

Appendix 1 - DPIA Screening Form

Summarise what the project and proposed data processing is about		<i>Re-commissioning of a contract to receive, collect and dispose of Clinical Waste</i>		
1	Does the activity involve...	YES	NO	DPIA Necessary?
	Processing of personal data?		✓	If no, a DPIA will not be necessary. If yes, please continue.
2	Are you planning to...	YES	NO	
	Use systematic and extensive profiling or automated decision-making to make significant decisions about people.			If you answer 'yes' to any of these questions, you must carry out a DPIA.
	Process special category data or criminal offence data on a large scale.			
	Systematically monitor a publicly accessible area on a large scale.			
3	Or are you planning to...			
	Make decisions on someone's access to a service, product opportunity or benefit which is based on automated decision-making (including profiling) or involves the processing of special category data.			If you answer 'yes' to any of these questions then you must carry out a DPIA.
	Carry out profiling on a large scale.			
	Combine, compare or match data from multiple sources.			
	Process children's personal data for profiling or automated decision-making or for marketing purposes, or offer online services directly to them.			
	Process personal data which could result in a risk of physical harm in the event of a personal data breach.			
4	Or are you planning to...			
	Process biometric data.			If you answer 'yes' to 2 or more of the criteria in this section 4, a DPIA must be carried out.
	Process genetic data (other than by a GP or health professional to provide healthcare)			
	Use innovative technology.			OR
	Process personal data without providing a privacy notice directly to the individual.			If you answer 'yes' to any of these questions, and at least one criteria from section 5 below applies, then you must carry out a DPIA. Even if no additional criteria below apply, you may still need to do a DPIA depending on the nature of the processing planned.
	Process personal data in a way which involves tracking individuals' online or offline location or behaviour.			

5	Are you planning to carry out any other....	YES	NO	
	Evaluation or scoring.			Where two or more criteria are met, the activity may present a high risk to the rights and freedoms of data subjects and you should conduct a DPIA.
	Automated decision-making with legal or significant effects.			
	Systematic monitoring			
	Processing of sensitive data or data of a highly personal nature.			Even if only one criteria is met, you may still need to conduct a DPIA if it is considered to present a likely high risk to the rights and freedoms of an individual.
	Processing on a large scale.			
	Matching or combining datasets			If uncertain about whether the risk is likely to be high, conduct a DPIA regardless.
	Processing of data concerning vulnerable data subjects.			
	Innovative use or applying new technological or organisational solutions.			
	Processing involving preventing data subjects from exercising a right or using a service or contract.			
6	Other	YES	NO	
	Are you planning any major project involving the use of personal data?			If so, you should consider carrying out a DPIA as good practice.
7	Has there been a change...			
	In the nature, scope, context, or purposes of existing processing operations			You should carry out a new DPIA.

Conclusion	YES	NO	Rationale
Is a DPIA required?		✓	
If no, will a DPIA be conducted anyway?		✓	
Summary of DPO advice:			

When you have completed this screening tool please send it to the DPO for logging and advice: dpo@kent.gov.uk