



NIST Privacy Workforce Public Working Group

Meeting #5

Wednesday, September 8, 2021

INTRODUCTION



PWWG UPDATES

COMING SOON: NEW BUSINESS “DROP BOX”

- Purpose: Members submit suggested topics for open discussion at PWWG monthly meetings on demand
- Accessible via PWWG web page
- May be submitted at anytime
- Privacy workforce-related topics and issues only, please
- Targeting **September, 2021** to go “live”

COMING SOON: PROJECT TEAM POLL

- Goal: Select next 2 Project Team Categories
- Google form circulated via PWWG mailing list
- Targeting **September, 2021**
- NIST PWWG Team coordinating on logistics (sign-up, shared drive, etc.)

COMING SOON: PWWG MEMBER SURVEY

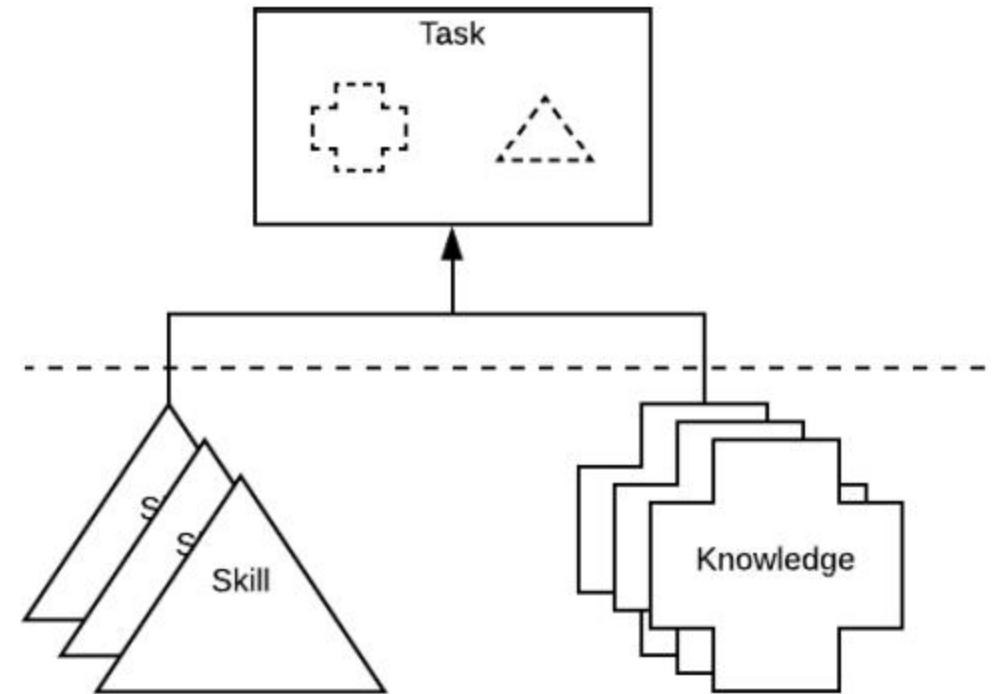
- Goals:
 - Better understand PWWG membership composition
 - Help ensure balanced, broad, knowledgeable stakeholder representation and engagement
- Voluntary, information used for internal NIST purposes only
- Google form circulated via PWWG mailing list
- Targeting **Fall, 2021** (after Project Team poll)

