Training Course on Lawful Basis for Processing Personal Data

Professional Development Training Course Outline

Category	Data Security	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

With data privacy becoming a global priority, understanding the lawful basis for processing personal data is critical for any organization handling personal or sensitive information. **Training Course on Lawful Basis for Processing Personal Data** is tailored to equip professionals with in-depth knowledge of GDPR compliance, consent management, data subject rights, and lawful data processing frameworks. Whether you're a data controller, processor, legal advisor, or compliance officer, this course will empower you with legal clarity and operational guidance to protect personal data while maintaining business integrity.

This course dives deep into trending legal frameworks, practical data governance strategies, and regulatory compliance mandates, with real-world case studies and interactive modules. Through this robust learning experience, participants will gain essential skills to ensure accountability, minimize legal risk, and uphold ethical data practices in the digital age.

Programme Curriculum

Training Course on Lawful Basis for Processing Personal Data

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Course Objectives

1. Understand all six lawful bases for processing personal data under GDPR.
2. Differentiate between consent, contract, legal obligation, vital interests, public task, and legitimate interests.
3. Apply lawful basis requirements to real-world data processing scenarios.
4. Identify the risks of processing personal data without a valid legal basis.
5. Implement transparent consent practices aligned with data privacy laws.
6. Align organizational data practices with data minimization principles.
7. Address cross-border data transfers using appropriate legal mechanisms.
8. Evaluate the impact of processing on individual rights and freedoms.
9. Draft and review privacy notices for lawful transparency.
10. Navigate audits and regulatory investigations with proper documentation.
11. Train staff on compliance with lawful data processing frameworks.
12. Incorporate privacy by design and default in data operations.
13. Leverage technology for GDPR-compliant data processing workflows.

Target Audience

1. Data Protection Officers (DPOs)
2. Compliance Managers
3. Legal Counsels and Privacy Attorneys
4. IT and Cybersecurity Professionals
5. Marketing and CRM Professionals
6. HR and Talent Acquisition Managers
7. Healthcare and Financial Sector Executives
8. Government and Public Sector Administrators

Course Duration: 5 days

Course Modules

Module 1: Overview of Personal Data and Legal Foundations

- Define personal and sensitive data categories
- Understand GDPR and global data protection laws
- Explore the concept of lawfulness in processing
- Identify key stakeholders: controllers and processors
- Role of supervisory authorities in enforcement
- **Case Study**: Data breach investigation in a retail company

Module 2: The Six Lawful Bases Explained

- Consent: Obtaining, managing, and withdrawing
- Contract: Fulfilling legal agreements
- Legal obligation: Employer obligations and more
- Vital interests: Emergency healthcare scenarios
- Public task: Governmental data duties
- **Case Study**: Comparing consent vs. contract in app development

Module 3: Data Subject Rights and Compliance Obligations

- Right to be informed, access, rectify, and erase
- Implementing opt-out mechanisms

- Data portability and automated decision-making
- Managing data subject access requests (DSARs)
- Ensuring fairness and transparency
- **Case Study**: Employee data request in HR

Module 4: Legitimate Interests Assessment (LIA)

- Understanding legitimate interest balancing test
- Documenting the LIA process
- Justifying interests vs. individual rights
- Examples of legitimate interest in marketing
- Mitigating risks with policy controls
- **Case Study**: Legitimate interest in newsletter campaigns

Module 5: Consent and Data Minimization Principles

- Valid consent criteria and burden of proof
- Importance of clear and granular consent
- Retention schedules and purpose limitation
- Strategies for minimizing collected data
- Children’s data and age-verification rules
- **Case Study**: Online form redesign for minimal data capture

Module 6: Privacy Notices and Communication

- Legal requirements for privacy policies
- Multi-layered and user-friendly notices
- Transparency through just-in-time messaging
- Updating notices during process changes
- Ensuring multilingual accessibility
- **Case Study**: Privacy notice for a mobile banking app

Module 7: Data Transfers and International Compliance

- EU-US Data Privacy Framework
- Standard Contractual Clauses (SCCs)
- Binding Corporate Rules (BCRs) overview
- Schrems II and data transfer risk assessments
- Data localization trends and implications
- **Case Study**: Cross-border data project in a multinational firm

Module 8: Documentation, Training, and Audit Readiness

- Record of processing activities (RoPA)
- Internal compliance and training programs
- Maintaining DPIA logs and templates
- Preparing for audits and investigations
- Embedding compliance into onboarding
- **Case Study**: Audit-readiness plan in a healthcare facility

Training Methodology

- Interactive presentations and expert-led sessions
- Group exercises and scenario-based discussions
- Hands-on workshops with legal templates and checklists
- Real-world case studies for application and reflection

- Knowledge checks and assessments at module completion
- Certificate of completion for all participants

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

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