



Data Protection Officer

*Oslo
Stavanger*

*Bergen
Tromsø*

*Kristiansand
Trondheim*

Singapore
www.svw.no

**simonsen
vogt**wiig

The General Data Protection Regulation (GDPR) imposes an obligation on many businesses to designate a Data Protection Officer (DPO), with expert knowledge of data protection laws and practices.

Simonsen Vogt Wiig offers its services as External Data Protection Officer to all businesses which process personal data under the Norwegian Personal Data Act and the General Data Protection Regulation. We will offer a service that is tailor-made for your business; taking into account the size and competence of your organisation, as well as the risk of the processing involved.

If necessary, we may perform an initial Compliance Audit as part of the DPO-service, as outlined in section 1 below.

In general, our service comprises the following:

1. Compliance Audit

We perform an Audit in order to check if your business complies with applicable data protection requirements, including those that follow from the GDPR. We scope the audit in close cooperation with the client.

Our findings are documented in a Compliance Audit Report to the management, where we also identify and recommend measures that are necessary in order to establish compliance.

2. Establishing Compliance

We assist your business in establishing organizational and legal measures in order to document compliance with the regulation. This will typically include creating or reviewing the following documentation:

- Data Protection Strategy
- Record of processing activities within your business
- Data Protection Impact Assessments
- Internal Procedures for the processing activities
- Data Processing Agreements and Data Transfer Agreements
- Binding Corporate Rules (where suitable)



3. The DPO Service

We provide your business with a DPO-service that is compliant with the obligations under the GDPR. In an effective and independent manner we may

- Provide Legal Advice regarding any obligations pursuant to applicable Data Protection Legislation, and be consulted before making decisions that may have effect on how the business protects and processes personal data. In this respect we may serve as a Hot Line for any urgent matter
- Provide Training for your employees, in order to implement the Internal Procedures in your organization
- Update Compliance Documentation
- Monitor Compliance with the Data Protection Legislation and the Internal Procedures
- Act as primary Point of Contact towards the Data Protection Authorities, in relation to Inspections, Prior Consultations or any other matter, and towards the Data Subjects, for any requests or formal complaints
- Report our activities directly to the highest level management, on a regular basis

Charges

Fixed monthly rate

Fixed hourly rate

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