Privacy Smarthub - Assessment Demo Script

Introduction:

Privacy smarthub is a solution proposed by LTIMindtree to mange the different privacy and regulatory compliance across the countries.
The tool comes with pre-baked regulations and check list with purposed solutions, which helps in maintaining the compliance.

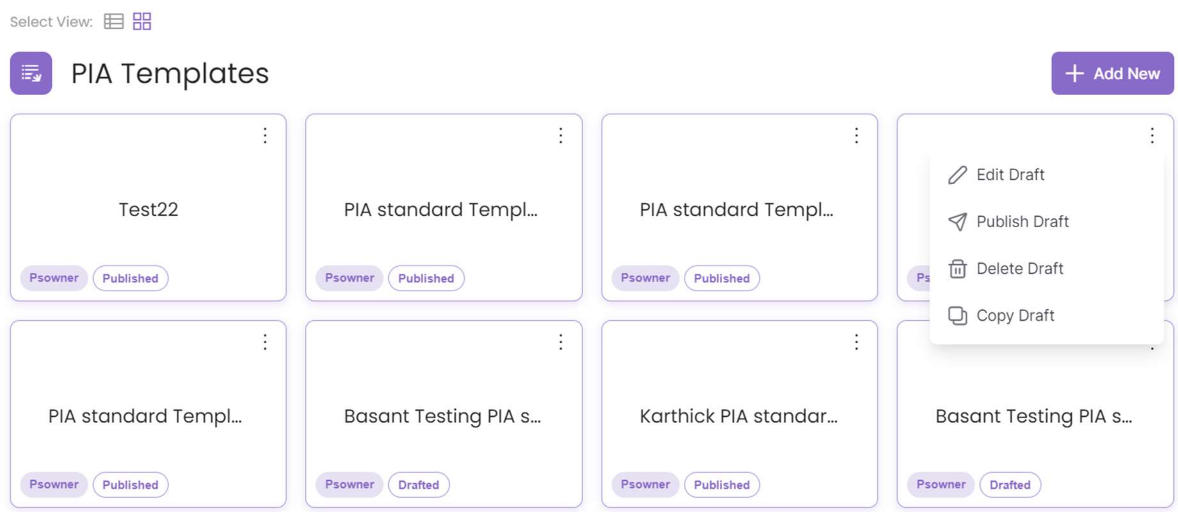
So, to be compliant with regulations, risk assessment is one of the key features. So, today we will see how privacy smarthub can helps in risk identification, analysis, and risk evaluation.

Assessment:
Under data privacy the risk identification, analysis and evaluation are collectively referred as risk assessment.

In our **privacy smart hub**, the risk assessment is being carried out by different modules developed. We have template module for creating a template for assessment type like PIA (Privacy impact assessment), DPIA (Data Protection impact assessment), ROPA (Record of Processing Activity) etc. Then we have a Launch assessment functionality for assigning the published templates to respondents (respondents will have opportunity to answer questionnaire) and to reviewers for reviewing the assessment. Then we have risk evaluation and risk mitigation functionality under risk inventory component.

Templates:

We can configure templates for PIA, ROPA, DPIA, Data Breach Report assessment etc. This section will display the list of already created templates in the form of cards as well as table view. It has a **Add New** button which provide the functionality of creating new templates.

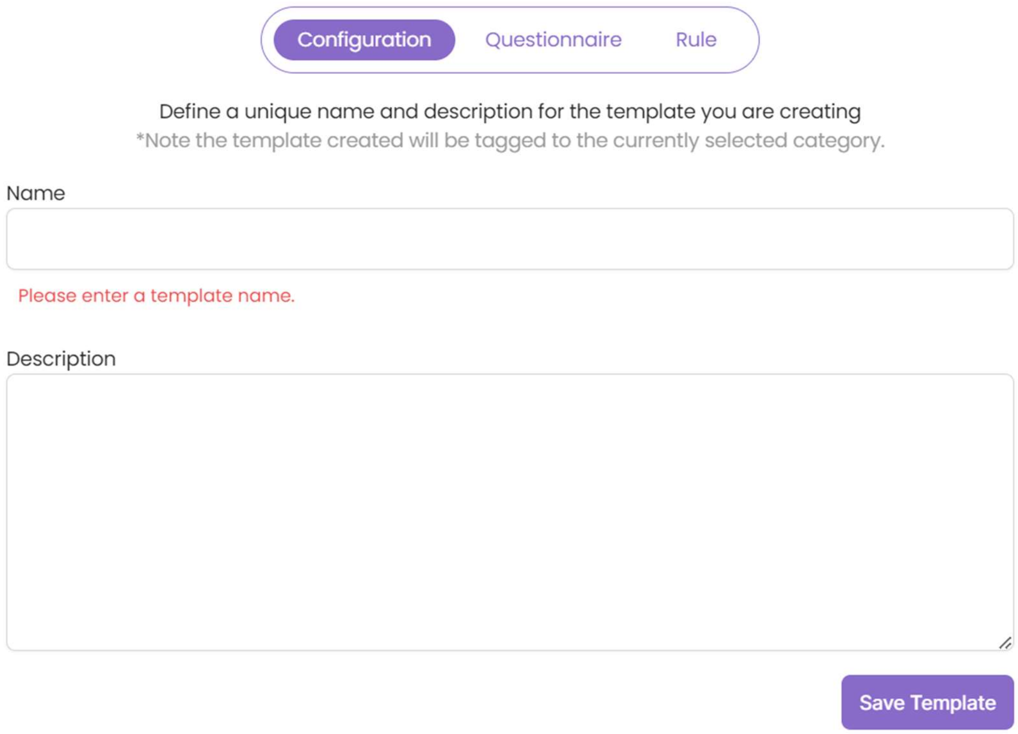


Every template has status of either drafted or published. Darfted status template can be edited. But Published template can only be viewed.

Published Template: Published template can be copied to create an exact copy of the existing template. Published template can also be unpublished but template should not be associated with any ongoing assessment.

Drafted Template: Drafted Template can be published, edited, deleted, and can be used to create a new exact copy of the template.

