

## Data Protection Officer (DPO) Services

We offer professional services as DPO



## The DPO role can be outsourced

Many businesses are either required to designate a DPO or wish to designate such role to ensure effective compliance with the EU General Data Protection Regulation (GDPR).

The businesses may choose to designate a DPO internally. However, in several cases it may be beneficial to outsource the role as DPO to an external resource.

SVWs dedicated and experienced GDPR-lawyers offer professional services as DPOs.

### Why appoint a DPO?

While some businesses are under a legal obligation to appoint a DPO, many businesses choose to do so as a matter of best practice and to ensure that GDPR compliance is effectively handled throughout the organisation.

You are required by law to designate a DPO if

- You are a public authority or body;
- Your core activities involves regular and systematic monitoring of individuals on a large scale; or
- Your core activities involves large scale processing of special categories of data (for instance, health data, racial or ethnic origins, political opinions, religious beliefs) or information in relation to criminal convictions

Even if you are not under a legal obligation to appoint a DPO you may choose to designate a resource to ensure a holistic and compliant handling of personal data protection issues.

### The role of the DPO

The DPO is in charge of monitoring compliance with data protection regulations. The DPO shall not be involved in making decisions about personal data processing activities. The DPO will advise you on data protection matters, and ensuring that your employees are aware of how personal data should be handled on a day-to-day basis.

Based on our many years of expertise and broad experience, if choosing us a DPO for your business, will contribute to effective compliance with the data protection legislation in a way that is customized to the extent and complexity of your business activities.

### How SVW can assist you

SVW provides dedicated resources from our Data Protection team acting as your business' DPO.

We carry out our tasks following a risk-based approach, prioritizing the activities and focusing efforts on issues that present higher data protection risks, without neglecting lower risk processing activities.

In addition to acting as your business' DPO, we closely monitor regulatory changes and developments in practice and provides you updated to ensure your organization remains well informed of those affecting your industry.

### You will have a dedicated point of contact

If you decide to outsource the role as DPO to SVW's dedicated resources, we will ensure that your business has a stable single point of contact whom actively follow up and assist the different tasks that your business is required to execute.

The DPO is able make use of SVW's team of Data Protection experts and our extensive experience from acting as DPO for other businesses. We ensure a solid project management and works proactively towards ensuring that relevant information regarding requirements, expectations from the government and regulatory developments are made available at all times.

For more details about who needs a DPO or to receive information about references, please contact:  
[dpo@svw.no](mailto:dpo@svw.no)

# SVW’s DPO Services

## Core Services

<b>Comprehensive management and management reporting</b>	<ul style="list-style-type: none"><li>• We arrange kick-off-meetings with our teams, to obtain a good understanding of your approach to data protection compliance</li><li>• We conduct progress meetings on a regular basis with relevant resources</li><li>• We monitor the progress and deliver annual status reports to the management</li></ul>
<b>List of processing activities</b>	<ul style="list-style-type: none"><li>• We assist in mapping the business’ processing of personal data and contributes to the business’ records of processing activities</li><li>• We assist to maintain your records of processing activities based on ongoing dialogue and the provided information provided to us from key resources</li></ul>
<b>Effective compliance and assistance with audits</b>	<ul style="list-style-type: none"><li>• We assist in ensuring that your processing activities are in accordance with the Data Protection legislation and gives advice on new or planned processing activities</li><li>• We conduct ongoing and regular reviews of such activities, assists and ensures compliance with regulatory developments and practices</li><li>• We can assist in internal revisions in order to ensure compliance in practice</li></ul>
<b>Risk assessments and data protection impact assessments (DPIA)</b>	<ul style="list-style-type: none"><li>• We may assist your business in the implementation and quality assurance of risk assessments</li><li>• We can assist you in assessing when a DPIA is required and advice on how such assessment shall be carried out</li></ul>
<b>Information, counselling and recommendations</b>	<ul style="list-style-type: none"><li>• We provide goal-oriented information and concrete advices to key resources in your business</li><li>• We provide proactive counselling and assists the business in complying GDPR as a part of the core tasks</li></ul>
<b>Collaboration with and point of contact for the Norwegian Data Protection Authority (DPA)</b>	<ul style="list-style-type: none"><li>• We arrange for the DPA to receive the information they need and are entitled to</li><li>• When it is necessary and appropriate, we may consult the DPA</li></ul>
<b>Point of contact for the data subjects</b>	<ul style="list-style-type: none"><li>• We can be a dedicated point of contact for the data subjects</li><li>• In case of any questions, we can provide information to such data subjects</li><li>• We can assist your business regarding any complaints or other inquiries from data subjects</li></ul>

