

		Yes	Maybe	No
5.	Does the project involve third parties (eg. service providers responsible for the development or maintenance of new software) having access to University systems where individuals information is held?			

STEP 3 : IDENTIFY THE RISKS

Identify any key privacy risks and the associated compliance and corporate risks, describe the actions you propose to take to reduce the risks and any future steps which would be necessary. **For example:** the production of new guidance or future security testing for systems.

Please see the Guidance Notes for the types of risks to be considered.

Privacy Issue	Risk to Individuals	Risk Level (Eliminate/Reduce/Accept)	Associated organisation/ corporate risk	Action to Reduce Risk/Solution	Result: is the risk
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DATA PROTECTION OFFICER USE ONLY

STEP 4 : RECORD THE DPIA OUTCOMES

It is important that a record is kept of what privacy solutions are taken forward, the risks identified and whether they are eliminated, reduced or accepted.