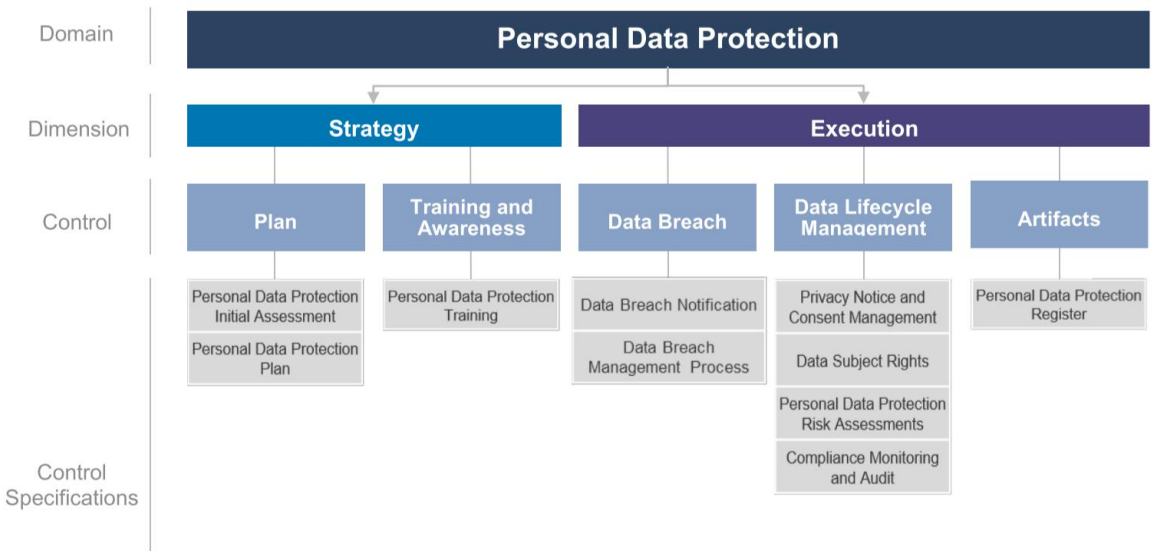


Personal Data Protection Plan

NDMO Reference	
Control Name	Personal Data Protection Plan
Control ID	PDP.1.2

Scope

Personal Data Protection domain comprises of 5 controls and 10 specifications. This domain focuses on protection of a subject’s entitlement to the proper handling and non-disclosure of their personal information.



Schedule Assigned & Budgeted

Dimension	Control ID	Control	Specification ID	Specification	Task	Accountability	Start Date	Finish Date	Allocated Budget	Resource Required (Example)
Strategy	PDP.1	Plan	PDP.1.1	Personal Data Protection Assessment	Perform an initial Personal Data Protection Assessment to evaluate the current state of the Personal Data Protection environment	Nouf M. Alsuwaid Sharouk H. Baker Ghada Althobit	22/12/2024			For example – Data Protection Officer – Performing Initial Assessment -Assessment Tool Required -Finance if required
			PDP.1.2	Personal Data Protection Plan	Create a Personal Data Protection Plan to address both the strategic and operational privacy requirements of the NDMO's Personal Data Protection Regulations	Nouf M. Alsuwaid Sharouk H. Baker	22/12/2024			
	PDP.2	Training and Awareness	PDP.2.1	Personal Data Protection Training	Conduct the Personal Data Protection training for every employee to promote a Personal Data Protection-centric culture in accordance with the Entity-specific and national privacy regulations	Nouf M. Alsuwaid Sharouk H. Baker	22/12/2024			
	Execution	PDP.3	Data Breach	PDP.3.1	Data Breach Notification	Notify the Regulatory Authority within the allotted timeframe specified within the NDMO's Personal Data Protection Regulations (Within 72 hours)	Nouf M. Alsuwaid	22/12/2024		
PDP.3.2				Data Breach Management Process	Develop and document breach management procedures	Nouf M. Alsuwaid	22/12/2024			
PDP.4		Data Lifecycle Management	PDP.4.1	Privacy Notice and Consent Management	Establish Privacy Notice and Consent Management components as described in PDP.4.1	Nouf M. Alsuwaid	22/12/2024			
			PDP.4.2	Data Subject Rights	Establish and document Data Rights Management processes to support the rights of Data Subjects, in accordance with the NDMO's Personal Data Protection Regulations	Nouf M. Alsuwaid Sharouk H. Baker	22/12/2024			
			PDP.4.3	Personal Data Protection Risk Assessment	Conduct yearly risk assessments of the operation and use of its information systems containing personal data, including the collection and processing of personal data, and the storing and transmittal of personal data by each system - whether automated or manual	Nouf M. Alsuwaid Sharouk H. Baker	22/12/2024			
			PDP.4.4	Compliance Monitoring and Audit	Conduct internal audits to monitor compliance with privacy regulations	Nouf M. Alsuwaid	22/12/2024			
			PDP.4.4	Compliance Monitoring and Audit	Document the audit findings in a report presented to the Data Protection Officer	Nouf M. Alsuwaid	22/12/2024			

Dimension	Control ID	Control	Specification ID	Specification	Task	Accountability	Start Date	Finish Date	Allocated Budget	Resource Required (Example)
			PDP.4.4	Compliance Monitoring and Audit	In cases of non-compliance, corrective actions should be taken with a notification to the Regulatory Authority and the NDMO and documented within the audit findings report	Nouf M. Alsuwaid	22/12/2024			
	PDP.5	Artifacts	PDP.5.1	Personal Data Protection Register	Create a register to record any collection and/or processing of any personal data	Nouf M. Alsuwaid Sharouk H. Baker	22/12/2024			
			PDP.5.1	Personal Data Protection Register	Document in the PDP Register the compliance records for a reasonable period, but not less than 24 months, and make those records available when requested by the NDMO as defined in the NDMO's Personal Data Protection Regulations	Nouf M. Alsuwaid Sharouk H. Baker	22/12/2024			

Notes: