Pre-Con: **Building a Privacy Program** (1 day)

Date
Sunday, May 31, 2020
8:30 AM – 4:30 PM

Speakers
Else Khoury, Primary Consultant
Seshat Information Consulting
else.khoury@outlook.com

Rachelle Ross, Records Manager/
Archivist, Access and Privacy Office
University of Manitoba
Rachelle.Ross@umanitoba.ca

Location
Hotel Fairmont Winnipeg
2 Lombard Place.
Winnipeg, MB R3B 0Y3

Cost

Option Includes lunch, snack and beverage	Cost in CAD
ARMA Member	$349
Non-member	$449

Why attend
- Reduce the risk of privacy breaches and other incidents in your municipality
- Grow support for your privacy program

Who should attend
Anyone with privacy or risk responsibilities

Description
As privacy breaches and the class action lawsuits which inevitably follow continue to make headlines, you may be wondering how your organization should begin to develop a privacy program. Regardless of what legislation you fall under, the consequences of failing at privacy compliance can be severe. This workshop will consider the various legislative landscapes and requirements for a privacy program while providing a measured and reasonable approach to building your program.

In the afternoon, learn more in depth, how to develop, approve, implement and execute a Privacy Impact Assessment process at your workplace to effectively identify and mitigate privacy risks. We'll review a selection of templates in use across Canada, discuss the resources required and discuss the scope of different types of assessments.   We'll have a frank discussion about requirements for a PIA team for best results, and also look at some real life situations that can challenge a project nearing completion. Participants will be provided with templates for questionnaires, responses, and recommendations to mitigate against risk to give their programs a jump start!

Learning outcomes

Students will learn:

- How to develop privacy policies and training
- How to develop Privacy Impact Assessments (PIAs)
- How to develop a Privacy Breach Management Plan
- How to respond to Freedom of Information and Access Requests

Speaker Biographies

Else Khoury is the primary consultant with Seshat Information Consulting. She has worked in the field of access and privacy for 15 years and has helped public, and privacy sector clients improve their privacy compliance framework.

Rachelle Ross is the Records Manager/Archivist, University of Manitoba, working out of the Access and Privacy Office. Rachelle has an MA in Archival Studies, and over 10 years' experience working in archival and records management roles in public and private institutions in Manitoba.