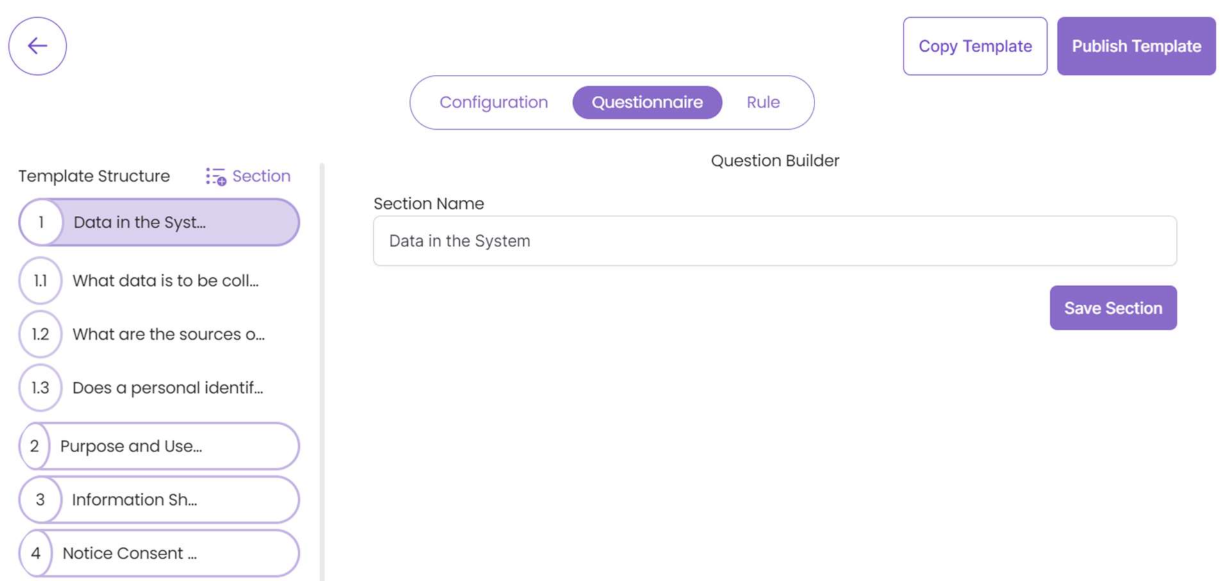
Add New Button: Click on add new button to configure a template.

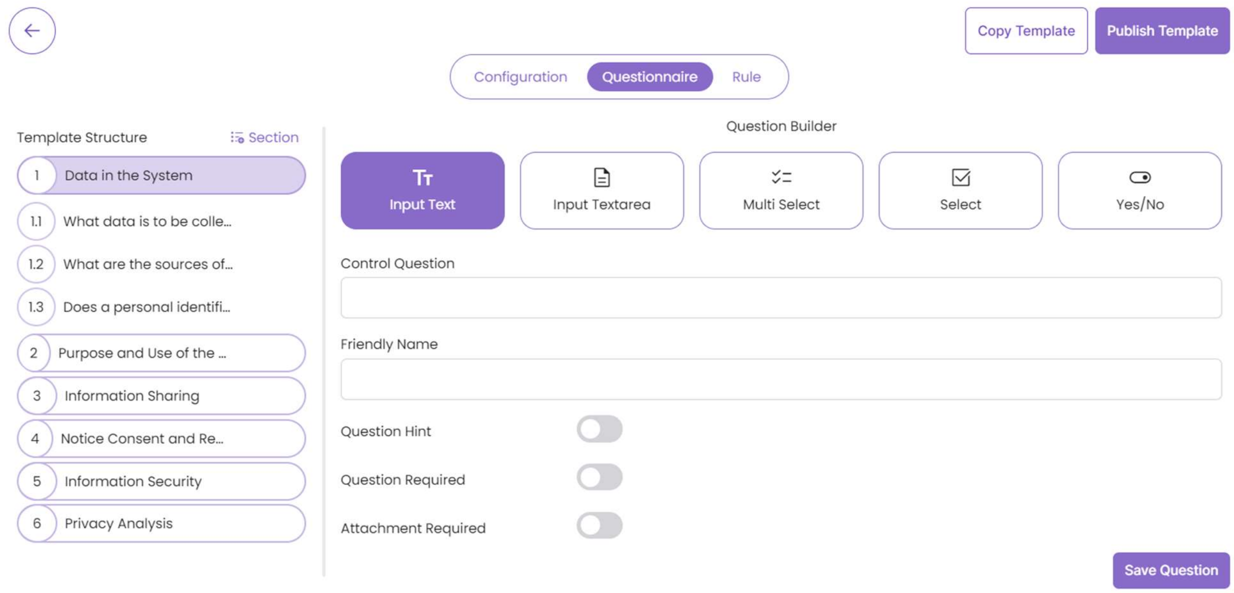


Provide the name and description and save the template.

After template configuration we need to configure the sections and add relevant questions to it. After that we can add rule to the questions in rule configuration section.

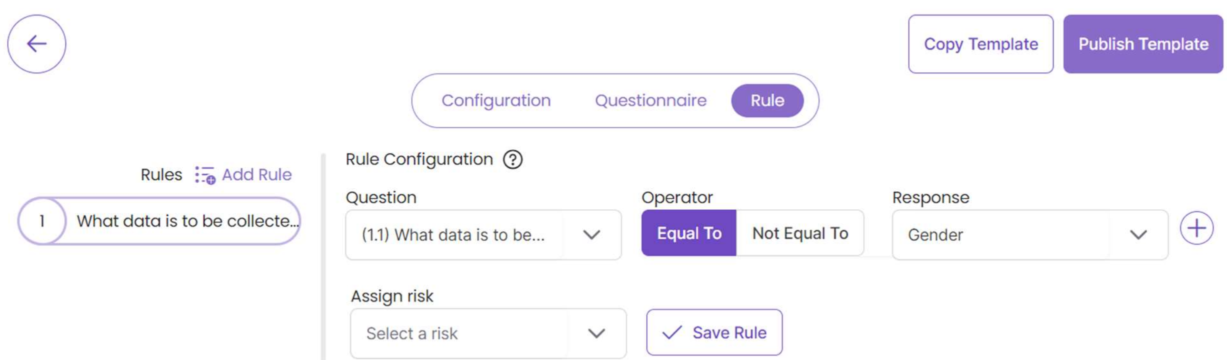
Questionnaire Section Configuration: Add a section then add question of different types to the selected section. We can add the questions of different types (text, textarea, multiselect, single select, and yes/no).



