

Privacy Risk Assessment Template

i This is a template leveraged by Integrative Privacy LLC to conduct Privacy Risk Assessments. The purpose of this document is to ask specific questions to under privacy risks within a standalone service. This template should be filled out by the Privacy representative of the organization with the support of the micro-service's development team.

Service Name	
Team/Pod	
Technical POC	
Current Status	IN PROGRESS COMPLETE
Privacy Risk Rating	LOW MODERATE HIGH

Context

<Provide a brief overview of what this micro-service is providing>

Scope

<Provide a description of what is within scope or outside of scope for this PRA>

Reference Documents

<link this section out to other documentation>

- Product Requirements Document
- Technical Requirements Document
- Jira Board
- etc

Data Elements

i This section outlines the data in scope for this micro-service and provides additional context as to how the service functions and provides value to the data subject.

Who's data is being collected or processed by this micro-service?

- ☐ Public Users
- ☐ Authenticated/Known Users
- ☐ Employees

List of Data Elements

Data Element	Collection Type	Basis for processing	Storage Location/Retention
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	<New Collection or Inherited from elsewhere>	<Why is this data element necessary to be processed for this micro-service?>	

Notes:

Consent Requirements

i This section outlines what compliance requirements should be considered as a risk for this micro-service.

What regions will have access to this micro-service?

- ☐ EU + UK
- ☐ United States
 - ☐ California
- ☐ Global

Notes:

Is this data processing already covered under our existing Privacy or Cookie Notices?

Notes:

Do we give users an option for opting out of this processing activity?

Notes:

Data Processing

i This section outlines how the data processed by this micro-service flows through and is available within the organization

<Attach a Data Flow Diagram for this micro-service>

Notes:

Access to Data

What third parties are being sent this information

Notes:

What level of visibility will this data have?

- ☐ Publicly visible
- ☐ Shared with 3rd Parties
- ☐ Marketing teams

☐ Internal development teams

Notes:

Data Subject Rights

Does this micro-service include an endpoint or function to return all data processed by this micro-service?

Notes:


Does this micro-service include an endpoint or function to allow users to modify or edit erroneous data processed by this micro-service?

Notes:

How does this micro-service delete data about a specific individual?

Notes:

Data Retention

 This section outlines data retention processes and how the organization protects personal data within audit logs

Where is this data being stored?

Notes:

Will the data be stored in a region outside of where the data subject resides?

Notes:

What is the standard retention for this data storage?

Notes:

Audit Logging

Does this service log error messages?

Notes:

Are any direct identifiers masked before events from this micro-service is logged?

Notes:

Risk Analysis

Inherited Risk

Based on the Data Flow Diagrams, outline the privacy risks that this micro-service has inherited from other systems.

Risk Title	Description	Inheritance Location	Risk Level	Jira/Status
		<Where this micro-services inherits the risk from>		

Service-specific Risk

Based on the information outlined above, what are the privacy risks specific to this micro-service

Risk Title	Description	Risk Level	Mitigation Strategy	Mitigated Risk Level	Jira/Status

Risk Summarization

<Outline the risk determination and any major mitigation requirements for this service>