TKS STATEMENTS REVIEW PROCESS

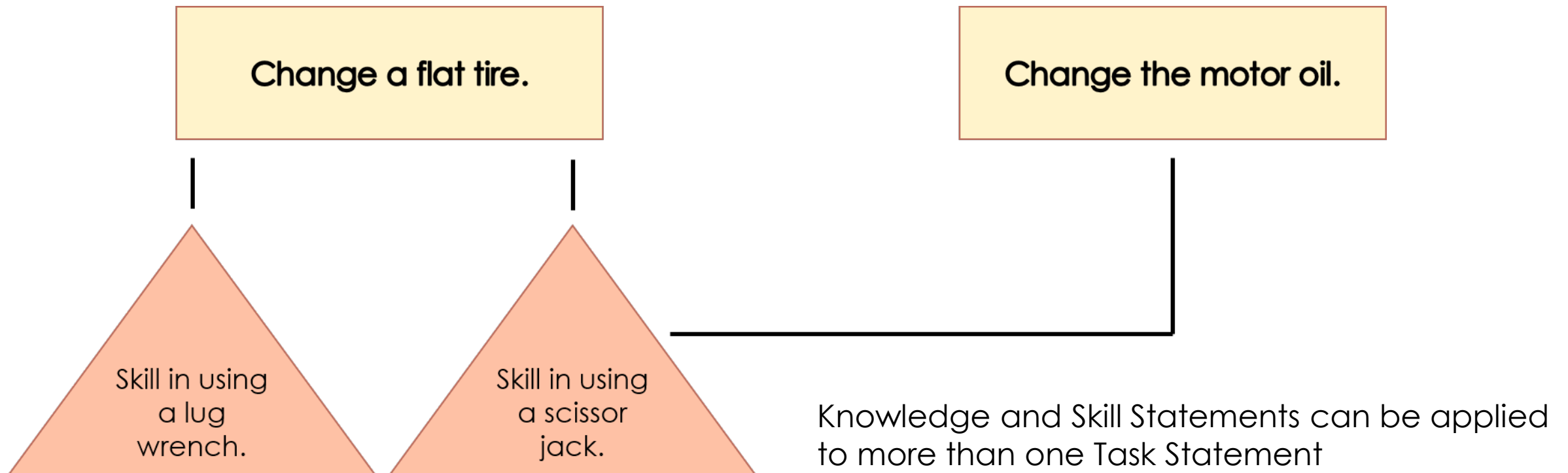
- Step 1: Project Teams review and approve TKS Statement via shared doc
 - **Both Project Teams at review stage. Now's the time to weigh in!**
- Step 2: Co-Chairs review and approve or send back to Project Team(s) for further revision. **First meeting, 9/30/21**
- Step 3: Upon final review and approval, Project Team is dissolved and assigned to the next Privacy Framework Category

TKS STATEMENT RELATIONSHIPS

- Multiple Skill and Knowledge Statements can be associated with a given Task Statement
- Pending NICE approval, will add to PWWG shared drives and Authoring Guide



TKS STATEMENT RELATIONSHIPS, Cont.



PROJECT TEAM UPDATES

PROJECT TEAM 1:

Risk Assessment (ID.RA-P)

Project Team 1: Risk Assessment (ID.RA-P)

Team Co-Leads



Lauren Jones

Data Privacy & Protection Counsel, FINRA



Lisa McKee

Senior Manager Security and Data Privacy, Protiviti

Project Team 1: Risk Assessment (ID.RA-P)

Task, Knowledge, Skill Statements (TKS)

Project Team 1:

- Task, Knowledge, and Skill (TKS) Statements
- Subcategories

Subcategory	Description
ID.RA-P1:	Contextual factors related to the systems/products/services and the data actions are identified (e.g., individuals' demographics and privacy interests or perceptions, data sensitivity and/or types, visibility of data processing to individuals and third parties).
ID.RA-P2:	Data analytic inputs and outputs are identified and evaluated for bias.
ID.RA-P3:	Potential problematic data actions and associated problems are identified.
ID.RA-P4:	Problematic data actions, likelihoods, and impacts are used to determine and prioritize risk.
ID.RA-P5:	Risk responses are identified, prioritized, and implemented.

Project Team 1: Risk Assessment (ID.RA-P)

Risk Assessment PT1 – Item # 1

Original Task Submission	Updated Task Statement	Original Knowledge Submission	Updated Knowledge Statement	Original Skills Submission	Updated Skills Statement
Identify categories of individuals put at-risk by systems/products/services	Identify categories of individuals put at-risk by systems	<p>Knowledge of the roles that put individuals at risk of privacy harms</p> <p>Knowledge that at-risk individuals may be composed of high-risk sub-categories (e.g. children, patients, celebrities, employees, etc.)</p> <p>Knowledge that different sub-categories may have different sensitivities (i.e. risk profiles) to privacy harms or consequences</p>	<p>1. Knowledge of the roles that put individuals at risk of privacy harms</p> <p>2. Knowledge of at-risk individuals may be composed of high-risk subcategories (e.g., children, patients, celebrities, employees, etc.)</p> <p>3. Knowledge of different sensitivities (i.e. risk profiles) to privacy harms or consequences</p>	<ul style="list-style-type: none"> • Skill in delineating system roles (e.g. consumer, provider, data-subject) • Skill in differentiating sensitivities to privacy harm in individuals 	No Changes
	Identify categories of individuals put at-risk by products				
	Identify categories of individuals put at-risk by services				

Project Team 1: Risk Assessment (ID.RA-P)

Risk Assessment PT1 – Item #2

Original Task Submission	Updated Task Statement	Original Knowledge Submission	Updated Knowledge Statement	Original Skills Submission	Updated Skills Statement
Identify imbalances of information and understanding between the individuals at-risk and the organization	No Change	Knowledge of how information imbalances affect the severity of privacy harms Knowledge of how people can be taken advantage of through information imbalances	No Change	Skill in recognizing information imbalances	No Changes

