



Algorithmic Impact Assessment

Project Owner: _____

Project Name: _____

Why do you want to use AI for this project? (Check all that apply.)

Improve quality of decisions

Manage backlog/improve efficiency

Lower costs

Innovation

Augment human processes

What capabilities does the project include? (Check all that apply.)

Image and object recognition

Text and speech analysis

Risk assessment

Content generation

Process optimization and workflow automation

Other

Will the AI system use personal information as input data?

Yes

No

How does this affect your risk level?

How was the data used by the system collected?

Collected by your organization

Purchased from or shared by a third party

Open dataset with known owner

Open dataset with unknown origin

Unclear

How does this affect your risk level?

Will the system use data from multiple different sources?

Yes

No

How does this affect your risk level?

How was user consent managed?

No consent obtained

Opt in

Opt out

How does this affect your risk level?

Accountability

Will you maintain a log detailing all the changes made to model and the system?

Yes

No

How does this affect your risk level?

What type of third-party components will you use? (Check all that apply.)

Off-the-shelf commercial products

Open source libraries

None

How does this affect your risk level?

Will the system provide an audit trail that records all decision points made by the system?

Yes

No

How does this affect your risk level?

Accountability

Is there ongoing monitoring of the system to ensure that the system is operating as intended?

Yes

No

How does this affect your risk level?

Will the algorithm be a trade secret?

Yes

No

How does this affect your risk level?

Is it possible to discover how your system renders a decision or performs a function?

System is transparent.

System is opaque, but it is possible to analyze processes to draw an accurate conclusion about how the decision was made.

System is a black box, but detailed records of design and operations have been kept.

System is a black box.

How does this affect your risk level?

Transparency and Explainability

Is the user documentation easy to understand by the intended audience?

Yes

Not sure

No

How does this affect your risk level?

Was there a human involved at every stage of the machine learning process?

Yes

No

How does this affect your risk level?

Does the AI system pertain to any of these categories? (Check all that apply.)

Health-related services

Economic (loans, tax benefits, debt collection)

Social assistance (welfare, disability claims)

Access and mobility (security clearances, border crossings)

Licensing or permits

None of the above

How does this affect your risk level?

Does your user base include protected groups of people?

Yes—most

Yes—some

No

How does this affect your risk level?

Are the impacts of the system reversible?

Yes

No

How does this affect your risk level?

Who was consulted about design and development decisions? (Check all that apply.)

AI team

Department that will use the system

Users that represent the entire diverse potential user base

Business partners

Ethics board

How does this affect your risk level?

Will the system interface with other IT systems?

Yes

No

How does this affect your risk level?

What risk management strategies have been employed on the networks and systems that support the AI system? (Check all that apply.)

Risk analysis

Threat intelligence

Threat modeling

Penetration testing

How does this affect your risk level?

Safety and Security

How is data collection, storage, and use being managed?

Internally

Through a third-party service (terms and conditions unknown)

Through a third-party service (terms and conditions verified meet strict standards)

How does this affect your risk level?

Does the organization have a response team ready to address any safety and security incidents?

Yes

No

How does this affect your risk level?



Other

Describe any additional risks to consider.

Describe any additional mitigation strategies to consider.