



## DATA PROTECTION COMMISSION

Transparency, Trust, Transformation

# PUBLIC ANNOUNCEMENT

## PLANNED ENFORCEMENT ACTION DP ACT 2012, ACT (843)

The Data Protection Commission wishes to remind the general public of the scaling up of enforcement of the Data Protection Act 2012, (Act 843) in the following areas:

### Section 46 (3)

A Data controller must register with the Data Protection Commission

### Section 50

Registration with the Commission shall be renewed every two years

### Section 56

Failure to register with the Commission is an offense liable to summary conviction to a fine or a term of imprisonment

### Section 82

Conditional request for personal data for the provision of goods

and services is an offense

### Section 88

Prohibition to sale of personal data

### Section 95

General penalties under the Act for non-compliance.

The enforcement exercise may involve arrests of Ultimate Decision Makers/Heads of Institutions who have neglected their legal responsibilities and/or have defaulted.

The public is hereby informed to expect visits from Officers of the Enforcement Unit of the Data Protection Commission from August 14TH, 2023

Exempted Public Institutions are to note that all the above

sections apply. Justification for exemptions should be documented and shared with the Commission in advance.

Organizations are advised to inspect ID cards of officers of the Enforcement Unit and cooperate fully in this all-important national exercise. Whistleblowers are encouraged to reach out to the Commission using our hotlines 0256301323/0256301533 to give information on non-compliant institutions and any issues relevant to Data Protection and privacy.

Guidance and videos for clarification and more information can be found on our website and all our social media pages- [www.dataprotection.org.gh](http://www.dataprotection.org.gh) Tel:02563013230/0256301533

## ACCREDITATION OF INSTITUTIONS TO OFFER CERTIFIED DATA PROTECTION SUPERVISORS' (CDPS) TRAINING, AND ADVISORY SERVICES

The Data Protection Commission of Ghana in line with Section 3(a) of the Data Protection Act 2012 Act 843 seeks to accredit institutions that have an interest to assist in the training of Data Protection Supervisors and offer support and advisory services to Data Controllers. Interested institutions must at least meet the minimum legal requirements as follows;

- A registered Data Controller under the business registration laws of Ghana with valid registration certificate from the Data Protection Commission (Act 843 Sec 46,3).
- Must have appointed a Data Protection Supervisor in accordance with DP Act (Act 843) Sec.58
- Submitted at least one compliance report indicating the compliance status of your company to the principles of the DP act.
- The institution must have as part of the team at least one Ghana DP Act 843 accredited Data Protection practitioner to deliver the training.
- The institution must have a proven track record of having

developed training content accessible by interested applicants.

- The institution must possess eight (8) years minimum work experience in a related field such as IT, HR Legal Audit, Risk Management and Compliance etc.
- The institution must have demonstrable knowledge in international treaties/ conventions and regulations on Data Protection.
- The Institution must be willing to go through an application process and agree to the Data Protection Commission's terms and conditions.

We look forward to the expressions of interest in three copies (1 original, 2 copies) and must be delivered to the Reception of the Commission by Monday, 21st AUGUST, 2023

Interested institutions may obtain further information at the address below from 9 hrs - to 16 hrs GMT.

### Postal Address

The Executive Director  
Data Protection Commission  
P. O. Box CT 7195  
Cantonment- Accra

### Physical Address

East Legon, Pawpaw Street  
Behind Melcom  
GPS: GA-414-1469

### Contact Person:

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## ACCREDITATION OF INSTITUTIONS TO OFFER DATA PROTECTION COMPLIANCE, AUDIT AND PRIVACY IMPACT ASSESSMENTS

The Data Protection Commission of Ghana in line with Section 3(a) of the Data Protection Act 2012 Act 843 seeks to accredit Professional and Audit institutions to assist Data Controllers to implement appropriate, reasonable, technical, and organizational measures to remain compliant with Section 28 of the Act.

Interested institutions must at least meet the minimum legal requirements as follows;

- A registered Data Controller under the business registration laws of Ghana with valid registration certificate from the Data Protection Commission (Act 843 Sec 46,3).
- Must have appointed a Data Protection Supervisor in accordance with DP Act (Act 843) Sec.58
- Submitted at least one compliance report indicating the compliance status of your company to the principles of the DP act.
- The institution must have as part of the team at least one Ghana DP Act 843 accredited Data Protection practitioner to deliver the training.
- The institution must demonstrate ability to develop or

assist Data Controllers to draft Data Protection Impact Assessment of projects they are implementing or intend to.

- The institution must demonstrate ability to developing a Data Protection Compliance Schedule and Audit Plan for institutions.
- The institution must possess eight (8) years minimum work experience in a related field such as IT, HR Legal Audit, Risk Management and Compliance, Data Governance etc.
- The institution must have demonstrable knowledge in international treaties/ conventions and regulations on Data Protection.
- The institution must be willing to go through an application process and agree to the Data Protection Commission's terms and conditions.

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