

Reference Number: FOIAH2324/414
From: Other
Date: 31 October 2023
Subject: Information Asset Owner structure

Q1 Do you have a single IAO for each information system or are they grouped for instance pathology, EPRs etc?

A1 Each system has its own designated information asset owner (IAO)

Q2 Do you have written duties / job description for them? If so please share

A2 We have written IAO responsibilities, which have recently been reviewed and are pending approval, see attached - *IAO Letter of Delegation - AH*

Q3 Do you have specific risk assessment documents? If so please share

A3 We don't have specific IAO risk assessment documents, systems are risk assessed via our data protection impact assessment (DPIA) process. DPIAs are completed for new systems and changes to systems or data processing.

Q4 Do your IAOs report to the SIRO or into another manager? Please provide a specimen structure

A4 The SIRO oversees IAOs via the Trust's information risk structure although they don't formally report to the SIRO, see below structure. This structure and our approach is based on the guidance that was issued by NHS Digital.



Structural Model	Alder Hey Responsibility
Accounting Officer	Chief Executive
SIRO	Chief Digital and Information Officer
1+ Senior IAO	CSO, Divisional Head of Operations, Heads of Service, <u>other</u> senior responsible role
IAAs for each IAO	Operational staff responsible for one or more information assets identified in asset register
Information Asset Register	SIRO / Caldicott Guardian / CIO / Head of Digital Systems / IT Security Officer / Head of IG / IG Manager / IG Team / CSO will ensure all assets are recorded

Q5 Do you assess all your systems at least annually?

A5 No, as above.

Q6 Do IAOs record risks directly into your risk register? If not who does?

- A6 Yes, risks and actions identified during DPIAs are added to the overall project plan and to the appropriate corporate risk register.
- Q7 Do all your IAOs have Information Asset Administrators (IAA)? Are your IAAs primarily Digital staff?
- A7 IAOs will appoint as applicable, IAAs are not primarily Digital Systems staff.
- Q8 If you have an EPR how many IAOs do you have for it? Could you supply the working role for each one.
- A8 One - Associate Director – Digital Transformation