

# PRIVACY IMPACT ASSESSMENTS

## SITUATION

As a result of anticipated changes to data protection legislation and the issue of the EU General Data Protection Regulation (GDPR) on 25<sup>th</sup> May 2018, the demand for Privacy Impact Assessments (PIAs) is expected to rise sharply. Although currently not mandated within the Data Protection Act, they will be a requirement of GDPR in certain circumstances. Therefore, organisations need to start thinking about conducting them now.

## WHAT IS A PRIVACY IMPACT ASSESSMENT (PIA)?

A PIA is a tool that can help organisations identify the most effective way to comply with their data protection obligations whilst also meeting an individuals' expectations of privacy. This is achieved by asking a series of questions about a project or a system where personal information is involved.



## WHEN MIGHT YOU NEED TO CARRY OUT A PIA?

There are several reasons why you may need to conduct a PIA such as:

- A new IT system for storing and accessing personal data
- A data sharing initiative where two or more organisations seek to pool or link sets of personal data
- A proposal to identify people in a particular group or demographic and initiate a course of action
- Using existing data for a new and unexpected or more intrusive purpose
- A new surveillance system (especially one that monitors members of the public) or the application of new technology to an existing system (e.g. adding Automatic Number Plate Recognition capabilities to existing CCTV)
- A new database which consolidates information held by separate parts of an organisation
- Legislation, policy or strategies that will impact on privacy through the collection of use of information, or through surveillance or other monitoring
- A review of current and/or legacy holdings to ensure that sufficient protection is being afforded to personal data

\*Please note: Advent IM follows the guidance specified by the ICO relating to the conducting of PIAs

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## WHAT ARE THE BENEFITS?

The value to an organisation of conducting a PIA at the start of a new project can be wide and varied but key business benefits include:

- Compliance with current legislation and regulation including the Data Protection Act, GDPR and ISO27001, thereby reducing the risk of breaches and fines
- Identifying and fixing problems at an early stage, reducing the associated costs and damage to reputation which might otherwise occur
- Reducing business risks by assessing how affected data is managed and implementing appropriate controls
- Providing assurance to external parties including clients, staff, the public, the ICO and other stakeholders that you are handling personal data appropriately
- Once a business has carried out a PIA and seen how it promotes business improvements, they become an integral part of the project management process

## WHAT NEXT?

If you've never conducted a PIA before, and even if you have, it can be seen to be a daunting task. Where do you start? Who do you speak to? How do you identify what's happening with the data and whether there's a potential to impinge on an individual's privacy rights?

Advent IM has worked with many businesses to answer these questions and ensure compliance with data protection legislation and regulation. Our approach includes:

- Identifying the need for a PIA
- Describing the information flows
- Identifying the privacy and related risks
- Identifying and evaluating the privacy solutions
- Reporting on the PIA outcomes
- Integrating the outcomes into a project plan
- Consulting with internal and external stakeholders as needed throughout the process



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