

Simple & cost-optimal GDPR outsourcing

source: [ODO 24.pl/en](https://odo24.pl/en)



Why

is it so important for us

Personal data protection and information security has a direct impact on **safety of the people**, that make up your business.



7 ways to stay safe

Scope of service

1 Audit in the legal and formal area

2 IT Audit

3 Risk analysis and Data Protection Impact Assessment

4 Preparation of data protection documentation

5 Process modeling

6 Day-to-day support

7 E-learning

1 Audit in the legal and formal area

Thanks to the GDPR compliance audit, you will learn to what extent the organization meets the requirements of the GDPR and what actions you should take to fully comply with it.

Results in the formal and legal area

- ✓ Reliable and documented assessment of the compliance with GDPR – audit report for your organization.

- ✓ Precise recommendations to remedy possible deficiencies or shortcomings in clauses, statements, registers or procedures.

- ✓ Proof for the President of the Personal Data Protection Office that you regularly evaluate the effectiveness of organizational data protection measures.

2 IT Audit

The unlimited reach of the Internet, as well as the global dispersion of online service providers, makes us lose control over our data. Ensuring the security of all information held by your company is a challenge that requires thoughtful action.

Results in IT area

- ✓ Reliable and documented assessment of the organization's compliance with GDPR – audit report.

- ✓ Precise recommendations to ensure safety and the ability to execute the rights of data subjects within information systems.

- ✓ Proof for the President of the Personal Data Protection Office that you regularly evaluate the effectiveness of organizational data protection measures.

3 Risk analysis and Data Protection Impact Assessment

Risk analysis (Article 32 of the GDPR) and data protection impact assessment data protection (Art. 35 of the GDPR) are the heart of the personal data protection system. Thanks to them, you will learn whether the security measures which have been applied are sufficient and what risks are generated by your business for people who have entrusted you with their personal data.

Results of risk analysis and DPIA

- ✓ Reliable analysis of business processes in terms of the need to conduct a data protection impact assessment (DPIA).

- ✓ DPIA for processes that require it.

- ✓ Risk analysis for resources involved in the implemented business processes.

4 Preparation of data protection documentation

Personal data protection documentation defines the principles according to which an organization manages the personal data. By providing employees with knowledge of the expected methods of processing personal data, it protects against threats arising from the ignorance or carelessness of the staff.

ODO 24 actions

- ✓ Making appropriate changes to documents to ensure that all documentation is complete, consistent, and non-contradictory.

- ✓ Removal of redundant or duplicate records and place actually appropriate records in appropriate documents.

- ✓ Developing or updating missing procedures and policies in accordance with the recommendations of the President of UODO

5 Process modeling

During their designing an organization determines, among others, the purposes of the processing, the scope of data necessary to achieve them, the duration of processing, and provides the necessary information to data subjects in a clear and transparent way.

ODO 24 actions

- ✓ Support during the design or implementation of changes to ongoing processing (e.g. by developing the necessary statements and disclosure obligations).

- ✓ Support during the establishment of cooperation with the processor (examination of applicable security measures, preparation and negotiation of the entrustment agreement).

- ✓ Support during the process of transferring personal data to third countries or international organizations.

6 Day-to-day support

Supervisions, consultation, monitoring, day-to-day in the processing of personal data.

ODO 24 actions

- ✓ Maintaining compliance in the legal and IT areas.

- ✓ Legal and IT support.

- ✓ Handling data breaches.

- ✓ Contact with data subjects.

- ✓ Cooperation with Polish data protection authority.

- ✓ Preparation for inspection.

- ✓ Guarantee of participation in the control activities of the PUODO.

7 E-learning

With ODO 24 e-learning, employers save hundreds of man-hours for their employees. The scope of the online training is tailored to the needs of employees on the given position. Employees get only the content that applies to them.

Results of ODO 24 e-learning

After the extensive training, the participants will know, among others:

- ✓ what are the most important concepts in the area of personal data protection, the legal grounds for collecting personal data and the principles of information protection,
- ✓ how to report breaches of personal data protection,
- ✓ what is the essence of a data protection impact assessment (DPIA).