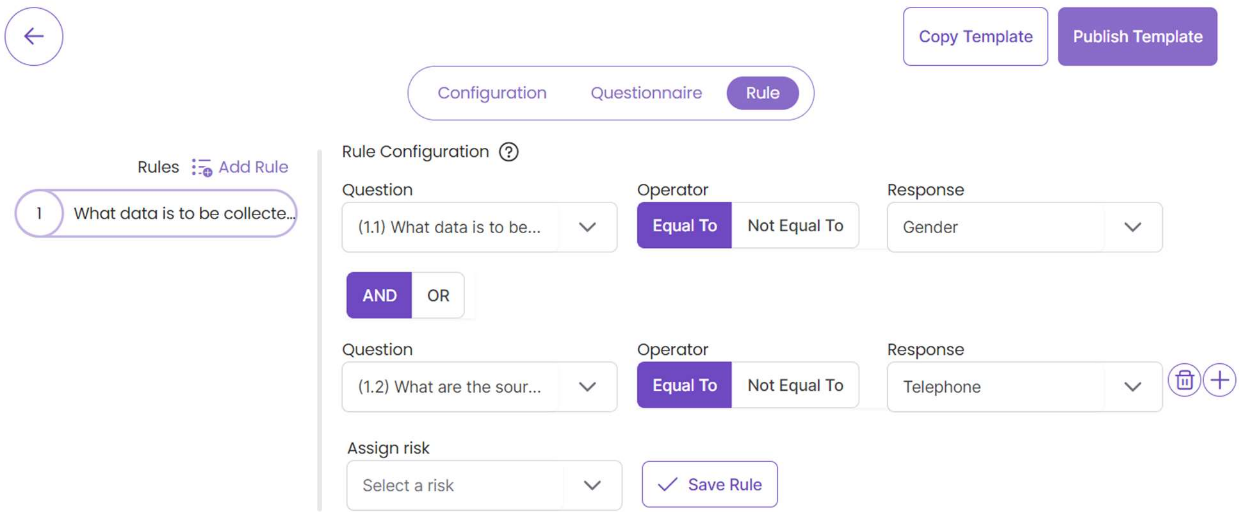


Rule Configuration for a Question:

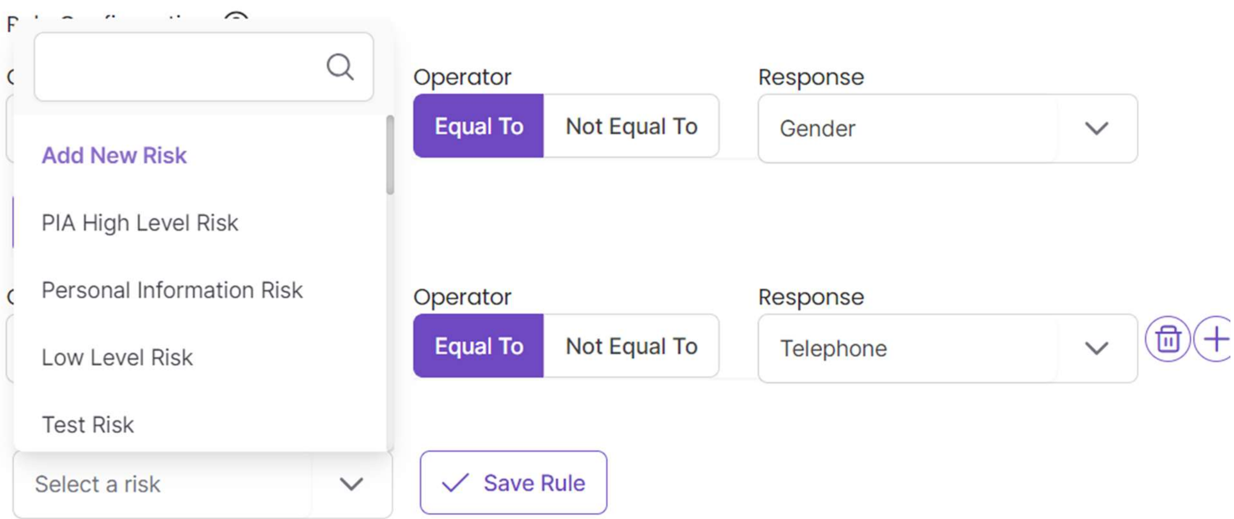
Select Rule Section and then click on add Rule. Rule configuration will only be available for single select and yes/no type questions.



Select a primary question in the first row and then select operator (either equal to or not equal to) and then response from dropdown. To add secondary questions to the rule, click on plus button.



In between the two row there is AND-OR operator which needs to be chosen to define the relation between rows. Then select the risk and save the rule.

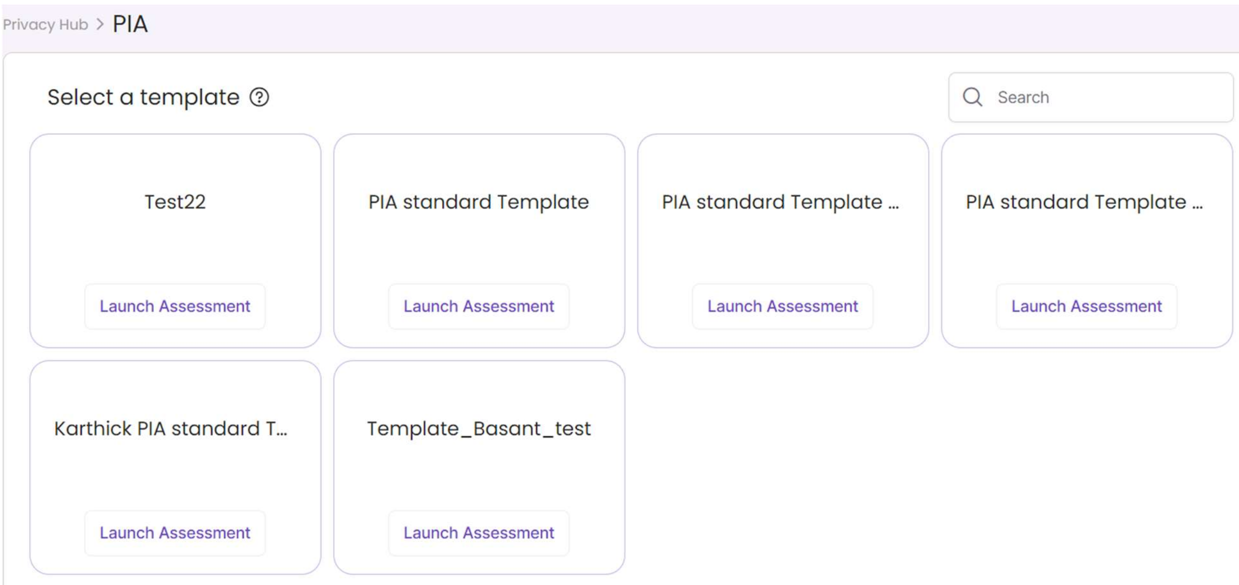


You can also edit the rule associated with any question by selecting the question on left hand side. **Here adding rule to a question, means we are raising a risk flag in advance.**

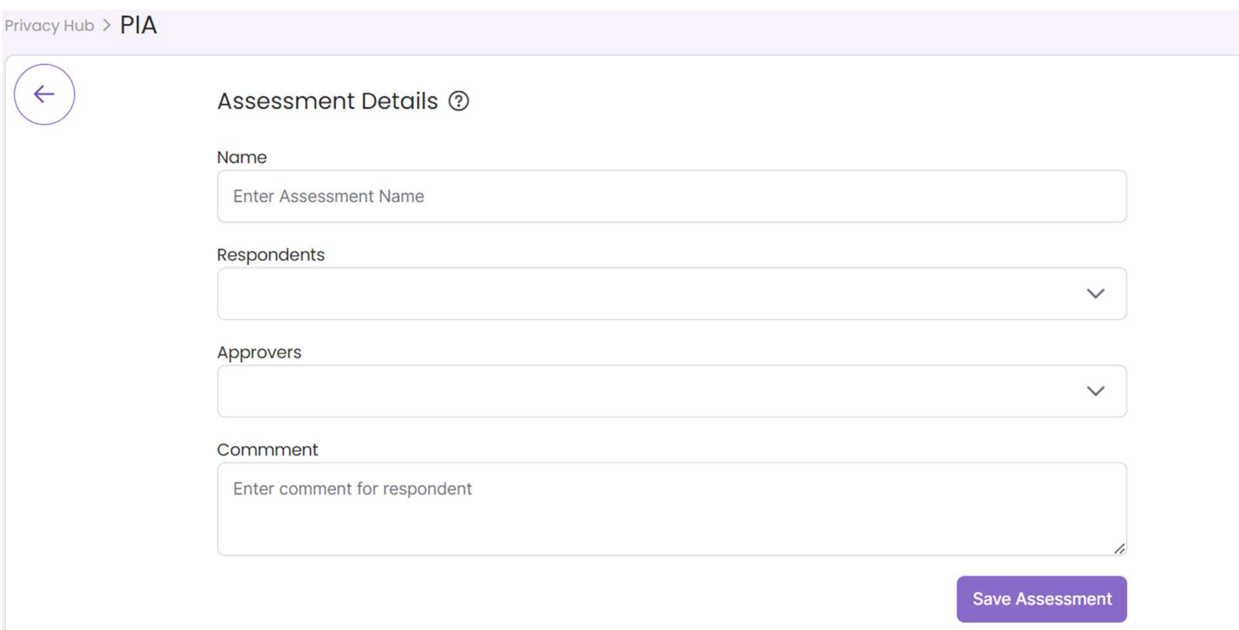
Publish Template: We can publish the template if we are done with all the necessary configurations. Then it will be available for launch assessment.

Launch Assessment:

Under Privacy Hub You can launch assessment for PIA, ROPA, DPIA, Data Breach Report etc. Basically, here you can assign the published templates to a respondent for assessment.



Click on launch assessment.

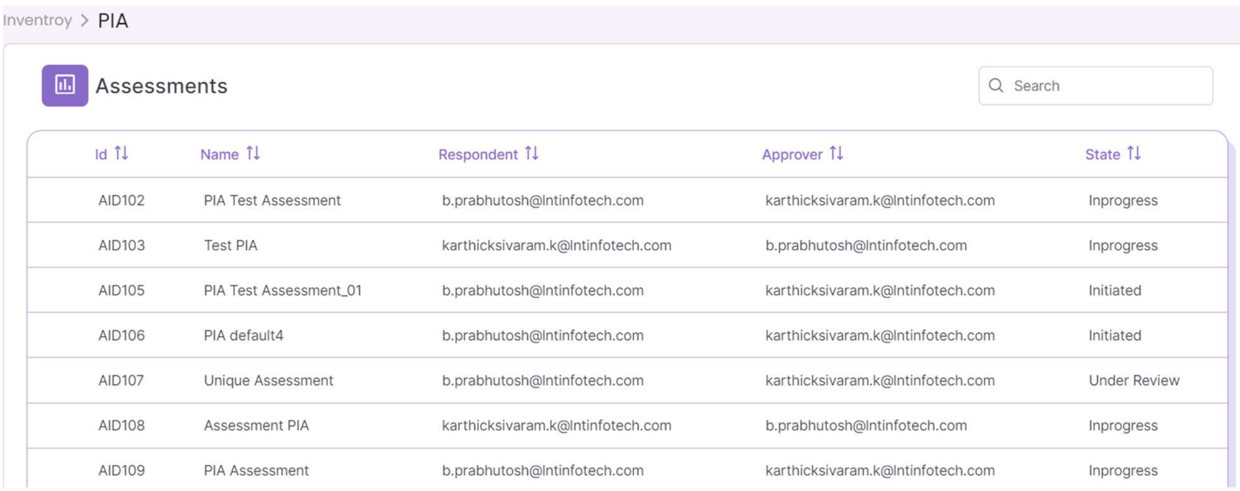


Fill the assessment details and select approvers and respondents from dropdown. Then click on save assessment. After successful assignment, the respondents and approvers will get notification via email.

