

PIPEDA Compliance Checklist

by Stormotion

- ☐ **Update your Privacy Policy** with respect to PIPEDA principles. You should explain what information you collect, why you need it, how you process this information, and how users can contact ones in charge of data privacy within your organization — all in simple language.
- ☐ Collect and keep only the data that's **necessary** for identified purposes. In all other cases, users should be able to opt-out of data collection.
- ☐ Provide them with an **ability to access, delete, or amend the data** any time they need.
- ☐ Have the **appropriate safeguards** in place to protect personal data. This may include but not limited to data encryption, two-factor authentication, physical protection of devices that store personal data, training for your staff, etc.
- ☐ Regularly **review your data protection policies and practices** to make sure they're up-to-date and match all the current law requirements.

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