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### **Purpose:**

Define the minimum components required to be addressed in the university and unit information security plans.

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### **Standard:**

1. The following are the minimum components that must be addressed in the university information security plan:
  - The creation of an information security risk management program which includes Risk/Self-Assessment components.
  - Compliance with applicable federal and state laws and regulations-as well as contractual obligations-related to privacy and security of data held by the institution.
  - Clarifying roles and responsibilities for safeguarding and use of sensitive/confidential data.
  - Creation and maintenance of an inventory of stores of sensitive/confidential information and who has access to such information.
  - Policies and procedures regarding access control and transmission of sensitive/confidential data with an emphasis on providing an auditable chain of custody and encryption.
  - Distribution of clear and documented procedures for reporting and handling security violations and the consequences for violating security policies and procedures.
  - Methods for ensuring that information regarding the applicable laws, regulations, guidelines and policies is distributed and readily available to computer users.
  - Processes for verifying adherence to the information security plan associated policies and procedures.

## **Standard:** Information Security Plans Standard



2. The following are the minimum components that must be addressed in a unit information security plan:

- Identify
  - Asset Management
  - Governance
  - Risk Assessment
  - Risk Management Strategy
- Protect
  - Identity Management, Authentication, and Access Control
  - Awareness and Training
  - Data Security
  - Information Protection Processes and Procedures
  - Maintenance
  - Protective Technologies
- Detect
  - Anomalies and Events
  - Security Continuous Monitoring
  - Detection Processes
- Respond
  - Response Planning
  - Communications
  - Analysis
  - Mitigation
  - Improvements
- Recover
  - Recovery Planning
  - Improvements
  - Communications