Assessments:

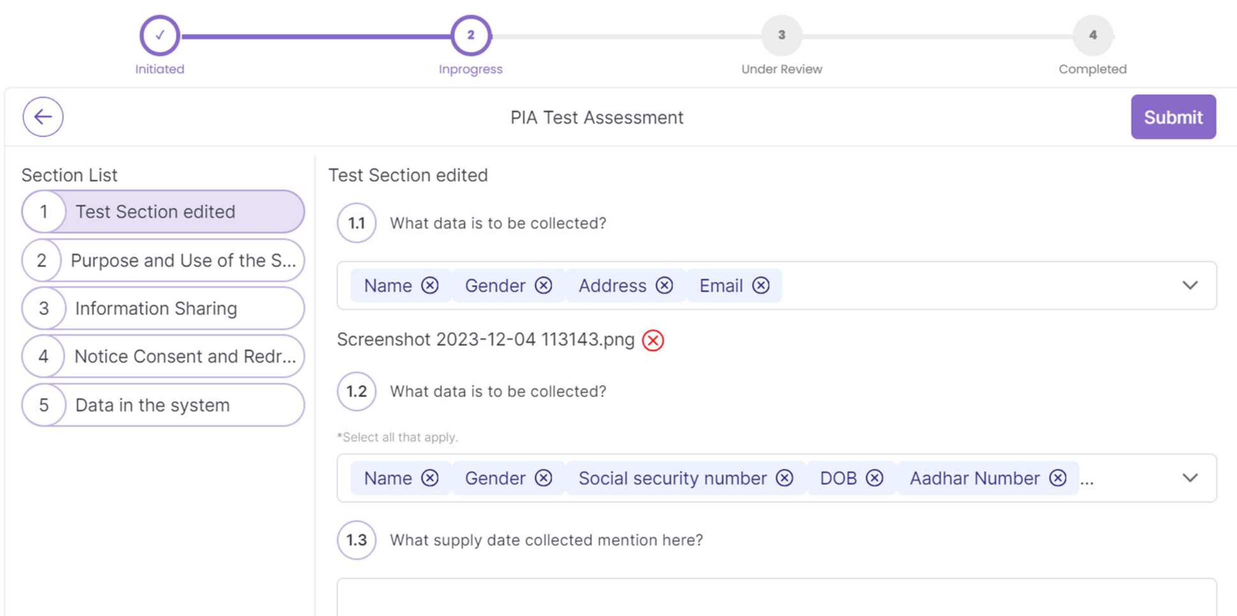
Under Inventory menu you can find PIA, DPIA, ROPA, Data Breach Report and Privacy by Design where respondents can do their assessments.

You can see the list of assessments in table view. Click on any one assessment to start.



Id	Name	Respondent	Approver	State
AID102	PIA Test Assessment	b.prabhutosh@Intinfotech.com	karthicksivaram.k@Intinfotech.com	Inprogress
AID103	Test PIA	karthicksivaram.k@Intinfotech.com	b.prabhutosh@Intinfotech.com	Inprogress
AID105	PIA Test Assessment_01	b.prabhutosh@Intinfotech.com	karthicksivaram.k@Intinfotech.com	Initiated
AID106	PIA default4	b.prabhutosh@Intinfotech.com	karthicksivaram.k@Intinfotech.com	Initiated
AID107	Unique Assessment	b.prabhutosh@Intinfotech.com	karthicksivaram.k@Intinfotech.com	Under Review
AID108	Assessment PIA	karthicksivaram.k@Intinfotech.com	b.prabhutosh@Intinfotech.com	Inprogress
AID109	PIA Assessment	b.prabhutosh@Intinfotech.com	karthicksivaram.k@Intinfotech.com	Inprogress

After selecting an assessment, you can start answering the questionnaire.

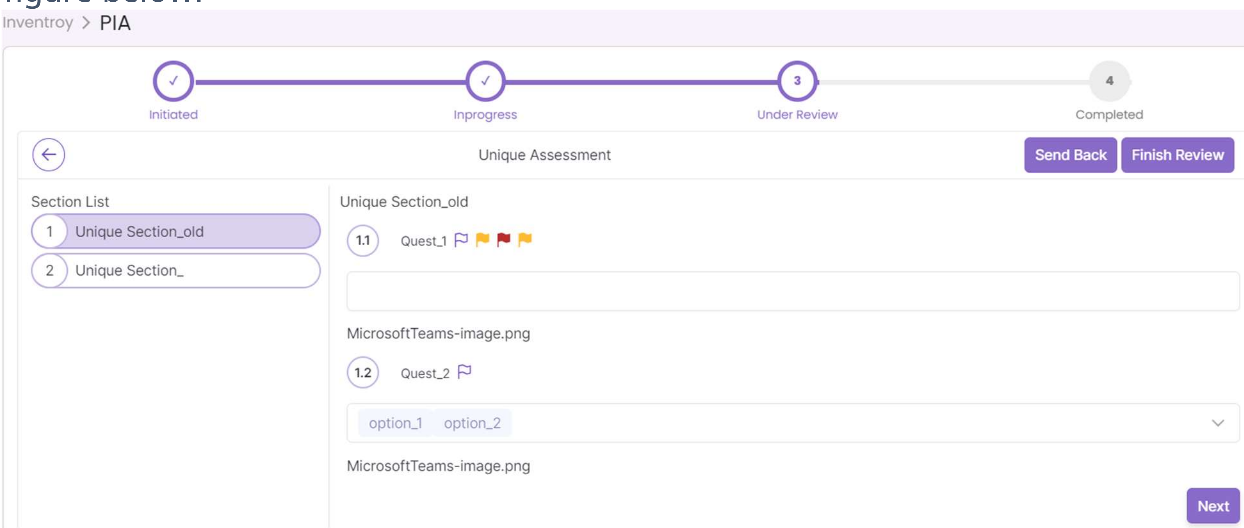


Click on the section displayed on left side, related questions list will be displayed as you can see in the above figure. Before moving to the next section, you need to answer the mandatory questions of selected section.

