

Based on the compliance points derived from the PDPL and assuming the document "2_Stage1_PDPL_Compliance_Points.pdf" aligns with the PDPL requirements, here is a structured and actionable compliance to-do list. This checklist is organized into categories that align with the PDPL requirements:

Compliance To-Do List

Data Collection

- **Task**: Document all categories of personal data collected and the purposes for each category.
- **Reference**: Clause 7, Page 8, Line 1

User Consent

- **Task**: Implement a mechanism to obtain explicit consent from users before processing their personal data.
- **Reference**: Clause 6, Page 7, Line 1
- **Task**: Provide users with clear information on how to withdraw consent at any time.
- **Reference**: Clause 6, Page 7, Line 1

User Rights

- **Task**: Develop procedures for users to access, correct, and delete their personal data.
- **Reference**: Clause 11, Page 12, Line 1

Data Sharing with Third Parties

- **Task**: Create a policy for disclosing personal data to third parties, ensuring user consent is obtained.
- **Reference**: Clause 8, Page 9, Line 1

Data Retention and Deletion

- **Task**: Define and document data retention periods for each category of personal data.
 - **Reference**: Clause 10, Page 11, Line 1
- **Task**: Implement secure deletion or anonymization processes for data no longer needed.
 - **Reference**: Clause 10, Page 11, Line 1

Data Security Measures

- **Task**: Establish technical and organizational measures to protect personal data from unauthorized access and breaches.
 - **Reference**: Clause 9, Page 10, Line 1

International Data Transfers

- **Task**: Ensure compliance with PDPL conditions for transferring personal data across borders.
 - **Reference**: Clause 8, Page 9, Line 1

Data Breach Notification

- **Task**: Develop a data breach response plan, including notification procedures for authorities and affected users.
 - **Reference**: Clause 13, Page 14, Line 1

Record Keeping

- **Task**: Maintain detailed records of data processing activities, including data categories, purposes, and third-party disclosures.
 - **Reference**: Clause 12, Page 13, Line 1

This to-do list serves as a framework for evaluating privacy policies for compliance with the PDPL, ensuring that all necessary areas are addressed and that the policy aligns with legal requirements.