personal information during both domestic and international data processing activities.

Designed for professionals working with personal information in either the public or private sector, this training is especially valuable for individuals employed within European institutions, agencies, and organizations responsible for data governance and regulatory compliance.

Certification Exam

The certification examination fee is included in the course tuition. After successfully completing the training, participants will receive an official exam voucher directly from the IAPP. Candidates must independently schedule their examination through the IAPP certification portal. Each voucher remains valid for six months from the date it is issued.

Prerequisites

There are no mandatory entry requirements for this program. The course welcomes both newcomers to privacy compliance and experienced professionals seeking a structured understanding of European data protection legislation.

Who Should Attend

Typical participants include:

- Data Protection Officers (DPOs)
- Privacy and Data Protection Lawyers
- Compliance and Risk Officers
- Information Governance Specialists
- Records and Information Managers
- Human Resources Professionals
- Privacy Consultants
- Anyone responsible for collecting, processing, storing, or managing personal information

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What You Will Learn

Upon successful completion of this training, participants will be able to:

- Understand the structure of European data protection legislation.
- Interpret the principles established under the GDPR and related regulations.
- Recognize the responsibilities of organizations involved in personal data processing.
- Apply best practices for privacy governance and regulatory compliance.
- Identify lawful grounds for processing personal information.
- Understand the rights granted to individuals under European privacy law.
- Evaluate international data transfer mechanisms and compliance obligations.
- Prepare organizations for effective privacy management and accountability.

The course curriculum follows the official Body of Knowledge used within the**IAPP Certified Information Privacy Professional/Europe (CIPP/E)** certification program accredited under ANSI standards.

Training Outline

Module 1 – European Data Protection Framework

This module introduces the legal foundations of data protection across Europe. Participants explore the development of European privacy legislation, understand the objectives of harmonized regulatory frameworks, and become familiar with the institutions responsible for supervising data protection compliance.

Topics covered

- Evolution of European privacy legislation
- GDPR and supporting legal frameworks
- National supervisory authorities
- European Data Protection Board (EDPB)
- Regulatory responsibilities
- Key legal concepts

Module 2 – Understanding Personal Data

Participants learn how personal data is defined under European legislation and how different categories of information are treated. The module distinguishes between identifiable information, anonymous data, pseudonymised data, and special category data while explaining their legal implications.

Topics covered

- Definition of personal data
- Anonymous vs. pseudonymised information
- Sensitive and special category data

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- Identifiable individuals
- Data classification principles
- Practical examples

Module 3 – Roles and Responsibilities

This module explains the different responsibilities assigned to controllers and processors under the GDPR. Learners understand how these parties interact, where liability exists, and how contractual obligations support regulatory compliance.

Topics covered

- Data controllers
- Data processors
- Joint controllers
- Responsibilities and accountability
- Processor agreements
- Compliance obligations

Module 4 – Processing Personal Information

Participants gain a detailed understanding of lawful data processing. The module examines GDPR processing principles, identifies the legal bases for processing personal information, and explains when organizations may legally collect and use personal data.

Topics covered

- Definition of processing
- GDPR principles
- Lawful processing grounds
- Consent requirements
- Legitimate interests
- Purpose limitation
- Data minimisation

Module 5 – Transparency and Information Requirements

Organizations must provide clear and accurate information about how personal information is handled. This module explains transparency obligations, privacy notices, information disclosure requirements, and communication with supervisory authorities.

Topics covered

- Privacy notices
- Transparency principles
- Information obligations

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- Communication with data subjects
- Regulatory reporting
- Documentation requirements