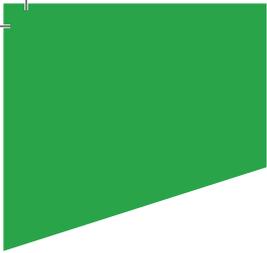




**DATA PRIVACY**  
ADVISORY SERVICE

**ENGAGE**  
MINDS  
**EDUCATE**  
TEAMS  
**EMPOWER**  
ORGANISATIONS

[WWW.DATAPRIVACYADVISORY.COM](http://WWW.DATAPRIVACYADVISORY.COM)

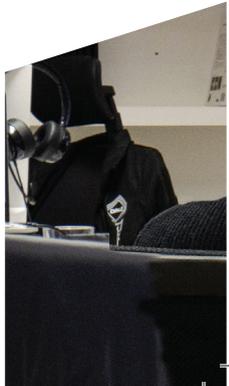


# DATA PROTECTION SERVICES YOU CAN DEPEND ON

DPAS is a trusted UK data protection consultancy, helping organisations turn complexity into clarity through practical compliance, expert training, and specialist support.

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[WWW.DATAPRIVACYADVISORY.COM](http://WWW.DATAPRIVACYADVISORY.COM)



## OUR TEAM

# SUPPORTING YOUR ORGANISATION EVERY STEP OF THE WAY

**WE HAVE A WEALTH OF EXPERIENCE WORKING WITH CLIENTS FROM VARIOUS INDUSTRIES, BOTH WITHIN THE UK AND INTERNATIONALLY.**

Under the guidance of our dynamic and experienced CEO, Melanie Garnett, and Founder, Nigel Gooding, our team of dedicated Data Protection Officers, expert trainers, and subject matter experts, come together to support our clients in meeting their compliance needs, on a daily basis.



**MELANIE GARNETT**  
CEO



**NIGEL GOODING**  
FOUNDER



# WHY OUR CUSTOMERS CHOOSE US

## WHAT MAKES US DIFFERENT?

Easy-to-understand data protection and information security services that are always available, consistently pragmatic, and continually exceeding expectations.



## EXPERTISE

Keeping up to date with changes in data protection regulations, and best practices, can often be challenging for organisations. By outsourcing to an expert consultancy like us, organisations can be assured that they are accessing the best expertise without worrying about continued professional development.

## RISK MANAGEMENT

We work with you to identify potential threats and take steps to mitigate them, reducing the risk of reputational damage and regulatory action. With our up-to-date knowledge on current issues we can take proactive measures to safeguard your data.

## FLEXIBILITY

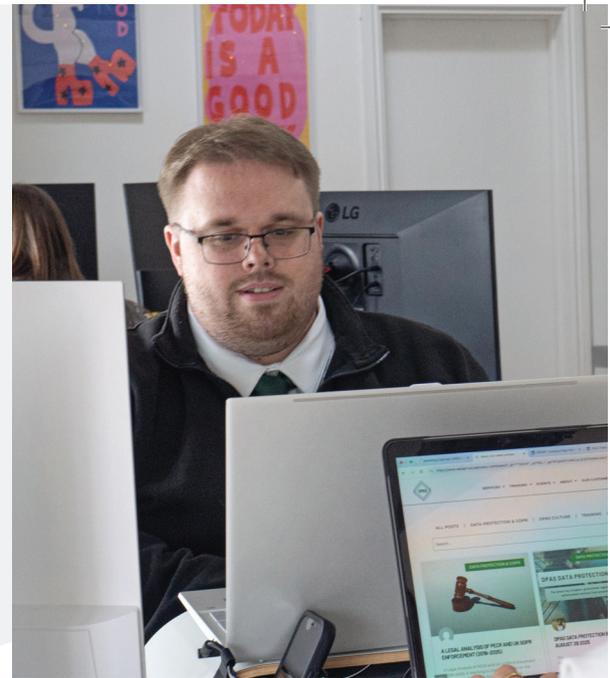
Outsourcing allows your organisation to scale up requirements as needed, without the commitment of a full-time employee. We have the capacity and capability to hit the ground running, and support your organisation whenever you need it, so you can focus on your core business activities – whilst we ensure that your data protection requirements are being met.

## COST-EFFECTIVE

We are extremely competitive, and our work consistently exceeds our customers' expectations. Instead of hiring and maintaining an in-house team, or seeking costly legal advice, we'll work closely with you to develop a customised plan that meets your specific needs, and budget.

## INDUSTRY EXPERIENCE

We have a wealth of experience delivering data protection and information security projects, subject access request redaction, and training, to public, private, and third sectors. We understand that each organisation faces its own challenges, and always provide tailored solutions to meet your specific requirements.



