

**EXTERNALIZED
DPO SERVICES**
Brochure

ARE YOU AFFECTED ?

The European General Data Protection Regulation (GDPR) entered into force on 25 May 2018 and applies uniformly across all Member States of the European Union.

It is directly applicable and takes precedence over national legislation in the event of conflict, in particular Law No. 78-17 of 6 January 1978 as amended.

It reaffirms the principles established by Directive No. 95/46 of 24 October 1995: lawfulness, fairness and transparency of all processing; determination of the purpose of processing, which must be legitimate, adequate and relevant; limitation of the retention period; data security. In essence, its key principles are as follows: it is based on a combination of legal and technological means aimed at risk prevention -an accountability-based approach as opposed to a prior formalities-based approach.

It adopts a "Privacy by Design" approach, whereby respect for privacy is now at the heart of all technical development, and personal data must be secured and kept confidential.

Any company collecting data that enables a person to be identified (email address, image, date of birth, IP address, surname, first name, etc.), including in the course of its professional activities, must comply with this new regulation. If the company has more than 250 employees, it is required to appoint a Data Protection Officer. Smaller companies are not subject to this obligation unless they:

- process sensitive data, or
- process a large volume of data.

WHAT IS THE TYPICAL PROFILE OF A DPO?

The DPO must wear two hats: they must have undergone appropriate legal training and understand how the company's information systems operate. They must also be ensured of the ability to carry out their duties in full independence. Depending on the number of processing activities for which the company is responsible, or acts as processor, their duties may occupy them for 1 day per week, 1 day per month, or 1 day per quarter.

For this reason, we offer to outsource these functions and take on the responsibility ourselves. Our team also includes a DPO certified by APAVE® whose competencies are formally recognized.

WHY WE RECOMMEND IT

Even if you do not fall within one of the cases listed above, we recommend that you designate a DPO once your compliance has been achieved. Acting independently of your management hierarchy within the company, the DPO will be responsible for:

- Ensuring that the processes and the personal data processing register put in place within the company are effective and up to date;
- Informing the company and its teams by raising employee awareness of these issues;

- Ensuring that data subjects are able to exercise their rights in accordance with the law.

The DPO also advises the company on carrying out impact assessments and serves as the point of contact with the CNIL.

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WHAT DOES OUR ASSISTANCE CONSIST OF ?

Our assistance in this context consists of:

- Conducting annual interviews with key personnel within the company;
- Drafting an annual report to record events that occurred during the year;
- Updating the processing register and, consequently, analysing new processing activities created during the year;
- Updating compliance documentation where applicable;
- Raising awareness among relevant employees;
- Determining whether impact assessments are necessary and organising or conducting them accordingly;
- Acting as the interface with the CNIL in the event of specific queries or inspections;
- And more generally, taking any measures required to ensure optimal compliance for the company.

AT WHAT PRICE ?

Depending on the size of your company and the number of processing activities identified, we will propose an appropriate fixed-fee arrangement.

Examples of packages:

- 12 days (1 per month) d'intervention : 15,000 euros excl. VAT
- 4 days (1 day per quarter) : 5,600 euros excl. VAT
- Minimal package : 2.5 days per year, soit 3,600 euros excl. VAT (training and awareness raising not included).

A preliminary audit of our intervention may be necessary to ensure that the compliance process has been carried out in a professional manner.

Please do not hesitate to contact us to arrange a meeting so that we may draw up a proposal tailored to the size of your company and your activities.

UN CABINET INVESTI DANS LES RÉSEAUX
DE L'INNOVATION RÉGIONALE, EN TANT QUE PARTENAIRE,
EXPERT, ET/OU JURÉ DE COMITÉ
DE SÉLECTION



Membre du Réseau



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