Project Team 1: Risk Assessment (ID.RA-P)

Risk Assessment PT1 – Item #7

Original Task Submission	Updated Task Statement	Original Knowledge Submission	Updated Knowledge Statement	Original Skills Submission	Updated Skills Statement
Identify system/product/service requirements	Identify the non-functional requirement related to the privacy of systems, products and/or services.	Knowledge of types of requirements in systems/products/services	Knowledge of privacy requirements in systems/products/services	<ul style="list-style-type: none"> • Skill in reading system/product/service requirements documentation • Skill in engaging development teams in discussions • Skill in teasing out undocumented/unstated requirements and goals 	No Changes
	Identify the functional and non-functional requirements of systems, products and/or services.		Knowledge of types of requirements in systems/products/services		

Project Team 1: Risk Assessment (ID.RA-P)

Recurring Meetings

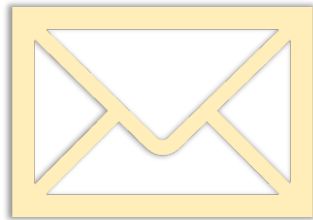
Every 1st Thursday of the month | 11:00AM - 12:00 PM ET
Every 3rd Wednesday of the month | 5:00PM – 6:00PM ET

Next meeting

Wednesday, September 15, 2021 | 5:00PM – 6:00PM ET

Project Team 1: Risk Assessment (ID.RA-P)

Mailing List Sign-Up



PrivacyWorkforcePT1+subscribe@list.nist.gov

PROJECT TEAM UPDATES

PROJECT TEAM 2:

Inventory and Mapping (ID.IM-P)

Project Team 2: Inventory and Mapping (ID.IM-P)

Team Co-Leads



Dr. Sarah Lewis Cortes
Privacy Engineering, Netflix



Mary Potter
Director of Privacy and Research Data
Protections, Virginia Tech

Project Team 2: Inventory and Mapping (ID.IM-P) Overview

Project Team 2:

- **Task, Knowledge, and Skill (TKS) Statements**
 - **Subcategories**

Subcategory	Description
ID.IM-P2:	Owners or operators (e.g., the organization or third parties such as service providers, partners, customers, and developers) and their roles with respect to the systems/products/services and components (e.g., internal or external) that process data are inventoried.
ID.IM-P3:	Categories of individuals (e.g., customers, employees or prospective employees, consumers) whose data are being processed are inventoried.
ID.IM-P4:	Data actions of the systems/products/services are inventoried.
ID.IM-P5:	The purposes for the data actions are inventoried.
ID.IM-P6:	Data elements within the data actions are inventoried.
ID.IM-P7:	The data processing environment is identified (e.g., geographic location, internal, cloud, third parties).
ID.IM-P8:	Data processing is mapped, illustrating the data actions and associated data elements for systems/products/services, including components; roles of the component owners/operators; and interactions of individuals or third parties with the systems/products/services
ID.IM-P2:	Owners or operators (e.g., the organization or third parties such as service providers, partners, customers, and developers) and their roles with respect to the systems/products/services and components (e.g., internal or external) that process data are inventoried.

Project Team 2: Inventory and Mapping (ID.IM-P)

Progress Update

Seeking to follow [NICE framework](#) building blocks

- National Initiative for Cybersecurity Education (NICE)

