



Building Integrity and Trust



MINISTRY OF COMMUNICATIONS



2017
DATA PROTECTION
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Data Protection: The Foundation for Information Management/Archiving and Records Management

Moderator; Mr. Michael Mudd, Managing Partner, Asia Policy Partners LLC

Our panelists today

- *STEPHEN ECKERSLEY , HEAD OF ENFORCEMENT, INFORMATION COMMISSIONERS'S OFFICE (ICO), UK.*
 - *Former Detective Chief Inspector .*
 - *investigations into criminal and civil breaches of the Data Protection Act 1998, the Freedom of Information Act 2000 and breaches of the Privacy and Electronic Communications Regulations 2003.*
- *ISAAC ISSAH ARMSTRONG, Document Controller - West African Gas Pipeline Company.*
 - *Former Manager West African Document Warehouse.*
 - *Master's degree, Information Studies at University of Ghana.*
- *Moderator Michael Mudd, Managing Partner APP LLC.*
 - *Former Public Policy lead, global IT association.*
 - *Commercial and Compliance, Standard Chartered Bank PLC.*



Records management (RM)

- Also known as records and information management or RIM.
- Lifecycle of data management from creation to disposal.
- Identifying, classifying, storing, securing, retrieving, tracking and destroying or permanently preserving records.
- A key component of RIM is protection of data integrity and privacy, in particular Personally Identifiable Information (PII).
- From handwritten ledgers to electronic storage, we have come a long way.

*Jeffries Securities 2014



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Data Creation is exploding

- More data been created in the past two years than in the entire previous history of the human race. Every day 2.5 Quintillion bytes of data are created.
- In 1992 100GB of data created a day; 2002 100GB created every second. 2014 this had grown to 28,875 GB/sec By 2018 it will be 50,000 GB/sec.
- By the year 2020, about 1.7 megabytes of new information will be created *every second* for every human being on the planet.
- 2015 over 1.4 billion smart phones were sold - all packed with cameras and sensors capable of collecting all kinds of data; think QR codes; NFC; RFID.
- By 2020, at least a third of all data will pass through the Cloud.



Privacy - How will you manage this today?

Current good practice:

- If you were starting from scratch - what would your RIM model, structure and governance look like?
- What are the pros and cons of keeping the privacy rights of individuals versus the development of practical and commercial health benefits to individuals and society apart?
- How do we align our retention policies to meet the requirements of the data protection law?
- In view of data protection requirements, is it advisable to outsource archival/RM services to third parties – especially in terms of public records?



Privacy - How will you manage this tomorrow?

Looking to the Future

- What do you see as the greatest (I) threats and (I) opportunities associated with the research and development of AI and ML?
- How can DPA's create an engaging and safe environment for the research and development of new and emerging technology in the Health Sector?
- How would the data protection law impact open government /data initiatives?
- What should institutions consider in managing the capture, storage, and distribution of personal data in view of data protection compliance issues?



Standards

- ISO 15489 Information and documentation - Records management.
 - Part 1: Concepts and principles and Part 2: Guidelines.
- ISO 13008:2012 – Information and documentation – Digital records conversion and migration process.
- ISO/TR 13028:2010 – Information and documentation – Implementation guidelines for digitization of records
- ISO/TR 17068:2012 – Information and documentation – Trusted third party repository for digital records
- ISO 30302:2015 – Information and documentation – Management systems for records – Guidelines for implementation
- ISO/IEC 27018:2014 - Privacy standards for the Cloud

