



Datu valsts inspekcija

Distance learning program on data protection for SMEs

24.07.2024.

Dāvis Bludiņš



Projektu līdzfinansē
Eiropas Savienība

Our goal - Raise awareness among SMEs on the data protection



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- Available in two languages;
- Training materials and document templates are practical as possible;
- E-course training program is developed as a long-term solution.



About the E-course



**Personal data
protection for
small and
medium-sized
enterprises**

[RESUME COURSE](#)

Key points:



DATU
AIZSARDZĪBAS
MĀCĪBU
KURSS



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Accessible by everyone

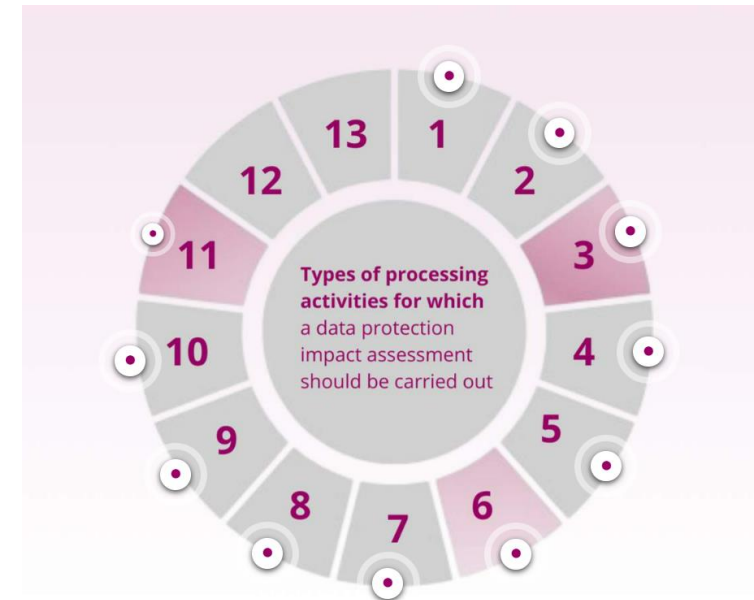
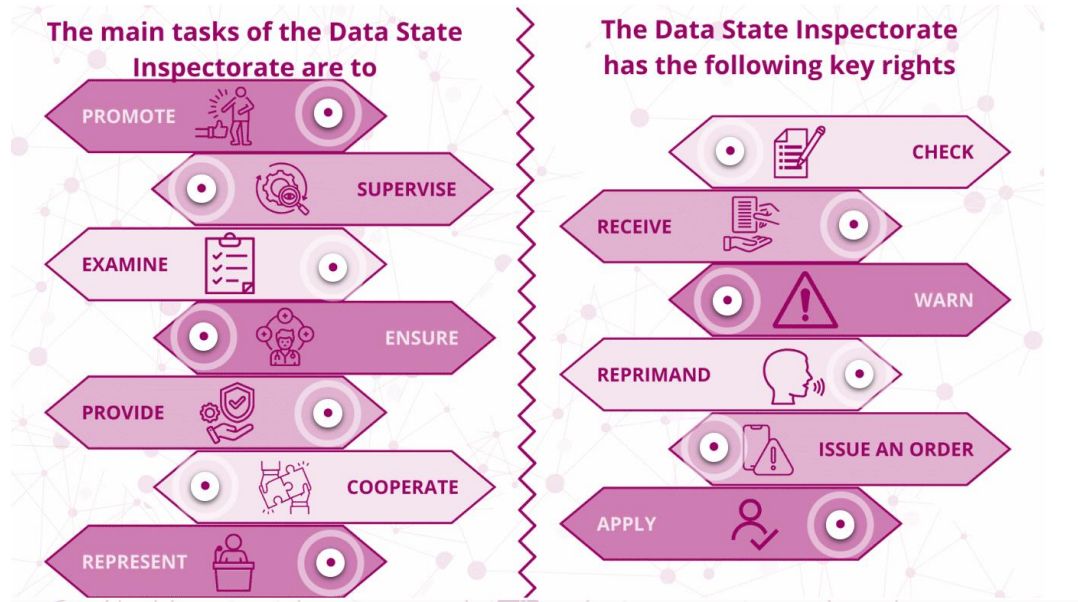
Available for free and for an unlimited period

