



CERTIFIED DATA PROTECTION OFFICER

28 - 29 OCT 2026 | 9.00AM - 5.00PM | IBIS PJCC, PJ

Course Overview

The Certified Data Protection Officer (CDPO) Programme is a comprehensive 2-day training designed to equip participants with in-depth knowledge and practical competencies in Personal Data Protection Act (PDPA) 2010 and the latest PDPA 2024 Amendments in Malaysia.

The programme provides a structured understanding of data protection principles, regulatory obligations, and organisational compliance requirements, while also focusing on practical implementation within real workplace environments.

Participants will be guided through key areas such as PDPA fundamentals, new legal obligations including DPO appointment and breach notification, DPIA implementation, incident response, and the development of a robust organisational data protection framework.

The training also integrates emerging challenges such as AI, digital transformation, and cross-border data transfers, ensuring participants are prepared for modern data governance demands.

Who Should Attend

- HR Managers, Executives & Officers
- Legal, Compliance & Risk Management Professionals
- IT, Cybersecurity & Data Governance Officers
- Internal Auditors & Governance Officers
- DPOs or Individuals responsible for PDPA compliance

Learning Outcomes

- Understand the key principles and legal framework of PDPA 2010 and PDPA 2024 Amendments.
- Identify organisational roles, responsibilities, and compliance obligations under PDPA.
- Explain the role, duties, and governance structure of a Data Protection Officer (DPO).
- Implement practical PDPA compliance measures, including consent management, privacy notices, and data retention practices.
- Conduct Data Protection Impact Assessments (DPIA) and develop effective data breach response and organisational compliance frameworks.

Course Registration :



<https://forms.office.com/r/pRGJ9Cj0XF>

RM2,600*

(Price Inclusive of 8% SST)
HRDC Claimable*



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Course Structure

Time	Agenda
DAY 1 - Understanding & Complying with PDPA in Malaysia	
09:00 - 09:30	Opening & Icebreaker
09:30 - 10:30	Session 1 : Overview of Personal Data Protection Act (PDPA) 2010 • Introduction to PDPA 2010 • Key Concepts & Terminologies • Core Principles of Data Protection
10:30 - 10:45	Morning Break
10:45 - 12:00	Session 2 : PDPA 2024 Amendment - Key Changes & New Obligations • Overview of the PDPA 2024 Amendments • New Compliance Requirements & Data Subject Rights • Enforcement, Penalties & Organisational Impact
12:00 - 13:00	Lunch Break
13:00 - 14:00	Session 3 : Practical Compliance with PDPA - Obligations of Data Users • Managing Personal Data Responsibly • Data User Compliance Requirements • Protecting Data Subject Rights & Avoiding Violations
14:00 - 15:15	Session 4 : Technology, AI & Data Privacy • Digital Transformation & Emerging Data Privacy Risks • Technology, Cybersecurity & Third-Party Management • Global Standards & Practical Application
15:15 - 17:00	Wrap-Up Day 1 & Reflection

Time	Agenda
DAY 2 - DPO Role, Implementation & PDPA Compliance	
09:00 - 10:30	Session 1: The Data Protection Officer (DPO) - Role, Responsibilities & Appointment • Understanding the Role of the DPO • Competencies, Structure & Governance • Appointment & Implementation of the DPO Function
10:30 - 10:45	Morning Break
10:45 - 12:00	Session 2 : Conducting Data Protection Impact Assessments (DPIAs) • Introduction to DPIA • DPIA Process & Risk Management • Documentation, Governance & Practical Application
12:00 - 13:00	Lunch Break
13:00 - 14:00	Session 3 : Handling Data Breaches & Incident Response • Understanding Data Breaches under PDPA 2024 • Breach Notification & Regulatory Requirements • Incident Response & Recovery Management
14:00 - 15:15	Session 4 : Building a Data Protection Framework for Your Organisation • Developing Organisational Data Protection Policies • Data Management & Compliance Structures • Operationalising Compliance & Risk Management
15:15 - 17:00	Wrap-Up, Discussion & Examination



Alex Rajah P. Selvarajah is a Chartered Accountant and Registered Accountant in Malaysia with a Master's in IT and a Certificate in Human Resources from MIHRM. With over 25 years of experience, he specialises in HRMS solutions, Malaysian payroll compliance, digital transformation, and business consulting. He has held leadership roles across multiple industries and founded his own HRMS consulting and implementation business, successfully growing revenue from RM0 to RM5 million within two years. Alex is an active member of professional organisations including PIKOM, ACCA, MIA, and MIHRM. Passionate about people development and organisational growth, he has trained professionals from over 50 companies, including MNCs, GLCs, government agencies, Fortune 500 companies, SMEs, and startups, helping organisations achieve sustainable growth through innovation, collaboration, and practical business solutions.



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