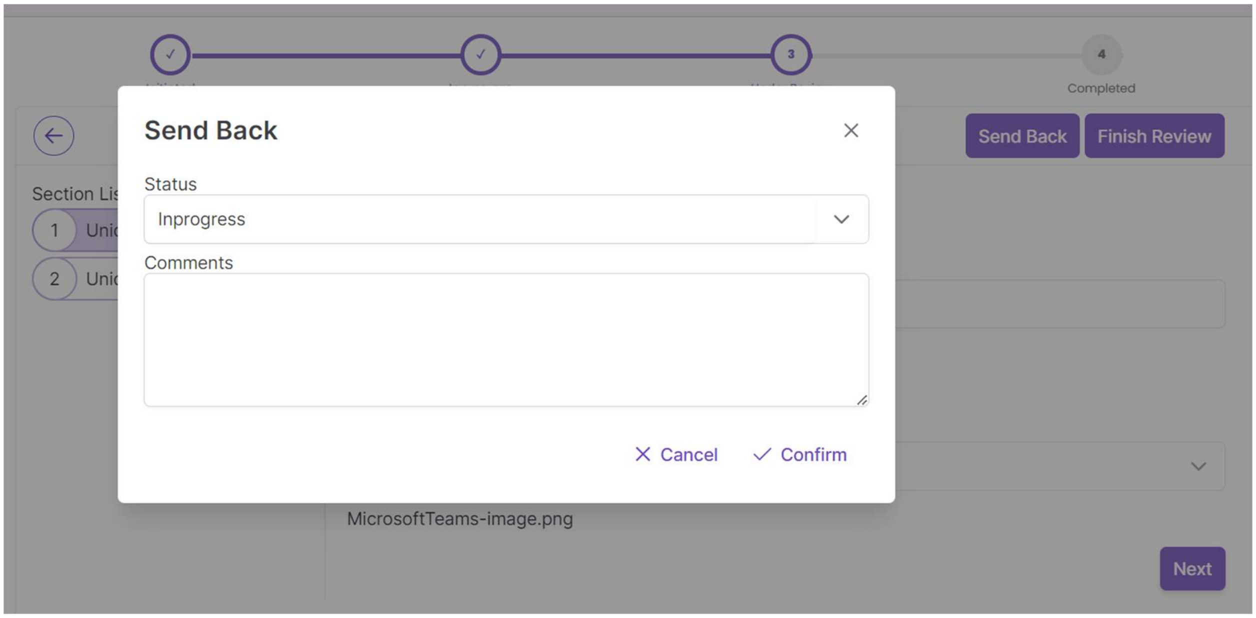
After answering all the mandatory questions in all section, you can submit the assessment for review.

Status of an assessment: For a fresh assessment the status will be **Initiated**. When you start the assessment, the status will be **InProgress**. When you submit your assessment, the status will be **Under Review**.

Flag a risk: When an assessment status is **Under Review,** then reviewer can flag a risk to a question by clicking on flag in front of the question. As you can see in the figure below.

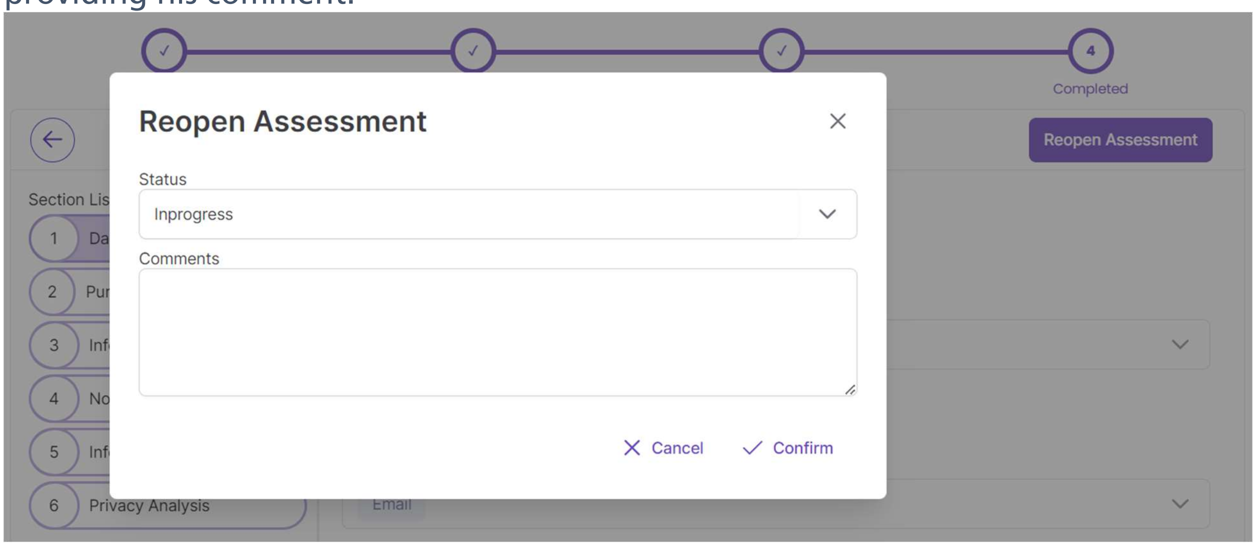


Under Review Status: For an assessment with under review status, the reviewer will have the opportunity to either finish the assessment review or send back to the respondent to give the assessment again.

