



Getting Started: Liability Triage

- ☐ Is this event an “incident” as defined by internal plans and policies?
- ☐ What is the required timeline for response, to include:
 - ☐ Containment
 - ☐ Eradication
 - ☐ International notifications and communications cadence
 - ☐ External notifications and timeline
- ☐ Were reasonable security and safety standards followed by employees or contractors to secure:
 - ☐ Collected data?
 - ☐ Statistical or machine learning models?
 - ☐ Model outputs?
- ☐ Were employee or contractor processes for data collection, model development and model use consistent with:
 - ☐ Privacy policies?
 - ☐ Consumer-facing notices or warranties?
 - ☐ Reasonable expectations of users?
- ☐ Were plans in place and followed to demonstrate accountability and clear oversight for:
 - ☐ Data collection?
 - ☐ Model training?
 - ☐ Model testing?
 - ☐ Model deployment?
 - ☐ Model Auditing?
- ☐ If third parties were involved in data collection, usage or modelling, were their activities consistent with internal plans and standards?
- ☐ Was sensitive data involved in the incident, to include:
 - ☐ Personal identifying information?
 - ☐ Protected health information?
 - ☐ Consumer financial information?
 - ☐ Biometric identifiers?
 - ☐ Credit, housing or employment decisions?
- ☐ What internal and external expertise is required to resolve this incident:
 - ☐ Legal?
 - ☐ PR?
 - ☐ Data science?
 - ☐ Forensics?

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