## Part 3

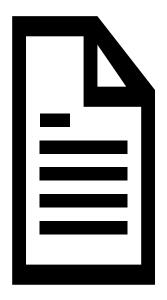
# GDPR in Practice: Records of Processing Activities (ROPA)

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## Records of Processing Activity (ROPA)

- Defined in art. 30 of the GDPR,
- Records detailing all of the processing activities of controllers or processors:
  - Details of controller and/or processor
  - Purpose of the processing
  - Description of the categories of data subjects and data recipients
  - Details on transfers to thirdcountries or international organisations
  - Description of technical and organisational security measures



#### What can the records be used for?



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- Provide evidence of accountability;
- Assist in breach investigations and/or responding to individual rights requests;
- Highlighting areas of risk which require Data Protection Impact Assessments;
- Inform policy and procedure development;
- Facilitate the maintenance of retention schedules.

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#### **ROPA** and AI

- Aid transparency by keeping detailed records of processes, procedures and data used for Al applications
- Highlight high risk areas which require further impact assessments and, potentially, mitigation strategies and changes to the product



### Part 3 – Activity and Readings

Using the provided <u>ICO Records of Processing Template</u>, create records for an AI/ML driven process within your organization.

Read through the <u>ICO guidelines on Records of Processing Activities</u> and the <u>ICO and The Alan Turing Institute's guidance</u> on explainable AI, particularly **task 2 of part 2**, for further support in this activity.

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