## **Data Protection Impact Assessment (DPIA)**

### **1. Description of the Project**

I developed a responsive portfolio website using HTML and CSS with media queries to ensure it works well on desktops, tablets, and mobile devices. The site includes a **"Contact Us"** page where users can submit their personal data.

### **2. Identification of Personal Data Collected**

The contact form collects the following personal data from users:

* Email address
* Surname
* Name
* Phone number

### **3. Scope and Context of Processing**

* Data is submitted by users via the website’s contact form.
* All data is stored securely on the website’s server.
* Access to the data is limited strictly to authorized personnel responsible for customer communication.
* Data is **not** shared with third parties unless the user explicitly consents or if legally required.

### **4. Identification of Risks**

The following risks have been identified in relation to data processing:

* Unauthorized access to data (e.g., hacking).
* Loss or accidental deletion of data.
* Users submitting false or harmful information.

### **5. Measures to Reduce Risks**

To mitigate the identified risks, the following measures are implemented:

* Use of HTTPS protocol for secure communication between users and the website.
* Data is stored in encrypted form.
* Access controls restrict data to authorized personnel only.
* Regular backups of data are performed.
* Data is retained only as long as necessary for its intended purpose.

### **6. How We Use the Data and Why**

The contact form collects only essential contact details to enable users to communicate with the site owner. No unnecessary data is collected. The data is used solely for communication and follow-up purposes and is processed fairly, legally, and transparently.

### **7. Review and Monitoring**

The data handling process will be reviewed regularly to ensure continued compliance and security. If the website is updated or expanded (e.g., by adding a newsletter or user accounts), the DPIA will be reviewed and updated accordingly.