

28, January 2022

# Happy Data Protection Day

# Privacy: 5<sup>+1</sup>Tips for 2022

### 1. Train your employees

By conducting regular awareness sessions, so that they understand their responsibilities for safeguarding data and in order to maintain privacy awareness.

### 2. Update your Data Map

Make sure that your data map is up to date, and it covers all the new personal data processing activities.

# 3. Update your Privacy Notices

Ensure that your Privacy Notices are up to date and they align with the updated data map.

## 4. Update your Policies & Procedures

Do not forget, it's not 2018 anymore. Update your policies and procedures, in order to cover all new circumstances, such as teleworking.

### 5. Review your new high-risk activities

Carry out a data protection impact assessment (DPIA) when the processing could result in a high risk to the rights and freedoms of natural persons (e.g. Whistleblowing & Anti-Harassment procedures, etc.)

## 6. Monitor and audit your Processors

Conduct regular audits in order to ensure that your processors provide an adequate level of protection regarding personal data and comply with GDPR.