GPA Global Privacy and Data Protection Awards 2024

Entry Form

To submit an entry to the GPA Global Privacy and Data Protection Awards please complete and email this form to secretariat@globalprivacyassembly.org no later than 17 June 2024.

Note: GPA member authorities can submit as many entries as they wish, but a separate form should be used for each different entry, submitted by the deadline above.

Languages: The GPA documentation Rule 6.2 applies.

1. CONTACT DETAILS FOR THIS ENTRY

Privacy/Data Protection Authority: Instituto de Transparencia, Acceso a la Información Pública, Protección de Datos Personales y Rendición de Cuentas de la Ciudad de México (INFO CDMX)

Person completing this form: José Luis Galarza Esparza

First name: José  
Last name: Luis Galarza

Job title: Director de Capacitación para la Cultura de la Transparencia, la Protección de Datos Personales y la Rendición de Cuentas

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2. ELIGIBILITY

By submitting this entry, I confirm that (please tick all boxes to confirm):

☒ The Authority is a member of the Global Privacy Assembly
☒ The initiative described in this entry was undertaken since January 2022.

\[1 \text{ GPA Rules and Procedures, Rule 6.2 'Assembly documents': Without prejudice to section 4.2, Assembly documents, including accreditation and observer applications may be submitted in English or in another language. In the latter case, the documents shall be accompanied by an English version. Members with the ability and the resources to do so are encouraged to translate proposed resolutions and other Assembly documents such as the Assembly Rules and Procedures.} \]
I am aware that the information in the entry (other than the contact details in 1(a) above) will be publicised by the GPA Secretariat.

3. CATEGORIES

Please indicate which category you wish to enter.

Please tick one; please use a separate form for each category you wish to enter:

☒ Education and Public Awareness
☐ Accountability
☐ Dispute Resolution and Enforcement
☐ Innovation
☐ People’s Choice

4. DESCRIPTION OF THE INITIATIVE

a. Please provide a brief summary of the initiative (no more than 75 words)

INFO CDMX prepared the Training Manual in two versions: participant and instructor, of the course Introduction to the protection of personal data held by obliged subjects of Mexico City, which have been offered to the guarantor bodies of the country’s states to be adapted to their local legislation and, in this way, it replicates knowledge, thus generating a multiplier effect in favor of promoting the protection of personal data.

b. Please provide a full description of the initiative (no more than 350 words)

One of the tasks entrusted to INFO CDMX, as the guarantor of the human rights of access to information and protection of personal data, is to promote training actions for public servants of the institutions obliged to comply with the laws in the aforementioned matters.

Through the Directorate of Training for the Culture of Transparency, Protection of Personal Data and Accountability (Directorate of Training), an innovative training model was implemented, providing public servants of Mexico City institutions with inputs that allow them to adopt the knowledge and skills necessary to comply with the legal obligation to guarantee the right of access to information, the protection of personal data and issues arising from them.

The aim is for people to have the necessary tools to teach the courses and acquire the knowledge that will allow them to improve their daily work within their institutions, in order to better and more efficiently protect personal data.
To comply with this mandate, manuals were developed on several subjects, including the one corresponding to the protection of personal data held by obliged subjects in Mexico City. The first edition dates back to 2020 and, subsequently, in 2023 it was updated in accordance with the regulatory reforms for the City.

Thus, these texts have generated a multiplier effect, since they have served as support for instructors in public institutions, who have taught courses with higher quality; and participants are provided with support material to reinforce their knowledge.

But this model did not only stay in Mexico City's public institutions; the manuals have also been offered in an editable version, to be replicated by the guarantor bodies in all the Entities of the Mexican Republic. Thus, the first state to adapt its manuals was Jalisco and, later, Chihuahua. Other states that are in the process of adaptation are: State of Mexico, Durango, Oaxaca, Hidalgo, San Luis Potosí and Guerrero.

c. Please explain why you think the initiative deserves to be recognised by an award (no more than 200 words)

One of the main responsibilities of the bodies that guarantee the rights of access to information and the protection of personal data, at the national level, is the promotion of culture in both areas, and training is one of the mechanisms to achieve this.

At the local level, in Mexico City, the regulations on the protection of personal data date back to 2018 and, since then, in order to promote the culture of privacy protection, at INFO CDMX, through the Training Directorate, in addition to the training that it traditionally offers, it developed training manuals for various subjects, including the protection of personal data, in two versions: that of the instructor and that of the participant.

But it was not only their elaboration, they were also shared with the other guarantor bodies so that they can adapt them to their local regulations and train with the support of these materials; In addition, the version of the Instructor’s Manual guides the trainers of the institutions themselves to replicate the knowledge, thus promoting greater dissemination of the subject.

d. Please include a photograph or image, if you wish (This will be published with your entry on the GPA website. The image can be pasted into the box below, be sent as an attachment or a link may be provided)
e. Please provide the most relevant link on the authority’s website to the initiative, if applicable (The website content does not need to be in English)

In this link you can consult the original training manuals, prepared by INFO CDMX, among which are the two on the protection of personal data, which are distinguished by the cherry color:

Introducción a la Protección de Datos Personales en Posesión de Sujetos Obligados de la Ciudad de México (Manual del Participante), en:


Introducción a la Protección de Datos Personales en Posesión de Sujetos Obligados de la Ciudad de México, (Manual del Instructor) en:


f. Please provide any other relevant links that help explain the initiative or its impact or success (e.g. links to news reports or articles):

In this link you can consult the training manuals adapted by the guarantor body of Jalisco and Chihuahua (Mexico), among which are the two versions on the protection of personal data.


https://www.ichitaip.org/2023/12/15/manuales-de-capacitacion/