International standards help to maintain quality

CIPM

Implementing a privacy and personal data protection system

ISO/IEC 27001

Implementing a privacy and personal data protection system

ISO/IEC 29134

Implementing a privacy and personal data protection system

ISO/IEC 27701

Privacy information management system

ISO 31000

Risk management – rules and guidelines

ISO 19011

Guidelines for auditing management systems

PRINCE2 i SMC™

Project management methodologies

ISO/IEC 27005

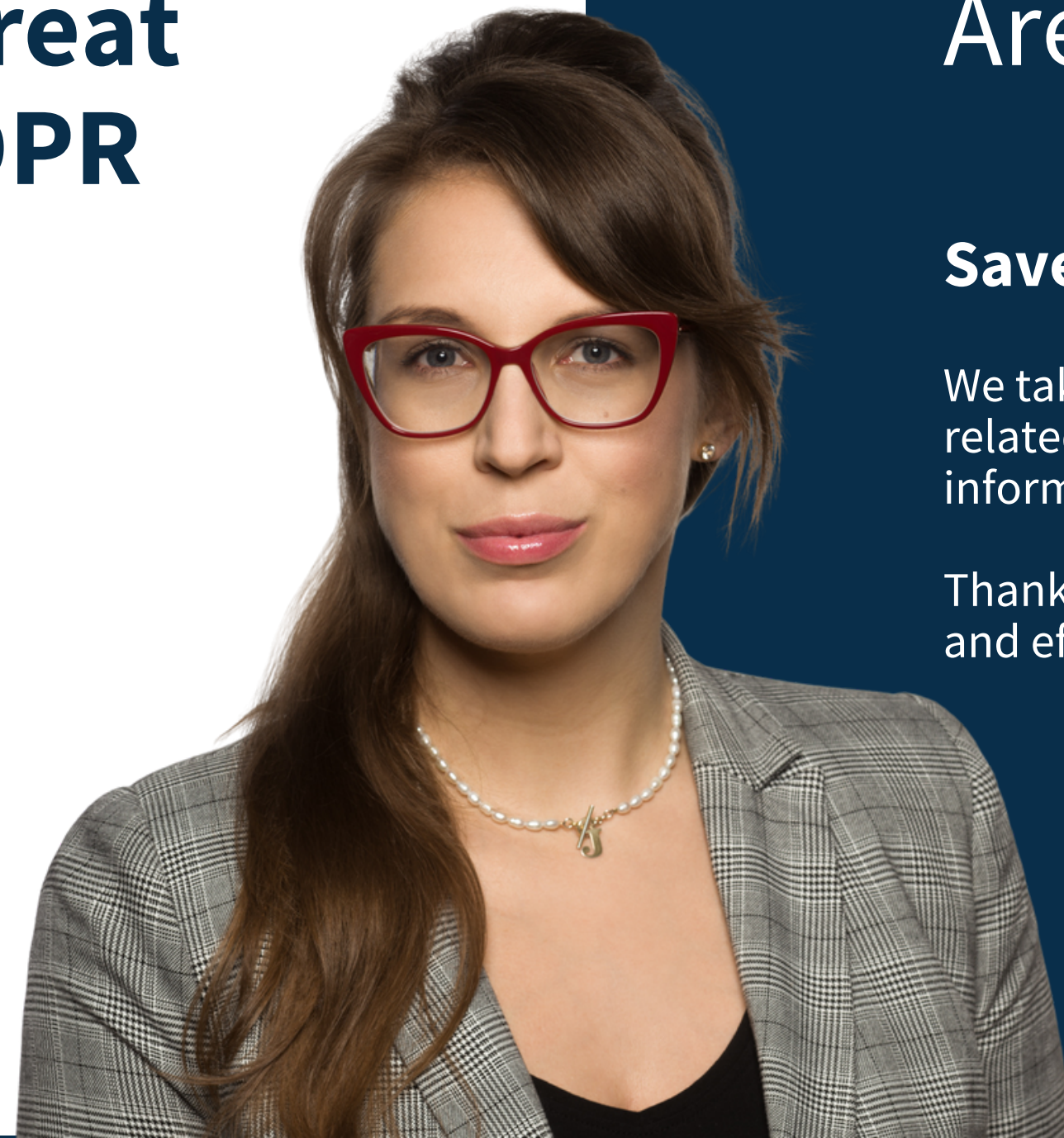
Information technology – security techniques – risk management in information security

