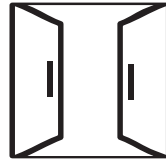# Privacy Impact Assessment Principles

These shared principles for the Privacy Impact Assessment Service have been developed collaboratively by PCT and MPOs through a consideration of the user's experience.

Make privacy accessible

Ensure that the privacy impact assessment is easy to understand, simple, and accessible. It should require no prior knowledge and use plain language to convey technical concepts.
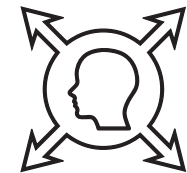
Work collaboratively

Partner early with users and work together to help them integrate privacy into program work. Involve experts early to ensure the right people are there at the right time. Clearly share all the work that is being done.

Be approachable

Be available and willing to help. Create a comfortable space for users to seek privacy advice about their work and goals. Ensure users can leave confident that their goals have been achieved.

Be efficient, reduce repetition, share lessons

Be strategic and reduce repetition of work that has already been done. Clearly share work & resources between projects & ministries.

Grow the knowledge & awareness of public servants

Inform users about privacy and support an increased awareness of the topic. Empower users to understand privacy and confidently incorporate it into their daily work.

Be flexible

Respond to the unique needs of each user. Understand the scale of the initiative and respond accordingly.

Provide consistent expertise

Give users reliable expertise and professional guidance that the entire privacy team can back.

Ensure compliance

Meet the law to fulfill the duty of protecting citizens privacy.

Demonstrate value while working towards user goals

Be user focused, outcomes-oriented, and ensure the PIA delivers value at every stage of the process.

Be timely

Ensure users are able to predict timelines and outcomes. Respond to queries when prompted.