

# INFORMATION SECURITY HOSTED SERVICES CONTRACT CHECKLIST



Required when University data is hosted on 3rd party systems (ie. cloud services) in accordance with SAM 07.A.08 Data Classification and Protection.

Ensures appropriate data protections are included in contract provisions.

## WHAT ROLE DO YOU PLAY?

**DEPARTMENT:** Complete General Contract Information and submit checklist, along with contract, to University ISO.

**UNIVERSITY ISO:** Review contract and complete Assessment of Information Security Items.

**UHS CISO:** Review completed checklist ( not approval or rejection of the contract.)

**OFFICE OF CONTRACT ADMINISTRATION:** Using checklist, ensure appropriate information security-related provisions are included in the contract.

**BUSINESS ADMINISTRATOR:**

- Monitor contractor for changes in security-related activities and notify University ISO when identified.
- At contract termination, ensure University data is destroyed or returned as stipulated in the contract.