E-course can be accessed in free access mode or upon registration

For those who register, the learning process is maintained during all learning process, and they can take the test and get a certification

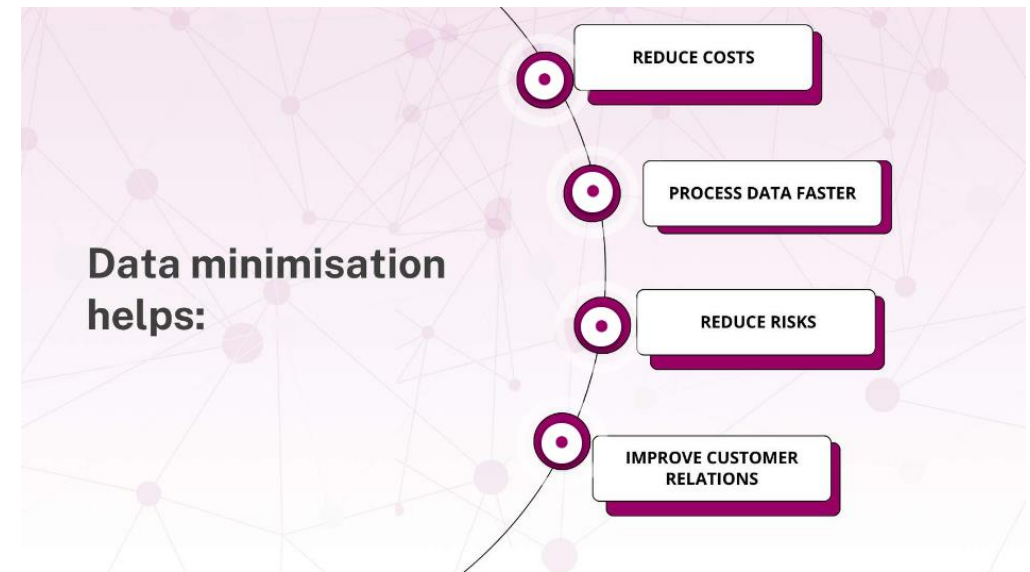
Project website: <https://e-kurss.dvi.gov.lv/>

