



LEVERAGING PRIVACY RESPONSIBILITIES WITH COMPLIANCE

TRAINING OPPORTUNITIES TO DEVELOP PRIVACY SKILLS

FOSTERING A CAREER IN INFORMATION PRIVACY

The key responsibilities of the Privacy Officer are to ensure compliance with PIPA, advise company management and staff on the right measures to take, and to liaise with the Privacy Commissioner's office when necessary.



THE ROLE AND RESPONSIBILITIES OF THE PRIVACY OFFICER VARY AND ARE DEPENDANT ON THE WAY THAT THE ORGANISATION USES PERSONAL INFORMATION.



Business Solutions

Privacy Officers regularly will need to sell the spirit of Privacy by Design & Default and often the benefits of a privacy program to the organisation.



Social Worker

Privacy Officers should have empathy, patience, and a number of resources. They need confidence to face challenges and to know how to create a business case.



Visionary

Privacy Officers need vision, the ability to inspire others. They must have foresight to influence decisions and stay current with the ever-changing privacy landscape.



Investigator

Privacy Officers will need to ask tough questions, wear a risk management hat, detail clear notes, and offer a non-biased investigation after an incident.



Happy Fixer

Creativity and an open-mind are helpful and forward-thinking methodology when identifying solutions to address privacy risks. They should remain positive and self-assured.



THE PRIVACY OFFICER

Responsibilities



Breadth & Complexity

Organisations should ensure that the Privacy Officer is positioned to respond to public inquiries, and has the resources and support to perform required duties.

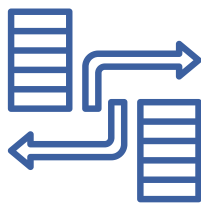
Examples of responsibilities



Manage
Access
Requests



Consent
Management



Data
Transfers



Breach
Management



Training &
Policies

www.privacy.bm



TRANSFERABLE EXPERIENCE

Identify key contacts that can share the organisation's processes and workflows to ensure high-quality learning and tailored support on privacy matters.

INDUSTRY KNOWLEDGE & EXPERIENCE

Develop understanding of operational activities.



RELATIONSHIP MANAGEMENT

Nurture a speak-up culture.



RESEARCH & INVESTIGATIVE SKILLS

Champion privacy & promote the spirit of regulation.



BUSINESS ACUMEN

Embrace project management skills for team collaboration.



RISK IDENTIFICATION & MANAGEMENT

Support the organisation's ethics.



VERBAL & WRITTEN COMMUNICATION

Stay current with the local and international privacy landscape.



DIVERSE EXPERIENCES

Build castles. Networking is key!



ASPIRING TO BE A PRIVACY OFFICER ?



RESPONSIBLE
FOR THE
OPERATION OF
A PRIVACY
PROGRAMME

MEMBER OF
THE SENIOR
TEAM

- RESPONSIBLE FOR ENSURING INDIVIDUAL PRIVACY RIGHTS, MONITORING PROGRAMME COMPLIANCE, INVESTIGATION, AND TRACKING OF INCIDENTS AND BREACHES.
- TENDS TO BE LOCATED IN AN ORGANISATION'S COMPLIANCE OR LEGAL DEPARTMENT.
- TYPICALLY THE POINT PERSON FOR MEDIA AND OTHER EXTERNAL INQUIRIES REGARDING PRIVACY-RELATED MATTERS.
- MAINTAINS A COMPREHENSIVE AND CURRENT KNOWLEDGE OF BOTH CORPORATE OPERATIONS AND PRIVACY LAWS.

Contact us for privacy support