

## Certified Information Privacy Manager (CIPM) Certification Preparation Course

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### Introduction

As organizations increasingly rely on data-driven operations, managing privacy programs has become a critical business and regulatory requirement. The Certified Information Privacy Manager CIPM Certification Preparation Course is designed to equip professionals with the practical knowledge and operational skills required to design, implement, govern, and sustain effective privacy programs.

This course focuses on the managerial and operational aspects of privacy management, bridging global regulatory requirements such as GDPR and CCPA/CPRA with industry best practices. Through structured learning, practical examples, and case-based discussions, participants will gain the capability to translate privacy obligations into scalable, business-aligned privacy programs while preparing confidently for the CIPM certification exam.

### Course Objectives

By the end of this course, participants will be able to:

- Understand the structure, scope, and professional value of the CIPM certification, and how it differs from other IAPP certifications such as CIPP and CIPT.
- Develop a comprehensive privacy program framework aligned with organizational objectives and risk appetite.
- Establish effective privacy governance, roles, and accountability structures.
- Conduct data assessments and perform Privacy Impact Assessments PIAs.
- Implement appropriate controls to protect personal data across its lifecycle.
- Ensure the sustainability and continuous improvement of privacy program performance.
- Manage data subject rights requests and respond effectively to privacy incidents and breaches.
- Prepare thoroughly and confidently for the CIPM examination.

A graphic of a chessboard with several pawns. In the foreground, a gold king piece stands prominently. Behind it, a silver pawn and a gold pawn are visible. The background shows concentric circles emanating from the center of the board.

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## Course Outlines

### Day 1: Foundations and Privacy Program Framework Development

- Overview of the CIPM certification, exam structure, and professional relevance.
- Comparison between CIPM and other IAPP certifications CIPP, CIPT.
- Core privacy concepts: personal vs. sensitive data, FIPPs, and key terminology incidents, breaches, processing.
- The global regulatory landscape, including GDPR, CCPA/CPRA, enforcement trends, and penalties.
- Understanding the business environment and organizational operating models.
- Risk appetite assessment and stakeholder identification.
- Data flow mapping and information lifecycle analysis.
- Establishing a shared privacy vocabulary and internal glossary.
- Understanding the consequences of non-compliance, including financial, regulatory, and reputational impacts.
- Selecting the appropriate privacy operating model centralized vs. decentralized.
- Case Study: Business model analysis and privacy framework design.

### Day 2: Privacy Governance and Program Management

- Development and lifecycle management of privacy policies and procedures.
- Complaint handling processes and escalation mechanisms.
- Defining roles and responsibilities within the privacy program.
- Building a privacy team, including the role of the Data Protection Officer DPO.
- Applying RACI matrices for accountability.
- Designing privacy awareness and training programs.
- Measuring training effectiveness and organizational maturity.
- Developing incident response plans and internal audit schedules.
- Budgeting for privacy programs and cost estimation.
- Business justification and ROI calculation for privacy investments.
- Leveraging industry frameworks and standards such as ISO 27701, NIST Privacy Framework, and COBIT.
- Case Study: Designing an enterprise privacy training program.

### **Day 3: Data Assessment and Personal Data Protection**

- Compliance gap analysis against regulatory requirements.
- Defining current and target privacy maturity states.
- Conducting Privacy Impact Assessments PIAs: scope, methodology, and documentation.
- Risk identification, evaluation, and treatment options avoid, mitigate, transfer, accept.
- Defining data usage limitations and retention policies.
- Implementing role-based access controls RBAC.
- Technical, administrative, and organizational data protection measures.
- Applying Privacy by Design and Privacy by Default principles.
- Assessing control effectiveness through policy reviews and vendor contract evaluations.
- Managing the data lifecycle: collection, use, storage, archival, secure deletion, and legacy data handling.
- Case Study: Privacy risk assessment and control selection.

### **Day 4: Program Sustainability and Incident & Request Management**

- Developing Key Performance Indicators KPIs for privacy programs.
- Performance monitoring, data analysis, and management reporting.
- Internal and external audit planning and follow-up.
- Continuous improvement using the PDCA cycle.
- Stakeholder engagement and executive-level communication.
- Managing data subject rights requests access, deletion, correction.
- Identity verification and regulatory response timelines.
- Managing privacy incidents and data breaches.
- Containment, remediation, and corrective actions.
- Regulatory notification requirements e.g., 72-hour breach notification.
- Individual notification and public communication management.
- Post-incident investigations, root cause analysis, and lessons learned.
- Case Study: Designing privacy program performance metrics.

### **Day 5: Comprehensive Review and Exam Preparation**

- Integrated review of all six CIPM domains.
- High-frequency exam topics: PIAs, risk management, and data subject rights.
- Practice exam questions and exam-style scenarios.
- Test-taking strategies and time management techniques.

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## Why Attend This Course: Wins & Losses!

- Gain a structured and comprehensive path to CIPM exam success.
- Build hands-on expertise in privacy program management and governance.
- Strengthen compliance with global privacy regulations.
- Reduce regulatory, operational, and reputational risks.
- Enhance professional credibility and career advancement opportunities.
- Apply practical tools, templates, and frameworks immediately in the workplace.
- Transform privacy from a compliance obligation into a strategic business function.

## Conclusion

This CIPM Certification Preparation Course provides a complete and practical roadmap for mastering privacy program management. By systematically covering all six CIPM domains and integrating regulatory requirements with real-world applications, participants gain the confidence and capability to design, operate, and sustain effective privacy programs.

**Upon completion, participants will be well-prepared to pass the CIPM certification exam and to lead organizational privacy initiatives that align with GDPR, CCPA/CPRA, and international best practices—strengthening compliance, trust, and long-term business resilience.**

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