



## Appointment of Data Protection Officer Letter

Appointing **DPO Name** as Data Protection Officer

**Jan 01, 2019**

**My Company** (hereinafter referred to as "Controller") appoints **DPO Name** as the Data Protection Officer pursuant to Article 37 GDPR. The appointment shall take effect on **Jan 01, 2019** and last for an undefined period of time.

**DPO Name** is entrusted with providing consultancy services and ad-hoc spot checks to ensure company-wide adherence to the provisions of the GDPR and to further data protection regulations. His/her duties shall be derived from the GDPR and shall, specifically, be aligned with Article 39 GDPR:

- informing and advising the Controller about their obligations under the GDPR,
- monitoring compliance with the GDPR,
- cooperating with any data supervisory authorities,
- acting as a contact point for data subjects and processing their inquiries related to the Controller's data processing activities.

To facilitate the execution of this role as Data Protection Officer, he/she shall report directly to management, specifically **CEO Name of My Company**.

Controller	Data Protection Officer
<b>My Company</b> Additional Information Street, Number City, Region Country	<b>Data Protection Officer Name</b> Additional Information Street, Number City, Region Country
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