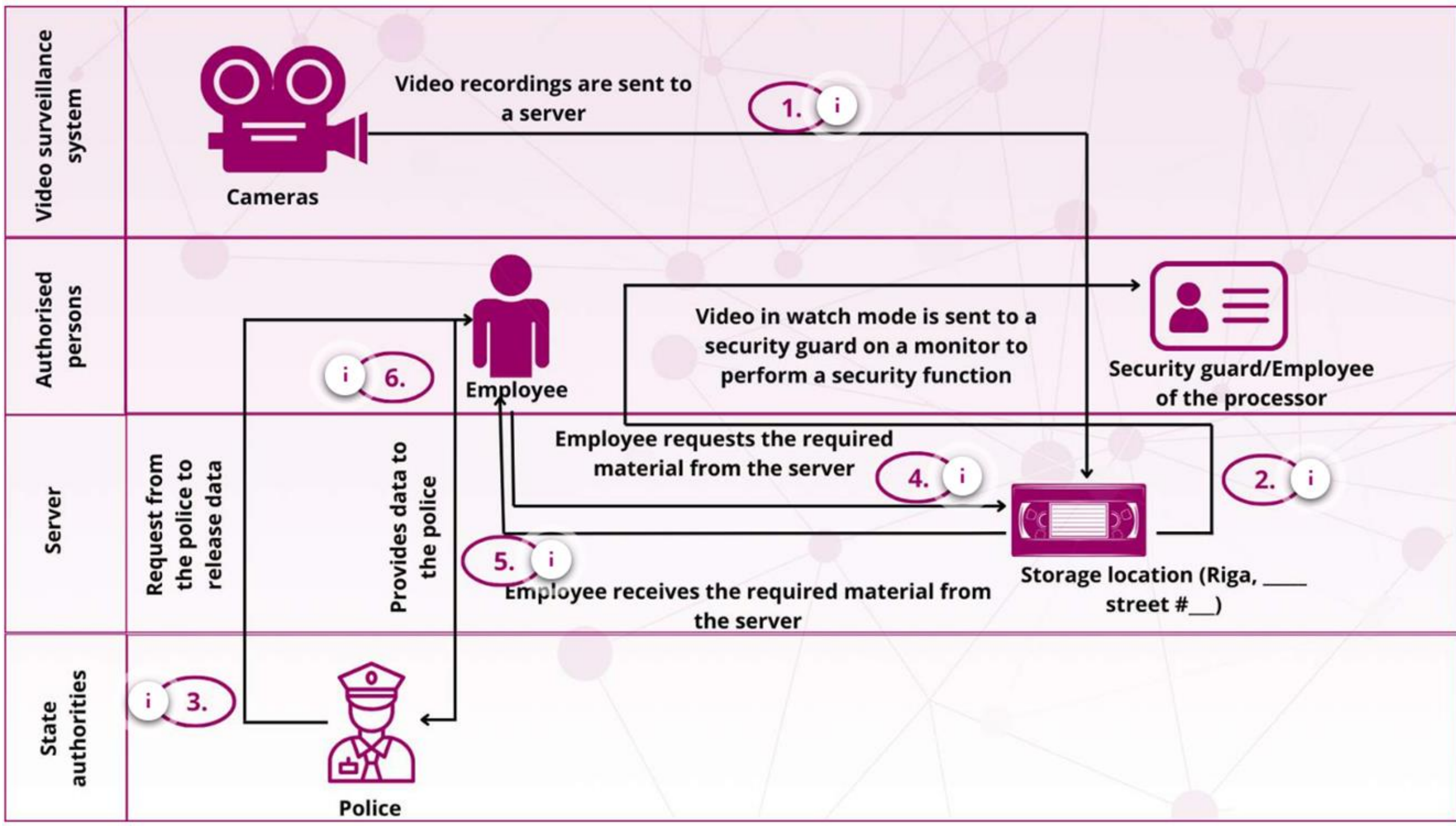
The E-course is designed as interactively as possible:



Determining the person responsible for the storage of the document and the need for deadlines.

Usually, the owners of the relevant process are identified as the responsible persons, e.g., the Human Resource Manager for the storage of the employment contract, or the Head of the Customer Service Department for the storage of customer documentation.





The E-course includes mini self-tests and tasks on the learned theory

Question

01/14

Is the consent separate from another document (such as a contract or terms of service) and is it possible to give or refuse consent without affecting the contractual terms of service?

☐ Yes

☐ No

SUBMIT

What is the right way to comply with the principle of data storage?



Store personal data for only as long as is necessary to achieve a specific purpose and then erase the data.



Store personal data for as long as possible (indefinitely), so that there is always more opportunity to verify the accuracy of historical data.