WE HELP YOU  
REDUCE RISK  
BY OFFERING  
STRAIGHTFORWARD,  
PRAGMATIC, AND  
COST-EFFECTIVE  
SUPPORT

WHAT WE DO

# CONSULTANCY

## OUTSOURCED OR INTERIM DATA PROTECTION OFFICER SUPPORT

When it comes to data protection, our outsourced DPO service and interim DPO service goes beyond mere compliance; it's about embedding a comprehensive and strategic approach within your organisation.

### NAMED DPO

A named DPO, registered with the ICO. Plus an assigned deputy to ensure consistency.

### WIDER SUPPORT

Access to support from the entire consultancy team, giving you the ability to leverage a range of expertise.

### TICKETING SYSTEM

Assigned ticketing system to ensure a full audit trail. Allowing you full transparency of ongoing requests and their status.

### 24/7 BREACH LINE

Dedicated emergency helpline, available 24 hours a day 365 days of the year, ensuring you have access to support in all circumstances.

### RISK MANAGEMENT

Assistance with managing the full risk life cycle, from identification, completing DPIA's, mitigation, and ongoing monitoring.

### ACCOUNTABILITY

Support in creating, maintaining, and reviewing, key accountability documentation, such as Record of Processing Activities.

### REGULATORY LIAISON

Your dedicated DPO will liaise with the ICO (or other SA's) wherever necessary, supporting with the handling of complaints, and breaches.

### AD-HOC ADVICE

On demand advice for all data protection queries, whether it be policy re-writes or a second opinion.

### UPDATES AND NEWS

Updates on legislative and guidance changes, ensuring you keep ahead of upcoming changes.

## WHAT OUR CLIENTS SAY

### SHAKESPEARE'S GLOBE

► DPO services | Ad-hoc consultancy

"Working with DPAS over the past year has been instrumental in strengthening the Globe's data protection governance and embedding a more mature, coordinated approach across the organisation.

Their continuity of service, deep subject-matter expertise and highly practical support have enabled us to progress from establishing the basics to developing a more confident, structured and proactive framework for managing our data protection obligations. What stands out most is DPAS's combination of professionalism and practicality. They understand the operational realities of a complex cultural charity and shape their advice accordingly, helping us to develop solutions that are compliant, proportionate and workable for staff at all levels."

IWONA BAINBRIDGE  
GOVERNANCE MANAGER



**SHAKESPEARE'S  
GLOBE**



# DATA PROTECTION AND INFORMATION SECURITY AUDIT SERVICES

Our GDPR Audit service evaluates your organisation's compliance with UK GDPR, EU GDPR, the Data Protection Act 2018, and PECR, while also aligning with recognised security standards and best practices in emerging technologies, including AI.

You will be provided with a comprehensive report that includes compliance scoring, sectional breakdowns, key metrics, risk analysis, and an action plan.

Additionally, the final report will include an executive summary – ideal for circulating to the board, market comparison where possible, and key observations from your auditor.

## AUDIT SCOPE

- Governance and Accountability
- Training and Awareness
- Records Management
- Security of Personal Data
- Individuals' Rights
- Data Sharing
- Information Risk Assessment (DPIA) and Management
- Direct Marketing
- Data Breaches
- Use of Surveillance Cameras/CCTV
- Automated Decision Making (where applicable)
- Artificial Intelligence (where applicable)
- Freedom of Information (FOI)(where applicable)

## OTHER SERVICES

RECORDS OF PROCESSING ACTIVITIES (ROPA)

INFORMATION ASSET REGISTERS (IAR)

DATA PROTECTION IMPACT ASSESSMENTS (DPIAS)

INTERNATIONAL DATA TRANSFERS SUPPORT

POLICIES AND PROCEDURES

DATA SHARING AND DATA PROCESSING AGREEMENTS

PRIVACY BY DESIGN AND DEFAULT

AI IMPLEMENTATION SUPPORT

RETENTION SCHEDULES AND RECORDS MANAGEMENT

CCTV DATA PROTECTION FRAMEWORKS

WEBSITE COMPLIANCE AND MARKETING REVIEW

## WHAT OUR CLIENTS SAY

### SOUTH WESTERN AMBULANCE SERVICE NHS FOUNDATION TRUST (SWAST)

► Auditing | DPO | Ad-hoc Consultancy

“Recently, we entered into a new contract with DPAS for their Data Protection Officer and other specialist services. This partnership has been incredibly beneficial for the Trust, as DPAS has provided us with tailored solutions to meet our specific needs.

Their proactive approach and deep understanding of our requirements have made a significant impact on our ability to manage data protection effectively.