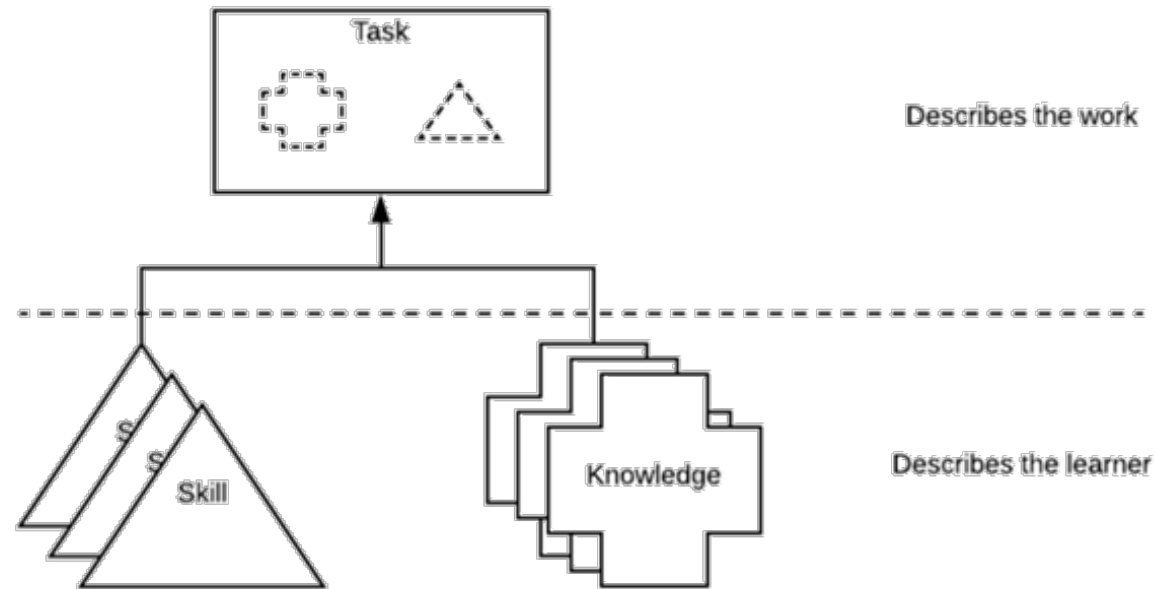


Figure 1 – NICE Framework Building Blocks Approach

Project Team 2: Inventory and Mapping (ID.IM-P)

Task, Knowledge, and Skill (TKS) Statements – P1

Key Dimensions:

1) Granularity of task breakdowns per subcategory “**Cookie crumbs**”

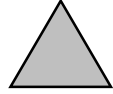
- i.e. 1 TKS or task per subcategory? Or 30 TKS or task per subcat?
- Example: ID.IM-P2: Owners or operators (e.g., the organization or third parties such as service providers, partners, customers, and developers) and their roles with respect to the systems/products/ services and components (e.g., internal or external) that process data are inventoried.
- Object: 3 possible components (systems/products/services)
- Inventorying task: 3 possible components (identifying, documenting, mapping)
- Potentially dozens of TKS

Project Team 2: Inventory and Mapping (ID.IM-P)

Task, Knowledge, and Skill (TKS) Statements – P1 cont.

Key Dimensions:

2) Duplication with other frameworks “**Ice cream cone**”

- i.e. start at ground floor basics for every task and work up to delta  with other control frameworks? Or only document TKS for tasks unique to PF?
- Example: ID.IM-P1: Systems/products/services that process data are inventoried.
 - high duplication with NIST CSF, SOC2, etc.

Project Team 2: Inventory and Mapping (ID.IM-P)

Task, Knowledge, and Skill (TKS) Statements – P2

Example: ID.IM-P2: Owners or operators (e.g., the organization or third parties such as service providers, partners, customers, and developers) and their roles with respect to the systems/products/services and components (e.g., internal or external) that process data are inventoried.

- Object: 3 possible components (systems/products/services)
- Inventorying task: 3 possible components (identifying, documenting, mapping)
- Potentially dozens of TKS

Project Team 2: Inventory and Mapping (ID.IM-P)

Recurring Meetings

Biweekly on Mondays from 12:00 PM ET to 1:00 PM ET

- **Next meeting is on Monday, September 13, 2021**

Project Team 2: Inventory and Mapping (ID.IM-P)

Mailing List Sign-Up



PrivacyWorkforcePT2+subscribe@list.nist.gov



**NEXT STEPS &
UPCOMING MEETINGS**

Privacy Workforce Public Working Group

Next Steps

- Project Teams will review and finalize TKS Statements and submit to Co-Chairs for review
- Member survey circulated
- New business drop box added to web page

Privacy Workforce Public Working Group

Upcoming Meetings

Project Team 1: Risk Assessment (ID.RA-P)

Wednesday, September 15, 2021 — 5:00pm ET – 6:00pm ET

Thursday, October 7, 2021 — 11:00am ET – 12:00pm ET

Project Team 2: Inventory and Mapping (ID.IM-P)

Monday, September 13, 2021 — 12:00pm ET – 1:00pm ET

Monday, September 20, 2021 — 12:00pm ET – 1:00pm ET

NIST Privacy Workforce Public Working Group

Wednesday, October 13, 2021 — 1:00pm ET – 2:00pm ET

* For updated meeting schedules see the [PWWG web page](#).

Privacy Workforce Public Working Group Web Page

How to get involved:

[Privacy Workforce Public Working Group | NIST](#)

Privacy Workforce Public Working Group

Mailing Lists

- PWWG (PrivacyWorkforceWG@list.nist.gov)
- Project Team (PT1) (PrivacyWorkforcePT1@list.nist.gov)
- Project Team 2 (PT2) (PrivacyWorkforcePT2@list.nist.gov)
- **All mailing lists are moderated**

Privacy Workforce Public Working Group

Troubleshooting

- Email questions to pwwg@nist.gov

Q&A