



A guide to working with an **outsourced DPO**

Your **data protection** team


Hello

Thank you for downloading this guide.

We hope it provides you with an insight into working with an outsourced DPO and answers common questions such as:

- What does day-to-day collaboration look like?
- How closely will they work with your team?
- Will they understand the nuances of your business?

Data protection is a critical function, and handing it over to someone outside your organisation may feel like a big step. But in practice, working with an outsourced DPO is designed to ease the pressure, not add to it.



An outsourced DPO provides all the expertise, guidance, and independence of an in-house DPO, without the overhead. Services are tailored to your needs and typically include:

- A named DPO contact acting as your **formal DPO** (if required under GDPR)
- **Strategic advice** on data protection and privacy risk
- **Policy and procedure** development
- **Support with DPIAs**, data breaches, and data subject access requests
- **Regulatory engagement** including with the ICO or other data protection authorities
- **Training and awareness** for staff at all levels
- **Regular reporting** to leadership or the board

Whether you need hands-on support day-to-day or just expert guidance at key moments, an outsourced DPO works around your organisation's priorities and needs.

Working with our outsourced DPOs



Onboarding and reviews

Our opportunity to get to know each other better, your operations, data processing requirements and compliance status.

- We will create a data protection programme of work or review of your current data protection programme of work to ensure it covers key elements of the accountability principle.
- Review your record of data processing activities and advise on any gaps or any areas where clarification is required.
- Conduct a DPO RAG (Red, Amber, Green) onboarding report on all areas of data protection compliance.

Working with our outsourced DPOs



Risk assessments

Following thorough reviews we'll identify and prioritise risk factors for data protection compliance, then get to work on remediation.

- Preparation of a GDPR risk dashboard with key compliance indicators such as number of data breaches, DSARs, DPIAs and training.
- Action highest risk priorities from RAG report.
- Prepare privacy management framework for monitoring and ensure data protection compliance.

Working with our outsourced DPOs



Ongoing support

Maintaining data protection compliance as your business and the data protection landscape evolves.

- Support includes data breach support, DPIA reviews, LIA reviews, article 28 compliance reviews.
- Provision of face-to-face or virtual training sessions on a specific GDPR topic.
- Contribute to and write data protection board reports.
- Helping you adapt to changes in new legislation, to make the transitions as seamless as possible.

What you can expect

One of our dedicated outsourced DPOs working in partnership with you

Pre agreed level of contact, weekly, bi-weekly or monthly. It's your choice

Regular DPO action tracker of current data issues DPIAs and LIAs, DSARs, data incidents and ad hoc queries

Complementary data protection knowledge sharing with our newsletters and webinars

Access to our eLearning platform to upskill and train colleagues

Invitations to exclusive events for networking and insights

Why outsource the DPO role?

Our outsourced DPOs are dedicated data privacy experts who can guide you and give you confidence that data protection compliance is taken care of.

As you'll only be paying for what you need, appointing an outsourced DPO can be more cost-effective than hiring in-house. Taking advantage of their expertise, you can be reassured that a team of professionals are keeping abreast of the latest developments and working to mitigate the risks to your business.

Accessible expertise: Access privacy professionals with legal, operational, and technical know-how.

Impartial point of view: Fulfil your GDPR requirement for an independent DPO, without internal conflict.

Cost-effective: Avoid the cost of hiring and retaining a full-time senior resource.

Stress relief for privacy teams: Share the workload and reduce burnout for internal teams.

Enhanced compliance confidence: Demonstrate accountability, reduce risk, and build trust with customers and regulators.



Contact us to discuss
your requirements. We look forward
to starting our journey together.

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Your **data protection** team