## Additional Services

<b>Roles and responsibility</b>	<ul style="list-style-type: none"><li>• We can assist in assessing the business’ roles and responsibilities, including the role as a controller or processor, under to the GDPR</li><li>• We can provide advice and assist in organizing your business’ internal roles and distribution of tasks to ensure effective GDPR compliance in practice</li></ul>
<b>Data breach support and associated procedures</b>	<ul style="list-style-type: none"><li>• We can contribute to effectively and sufficiently managing potential personal data breaches in accordance with the strict provisions of the GDPR</li><li>• We can assist your business in evaluating whether a personal data breach needs to be notified, and can assist to ensure that personal data breaches are handled in a correct manner, both internally and vis-à-vis the data protection authorities as well as affected individuals</li></ul>
<b>Handling third parties</b>	<ul style="list-style-type: none"><li>• We can assist in dialogue with third parties, including service providers, and help you to obtain the assurance of their compliance with data protection regulations</li><li>• We can assist your business in establishing data processing agreements (DPAs) and ensure that transfers to ”third countries” (e.g. when using cloud-based services) are based on valid transfer mechanisms</li></ul>
<b>Training and awareness</b>	<ul style="list-style-type: none"><li>• We can assist in developing materials for training and awareness, as well as giving internal courses to selected resources and teams in your business</li></ul>
<b>Ongoing legal counselling</b>	<ul style="list-style-type: none"><li>• We may assist with just about all questions regarding how to comply with the duties and tasks that stems from the GDPR</li></ul>





Why choose SVW’s DPO services?

SVWs experienced data protection team has since 2019 been ranked #1 in Norway by The Norwegian Financial Daily (Finansavisen)in the newspapers large annual lawyer survey. The data protection team is part of Simonsen Vogt Wiig’s Technology and Media department, which is top rated by Chambers and Partners, Legal 500, Prospera and Finansavisen.

- Our experienced team of data protection resources:
- Are officially appointed as DPOs for several national and international businesses
  - Are appointed by the Norwegian Bar Association to lead their work regarding GDPR Guidelines
  - Writes annotations to the Norwegian Data Protection Act and the General Data Protection Regulation
  - Are authors of The Data Protection Manual (“Personvernhandboken”) published by Gyldendal
  - Have written master`s thesis on Data Protection issues
  - Have written reports on legal data protection issues upon assignment from national and public authorities

Data protection officer – qualifications and expertise

<p><b>The DPO shall possess expert knowledge and experience</b></p> <p><i>GDPR Article 37(5)</i></p>	<ul style="list-style-type: none"><li>• SVW`s Data Protection team consists of qualified and top ranged lawyers</li><li>• You will have a consistent point of contact for your team, who would be a data protection specialist</li><li>• You will also have access to other specialists to provide additional legal advice where needed</li></ul>
<p><b>The DPO shall be bound by secrecy or confidentiality</b></p> <p><i>GDPR Article 38(5)</i></p>	<ul style="list-style-type: none"><li>• SVW`s lawyers are subject to a statutory confidentiality duty. Through the assignment letter, you are also guaranteed that this is complied with in our role as DPO for your business.</li></ul>

Independent counselling

<p><b>The DPO shall not receive any instructions regarding the exercise of its tasks</b></p> <p><i>GDPR Article 38(3)</i></p>	<ul style="list-style-type: none"><li>• In our assignement letter, we will confirm that we have discretion in performing the DPO services. It will also specify the period of the appointment and other relevant terms and conditions.</li></ul>
<p><b>If the DPO fulfil other tasks and duties, such activities shall not result in a conflict of interests</b></p> <p><i>GDPR Article 38(6)</i></p>	<ul style="list-style-type: none"><li>• By appointing an external DPO, potential conflicts of interest regarding processing of personal data and internal business interest may be avoided</li><li>• Identification of conflicts and conflict negotiations are integral parts of our profession</li><li>• We assess potential conflicts of interest in advance of providing our legal services, as well as throughout the period of the agreement</li></ul>

Contact us for  
more information:



**Malin Tønseth**  
Associate Partner

[malin.tonseth@svw.no](mailto:malin.tonseth@svw.no)