

## DATA PROTECTION IN-HOUSE TRAINING

The Data Protection Act applies to all organisations across the UK that handle personal data in the course of their business. Data protection and privacy stories are rarely out of the news. Customers are leaving businesses that fail to reassure them that they take these issues seriously, and trust in public services has been compromised by major data breaches. Currently organisations can receive a £500,000 penalty for failing to secure their data. A new EU Regulation is likely to increase financial consequences of privacy failures. Let FOIMan ease your mind by helping you ensure that your employees understand their responsibilities.

### Your speaker

**Paul Gibbons** is a freelance trainer, consultant and writer, with two decades of information management and compliance experience in the UK Parliament, Greater London Authority, Pfizer, the NHS, local government and higher education. Best known for his FOIMan blog, he also writes for the Freedom of Information Journal and has featured in the Daily Telegraph, Times Higher Education and on BBC Radio.



“Informative. Clear. Concise. Knowledgeable. Thorough. Fab!” TR, London Borough of Redbridge

### Training options

This training can be provided in a range of formats, depending on your needs. Those who regularly handle requests will want more in-depth courses, and this is provided by my full-day workshops. Other employees may benefit from half-day courses highlighting the key requirements that affect them. For busy workers and managers with little time to spare, bite-size introductions of up to an hour will be appropriate. Get in touch to discuss which options will best suit your organisation, and for a competitive quote reflecting your needs and budget.

Get in touch!  
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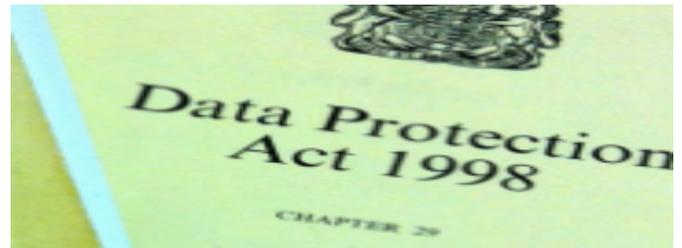
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FOIMan's Data Protection in-house training is available in a range of formats, depending on your needs, and subject matter can be varied to cater for specific circumstances. Each session is interactive with quizzes, exercises and case studies to help your employees better understand and engage with the topics discussed.

**Personal data & privacy:**  
understand the key terms used and the relationship between data protection and privacy.

**Data protection principles:**  
explore the principles underpinning current and future legislation, and justify the use of personal data.

**Subject access requests:**  
answer requests from your employees, customers and clients for their own data. Know what you can refuse to provide.



**Good practice:**  
where to go for help, the Codes of Practice and sources of guidance.

**Data security & enforcement:**  
avoid penalties of up to £500,000 by ensuring your employees know the importance of safeguarding personal data.

**Marketing & social media:**  
find out how to ensure that your marketing and social media use complies with privacy rules.

**New EU Data Protection Law:**  
what will change and what can you do to prepare your business.

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