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ISO/IEC 27701:2025

Information security, cybersecurity and privacy protection — Privacy information management systems — Requirements and guidance

GUIDE

Document Master List

Controlled list of every document supplied in the ISO/IEC 27701:2025 kit, with its revision status and owner.

Document control

Document number	GDE-02	**Revision**	0
Document title	Document Master List	**Issue date**	[Date]
Document owner	Management Representative	**Next review**	[Date]
Management system	Privacy Information Management System	**Classification**	Internal
Standard clauses	7.5	**Status**	For approval

	Name	Position	Signature / Date
Prepared by	[Name]	[Position]	
Reviewed by	[Name]	[Position]	
Approved by	[Name]	[Position]	

Rev.	Date	Description of change	Author
0	[Date]	First issue.	[Name]

Before you issue this document

Replace every highlighted placeholder such as [Organisation Name] with your own details, delete any clause that does not apply to your scope, and have the document approved by the roles named above. Record the approval in the revision history — an auditor will ask who approved it and when.

This master list records every document in the ISO/IEC 27701:2025 Complete Documentation Kit. It is the register required by the standard's documented-information clause: when [Organisation Name] adopts the kit, update the revision and issue-date columns as each document is approved, and add any document created locally.

How to use this list

Keep one controlled copy. Every time a document is revised, raise its revision number here and on the document's own cover page. An auditor will normally ask for this list first and sample from it.

Doc. No	Document title	Clause(s)	Owner
00 Read Me First			
GDE-01	Kit Guide and Implementation Roadmap	4.1, 5.1, 6, 8, 9, 10.1	Data Protection Officer
01 Manual			
MAN-01	Privacy Information Management System Manual	4.1, 4.2, 4.3, 4.4, 5.1, 5.2, 5.3, 6.1.1, 6.2, 7.1, 7.2, 7.3, 7.4, 7.5, 8.1, 9.1, 9.2, 9.3, 10.2, 10.1	Data Protection Officer
MAN-02	Scope and Boundaries of the Privacy Information Management System	4.3, 4.4	Data Protection Officer
02 Policies			
POL-01	Privacy Information Management System Policy	5.2	Top Management
POL-02	PII Security Controls Policy (Annex A.3)	A.3.5, A.3.8, A.3.9, A.3.20, A.3.23, A.3.24, A.3.25, A.3.26, A.3.27	Information Security Manager
03 Procedures			
PRO-01	Context of the Organisation and Interested Parties	4.1, 4.2	Data Protection Officer
PRO-02	Role Determination and Records of Processing Maintenance	4.3, A.1.2.9, A.2.2.7	Data Protection Officer
PRO-03	Risks and Opportunities	6.1.1	Data Protection Officer
PRO-04	Privacy Risk Assessment and Treatment	6.1.2, 6.1.3, 8.2, 8.3	Data Protection Officer
PRO-05	Privacy Impact Assessment (PIA/DPIA) Procedure and Template	A.1.2.6, 6.1.2	Data Protection Officer
PRO-06	Objectives and Planning to Achieve Them	6.2	Data Protection Officer
PRO-07	Competence, Training and Awareness	7.2, 7.3	HR Manager
PRO-08	Communication	7.4	Data Protection Officer

Doc. No	Document title	Clause(s)	Owner
PRO-09	Control of Documented Information	7.5	Data Protection Officer
PRO-10	Operational Planning and Control	8.1	Information Security Manager
PRO-11	Lawful Basis and Consent Management	A.1.2.2, A.1.2.3, A.1.2.4, A.1.2.5, A.1.3.5	Data Protection Officer
PRO-12	PII Principal Rights and Automated Decision Handling	A.1.3.2, A.1.3.6, A.1.3.10, A.1.3.11	Data Protection Officer
PRO-13	Retention, Deletion and De-identification	A.1.4.5, A.1.4.6, A.1.4.7, A.1.4.8, A.1.4.9, A.2.4.3	Data Protection Officer
PRO-14	Cross-Border Transfer and Disclosure Control	A.1.5.2, A.1.5.3, A.1.5.4, A.1.5.5, A.2.5.4	Data Protection Officer
PRO-15	Privacy by Design and Default Gates	6.3, 8.1, A.1.4	Information Security Manager
PRO-16	Privacy Breach and Incident Management	A.3.11, A.3.12, 7.4, 10.2	Information Security Manager
PRO-17	Processor Due Diligence, Contracting and Sub-processor Governance	A.1.2.7, A.3.10, A.2.5.7, A.2.5.8, A.2.5.9	Procurement Manager
PRO-18	Processor Duties: Customer Instructions, Infringing Instructions and Disclosure Requests	A.2.2.2, A.2.2.5, A.2.2.6, A.2.5.5, A.2.5.6	Data Protection Officer
PRO-19	Monitoring, Measurement, Analysis and Evaluation	9.1	Data Protection Officer
PRO-20	Evaluation of Compliance with Legal and Other Requirements	A.3.13, 4.2	Data Protection Officer
PRO-21	Internal Audit	9.2	Lead Internal Auditor
PRO-22	Management Review	9.3	Top Management
PRO-23	Nonconformity, Corrective Action and Continual Improvement	10.2, 10.1	Data Protection Officer
04 Forms, Registers & Templates			
FRM-01	External Privacy Notice Set	A.1.3.2, A.1.3.3, A.1.3.4	Data Protection Officer
FRM-02	Context and Issues Analysis	4.1	Data Protection Officer
FRM-03	Roles, Responsibilities and Authorities Matrix	5.3, 5.1	Top Management
FRM-04	Competence Matrix and Training Record	7.2	HR Manager

