

Support for Compliance with Privacy Regulations

Service Description



Heading for Privacy Compliance

Globally operating organizations are faced with a myriad of data protection legislations, which become applied increasingly rigorous. Failure to comply with these legislations governing collection, processing and transmission of personal records, can cause severe penalties or serious loss of reputation, as many organizations learned in the past. As those cases showed, privacy risks associated with the organization's IT environment need to be carefully managed.

Most organizations have already spent a considerable amount of work and effort into privacy issues in HR processes, in the CRM, business-specific processes (e. g. patient data in clinical research) and in the Information Security domain. It is crucial to make use of this existing framework.

Pragmatic and Goal Oriented Approach

We help organizations achieving privacy compliance with a structured approach that comprises four phases.

Identify - We consider the applicable law to the entire or part of our client's business incorporating experts in international and local legislation. Information assets that are most critical for compliance will be identified.

Assess - The organization's current practice with regard to existing corporate policies, controls and processes will be

reviewed in the light of the applicable legislation. In this core phase of our approach, deficiencies and gaps will be revealed and their associated risks will be uncovered. Existing controls will be reviewed under the aspect of their efficiency.

Mitigate - A list of recommended actions will be generated, helping to align privacy needs with the organization's business objectives.

Manage - Assistance for ongoing maintenance of privacy compliance.

Critical for success is a pragmatic approach, that takes into account the existing and ongoing privacy practice in the organization and gradually improve existing components.

The Road to Compliance

Any compliance project addressing privacy concerns should result in

- a list of applicable privacy legislation and an impact analysis of non-

About Confidentas

Confidentas helps organizations with elevated security and compliance requirements identify, assess and manage business risks related to confidentiality, integrity and availability of information.

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- compliance,
- a set of consolidated policies and documentation on what, how, why, and who handles privacy issues in the organization,
- a list of identified privacy risks along with recommended actions,
- a working program towards compliance,
- a training approach for staff.

Project Tasks

When ensuring compliance with privacy legislation, we will provide project support and guidance by

- reviewing the existing privacy policies, instructions, and practices,
- defining/challenging the scope and boundary of the actual compliance project,
- identifying, completing and reviewing privacy regulations in defined domains/regions,
- developing an approach to handle specialties in defined parts of the business, organization and regions,
- conducting compliance assessment and gap analysis,
- assessing the potential impact of non-compliance to privacy regulations,
- defining the required maturity of the controls and processes, and their priorities,
- defining a clear and simple document structure and migrating existing documents,
- including input from best practice guidelines,
- proposing options how to achieve the required level of compliance to privacy legislation within the organization,
- defining programs, processes and related terms in order to fulfill identified privacy legislation,
- establishing or refining a project plan for privacy safeguarding throughout the entire organization,
- supporting management commitment,

- awareness and training activities,
- defining the overall life cycle of the privacy compliance program (plan-do-check-act).

Critical Success Factors

Taking into account the existing corporate environment, following factors are critical for success:

- a systematic, yet pragmatic way in designing and implementing a control system addressing privacy issues
- proper judgment in balancing compliance requirements with the organization's business needs
- obtaining sufficient buy-in from the effected organizations by providing adequate guidance
- re-using and gradually enhancing current material
- aligning with current practices from similar industries
- cross-checking and coordinating with other compliance activities that might be underway in the organization, e. g. ERM, Basel II, SOX, ISO 27001

Tailor made Solutions

Each business is different, so is its culture, its attitude, and its level of readiness towards compliance. While we offer a structured approach, it needs to be tailored to the organization's peculiarities.

Contact us and request more information:

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