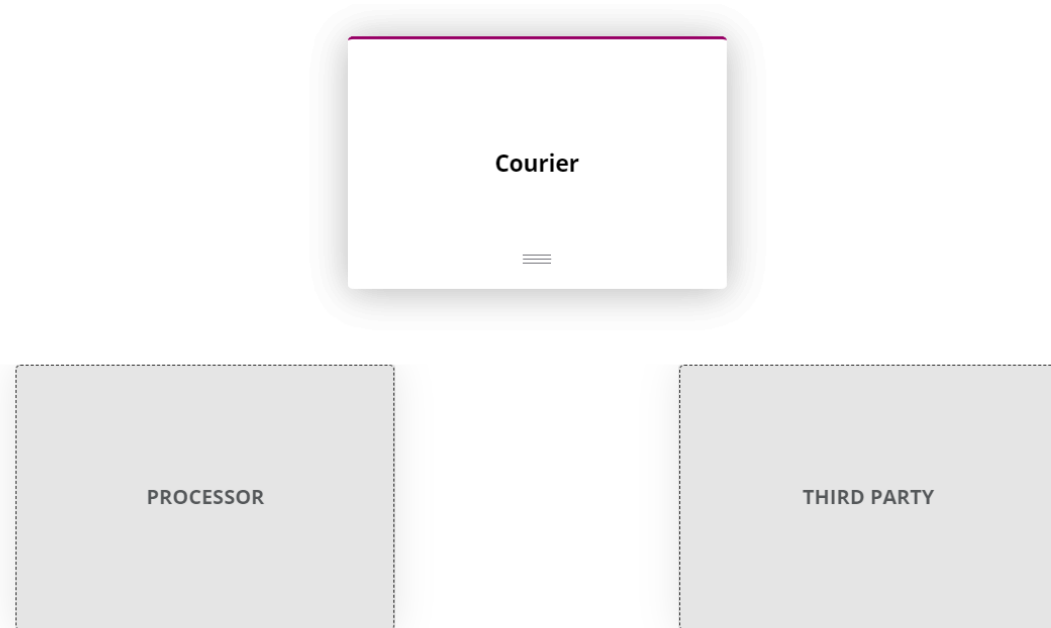
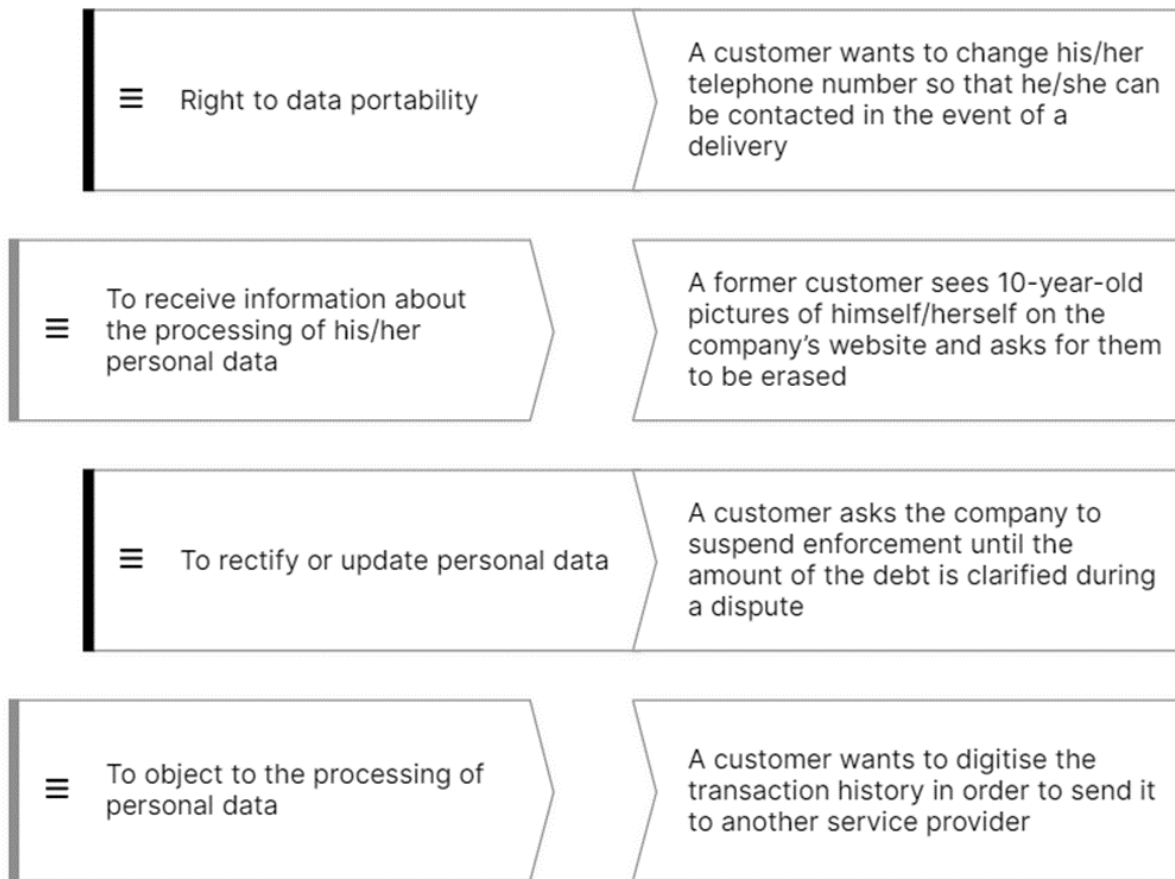


