



DATA PROTECTION OFFICER (DPO): BUILDING TRUST THROUGH COMPLIANCE

11 November 11, 2025 (Tuesday)
8.45 am – 5.00 pm **FMM Institute Perak**



In today's digital world economy, personal data is the lifeblood of organisations. With the recent PDPA 2010 amendments (2024) and new Data Breach Notification Guidelines (2025), compliance is no longer optional. It's a core responsibility. This one-day program equips participants with the knowledge and tools to understand, manage and protect personal data while avoiding costly penalties and reputational risks.

COURSE CONTENTS

- ❑ **Objective & Importance of Personal Data Protection (PDP)** – Why PDP matters in today's business, especially digital environment.
- ❑ **Background: Evaluation of PDPA & recent Amendments (2024)** – Key changes and their impact.
- ❑ **Principles of Personal Data Protection** – The 7 principles simplified
- ❑ **Liability of Non-Compliance** – Legal, financial and reputational risks.
- ❑ **The New Data Breach Notification (2025)** – Step-by-step obligations.
- ❑ **Role of the Data Protection Officer (DPO)** – Appointment and responsibilities.
- ❑ **Group Activity 1** – Case Study: Breach scenario analysis.
- ❑ **Group Activity 2** – Crafting/reviewing your organisation's privacy notice – JPDP template
- ❑ **Channels for Complaint & Enforcement Power of PDPC**
- ❑ **Way Forward: Embedding PDP in everyday operations.**

COURSE OBJECTIVES

- Understand the PDPA framework
- Implement PDPA Standard Effectively
- Strengthen Data Breach Response
- Lead Organisational compliance

LEARNING OUTCOMES

- Clear understanding of DPO/PDP Principles and amendments 2025 guidelines
- Ability to identify compliance risks and liabilities
- Practical awareness of breach handling and notification
- Confidence in strengthening internal PDP practices

TRAINING METHODOLOGY

Through this lecture session participant will be guided by practical session / discussion and group presentation.

WHO SHOULD ATTEND

Data Protection Officer (DPO), Compliance Officers, Managers, Department Heads, Executives, anyone tasked with the responsibilities of overseeing and protecting personal data in the organization

TRAINER

MR. BALAKRISHNAN A/L RAJAGOPAL is a highly accomplished professional with a strong educational background and extensive experience in the legal and corporate sectors. Currently a doctoral candidate, he is dedicated to advancing his expertise in a specialized field. He holds a Master of Law, Universiti Malaya earned in 2001, and a Bachelor of Laws with Honors, University of Wolverhampton obtained in 1995. In 2020, he successfully completed a Diploma in Governance & Compliance, Basel Institute of Governance, showcasing his commitment to staying abreast of industry best practices.

MR. BALAKRISHNAN is a Certified Integrity Officer by the Malaysian Anti-Corruption Commission (2022) and a Lead Auditor in ABMS ISO37001:2016 by ABAC Centre of Excellence Limited, UK (2021). Additionally, he achieved the Train the Trainer certification from Impian Helang Sdn Bhd PSMB in 2012. With a wealth of experience spanning several years, Mr. Balakrishnan has conducted various training sessions, focusing on areas such as integrity, S17A MACC Corporate Liability, Personal Data Protection Act Awareness, Presentation Skills, and Leadership/Motivation in General. His training expertise reflects a commitment to developing individuals and organizations across diverse disciplines.

Mr. Balakrishnan currently serves as the Assistant General Manager at XOX Com Sdn Bhd since 2021, contributing to the company's growth and success. Prior to this, he spent nearly two decades at MISC Bhd, progressing from a Senior Executive to Manager between 2003 and 2020, demonstrating his dedication and loyalty to organizational development. His early career involved working with legal firms, specializing in litigation from 1996 to 2002. Mr. Balakrishnan's dynamic background positions him as an asset in any professional setting, combining his legal acumen with a comprehensive understanding of compliance, leadership, and corporate management.

COURSE DETAILS

Date **November 11, 2025 (Tuesday)**
Time **8.45am - 5.00pm**
Venue **FMM Institute Perak**
No 1, Lorong Raja DiHilir, 30350 Ipoh, Perak
Medium of Instruction **English**
CPD **14 hours**
Fees **Members RM 864.00/pax**
 Non-Members RM 1026.00/pax
(Fees inclusive of Service Tax at 8%, Course Materials, Refreshment, Lunch and Certificate of Attendance)

ADMINISTRATIVE DETAILS

HRD CORP CLAIMABLE COURSE DETAILS

- Training Provider: **FMM Institute Perak** ■ MyCoID : 475427W_PERAK
- HRD Corp Programme No: **Provided upon confirmation**

DISCLAIMER

The FMM Institute reserves the right to change the facilitator, date and to vary / cancel the course should unavoidable circumstances arise. All efforts will be taken to inform participants of the changes.

REGISTRATION

- Upon **Faxing/Mailing** the completed **Registration Form** to FMM Institute, you are **deemed** to have read and **accepted** the terms and conditions. The **course** would also be **deemed** as **confirmed** unless informed otherwise.
- Will be based on First-Come-First served basis.

PAYMENT

- Cheques** made in favour of "**FMM Institute**" should be forwarded to FMM Institute Perak.
- For **HRD Corp Claimable Course**, an **Attendance of 100% is a must**, in any case, **employers will be billed in full**.
- FMM Institute SST Registration No. **W10-1901-32000105**
- FMM Institute TIN No. **C10626805080**

CANCELLATION

- Must be in Writing with Reasons
- 7 days before the course – No payment charged
- 3 – 6 days before the course - 50% payment charged
- < 3 days before the course – Full payment charged
- Participants who did not turn-up will be charged full payment
- Replacements can be accepted at no additional cost

Closing Date:
NOVEMBER 4,
2025

~ Registration Form ~

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FMM Institute

No 1, Lorong Raja DiHilir, 30350 Ipoh, Perak

Fax: 05-5488221

Dear Sir / Madam, please register the following participant(s) for the above programme.

1.	Name	Designation	
		HP No	
	NRIC	Email	
2.	Name	Designation	
		HP No	
	NRIC	Email	
3.	Name	Designation	
		HP No	
	NRIC	Email	

(Please attach a separate list if space is insufficient)

We hereby confirmed that *(Please tick (✓) in appropriate box):* -

- We **will be claiming from HRD Corp** and full payment would made to FMM Institute in the event that no disbursement from HRD Corp under any circumstances
- We will **NOT BE CLAIMING from HRD Corp**. Enclosed cheque/bank draft No _____ for RM _____ being payment for _____ participant(s) made in favour of the "**FMM Institute**".

Submitted by:

Name:	Designation:		
Company:	Tel:	Fax:	
Address:			
Email:	FMM Membership No		