Doc. No	Document title	Clause(s)	Owner
FRM-05	Communication Log and Suggestion Form	7.4	Data Protection Officer
FRM-06	Management of Change Request	8.1, 6.1.1	Information Security Manager
FRM-07	Data Processing Agreement and Joint Controller Arrangement Templates	A.1.2.7, A.1.2.8, A.2.2.2	Data Protection Officer
FRM-08	Internal Audit Plan and Report	9.2	Lead Internal Auditor
FRM-09	Management Review Minutes and Actions	9.3	Top Management
FRM-10	Document Change Request	7.5	Data Protection Officer
04 Forms, Registers & Templates			
REG-01	Statement of Applicability	6.1.3	Data Protection Officer
REG-02	Interested Parties and Requirements Register	4.2	Data Protection Officer
REG-03	PII Inventory and Data Flow Map	4.3, A.1.2.9, A.2.2.7	Data Protection Officer
REG-04	Records of Processing Activities — Controller and Processor Views	A.1.2.9, A.2.2.7	Data Protection Officer
REG-05	Legal and Other Requirements Register	A.3.13, 4.2	Data Protection Officer
REG-06	Risk and Opportunity Register	6.1.1	Data Protection Officer
REG-07	Privacy Risk Register and Treatment Plan	6.1.2, 6.1.3, 8.2, 8.3	Data Protection Officer
REG-08	Lawful Basis and Consent Register	A.1.2.3, A.1.2.5	Data Protection Officer
REG-09	PII Principal Request Log	A.1.3.6, A.1.3.10	Data Protection Officer
REG-10	Data Retention Schedule and Disposal Evidence Log	A.1.4.8, A.1.4.9, A.2.4.3	Data Protection Officer
REG-11	Cross-Border Transfer and Disclosure Register	A.1.5.3, A.1.5.4, A.1.5.5, A.2.5.4, A.2.5.6	Data Protection Officer
REG-12	Privacy Breach Register and Notification Decision Record	A.3.11, A.3.12	Information Security Manager
REG-13	Processor and Sub-processor Register	A.3.10, A.1.2.7, A.2.5.7	Procurement Manager
REG-14	Objectives and Action Plan Tracker	6.2	Data Protection Officer

Doc. No	Document title	Clause(s)	Owner
REG-15	Nonconformity and Corrective Action Register	10.2	Data Protection Officer
05 Plans & Programmes			
PLN-01	PIMS Implementation Plan	4.1, 6, 8, 9	Data Protection Officer
PLN-02	Annual Internal Audit Programme	9.2	Lead Internal Auditor
PLN-03	Competence and Training Plan	7.2, 7.3	HR Manager
PLN-04	Communication Plan	7.4	Data Protection Officer
06 Checklists			
CHK-01	ISO/IEC 27701:2025 Gap Analysis Checklist	—	Data Protection Officer
CHK-02	Annex F Transition Mapping Workbook (2019 to 2025)	6.1.3, Annex F	Data Protection Officer
CHK-03	Internal Audit Checklist	9.2	Lead Internal Auditor
CHK-04	Certification Readiness Checklist	—	Data Protection Officer
07 Internal Auditor Training Pack			
TRN-01	Internal Auditor Participant Handbook	9.2	Data Protection Officer
TRN-02	Trainer's Guide	9.2	Data Protection Officer
TRN-03	Presentation Slides Outline	9.2	Data Protection Officer
TRN-04	Exercises and Case Studies	9.2	Data Protection Officer
TRN-05	Examination	9.2	Data Protection Officer
TRN-06	Examination Answer Key and Marking Scheme	9.2	Data Protection Officer
TRN-07	Course Forms	9.2	Data Protection Officer
TRN-08	Certificate of Training Template	9.2	Data Protection Officer

Revision status

Record the approved revision of each document as it is issued. Rows are pre-filled at revision 0 (first issue).