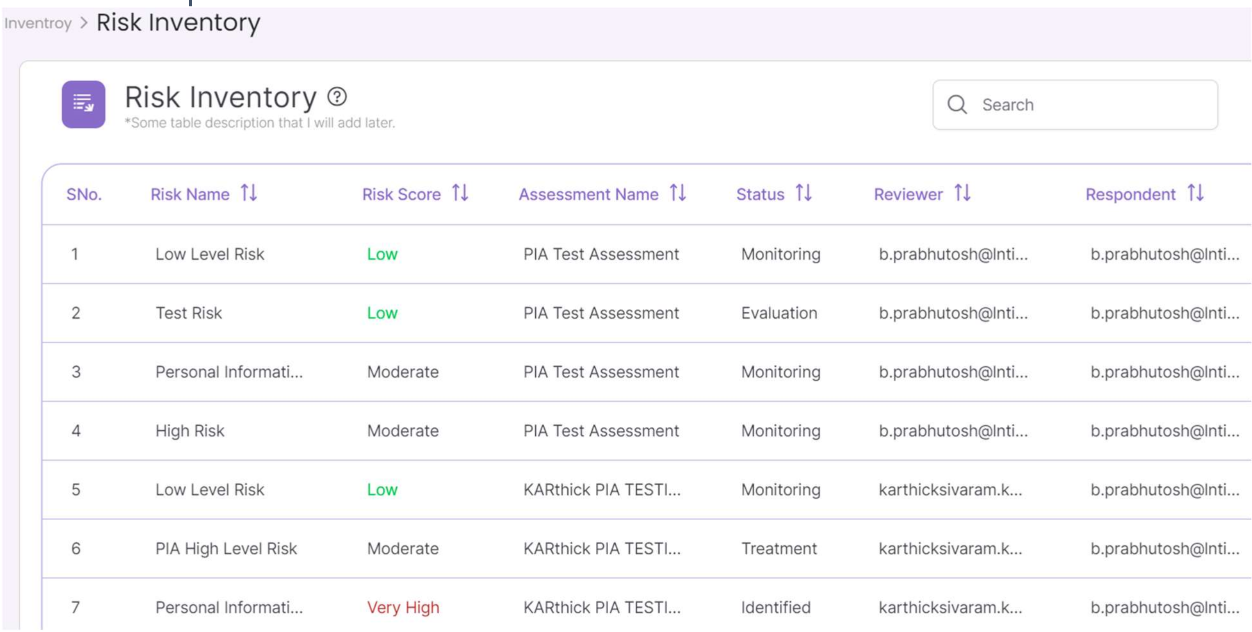


After the finishing the review, the status of the assessment will be **completed**.

Complete Status: For an assessment with Completed status, the reviewer will have the opportunity to **reopen** the assessment by selecting InProgress status and providing his comment.

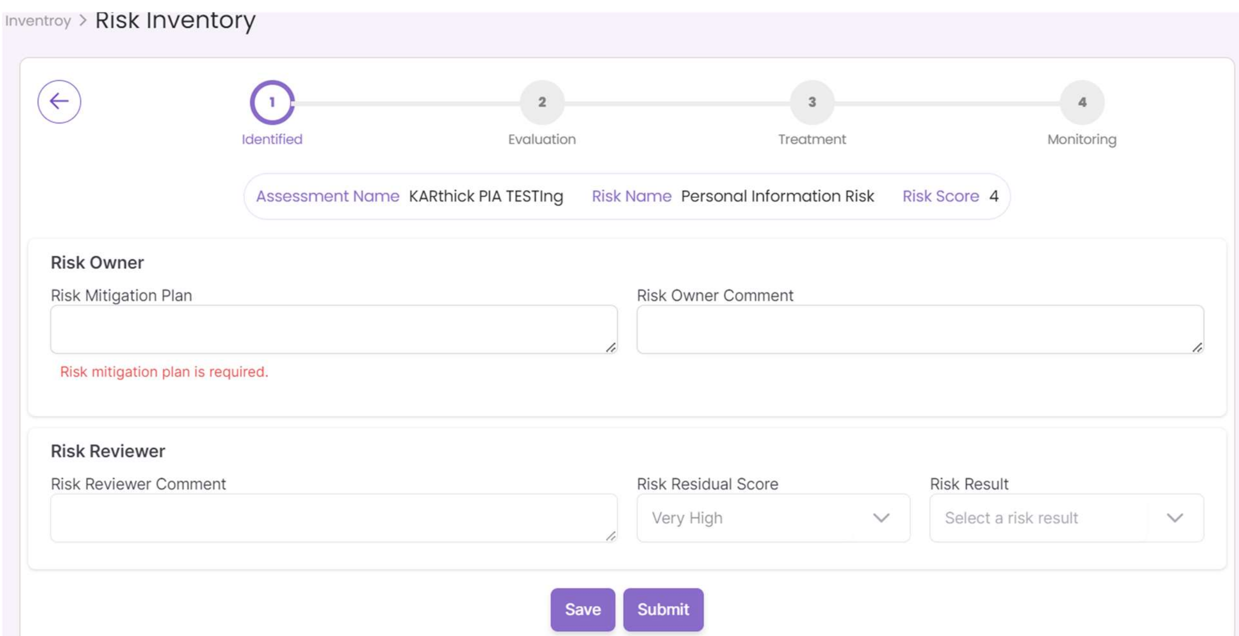


Risk Inventory: Under Inventory menu you can find the risk inventory. It is designed to manage the risk. Here you will have the list of risk associated the assessment questions.



