

Data Privacy Compliance Audit Report

Date of Audit: _____

Consulting Agency: _____

Auditor(s): _____

Report Reference: _____

1. Executive Summary

[Summary of the overall data privacy compliance status and key findings.]

2. Scope of the Audit

[Brief outline of systems, departments, and processes included in the audit.]

3. Methodology

- Document review
- Staff interviews
- System inspection
- Process observation

4. Regulatory Framework

[List of applicable data privacy laws (e.g., GDPR, CCPA, local laws).]

5. Findings & Observations

Category	Requirement	Status	Comments
Data Collection	Lawful and transparent collection of personal data	[Compliant/Non-compliant]	
Data Storage & Security	Secure storage and restricted access to personal data	[Compliant/Non-compliant]	
Data Retention	Defined retention periods and secure disposal	[Compliant/Non-compliant]	
Data Subject Rights	Mechanisms for access, rectification, and erasure requests	[Compliant/Non-compliant]	
Third-Party Processors	Contracts and due diligence on processors	[Compliant/Non-compliant]	
Breach Management	Breach detection and notification procedures	[Compliant/Non-compliant]	

6. Recommendations

- [List of recommended actions and improvements]

7. Conclusion

[Overall conclusion based on audit findings.]

Auditor's Name & Signature: _____

Date: _____