Doc. No	Rev.	Issue date	Approved by	Next review
GDE-01	0	[Date]	[Name]	[Date]
MAN-01	0	[Date]	[Name]	[Date]
MAN-02	0	[Date]	[Name]	[Date]
REG-01	0	[Date]	[Name]	[Date]
POL-01	0	[Date]	[Name]	[Date]
POL-02	0	[Date]	[Name]	[Date]
PRO-01	0	[Date]	[Name]	[Date]
PRO-02	0	[Date]	[Name]	[Date]
PRO-03	0	[Date]	[Name]	[Date]
PRO-04	0	[Date]	[Name]	[Date]
PRO-05	0	[Date]	[Name]	[Date]
PRO-06	0	[Date]	[Name]	[Date]
PRO-07	0	[Date]	[Name]	[Date]
PRO-08	0	[Date]	[Name]	[Date]
FRM-01	0	[Date]	[Name]	[Date]
PRO-09	0	[Date]	[Name]	[Date]
PRO-10	0	[Date]	[Name]	[Date]
PRO-11	0	[Date]	[Name]	[Date]
PRO-12	0	[Date]	[Name]	[Date]
PRO-13	0	[Date]	[Name]	[Date]
PRO-14	0	[Date]	[Name]	[Date]
PRO-15	0	[Date]	[Name]	[Date]
PRO-16	0	[Date]	[Name]	[Date]
PRO-17	0	[Date]	[Name]	[Date]
PRO-18	0	[Date]	[Name]	[Date]
PRO-19	0	[Date]	[Name]	[Date]
PRO-20	0	[Date]	[Name]	[Date]
PRO-21	0	[Date]	[Name]	[Date]
PRO-22	0	[Date]	[Name]	[Date]
PRO-23	0	[Date]	[Name]	[Date]
FRM-02	0	[Date]	[Name]	[Date]
REG-02	0	[Date]	[Name]	[Date]
REG-03	0	[Date]	[Name]	[Date]
REG-04	0	[Date]	[Name]	[Date]
REG-05	0	[Date]	[Name]	[Date]

Doc. No	Rev.	Issue date	Approved by	Next review
FRM-03	0	[Date]	[Name]	[Date]
REG-06	0	[Date]	[Name]	[Date]
REG-07	0	[Date]	[Name]	[Date]
REG-08	0	[Date]	[Name]	[Date]
REG-09	0	[Date]	[Name]	[Date]
REG-10	0	[Date]	[Name]	[Date]
REG-11	0	[Date]	[Name]	[Date]
REG-12	0	[Date]	[Name]	[Date]
REG-13	0	[Date]	[Name]	[Date]
REG-14	0	[Date]	[Name]	[Date]
FRM-04	0	[Date]	[Name]	[Date]
FRM-05	0	[Date]	[Name]	[Date]
FRM-06	0	[Date]	[Name]	[Date]
FRM-07	0	[Date]	[Name]	[Date]
FRM-08	0	[Date]	[Name]	[Date]
FRM-09	0	[Date]	[Name]	[Date]
REG-15	0	[Date]	[Name]	[Date]
FRM-10	0	[Date]	[Name]	[Date]
PLN-01	0	[Date]	[Name]	[Date]
PLN-02	0	[Date]	[Name]	[Date]
PLN-03	0	[Date]	[Name]	[Date]
PLN-04	0	[Date]	[Name]	[Date]
CHK-01	0	[Date]	[Name]	[Date]
CHK-02	0	[Date]	[Name]	[Date]
CHK-03	0	[Date]	[Name]	[Date]
CHK-04	0	[Date]	[Name]	[Date]
TRN-01	0	[Date]	[Name]	[Date]
TRN-02	0	[Date]	[Name]	[Date]
TRN-03	0	[Date]	[Name]	[Date]
TRN-04	0	[Date]	[Name]	[Date]
TRN-05	0	[Date]	[Name]	[Date]
TRN-06	0	[Date]	[Name]	[Date]
TRN-07	0	[Date]	[Name]	[Date]
TRN-08	0	[Date]	[Name]	[Date]

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ISO/IEC 27701:2025

Information security, cybersecurity and privacy protection — Privacy information management systems — Requirements and guidance

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Clause Cross-Reference Matrix

Shows which kit document answers each clause of ISO/IEC 27701:2025 — the table certification bodies ask for at stage 1.

