

CHECKLIST FOR THE APPOINTMENT OF AN EU REPRESENTATIVE

-  **What services are included?**
-  **Does the EU Representative simply forward the requests from the data subjects and Data Protection Authorities, or is there an actual handling of such requests?**
-  **What services are included in the fees? Are there any hidden costs?**
-  **What languages are covered?**
-  **Is translation included in the fees?**
-  **Who is the team? What are their qualifications and experience?**
-  **Does the EU Representative provide data breach notification support?**
-  **Do they provide a secure Art. 27 Compliance Certificate?**
-  **Does the EU Representative's contract terminate automatically in case of a data breach?**
-  **Are they conflicted by also being a DPO?**
-  **How responsive are they?**
-  **How and where do they keep a copy of your register of processing activities?**
-  **How secure is their platform?**
-  **How many offices does the EU Representative have and where are they located?**
-  **Was the EU Representative's information security system audited?**
-  **Does the EU Representative have adequate insurance to cover their liability risk?**