

**University of Florida Foundation, Inc.**  
**Information Technology Security**

Policy #: 1.06  
Effective Date: June 10, 2009  
Responsible Department: Computing

1. **PURPOSE**

To protect the information technology (IT) resources of UFF and ODAA.

2. **APPLICABILITY**

All members of UFF and ODAA staff, all UFF data, network systems, applications, and equipment owned or operated by UFF, and all equipment, equipment rooms, and wiring registered in any UFF buildings.

3. **POLICY**

- The confidentiality, integrity, and availability of UFF/ODAA IT resources must be ensured.
- UFF IT staff is authorized to temporarily suspend, block, or restrict access to IT resources when it is reasonably necessary to protect UFF IT resources and/or limit liability.
- All UFF staff must be aware of the duties and responsibilities of their positions with respect to IT security, and comply with all applicable laws, policies, standards, and procedures.
- Auditing procedures must be in place to identify use of UFF/ODAA IT resources.
- Users who are granted access to UFF/ODAA IT resources will be granted the minimum level of access in order to perform their job responsibilities.
- All IT resources must be protected and made as robust against unauthorized use or attack as possible, consistent with providing necessary services.
- The security implications of all changes to IT resources must be considered.
- Security incidents impacting confidentiality, integrity, or availability of IT resources must be investigated, documented, reported, and resolved in a timely manner.
- A plan must be documented for the recovery from incidents impacting confidentiality, integrity, or availability of IT resources.
- Policies, standards, procedures, and documents will follow the International Standards Organization 270002 Standard.

4. **CLARIFICATION**

Requests for clarification of this policy should be sent to the Director of Network Services ([cgrimes@uff.ufl.edu](mailto:cgrimes@uff.ufl.edu)).

Certified as approved by the Executive Committee of the UFF Board of Directors on: June 10, 2009.

A handwritten signature in black ink, appearing to read "Susan G. Goffman". The signature is written in a cursive style with a large, looping initial "S".

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Susan G. Goffman, Secretary

Revision history: Original version June 10, 2009