



Personal Data Protection Law Implementation Training Course

20 – 24 December 2026
Cape town

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Ref: 842_163768 **Date:** 20 – 24 December 2026 **Location:** Cape town **Fees:** 4500 Euro

Overview

Personal Data Protection Law Implementation Training Course is a one-week course for privacy, compliance, legal operations, data governance, security, and process functions, who leave with a PDPL Implementation Framework. Participants convert applicable requirements into governance, processing records, privacy notices, rights workflows, processor controls, transfer assessments, breach coordination, retention rules, and assurance evidence for entities within the Law's scope. Agile Leaders Training Center develops personal data protection law implementation capability.

Who Should Attend

- Privacy functions responsible for governance, notices, rights, and assurance
- Compliance and legal operations functions responsible for interpreting applicable obligations
- Data governance functions responsible for inventories, ownership, quality, and lifecycle controls
- Information security functions responsible for protection measures and incident coordination
- Procurement and vendor management functions responsible for processor and transfer controls
- Business process functions responsible for personal-data collection and use

The course assumes participants can map business processes and interpret internal requirements, and leaves out legal advice, litigation, technical security engineering, and certification preparation.

Departments and Industries

The course supports departments and industries that process personal data within the applicable scope.

- Privacy, compliance, legal operations, and internal audit
- Data governance, information security, procurement, and records management
- Healthcare, education, retail, and hospitality
- Financial services, insurance, technology, and telecommunications
- Manufacturing, transportation, utilities, and professional services

Learning Objectives

By the end of this course, participants will be able to:



- Build a PDPL governance and accountability structure
- Analyze processing activities, purposes, roles, and data flows
- Apply notice, rights-request, and minimum-data controls
- Evaluate processors and personal-data transfer safeguards
- Design breach, retention, destruction, and assurance workflows
- Prioritize a personal data protection implementation roadmap

Course Agenda

Day 1: Establish Scope and Governance

- PDPL Scope and Applicability Assessment
- Controller and Processor Role Matrix
- Privacy Governance and Accountability Map
- Policy and Procedure Architecture
- Implementation Obligation Register

Day 2: Map Processing and Transparency

- Personal Data Processing Inventory
- Purpose and Minimum-Data Assessment
- Personal Data Flow Diagram
- Privacy Notice Content Checklist
- Processing Change Review Gate

Day 3: Operate Rights and Third-Party Controls

- Data Subject Rights Request Workflow
- Identity Verification and Response Record
- Processor Due Diligence Checklist
- Data Processing Contract Control Matrix
- Personal Data Transfer Risk Assessment

Day 4: Control Incidents and the Lifecycle

- Personal Data Breach Triage Workflow
- Notification Decision and Evidence Log
- Retention and Disposal Schedule
- Data Destruction and Anonymization Control
- Privacy Assurance and Action Tracker



Day 5: Practice PDPL Implementation

- Exercise: Classify Controller and Processor Roles
- Exercise: Map a Personal Data Processing Activity
- Exercise: Operate a Rights Request and Breach Decision
- Exercise: Assess a Processor and Data Transfer
- Capstone: PDPL Implementation Framework

Practical Exercises

The course uses suggested activities based on personal-data operations in healthcare, retail, financial services, and technology.

- Suggested activity: determine applicability, roles, owners, and implementation obligations for a processing scenario.
- Suggested activity: document purposes, data fields, flows, minimum-data decisions, and notice content.
- Suggested activity: run rights, processor, transfer, and breach workflows while recording decisions and evidence.
- Suggested activity: assemble a prioritized roadmap linking controls, owners, dependencies, assurance tests, and actions.

FAQs

Who suits personal data protection law implementation training, and what does it assume?

Privacy, compliance, legal operations, data governance, security, procurement, records, and process functions suit the training; it assumes experience mapping processes and interpreting internal requirements.

How does PDPL implementation training differ from general privacy awareness training?

PDPL implementation training builds governance, records, workflows, controls, and assurance evidence, while general privacy awareness training concentrates on recognizing responsibilities and handling personal data appropriately.

What records support personal data protection law implementation?

Implementation records should make processing purposes, data categories, roles, notices, rights actions, processors, transfers, incidents, retention, destruction, decisions, and control evidence traceable.



How should minimum personal data be assessed?

Minimum-data assessment should connect each requested data field to a specified processing purpose and remove fields that are unnecessary for achieving that purpose.

How should a PDPL implementation roadmap be prioritized?

A PDPL implementation roadmap should prioritize applicable obligations, higher-risk processing, data-subject impact, control gaps, dependencies, accountable owners, and evidence needed for assurance.

Conclusion

Participants take back a PDPL Implementation Framework containing governance, inventories, role decisions, notices, rights workflows, processor and transfer controls, incident steps, retention rules, assurance tests, and a roadmap. It changes disconnected privacy tasks into an accountable operating framework. The framework supports implementation, review, evidence, ownership, and improvement.