

Annex 6.1 Example Data Protection Impact Assessment template

Data set/system	Current practice	Impact of threat if occurs: 1=low 5=high	Likelihood: Low, medium, high	Response to risk	Action plan	Review date
Name the data set and/or system with personal level data	<p>What current practices exist (or not) that could either lead to the threat materialising or prevent the threat from materialising?</p> <p>For example, data entry, data management, transfer of data, collection of data, printing and storing information, handling data</p>	<p>Identify what potential threat could be realised. Is threat related to:</p> <ul style="list-style-type: none"> Privacy breach (data shared w/o consent or disclosed) Individual – in danger of harm/potential embarrassment /loss of confidentiality/ discrimination System failure or technical issues Non-compliance with GDPR through inadequate procedures/ non-consent/ negligence/ 	<p>As a result of practice, how likely is the identified threat a reality?</p> <p>Select from: Low Medium High</p>	<p>Transfer risk to third party/insurance</p> <p>Treat/mitigate Risk - reduce risk</p> <p>Tolerate/accept level of risk</p> <p>Terminate/remove risk</p>	<p>Where the likelihood of a threat is high or medium, identify the actions to address the threat and mitigate or minimise the risk if not eliminated</p> <p>What actions can be taken to minimise the risk or eliminate the risk altogether?</p> <p>In some cases, threats cannot be removed entirely in which case, can agree action to 'Accept risk – no further action necessary'</p> <p>Ensure actions have lead person identified,</p>	Depending on Action taken plan for a review

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		disregard/ ignorance/data shared without consent/data loss			timelines and linked actions that impact upon the overall action to mitigate or eliminate the risk.	