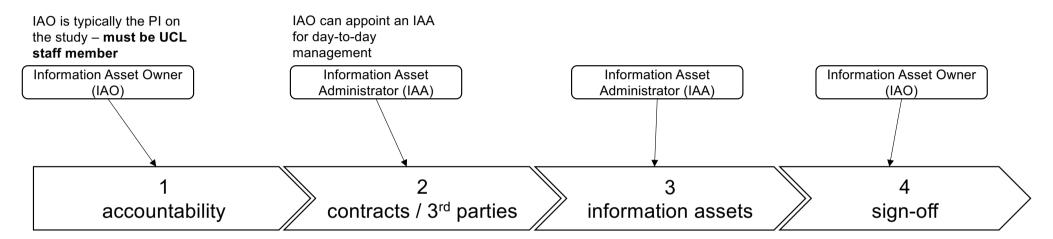


UCL IG process



IAO acknowledges accountability

- data is legally held
- will comply with UCL policies
- they will ensure team members understand their responsibilities

IAO emails team members to set out their responsibilities

Where data is processed outside of UCL

- collaborators have suitable contracts
- data processing contracts for external companies

Data risk assessment

- individual data flows classified
- transfers are risk assessed
- mitigations are noted
- Information Asset Register created
- this includes combined datasets

IAO confirms

- team members understand their responsibilities (have had training)
- asset register is complete
- suitable contracts are in place