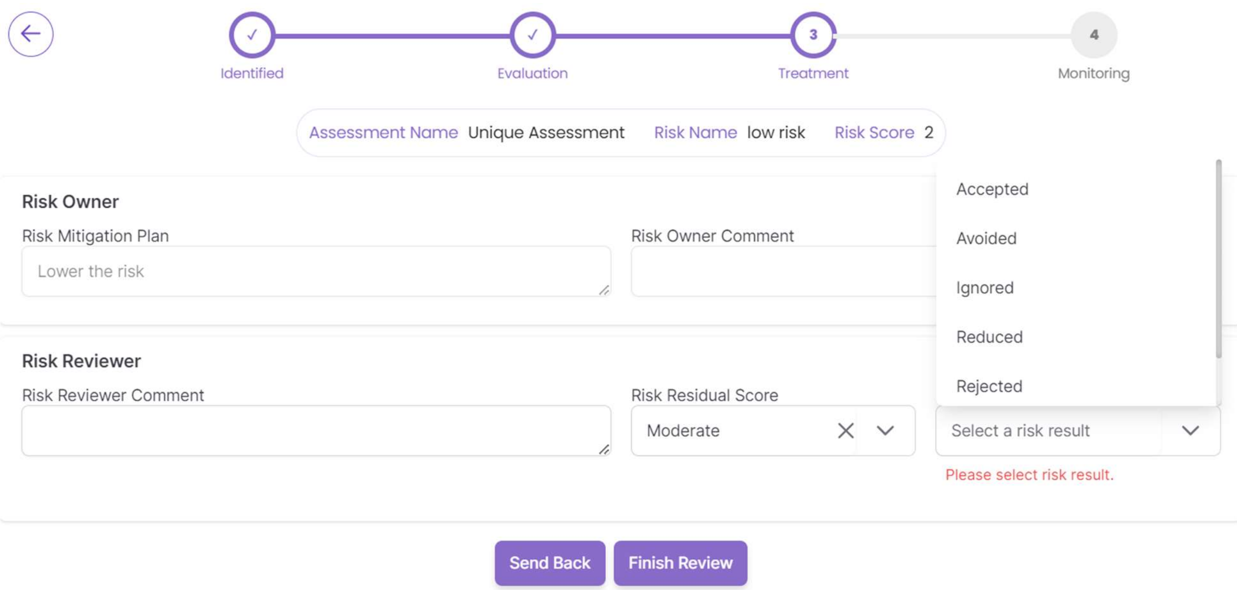
SNo.	Risk Name	Risk Score	Assessment Name	Status	Reviewer	Respondent
1	Low Level Risk	Low	PIA Test Assessment	Monitoring	b.prabhutosh@Inti...	b.prabhutosh@Inti...
2	Test Risk	Low	PIA Test Assessment	Evaluation	b.prabhutosh@Inti...	b.prabhutosh@Inti...
3	Personal Informati...	Moderate	PIA Test Assessment	Monitoring	b.prabhutosh@Inti...	b.prabhutosh@Inti...
4	High Risk	Moderate	PIA Test Assessment	Monitoring	b.prabhutosh@Inti...	b.prabhutosh@Inti...
5	Low Level Risk	Low	KARthick PIA TESTI...	Monitoring	karthicksivaram.k...	b.prabhutosh@Inti...
6	PIA High Level Risk	Moderate	KARthick PIA TESTI...	Treatment	karthicksivaram.k...	b.prabhutosh@Inti...
7	Personal Informati...	Very High	KARthick PIA TESTI...	Identified	karthicksivaram.k...	b.prabhutosh@Inti...

The initial state of risk will be identified. Here the risk owner will have the opportunity to provide the risk mitigation plan to lower the risk.

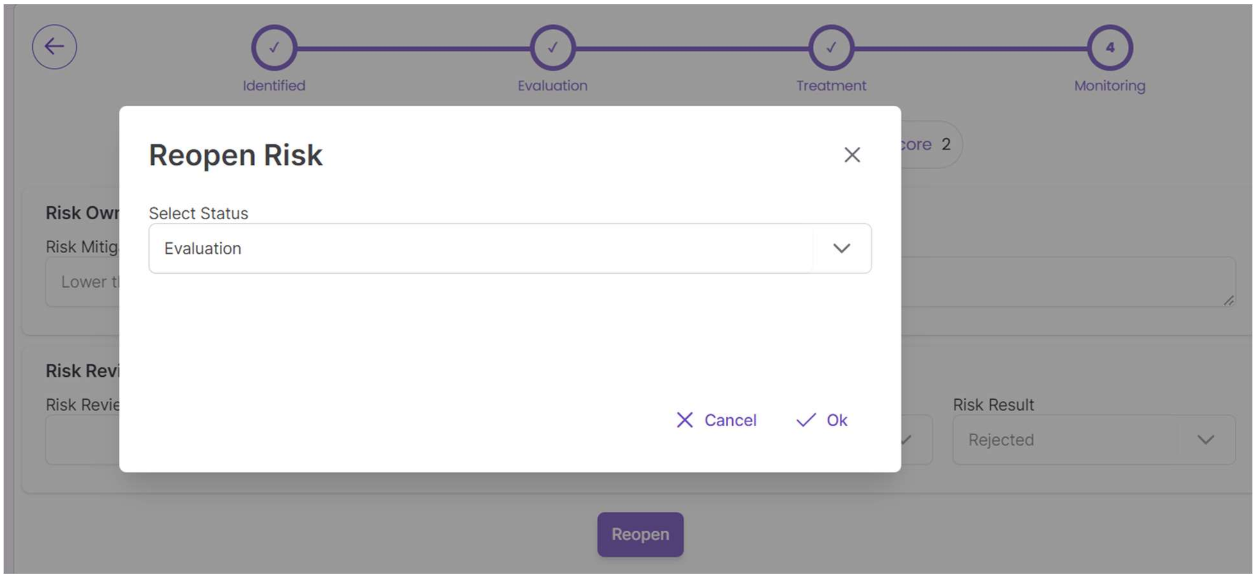


After providing the risk mitigation plan, if you save the response then the status will change to **Evaluation** state and if you submit the response then the status will change to **Treatment** state.

When the status of the risk is in **Treatment state** then the **risk reviewer** will have the opportunity to provide risk residual score, risk result and his comments.



After providing risk reviewer response, he can either send back to the risk owner or finish the review. After finishing the review, the risk will move to **monitoring state.** In the monitoring state, the risk reviewer will have the opportunity to reopen the risk by providing the **new state.**


Identified
Evaluation
Treatment
4
Monitoring
Reopen Risk
Select Status
Evaluation
Cancel
Ok
Risk Result
Rejected
Reopen