

Policies and Procedures

SECTION: Administration	NO. 2.4.14.		
CHAPTER: Information Technology	ISSUED: 4/7/06	REV. A 3/13/13	REV. B
POLICY: Security Incident Reporting Policy	PAGE 1 OF 2		

PURPOSE

The purpose of this policy is to outline how Creighton handles Information security incidents in order to ensure the confidentiality, integrity, and availability of Creighton data.

SCOPE

This policy applies to all individuals or organizations that collect, maintain, use, or transmit Creighton data.

POLICY

All incidents that affect or may affect the confidentiality, integrity, or availability of Creighton data must be reported in accordance to the procedures defined in Creighton's Incident Response Plan.

DEFINITIONS

Security Incident is any adverse event that threatens the confidentiality, integrity, or availability of Creighton University information assets, information systems, networks, or data entrusted to Creighton University. A violation or imminent threat of violation of information security policies, acceptable use policies, or security practices is an incident. Examples include but are not limited to: lost or stolen devices, shared passwords, unauthorized disclosure of protected data, virus infections, etc.

RESPONSIBILITIES

Information Security Office is responsible for administration of Creighton's Incident Response Plan.

AMENDMENT/TERMINATION OF THIS POLICY

The University reserves the right to modify, amend or terminate this policy at any time. This policy does not constitute a contract between the University and its faculty or employees.

REFERENCES TO APPLICABLE POLICIES

None

EXCEPTIONS

None

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VIOLATIONS/ENFORCEMENT

Any known violations of this policy should be reported to the University's Information Security Officer at 402-280-2386 or via e-mail to infosec@creighton.edu.

Violations of this policy can result in immediate withdrawal or suspension of system and network privileges and/or disciplinary action in accordance with University procedures.

The University may advise law enforcement agencies when a criminal offense may have been committed.