

POPIA CRASH COURSE (v1.0) FOR INFORMATION OFFICERS AND THEIR DEPUTIES

LEARN SOME TRICKS OF THE TRADE ON HOW TO AVOID THE PITFALLS

- An overview of POPIA
- An introduction to Generally Accepted Compliance Practice Framework
- The duties (and liabilities) of Information Officers and Deputy Information Officers
- Creating and implementing a compliance framework
- Doing Personal Information Impact Assessments and managing information risk

For a sneak preview of what you will learn read ***Not another POPIA white paper: 10 years, 10 lessons***

Format and duration of the course

Three webinars. Two and a half hours each.



Dates

3 – 5 March
26 – 28 May
25 – 27 August

Price

R2 846.25 (incl VAT) (members)
R3 415.59 (incl VAT) (non-members)

Register [by sending an email events@compliancea.com](mailto:events@compliancea.com)

A POPIA WORK LABS. HOW TO IMPLEMENT A POPIA PROGRAMME

EVERYTHING INFORMATION OFFICERS AND THEIR DEPUTIES NEED TO KNOW!

During this three-month course, you will work your way through implementing a POPIA Programme. Our experts will guide you and give you templates, tools and tricks along the way. It includes over 30 hours of instruction!

You don't have to take the Crash Course to qualify for this masterclass, but it will make things easier.

This course will cover:

- Crash Course 2.0. We'll cover the basics, but we'll take a more in-depth look
- The policies you need and how to implement them
- How to design practical POPIA training: Changing minds and work habits
- How to monitor compliance
- How to report to the board
- A standard implementation plan to help you get started

What you will get:

- A whopping 24 hours with our POPIA experts
- A full set of policy templates which you will customise for your organisation
- A template information security standard
- A template records retention schedule
- An SOP on SOPs
- A personal information impact assessment procedure and templates
- The opportunity to try and stump our experts with your POPIA questions
- Interaction with other people who are in the same POPIA boat
- A barrel of laughs
- The option of one-on-one coaching from our experts at a reduced rate

For a sneak preview of what you will learn read ***Not another POPIA white paper: 10 years, 10 lessons***

Format of the course

The work labs consist of six virtual Work Labs of four hours each, spread over three months. Before each Work Lab, we will give you a set of templates and tasks to perform for the next work lab. You will submit your work and receive feedback during the Work Lab.

Presented by

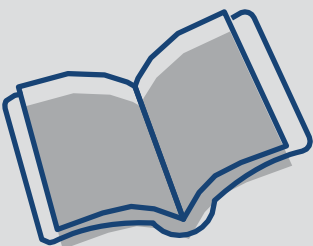
Elizabeth de Stadler and Celeste Schlebusch.

Dates

Work Lab IO 1	10 MARCH
Work Lab IO 2	25 MARCH
Work Lab IO 3	8 APRIL
Work Lab IO 4	14 APRIL
Work Lab IO 5	28 APRIL
Work Lab IO 6	12 MAY

Work Lab IO 1	2 JUNE
Work Lab IO 2	17 JUNE
Work Lab IO 3	29 JUNE
Work Lab IO 4	14 JULY
Work Lab IO 5	28 JULY
Work Lab IO 6	11 AUGUST

Work Lab IO 1	1 SEPTEMBER
Work Lab IO 2	15 SEPTEMBER
Work Lab IO 3	29 SEPTEMBER
Work Lab IO 4	13 OCTOBER
Work Lab IO 5	28 OCTOBER
Work Lab IO 6	10 NOVEMBER



Price

R 9 108.00 (incl VAT) (members)

R10 929.60 (incl) VAT (non-members)

Register

by sending an email to events@compliancesa.com

Combined Package Price (Crash Course + Work Labs)

R10 954.25 (incl VAT) (members)

R12 910.59 (incl) VAT (non-members)