Erase stored personal data only if the data subject or law enforcement authorities so request.

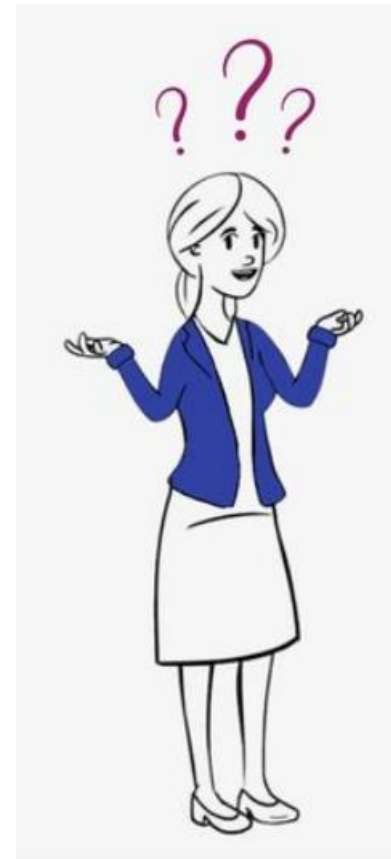
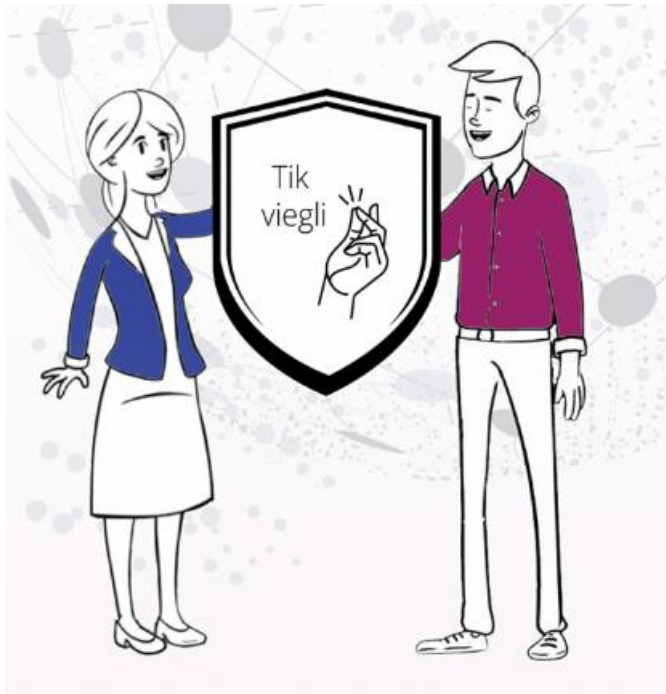


