

Protiviti assists organisations in achieving compliance with the **Australian Privacy Principles (APPs)**, as defined in the **Australian Privacy Act (Cth) 1988**, and other similar legislative and regulatory requirements. We help organisations understand how they collect, use, store, and disclose personal information. Equipped with this information, we can support the implementation of practices, procedures and systems that will ensure it complies with the APPs.



How Protiviti can help

Fundamental to compliance with the APPs is oversight of instances where the organisation collects, uses, stores and discloses personal information. We can help you capture this with:

Inventory creation



Execute a top-down analysis to identify processes that involve the collection, use, storage and/or disclosure of personally identifiable information across the entire organisation, including:

- Candidate, employee and ex-employee data;
- Customer or client data; and
- Business partner or third-party data.

The output of this analysis is an inventory that includes:

- Business process name;
- Business unit;
- Process owner; and
- Systems.

Process analysis



Process analysis includes several steps:

- Planning
- Workshops
- Documentation
- Cross check
- Validate

The output of this analysis includes:

- Process maps;
- Issue log; and
- Record of processing activity data.

Remediation



Develop and implement strategies to remediate identified privacy and data management issues, including:

- Deletion or de-identification of data that is no longer necessary;
- Enhancement of technical information security practices to secure data;
- Re-design business processes to enforce privacy by design and data minimisation principles.

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