ICO Assurance – Artificial Intelligence (AI) Scoping Questionnaire

This questionnaire is to help the ICO understand what personal data is processed by your AI service or system(s) and how you manage it. Your answers will help to inform risk based analysis of the type of advice or engagement that may be most appropriate (if any) in combination with other information we already hold. Please answer all questions and supply evidence where indicated.

1. How many staff does your business currently employ?

2. Do you have any staff in privacy roles e.g. Data Protection Officer?

3. Where are you based?

4. Please outline what type of personal or special category data you process (if any) and what the estimated volume / number of records is.

5. Please provide a product design and specification overview and / or system operating procedures for your AI service / system.

6. Please provide a data map showing how data flows in, through and out of your AI system.

7. Please provide a copy of your Data Protection Impact Assessment and any other data risk assessments you have completed.

8. Does your AI system conduct any 'high risk processing' for example:

☐   Automated decision making
☐   Large scale processing of special categories data - which includes health and genetic data
☐   Processing of criminal offence data.
☐   Systematic monitoring of a public area.

Other high risk processing, please state:

9. Please provide a list of 3rd party suppliers and / or data processors used to process personal data.

Thank you.