Incorrect

TAKE AGAIN



During the E-course, two interactive characters are used

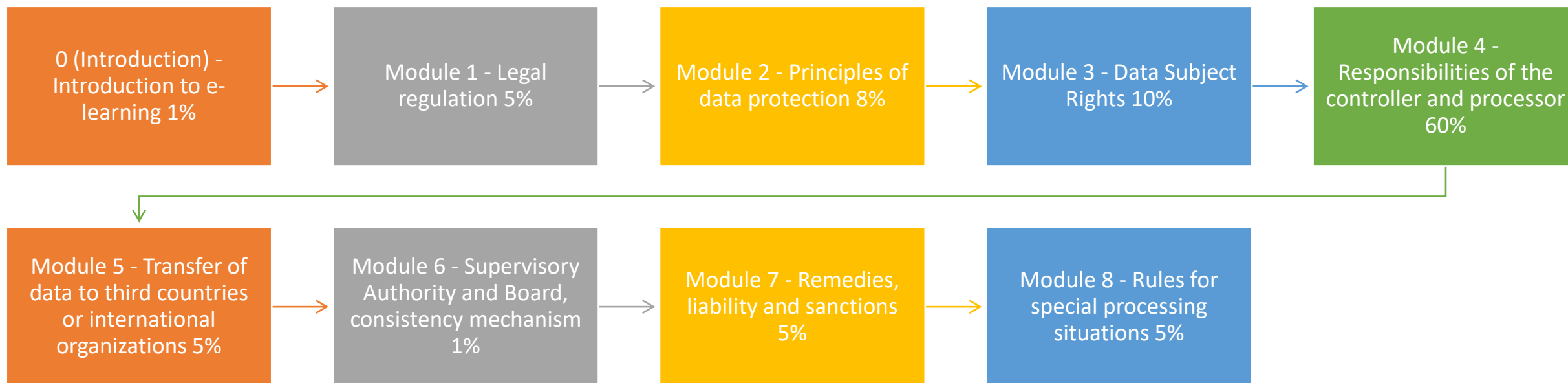


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The E-course have 8 modules







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For those who register it is possible to take the test and examine knowledge

Home Dashboard My courses  DB 

DVI_ENG / Final test

 **Final test**

Back


Question 1
Not yet answered
Marked out of 1.00

Which of the following persons is considered to be the processor:

Select one:

- ☐ the investigating authority requesting data from the company
- ☐ an employee of the company
- ☐ a cooperation partner who assists the company in processing its data by technical means

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Quiz navigation

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29	30					

Finish attempt ...

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SERTIFIKĀTS

Dāvis Bludiņš

ir apguvis/-usi Datu valsts inspekcijas e-mācību
"Personas datu aizsardzība mazajiem un vidējiem uzņēmējiem"
kursu un tā ietvaros apgūti sekojoši kursa moduļi:

- 1.modulis "Tiesiskais regulējums",
- 2.modulis "Datu aizsardzības principi",
- 3.modulis "Datu subjektu tiesības",
- 4.modulis "Pārziņa un apstrādātāja pienākumi",
- 5.modulis "Datu nosūtīšana uz trešajām valstīm vai starptautiskajām organizācijām",
- 6.modulis "Uzraudzības iestāde un Kolēģija, konsekvences mehānisms",
- 7.modulis "Tiesību aizsardzības līdzekļi, atbildība un sankcijas",
- 8.modulis "Noteikumi īpašām apstrādes situācijām".

2024. gada 28. maijs

Document templates



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Register of processing activities of the controller .xlsx

23 KB



An example of nomenclature.docx

36.2 KB



Video surveillance.docx

42.7 KB



Form for carrying out a data protection impact assessment.pdf

206 KB





Memorandum between supervisory authorities



Datu valsts inspekcija

Thank you!

<https://www.dvi.gov.lv/lv>

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