Privacy Collection

Equip your employees to protect company data with Broadcat's practical—and completely customizable—communication and training tools. The global-friendly materials in this collection work both online and offline, to help you cut through the clutter and meet employees where they are.



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Personal data & privacy module

This module describes how to properly collect, use, store, and destroy personal data that employees handle.

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When should I contact the Privacy Team?

Use this infographic to call out common situations your Privacy Team can help with so employees will be clear on when to reach out.

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Can I use personal data for this purpose?

This decision tree helps your employees piece together when it's OK to use personal data, and who to contact if they have questions.



Want to collect customer data?

This infographic walks your teams through how to work with customers when it comes to their data.



How to handle a personal data request

This infographic reveals the types of data requests employees might receive and exactly how to respond.



Suspect a privacy breach?

This infographic covers everything employees need to share about a potential data breach *before* they meet with the Privacy Team.

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Is this personal data?

This infographic is helpful for anyone working with personal info. It dives into specifics while still being easy to read.

What does the Privacy Team do?

This graphic helps your employees understand what the Privacy Team does, and who to contact with questions.

Check before you collect personal data

Use this graphic to remind your employees to make sure it's OK before they collect or start using personal data for a project.

Make sure you have permission

Use this graphic to remind your teams to make sure they have permission before using or accessing data.

Gathering information for a personal data request?

This checklist helps your employees expeditiously gather and prepare information for personal data requests.

Time travel can't fix privacy breaches

This graphic reminds your teams to always keep data secure.

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Notify Privacy when mistakes happen

This infographic explains common scenarios to bring to the Privacy Team's attention—from everyday slip ups to stuff employees find.



Information been stolen? Report it!

This graphic reminds employees that they shouldn't hide when something goes missing, but should raise their hand immediately.



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How to protect our data from imposters

This infographic highlights who scammers are likely to impersonate, the falsified documents they use, and what is needed to verify.

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We protect our data

This infographic covers why data protection is a priority: it's the law, it's good business, customers expect it, and it's the right thing to do.

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Careful virtual communications

This infographic uses contrasting examples to help your teams understand how to use virtual communication tools.



TMI? Let us know!

This graphic empowers employees who uncover data they don't need—or shouldn't have—to report it to the Privacy Team, pronto!



Received a request to transfer data?

This decision tree guides employees through what documentation and approvals are needed before anything leaves the company.

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Data processing agreement checklist

This checklist outlines everything your IT and procurement teams need to remember when reviewing vendor contracts.