I highly recommend the Data Privacy Advisory Service to any organisation seeking expert guidance and support in data protection. Their professionalism, expertise, and dedication to their clients are truly commendable. We look forward to continuing our successful partnership with DPAS through our new contract. It has been a pleasure working with DPAS, and their dedication to helping us manage our data protection needs has been truly outstanding.”

**TIM BISHOP**  
CHIEF DIGITAL INFORMATION OFFICER

**NHS**  
South Western  
Ambulance Service  
NHS Foundation Trust



### BOXPARK

► Auditing | DPO | Consultancy

BOXPARK came to DPAS after having a Data Protection Audit, as they wanted the support of experts to help remediate risks highlighted within the audit. Having worked with numerous large-scale retail businesses, and with BOXPARK's future expansion plans, they knew that they could trust us to support them with this, and future projects.

“We decided to use DPAS because we felt that they were a good fit for the BOXPARK brand being a boutique data protection advisory company.

Since commencement of the project we have received fantastic service, delivered by a great team which has made a highly complex project easy to digest. They hit every deadline and continue to provide us, and our team, with easy-to-understand data protection advice and support.”

**MATTHEW CARTER**  
HEAD OF TECHNOLOGY AND IT

### BOXPARK

# DATA PROTECTION SERVICES YOU CAN DEPEND ON

# DSAR SUPPORT & REDACTION

DPAS provides outsourced Data Subject Access Request (DSAR) management and redaction services, offering a lifeline to organisations overwhelmed by DSAR demands.

We expertly handle the entire DSAR process, whether helping you clear large backlogs of health and social care files or handling one-off employee requests. DPAS offers a variety of support from standalone redaction services, to data conversion and deduplication, offering you a flexible and cost effective solution.

## OUR PROCESS

01

### INITIAL DATASET ASSESSMENT

You provide DPAS with:

- The dataset size (MB or GB) and a description of file structure and types (e.g. PDFs, mailboxes, Word docs)
- From this, we provide a fixed cost for conversion and deduplication

02

### SECURE DATA TRANSFER

Once costs are agreed and confirmed, you upload:

- The raw data via your secure file sharing platform
- A completed DSAR Processing Requirements spreadsheet (including eDiscovery criteria and any context)

03

### DATA CONVERSION & DEDUPLICATION

On receipt, DPAS processes the data using specialist software, performing the following tasks:

- **Dataset Deduplication** – exact duplicates are automatically removed
- **Email Thread Deduplication** – conversations grouped for easier review; unique variations retained
- **File Conversion** – documents converted into redactable PDFs for usability

04

### DATA REVIEW (HUMAN INPUT)

At an additional cost, DPAS will conduct a manual review of the deduplicated data to ensure only data relevant to the request is preserved for redaction.

05

### OUTPUT & REDACTION QUOTE

You receive a single, consolidated PDF. DPAS then provides a fixed redaction quote based on page count, or you can manage redaction internally.

06

### REDACTION

Following confirmation DPAS will allocate a dedicated case worker to expertly redact your documentation. Drawing on years of experience, and employing rigorous quality assurance processes, DPAS will deliver timely and accurate responses every time.

## WHAT OUR CLIENTS SAY

### DREAMS

#### ► Conversion and Deduplication | Redaction

After seeing a steady increase in Subject Access Requests, Dreams partnered with us for flexible, on demand support. DPAS continues to provide data conversion and deduplication, and redaction services. Our services have provided an additional resource that Dreams can rely on to manage requests efficiently and meet its statutory obligations.

“Dreams takes the security and protection of our customers’ data extremely seriously. When we needed expert support with data subject access requests, DPAS proved to be the perfect partner.

Their deep expertise in data deduplication and redaction, combined with their ability to respond quickly under tight regulatory deadlines has been invaluable. DPAS consistently goes the extra mile, giving us the confidence to focus on delivering exceptional products and services to our customers.”

**Dreams**

### HAMPSHIRE COUNTY COUNCIL

#### ► Redaction | Complex SAR Support

Hampshire County Council engaged our services to assist with addressing a major backlog of Subject Access Requests. DPAS provided targeted support, cleared the backlog efficiently, and positioned the council to meet its ongoing statutory obligations with confidence.

“In our experience DPAS have shown expertise in redacting Children’s Services records which can often be highly complex and contain particularly sensitive information.

The relationship that has been built between the County Council and DPAS is one we highly value and is based on strong communication between the teams. DPAS are always approachable and respond to any of our queries in a timely fashion with enthusiasm and a willingness to help. We would certainly recommend DPAS’s services to any other local authority who find themselves requiring support with the processing of SARs.”



**Hampshire**  
County Council

WHAT WE DO

# DATA PROTECTION TRAINING

Our team of highly skilled trainers have a vast amount of knowledge and practical experience in data protection law and information security.

