

MAPP 10.05.03

Data Classification and Protection

3 Levels of Data

Level 3 = Public data in the public domain

- Public information readily available
 - Information posted on the University public web site, **such as your E-mail alias**

Level 2 = Public data **not** in the public domain

- Public information temporarily protected from widespread release
 - Professor's lecture presentation before the class takes place

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Data Classification and Protection

3 Levels of Data

Level 1 = Confidential / Sensitive / Mission-Critical

- Confidential
 - Social Security numbers
 - Educational records (FERPA)
 - Health care information (HIPAA)
 - Customer information (GLB)
 - Credit Card Numbers (PCI)
- Sensitive (Texas Business Code) - First & last name in combination with:
 - Social Security Number
 - Government-issued ID (e.g., driver's license), or
 - Account/Credit card/Debit card number & access code
- Mission-Critical – essential to the continued performance of the University

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Protection Requirements

Level 1 – Required Protection

- Stored on critical information resource (such as an enterprise application or network file share)
- Appropriate access controls (e.g., user ID and password)
- Must be **encrypted** if transmitted over a wireless network or thru email
- Stored on **portable device** only with valid business reason & if information is encrypted (**Use VPN instead**)
- Stored on **non-university device** only with valid business reason and Department Chair or Chief Information Security Officer must approve