

TOPIC  
N°1DATA MINIMISATION AS A MANTRA TO  
HAVE LESS DATA TO PROTECT!

This is an overview of all the good practices you can have or practices you should avoid in terms of data minimisation (that are feasible with the usual field constraints).



## DO'S

- Mention the practice of minimization in the analysis plan and terms of reference
- Setting up a data collection plan
- Include in the analysis plan the people with whom we will share this data
- Identify data collection requirements
- Justify the future use of each item of data collected
- Define data collection objectives and evaluation matrix
- Anticipate the risks that the data collected may represent
- Do not leave any questions open
- Use standard tools
- Clarify study variables to improve analysis
- Limit data to those relevant to survey analysis
- Incorporate minimization into best practice



## DON'TS

- Vague and long questions
- Avoid collecting data on paper on specific contexts that require paper
- Collect everything and sort it out after the collection
- Collecting data without identifying a precise reason
- Collecting data "just in case"
- Working in isolation: for example, design a questionnaire without consulting the team
- Exclude certain variables, without justification
- Skip steps in the analysis plan
- Jumping too quickly into the survey without conducting a literature review
- Repeated data collection of the same indicators within short time-periods, when not necessary