We understand that every organisation has unique needs and requirements when it comes to training. That's why we offer a range of off-the-shelf courses, eLearning, and bespoke training options that can be customised to fit your specific needs.

## BESPOKE TRAINING COURSES

At Data Privacy Advisory Service, we specialise in creating custom data protection, information security, and AI training programs, that are perfectly tailored to your organisation's risk profile, specific needs, industry, and the roles of your employees.

Our goal is to embed a culture of protection and accountability, empowering your staff with the practical knowledge and skills they need to handle personal data with confidence and care.

### OUR OFFERING

- FREE CONSULTATION
- CUSTOM COURSE CREATION
- FLEXIBLE DELIVERY
- EXPERIENCED TRAINERS
- FREE ONLINE RESOURCES
- ONGOING SUPPORT

# ACCREDITED TRAINING COURSES

Our training program includes a variety of courses accredited by The Chartered Institute for IT (BCS) and the Continual Professional Development (CPD) Scheme.

## BCS ACCREDITED TRAINING COURSES



- ▶ BCS FOUNDATION CERTIFICATE IN DATA PROTECTION
- ▶ BCS PRACTITIONER CERTIFICATE IN DATA PROTECTION
- ▶ BCS FOUNDATION CERTIFICATE IN INFORMATION SECURITY MANAGEMENT PRINCIPLES
- ▶ BCS PRACTITIONER CERTIFICATE IN FREEDOM OF INFORMATION

### All BCS courses include:

- Industry renowned trainer
- 12 month BCS professional membership
- Paperback BCS book (except FOI)
- Mentor support for 1 month post course
- Exam
- Suite of free data protection templates and tools accessed online

## CPD ACCREDITED TRAINING COURSES



- ▶ HANDLING SUBJECT ACCESS REQUESTS
- ▶ THE EFFECTIVE DATA PROTECTION OFFICER
- ▶ AI FOR DATA PROTECTION PRACTITIONERS
- ▶ THE ROLE OF THE DATA CHAMPION

### All CPD courses include:

- Industry renowned trainer
- Practical advice and guidance
- Mentor support for 1 month post course
- Access to relevant templates and resources

SEE OUR WEBSITE FOR THE VARIOUS OTHER COURSES WE OFFER:  
[WWW.DATAPRIVACYADVISORY.COM/TRAINING](http://WWW.DATAPRIVACYADVISORY.COM/TRAINING)

# TRAINING FROM THE BEST IN THE INDUSTRY

## DIGITAL HEALTH AND CARE WALES

### ► Bespoke training

Digital Health and Care Wales required a bespoke, interactive, and focused training approach tailored to their specific needs and regulatory environment. We designed a one-day bespoke training course, combining theoretical learning, practical exercises, and collaborative discussions.

"We fully appreciate the amount of time and consideration which went into planning our bespoke training session. DPAS worked with us throughout our detailed planning to ensure that we tailored the whole day to its maximum potential. Our staff really enjoyed the delivery of the training and the expert knowledge that Nigel was able to provide on this area. We've gained a lot of knowledge with lots of takeaways for us to consider, allowing us to provide an informed view back into our organisation on how we want to address incoming AI challenges from an Information Governance perspective."

**DAVE PARSONS**

HEAD OF INFORMATION GOVERNANCE



Cytundeb Rhannu Gwybodaeth  
Personol Cymru  
Wales Accord on the  
Sharing of Personal Information



### BCS PRACTITIONER IN DATA PROTECTION

"Very well-structured course with open dialogue, real-world scenarios that clarified GDPR complexities, insightful historical context, and valuable shared learnings from fellow attendees."

VICTIMS AND SURVIVORS SERVICE



### BCS PRACTITIONER IN DATA PROTECTION

"I've done a few Data Protection courses over the last two years, and this was the most clear, the easiest to understand, the most approachable, and the most well presented. The content was comprehensive, but still understandable (and not too jargony!). The trainer was incredible, she was approachable, knowledgeable, and excellent at explaining the content in a way that is easy to understand and remember."

UCAS



### THE ROLE OF THE DATA CHAMPION

"Very informative, broken down in to easy to understand sections, links to useful resources, useful examples and discussions"

JULIAN SUPPORT

PROUD TO BE  
TRUSTED BY  
CLIENTS  
INTERNATIONALLY

## GET IN TOUCH

To find out more about how we can support your organisation, get in touch with us today.



0203 301 3384



info@dataprivacyadvisory.com



www.dataprivacyadvisory.com



epilepsy  
society

TRAVEL+  
LEISURE



MACMILLAN  
CANCER SUPPORT



MAMMA MIA!  
THE PARTY



Spencer  
PRIVATE HOSPITALS

Dreams

BOXPARK



ODEON  
FANATICAL ABOUT FILM



RHODES  
TRUST

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