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Challenge Title: Creating a Public Sector GDPR Compliance Handbook	
Use Case Author	Alex Nunn, Tamsin Bowers-Brown, University of Derby
Topic	Legal Area: Privacy in Public Administration
Overview	<p>This case specific exercise is built around a hypothetical role type scenario, which will require participants to explore and put into practice the main aspects of the General Data Protection Regulation, which is due to take effect on May 28th, 2018.</p> <p>As the Deputy General Counsel for Her Majesty's Government Information & Cyberspace Commission you have been assigned with the task of putting together a detailed set of guidelines for use by all Public-Sector Personnel, whose purpose will be twofold:</p> <p>One, to outline the main aspects of the GDPR, especially with regard to the similarities and differences it may contain when compared to the regulatory instrument it supersedes (namely, EC Directive 95/64). Within the context of this task it would be essential to look into areas, such as: a) The Evolution of the Concept of Privacy in EU Data Protection Law (with references to relevant Domestic Law where necessary); b) The Key Principles of Data Protection Legislation; c) The Type of Data and Type of Processing; d) The Protection of Privacy in the Digital Age; e) The Concept of Privacy in the 21st Century Global Networked Environment; f) The Main Roles in the Modern Data Protection Environment; g) General Rules and Principles; and h) Data Management Processes.</p> <p>Two, to outline the specifics of the Role of the Data Protection Officer, in accordance with the provisions of the new legislation. Within the context of this task it would be essential to look into areas, such as: a) The History of Supervisory Authorities in Europe Before and After the Introduction of the GDPR; b) The Evolution of the Role of the Data Protection Officer; c) The Most Essential Skills of a Data Protection Officer; d) The Role of the Data Protection Officer Within the Context of the GDPR; e) The Role of the Data Protection Officer Within the Risk and Impact Assessment Process; f) The Role of the Data Protection Officer in Practice.</p>
1. Engage	
Big idea	Create a GDPR Handbook for the Public Sector.
Essential Question	<ol style="list-style-type: none"> 1. Outline the Main Aspects of the GDPR 2. Outline the Main Aspects of the Data Protection Officer Role

Initial resources	<p>https://www.csoonline.com/article/3202771/data-protection/general- data-protection-regulation-gdpr-requirements-deadlines-and-facts.html</p> <p>https://ico.org.uk/for-organisations/guide-to-the-general-data-protection- regulation-gdpr/</p> <p>https://www.itgovernance.co.uk/gdpr-compliance-checklist</p> <p>https://www.scmagazineuk.com/top-6-steps-for-gdpr- compli-ance/article/754604/</p> <p>https://www.itgovernance.eu/blog/en/10-steps-to-gdpr-compliance-how- prepared-are-you</p> <p>https://advisera.com/eugdpracademy/blog/2017/10/30/eu-gdpr-vs-european-data-protection-directive/</p> <p>https://gdpr.report/news/2017/05/17/gdpr-vs-data-protection-act-spot- difference/</p> <p>https://www.twobirds.com/~media/pdfs/gdpr-pdfs/bird--bird--guide-to- the-general-data-protection-regulation.pdf</p>
Guiding Questions	<p>As the Deputy General Counsel for Her Majesty’s Government Information & Cyberspace Commission you have been assigned with the task of putting together a detailed set of guidelines for use by all Public-Sector Personnel</p> <p>---</p> <p>What questions should you ask to start to frame the task?</p> <p>Brainstorm a list of questions you should ask...</p>
Reflections	<p>Complete your learning journal and answer the following questions:</p> <ol style="list-style-type: none"> 1. What is interesting about this challenge? 2. How did you feel about the initial brainstorming exercise? 3. Were you happy with the list of questions you put together 4. Why/why not?
Other notes	
2. Investigate	
Activity Description	Encourage students to map out a process of investigation for answering the questions above.
Resources	<p>Some resources to get you going:</p> <p>https://www.twobirds.com/~media/pdfs/gdpr-pdfs/bird--bird--guide-to- the-general-data-protection-regulation.pdf</p>

	<p>https://www.twobirds.com/en/hot-topics/general-data-protection-regulation Peter Carey, Data Protection: A Practical Guide to UK & EU Law, Oxford University Press, Fifth Edition, 2018.</p> <p>---</p> <p>Please provide a list of additional resources that you have found and are useful in the task.</p> <p>Do you need to collect any other form of data? How will you collect this?</p> <p>Develop and implement a plan for collecting this information.</p> <p>Ensure that you Meet All Relevant Regulatory and Ethical Requirements.</p>
Synthesis	<p>Develop a short (maximum 5 pages) Booklet that All Public-Sector Staff (internal and external) can use to understand how they can balance the competing obligations for ensuring that personal data is secure and that data is shared with those who may need it.</p>
Reflections	<p>Please provide a reflective statement in your journal to summarise your answers to the questions below:</p> <ol style="list-style-type: none"> 1. What are the key problems to be overcome in this challenge? 2. How did you organise the work involved in the investigation? 3. How did you collect additional data? 4. What worked well about this? 5. What information gaps were still present at the end? 6. How successful was the investigation process? 7. How would you organise the work differently if you did it again?
Other notes	
3. Act	
Solution Prototypes	<p>Design a project that Public Sector Staff can implement to ensure that both internal staff and external contractors meet their competing obligations for ensuring that personal data is secure and that data is shared with those who may need it. This might include:</p> <ul style="list-style-type: none"> - Data Protection Impact Assessment

	<ul style="list-style-type: none"> - Training - Data Sharing Protocols
Solution	Please indicate your key recommendations here:
Implementation plan	Please develop a plan for the implementation of the project.
Evaluate	<p>Please develop a journal entry which answers the following questions:</p> <ol style="list-style-type: none"> 1. What are the key challenges in implementing the plan you identified? 2. What were the strengths and weaknesses of your overall approach to the challenge? 3. Were there any changes that could be made to the booklet and the project implementation plan to make them more effective, based on your reflection on the whole challenge? 4. If you were to run this challenge with a group of learners, how would you change it? 5. What else did you learn from this process?
Other notes	
4. Reflection and documentation	
Case notes	