

**Date:** [Insert Date]

**To:**

[Client Name/Board of Directors]

[Company Name]

[Company Address]

# **Subject: GDPR Audit Opinion Letter**

## **1. Introduction**

We have conducted a General Data Protection Regulation (GDPR) compliance audit of [Company Name] (the "Company") for the period of [Start Date] to [End Date]. The purpose of this audit was to assess the Company's adherence to the requirements set forth by Regulation (EU) 2016/679.

## **2. Management Responsibility**

Management is responsible for ensuring that the Company processes personal data in accordance with GDPR principles, maintaining appropriate technical and organizational measures, and ensuring the protection of data subject rights.

## **3. Auditor's Responsibility**

Our responsibility is to express an opinion on the Company's GDPR compliance based on our audit. Our procedures included examining data processing records, reviewing privacy policies, testing security controls, and interviewing relevant personnel.

## **4. Scope of Work**

The audit covered the following areas:

- Data Protection Impact Assessments (DPIA)
- Data Subject Access Request (DSAR) procedures
- Data processing agreements with third parties
- Security of processing and breach notification protocols
- Records of Processing Activities (ROPA)

## **5. Opinion**

In our opinion, [select one: the Company complies in all material respects / the Company complies with the exception of the findings noted below / the Company does not comply] with the requirements of the General Data Protection Regulation as of the date of this letter.

## **6. Summary of Findings (if applicable)**

[Insert brief description of any material weaknesses or recommendations for improvement].

## **7. Limitations**

This audit opinion is limited to the scope defined above and does not constitute a legal guarantee of immunity from regulatory inspections or penalties.

Sincerely,

[Signature]

[Name of Lead Auditor/Firm]

[Title/Certs, e.g., CIPP/E, CISA]

[Contact Information]