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Date: 22nd July, 2025

Head of Institutions,
Public and Private Institutions,
Tanzania.

Attention: Institution Data Protection Officers (DPO's)

**Re: 3-DAYS SPECIAL TRAINING FOR DATA PROTECTION OFFICERS (DPOS)
FOURTH BATCH FROM 20th TO 22ND AUGUST 2025**

Reference is made to the above captioned subject matter.

2. The Personal Data Protection Commission (PDPC), established under the Personal Data Protection Act, Cap. 44 (PDPA), invites all **Data Protection Officers (DPOs)** from public and private institutions to a **special 3-day training program**. The fourth training batch is scheduled to take place from **20th to 22nd August, 2025**, in **Morogoro Region**. The training aims to enhance the capacity of DPOs in effectively implementing PDPA and its regulations with theme ***“Empowering Privacy and Data Protection Compliance: Strengthening Capacity for Effective Implementation of the Personal Data Protection Legal Framework in the United Republic of Tanzania,”***

3. This training is part of the Commission's mandate to ensure that all institutions in the country implement the Personal Data Protection Act accurately and professionally. All DPOs and individuals responsible for personal data protection are strongly encouraged to participate without fail.

4. DPOs from both public and private institutions and others interested to participate **must complete their registration before 15th August, 2025** through the official Government Training and Seminars Management Systems (TSMS) via the following link <https://tsms.gov.go.tz> also through our website www.pdpc.go.tz **Participation fee is TZS 800,000/=** per participant for all three days, covering all participation costs except their upkeep allowance.

5. The training will be conducted in cohorts (batches) of 400 participants per session starting from **20th to 22nd August, 2025 for fourth batch** and will include in-depth instruction on:

- The roles and responsibilities of Data Protection Officers (DPOs);
- Preparation and submission of quarterly compliance reports;
- Preparation of Data Protection Impact Assessment (DPIA) reports;

- Preparation and Securing of Transborder Data flow permits; and
- Practical approaches to managing personal data protection within institutions.

The sessions will be facilitated by experienced experts from PDPC, specializing in personal data protection, with the goal of enhancing the professional capacity of all participants across the country.

6. **It is a Mandatory requirement according to the PDPA for all institutions (data controllers and/or data processors) to atleast send one (1) representative** to ensure compliance of the Act and its Regulations. Further to this mandatory requirement institutions are urged to ensure that their DPO and key personnel attend this important training for the benefit of institutional compliance, data security, and the promotion of the right to privacy for all individuals. Participation in such trainings is among key compliance activities that the PDPC insists for ensuring effective implementation of the Personal Data Protection Act. For further information please contact events@pdpc.go.tz or call the following numbers: +255715 680150/+255695 507751/+255684 497788 and +255 654 004975.

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