

# Qualification factsheet

## Qualification overview

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|--|--|-----------------------------------|-----|
| <b>Qualification title</b>             | NCFE Level 2 Certificate in Understanding Data Protection and Data Security  |                                   |     |
| <b>Qualification number (QN)</b>       | 603/3639/0   |                                   |     |
| <b>Total qualification time (TQT):</b> | 130  | <b>Guided learning hours (GL)</b> | 110 |
| <b>Entry requirements:</b>             | <p>This qualification is designed for learners who wish to improve their knowledge of data protection and data security.</p> <p>There are no specific recommended prior learning requirements for this qualification. However, learners may find it helpful if they've already achieved a Level 1 qualification in the business, administration and law sector.</p> <p>This qualification is suitable for learners aged pre-16 and above.</p> <p>Centres are responsible for ensuring that this qualification is appropriate for the age and ability of learners. They need to make sure that learners can fulfil the requirements of the learning outcomes and comply with the relevant literacy, numeracy and health and safety aspects of this qualification.</p> <p>Learners registered on this qualification shouldn't undertake another qualification at the same level with the same or a similar title, as duplication of learning may affect funding eligibility.</p> |                                   |     |
| <b>Funding</b>                         | This qualification is eligible for AEB Local Flexibility funding.  |                                   |     |

## About this qualification

The purpose of this qualification is to allow learners to demonstrate understanding of data protection and data security. It will help learners progress to a work role where data protection and data security knowledge is required.

## Qualification structure

To be awarded this qualification, learners are required to successfully complete all four mandatory units.

### Mandatory units

|  |
|--|
| Unit 01 Understand current data protection legislation       |
| Unit 02 Understand organisational procedures concerning data |
| Unit 03 Understand threats to ICT systems and data           |
| Unit 04 Understand the consequences of not protecting data   |

## Assessment

This is a knowledge-based qualification which is assessed via a portfolio of evidence.

## Progression opportunities

The objectives of this qualification are to enable learners to:

- understand current data legislation
- understand steps organisations might take to help protect data
- understand how to protect their own data
- understand how to protect ICT systems from common threats
- understand the consequences of not protecting data and systems.

Learners who achieve this qualification could progress to:

- Level 2 Certificate in Principles of Business Admin
- Level 2 Certificate in Principles of Team Leading
- Level 2 Certificate in Principles of Customer Service
- Level 2 Certificate in ICT Systems and Principles
- Level 2 Certificate in IT User Skills (ITQ)
- Level 2 Certificate in Digital Skills for Work
- Level 3 Certificate in Principles of Business Admin
- Level 3 Certificate in Principles of Customer Service

It may also be useful to learners studying qualifications in the following sectors/areas:

- Business, Administration and Law
- Information and Communication Technology



## Contact us

NCFE  
Q6  
Quorum Park  
Benton Lane  
Newcastle upon Tyne  
NE12 8BT

Tel: 0191 239 8000\*

Fax: 0191 239 8001

Email: [customersupport@ncfe.org.uk](mailto:customersupport@ncfe.org.uk)

Websites: [www.ncfe.org.uk](http://www.ncfe.org.uk)

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