# An introduction to the Data Protection & Use Policy

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| --- | --- |
| Date: | [Insert date] |
| Time: |  |
| Venue: |  |
| Participants: |  |

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| Agenda items | Presenter | Time |
| 1. Welcome and introductions | [Insert name] | 10 minutes |
| 1. What we will cover today | [Insert name] | 5 minutes |
| 1. Overview — why DPUP? | [Insert name] | 10 minutes |
| 1. The journey — timeline, engagement and policy development | [Insert name] | 10 minutes |
| 1. DPUP detail — structure, Principles and Guidelines | [Insert name] | 20 minutes |
| 1. The DPUP toolkit | [Insert name] | 5 minutes |
| 1. What it means for [Agency name] | [Insert name] | 5 minutes |
| 1. Quiz | [Insert name] | 10 minutes |
| 1. Questions, where to go for more information and close | [Insert name] | 15 minutes |
|  |  | **Total: 90min** |

The presentation and facilitator sheets for this introductory workshop are also available.