



CONDUCT A DATA IMPACT ASSESSMENT

Purpose:

A data impact assessment (DIA) helps identify and assess the potential risks, harms and benefits linked to the management of data and helps identify appropriate measures to prevent or mitigate any risks or harms identified. It should inform the design and implementation of a data management activity in order to maximize its benefits and minimize the risks.

Policy Requirement:

- ☐ While conducting a DIA is recommended for any data management activity to improve data responsibility, a DIA must always be conducted in the following circumstances:
 - (a) The processing of sensitive personal data;
 - (b) The processing of non-personal data in a sensitive context;
 - (c) The processing of large amounts of personal data;
 - (d) The processing of data involving significant merging, matching and manipulation of multiple data sets;
 - (e) Automated decision-making that would result in decisions significantly affecting data subjects;
 - (f) The use of artificial intelligence, blockchain or other similar emerging technologies to process data;
 - (g) The processing of data otherwise presents serious risks of harm to one or more individuals or groups of individuals.
- ☐ In the circumstances listed under (a) to (g) above, the DIA must be conducted in consultation with the data protection focal point.

Recommended Approach:

- ☐ The IMO or HAO responsible for the data management activity should prepare a draft Data Impact Assessment by filling out the [Data Impact Assessment template](#) using the information available to the OCHA Office.
- ☐ The draft should be shared with other actors involved in the data management activity for their input. DIAs should be conducted in an inclusive manner, involving affected populations where feasible.
- ☐ Address negative impacts identified in the Data Impact Assessment through appropriate, feasible, and robust prevention and mitigation measures.
- ☐ The data management activity should be redesigned or canceled if its foreseeable risks and harms outweigh its intended benefits, despite prevention and mitigation measures.
- ☐ Share the results of the DIA with the other actors involved in the data management activity and, where appropriate, with counterparts planning a similar activity in the context. This supports consistency in the assessment, monitoring, and mitigation of data-related risks over time.
- ☐ Share the results of the DIA with the data protection focal point.

Relevant Tool or Template:

[Data Impact Assessment Template](#)