4 EXCUSES

that keep you
from choosing ODO 24



1 Our employees are doing great with the GDPR



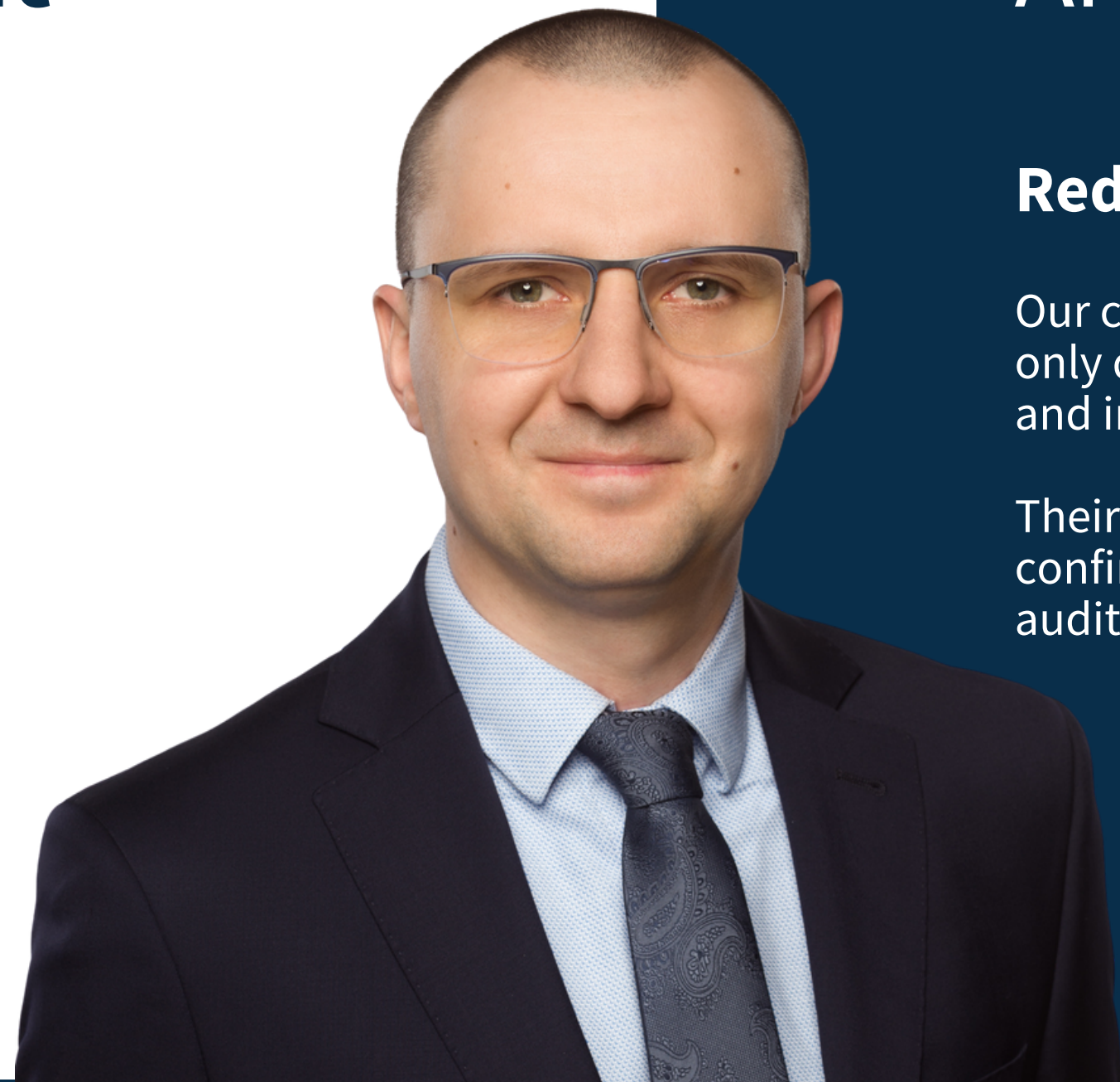
Are you sure?

Save your employees' time

We take over the performance of complex tasks related to the protection of personal data and information security.

Thanks to specialization, we perform tasks quickly and efficiently.

2 Our employees know what and how



Are you sure?

Reduce training costs

Our consultants have extensive knowledge, as they only deal with the field of personal data protection and information security.

Their knowledge is constantly updated and confirmed by renowned certificates, e.g. by leading auditors ISO 27001, ISO 22301.

3 We don't need fancy tools



Are you sure?

Tools make work easier

When providing advisory services, we use specialized tools, such as software that supports audit activities and is used to manage the personal data protection system (Dr GDPR application, ODO Navigator application).

We use algorithms that are based on recognized standards and facilitate risk analysis as well as the assessment of personal data breaches. We provide tools to our clients.

4 They are not responsible for anything



Are you sure?

Responsibility first!

ODO 24 has a dedicated third party liability insurance policy, which covers both formal and legal consultancy and IT consultancy.

The extended scope distinguishes the ODO 24 policy from typical professional policies covering only legal services.

We are here to make you better

Choice





Work with cool experts

We will do for you everything that usually sounds complicated and incomprehensible. We will explain complex processes, detailed reports and help you implement them.

Our experts are market leaders in the field of personal data protection and information security, and are the authors of numerous publications in this field.





Join the group of over 1000 clients

Over 1,000 clients have already benefited from our services. Our offer is constantly enriched to fully satisfy our customers.





Perform efficiently

Many years of practice have allowed us to develop effective and reliable solutions, dedicated to various industries.





Cut costs

Outsourcing the area of personal data protection and information security saves significant financial resources related to the employment of 2 specialists: an expert in the field of law and an expert in the field of IT.



Knowledge is free.

**Knowing how to use it costs money.
But worth it.**



How can we help you?

Give us a **try!**



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