

7 Short Steps to CCPA Compliance

On January 1, 2020, the California Consumer Privacy Act (CCPA) will be the strictest data privacy law ever enacted in the United States. Avoid noncompliance penalties with these seven easy steps.

Make sure it applies to your organization

Do you fit the criteria? You must conduct business with Californian consumers **and**:

- Make \$25M+ revenue per year OR
- Have the personal data of 50k+ people, households or devices OR
- Make half your revenue from the sale of personal data



STEP
01



Study the new consumer rights

Under the CCPA, Californian consumers will now have: 1) the right to notice, 2) the right to access, 3) the right to opt out, 4) the right to request deletion, and 5) the right to equal services and prices.

STEP
02

Map out all of the data you collect

Know your situation by identifying and classifying all of the data your company collects. Document how it's collected and for what reason, where it's stored, how it's used and with whom it is shared.

STEP
03



Create a list of all your vendors

Identify the vendors with whom you share personal data. Make sure they are aware of the CCPA, can fulfill deletion and opt-out requests and meet new security standards.

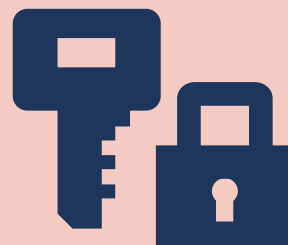
STEP
04



Make sure your storage is secure

Take adequate steps to secure personal data. Ensure that the data is secure enough to meet CCPA standards and avoid a breach, but accessible enough to respond to access requests quickly.

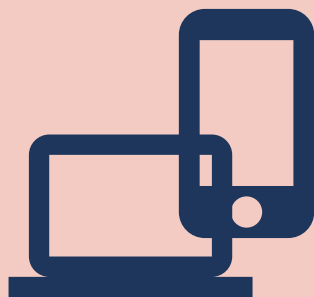
STEP
05



Implement at least two intake methods

The CCPA requires that every organization have at least two ways to receive consumer requests: a toll-free number and, if you have a website, an online form.

STEP
06



Know the deadlines and exceptions

There are deadlines and exceptions that apply. It's important that you know these small details. For example, did you know you can charge a "reasonable fee" for excessive requests?

STEP
07

