**Questions to ask DPAs about their training requirements**

INTRODUCTION: Hi, my name is [name] from [VUB/TRI/NAIH], and we are a partner in the STAR (Support Training Activities on the data protection Reform) project, which has been funded by the European Union, to support data protection authorities’ and data protection officers’ training activities on the data protection reform, especially the General Data Protection Regulation (GDPR). The first stage of the project consists of the scoping and the engagement of stakeholders to capture the necessary requirements for data protection training materials. In later stages, based on the gathered information, training materials will be drafted for each end-user categories. These materials will be tested and validated through pilots. Thus, the project will provide an openly accessible, relevant and timely training material that will address DPAs’ (and DPOs’) immediate needs.

To this end, I have a few questions I would like to ask you. I will probably need about half an hour of your time to go through the questions.

Please answer to the questions as freely as possible, thoroughly and in details.

1. Do you offer some training on the GDPR now? If not, are you planning to develop training packages in the future (please describe the proposed structure and main elements of the packages)?
2. To whom do you offer that training (e.g., DPA employees, lawyers, judges, civil servants, general public)? Do you provide training to DPOs as well?
3. What is the scope of the GDPR training you provide? What topics or issues do you cover?
4. Please describe the type of training with special attention to its attributes, such as form of contact (online, face-to-face, etc.), size of groups, length of sessions, length of the whole training, evaluation process, further trainings, etc.
5. What are three topics you consider most important for trainees?
6. What kind of materials do you currently use for your training activities (slides, brochures, essays, books, case studies, legal materials etc.)? Would you be willing to share with us some of your current training materials for best-practices-identification purposes (even materials addressing the directive)?
7. How do you gather feedback on your training courses or training materials (e.g. online questionnaires, paper questionnaires, e-mail)? Based on the feedback you’ve received, what do you think would be the most effective way to provide training (e.g. webinars, videos, workshops, online courses, etc.) What types of materials would you create?
8. What variety of training level do you consider appropriate (e.g., general overviews *vis a vis* specialised training on selected issues, etc.)? Please explain your answer.
9. How long do you think training sessions should last (e.g. an hour-long webinar or a half-day workshop)?
10. According to your observations and expertise what would you suggest to keep in mind when preparing the STAR training materials?
11. Would you be willing to test the training materials in later stages of the project in actual training sessions?
12. We aim at identifying best practices and evaluate existing training materials on the following criteria: comprehensiveness, suitability, coherence with the regulatory environment, delivery quality, certification, cross-border relevance, accessibility. Do you consider these criteria as appropriate for a proper assessment of best practices? Are there any other criteria you would recommend for consideration?
13. As I mentioned at the beginning, the EU is funding the STAR project the aim of which is to develop training materials that DPAs and DPOs can use in providing training to their stakeholders. On what level would DPAs need or could benefit from harmonised training materials, so that the cost of each DPA developing more or less the same material can be avoided?
14. Would you be willing to participate in further interviews, should they be necessary?