

DPIA Report

This report is built on the guidelines of GDPR and follows the same format.

Overview

Name of the Organization	sasa
Project Name	Demo
Date	2022-08-15
Name of Data Protection Officer	asas
Name of Data Owner	asas

Step 1: Identify the need for a DPIA

Explain broadly what project aims to achieve and what type of processing it involves. You may find it helpful to refer or link to other documents, such as a project proposal. Summarise why you identified the need for a DPIA.

Scope of project: aassa Our organization does not define the purpose of processing data. The project lead defines the aim of the project by using purpose of processing as a reference. At present , basic research is done before finalizing the method of processing data. Expected benefits from processing data are assumed by the project team on the basis of the aim of the project and not documented in the report. The project lead prepares the list of benefits for each department and documents it. The list of team members who will be involved in this data processing is documented during the commencement of the project

Step 2: Describe the processing

Describe the nature of the processing: how will you collect, use, store and delete data? What is the source of the data? Will you be sharing data with anyone? You might find it useful to refer to a flow diagram or other way of describing data flows. What types of processing identified as likely high risk are involved?

Text 2

Describe the scope of the processing: what is the nature of the data, and does it include special category or criminal offence data? How much data will you be collecting and using? How often? How long will you keep it? How many individuals are affected? What geographical area does it cover?

Describe the context of the processing: what is the nature of your relationship with the individuals? How much control will they have? Would they expect you to use their data in this way? Do they include children or other vulnerable groups? Are there prior concerns over this type of processing or security flaws? Is it novel in any way? What is the current state of technology in this area? Are there any current issues of public concern that you should factor in? Are you signed up to any approved code of conduct or certification scheme (once any have been approved)?

Describe the purposes of the processing: what do you want to achieve? What is the intended effect on individuals? What are the benefits of the processing – for you, and more broadly?

Step 3: Consultation process

Consider how to consult with relevant stakeholders: describe when and how you will seek individuals' views – or justify why it's not appropriate to do so. Who else do you need to involve within your organisation? Do you need to ask your processors to assist? Do you plan to consult information security experts, or any other experts?

Name of the consultants are: Name We do not have any specific consultation process to seeks views of data subjects or their representatives. We recommend that the project lead should design a process which run consultation process efficiently. It is recommended that we should have a process to evaluate the possible options before finalizing the consultants. There is no process which defines how data subjects can reach out to any consultant. We map the roles to the consultants on the basis of their most recent work experience. A list is maintained which contains the names of all the involved consultants. No, we do not have any process to monitor the consultation process. At present , we do not have any process to deliberate the issues raised by the consultants. It is our utmost priority to ensure that we follow all the steps of the designed process which ensure that proper deliberation is done on the issues raised by the consultants. We have assigned an associate who will be responsible for keeping a check that all the issues raised by the consultants have been resolved. Name 2

Step 4: Assess necessity and proportionality

Describe compliance and proportionality measures, in particular: what is your lawful basis for processing? Does the processing actually achieve your purpose? Is there another way to achieve the same outcome? How will you prevent function creep? How will you ensure data quality and data minimisation? What information will you give individuals? How will you help to support their rights? What measures do you take to ensure processors comply? How do you safeguard any international transfers?

The legal basis for processing are - Performance of contract Select all from the list; separate by comma if more than 1 For this scope of service , it is important for the project lead to define the legality of data processing. To evaluate the outcomes fo the data processing , the project lead checks if they have reached the desired aim which was defined before the start of the assessment. No, The data processing will not achieve the desired goals. No, we do not have any alternate approach to achieve the same outcome. We have not have any process to explore the alternate approaches which can be used to achieve the same results. Our organization does not currently have any KPI's to monitor data quality and integrity for this specific scope of service. Data Subjects are not provided any information after collection of the data. Currently , we do not have process to uphold data subject rights while processing data. We have a generic process to monitor the compliance of the designated processing entities. This monitoring process considers a few of the KPI's to measure the compliance. We have a process which ensures that we do not deviate from the decided scope of service while processing data. Data processors are informed about the boundaries of the scope and asked to esnure compliance while processing data.We have a few controls to keep the data safe in the designated geography and prevent them from any international transfer.

Step 5: Identify and assess risks

Describe source of risk and nature of potential impact on individuals. Include associated compliance and corporate risks as necessary.	Likelihood of harm	Severity of harm	Overall risk
	Remote, possible or probable	Minimal, significant or severe	Low, medium or high
Have you assigned a person/team who will be responsible for Identifying all the risks?	Unlikely	Minor	Low
How matured is the process of documenting type and details of the risks from the proposed processing in your organization?	Unlikely	Minor	Low
How matured is the process of calculating likelihood and severity of the risk from the proposed processing in your organization?	Unlikely	Minor	Low
How matured is the process of finding residual risks defined in your organization?	Unlikely	Minor	Low

Step 6: Identify measures to reduce risk

Identify additional measures you could take to reduce or eliminate risks identified as medium or high risk in step 5

[illegible]

Step 7: Sign off and record outcomes

Item	Name/position/date	Notes
Measures approved by:	asas	Integrate actions back into project plan, with date and responsibility for completion
Residual risks approved by:	Jhon	If accepting any residual high risk, consult the ICO before going ahead
DPO advice provided:		DPO should advise on compliance, step 6 measures and whether processing can proceed
Summary of DPO advice:		
DPO advice accepted or overruled by:	Jhon	If overruled, you must explain your reasons
Comments:		
Consultation responses reviewed by:	Name	If your decision departs from individuals' views, you must explain your reasons
Comments:		
This DPIA will kept under review by:	Jhon	The DPO should also review ongoing compliance with DPIA