Document control

Document number	GDE-03	**Revision**	0
Document title	Clause Cross-Reference Matrix	**Issue date**	[Date]
Document owner	Management Representative	**Next review**	[Date]
Management system	Privacy Information Management System	**Classification**	Internal
Standard clauses	—	**Status**	For approval

	Name	Position	Signature / Date
Prepared by	[Name]	[Position]	
Reviewed by	[Name]	[Position]	
Approved by	[Name]	[Position]	

Rev.	Date	Description of change	Author
0	[Date]	First issue.	[Name]

Before you issue this document

Replace every highlighted placeholder such as **[Organisation Name]** with your own details, delete any clause that does not apply to your scope, and have the document approved by the roles named above. Record the approval in the revision history — an auditor will ask who approved it and when.

Use this matrix to demonstrate that every requirement of ISO/IEC 27701:2025 is addressed by documented information. Complete the final column with the evidence or record that proves the requirement is being met in practice, and take it to the stage 1 audit.

Good practice

Auditors use a matrix like this to plan their sample. A complete, honest matrix shortens stage 1 considerably; an aspirational one invites a deeper audit.

Clause	Kit document(s)	Evidence / records in use
4.1	FRM-02, GDE-01, MAN-01, PLN-01, PRO-01	
4.2	MAN-01, PRO-01, PRO-20, REG-02, REG-05	
4.3	MAN-01, MAN-02, PRO-02, REG-03	
4.4	MAN-01, MAN-02	
5.1	FRM-03, GDE-01, MAN-01	
5.2	MAN-01, POL-01	
5.3	FRM-03, MAN-01	
6	GDE-01, PLN-01	
6.1.1	FRM-06, MAN-01, PRO-03, REG-06	
6.1.2	PRO-04, PRO-05, REG-07	
6.1.3	CHK-02, PRO-04, REG-01, REG-07	
6.2	MAN-01, PRO-06, REG-14	
6.3	PRO-15	
7.1	MAN-01	
7.2	FRM-04, MAN-01, PLN-03, PRO-07	
7.3	MAN-01, PLN-03, PRO-07	
7.4	FRM-05, MAN-01, PLN-04, PRO-08, PRO-16	
7.5	FRM-10, MAN-01, PRO-09	
8	GDE-01, PLN-01	
8.1	FRM-06, MAN-01, PRO-10, PRO-15	
8.2	PRO-04, REG-07	
8.3	PRO-04, REG-07	
9	GDE-01, PLN-01	
9.1	MAN-01, PRO-19	
9.2	CHK-03, FRM-08, MAN-01, PLN-02, PRO-21, TRN-01, TRN-02, TRN-03, TRN-04, TRN-05, TRN-06, TRN-07, TRN-08	
9.3	FRM-09, MAN-01, PRO-22	
A.1.2.2	PRO-11	

Clause	Kit document(s)	Evidence / records in use
A.1.2.3	PRO-11, REG-08	
A.1.2.4	PRO-11	
A.1.2.5	PRO-11, REG-08	
A.1.2.6	PRO-05	
A.1.2.7	FRM-07, PRO-17, REG-13	
A.1.2.8	FRM-07	
A.1.2.9	PRO-02, REG-03, REG-04	
A.1.3.2	FRM-01, PRO-12	
A.1.3.3	FRM-01	
A.1.3.4	FRM-01	
A.1.3.5	PRO-11	
A.1.3.6	PRO-12, REG-09	
A.1.3.10	PRO-12, REG-09	
A.1.3.11	PRO-12	
A.1.4	PRO-15	
A.1.4.5	PRO-13	
A.1.4.6	PRO-13	
A.1.4.7	PRO-13	
A.1.4.8	PRO-13, REG-10	
A.1.4.9	PRO-13, REG-10	
A.1.5.2	PRO-14	
A.1.5.3	PRO-14, REG-11	
A.1.5.4	PRO-14, REG-11	
A.1.5.5	PRO-14, REG-11	
A.2.2.2	FRM-07, PRO-18	
A.2.2.5	PRO-18	
A.2.2.6	PRO-18	
A.2.2.7	PRO-02, REG-03, REG-04	
A.2.4.3	PRO-13, REG-10	
A.2.5.4	PRO-14, REG-11	
A.2.5.5	PRO-18	
A.2.5.6	PRO-18, REG-11	
A.2.5.7	PRO-17, REG-13	
A.2.5.8	PRO-17	
A.2.5.9	PRO-17	

Clause	Kit document(s)	Evidence / records in use
A.3.5	POL-02	
A.3.8	POL-02	
A.3.9	POL-02	
A.3.10	PRO-17, REG-13	
A.3.11	PRO-16, REG-12	
A.3.12	PRO-16, REG-12	
A.3.13	PRO-20, REG-05	
A.3.20	POL-02	
A.3.23	POL-02	
A.3.24	POL-02	
A.3.25	POL-02	
A.3.26	POL-02	
A.3.27	POL-02	
10.1	GDE-01, MAN-01, PRO-23	
10.2	MAN-01, PRO-16, PRO-23, REG-15	
Annex F	CHK-02	

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