D4A Solution

Name of your institution and contact	
Place of the implemented solution	Heinrich-Boell-Foundation Schleswig-Holstein
Implementation level (e.g. internal, municipal, intercommunal, regional)	Internal
Dimension	• Ethical • Regulatory
Subdimension	• Data governance • Data risks
Problem	Up to now, we have largely adhered to the legal minimum in the areas of data protection and data security. As we have large networks (project partners, registered users of our newsletter, participation lists at events, many internships, etc.), we also manage a lot of personal data.
Solution	Through our work on the pilot and, in particular, our contact with the Independent State Data Protection Authority, we realised that we still have room for improvement in the area of data protection and data management. We have already implemented initial measures, particularly in dealing with our cloud (restricted access rights for certain folders, regular deletion of personal data that is no longer needed) and will use resources to train staff in this area.
Feedback	Changing well-rehearsed work processes must be well prepared and well communicated. Above all, it is important to explain the reasons for the changes and the consequences that, for example, a possible data leak could have for the reputation of your own institution.
Format (e.g. Open Source)	-
Costs	Changing internal processes costs time above all else. Further training in the area of data protection and data management costs between 500-1500€ per participant, depending on the scope. It can make sense to provide this training to a small group of employees, who then bring their newly acquired knowledge back to the institution.