

CHECKLIST FOR THE APPOINTMENT OF YOUR EU & UK DATA PROTECTION REPRESENTATIVE

- ✔ **What services are included? Are there any extra (hidden) costs?**
- ✔ **Does the Data Protection Representative simply forward the requests from the data subjects and Data Protection Authorities, or is there an actual handling of such requests?**
- ✔ **What languages are covered? Is translation included in the fees?**
- ✔ **Who is the team? What are their qualifications and experience?**
- ✔ **Does the Data Protection Representative provide data breach notification support?**
- ✔ **Do they provide a secure Art. 27 Compliance Certificate?**
- ✔ **Does the Data Protection 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 Data Protection Representative have and where are they located?**
- ✔ **Was the Data Protection Representative's information security system audited?**
- ✔ **Does the Data Protection Representative have adequate insurance to cover their liability risk?**