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Ver: 1.1

Sensitive Data Checklist

General System Information	
System location	
System owner	
System IP address (if static)	
System make/model	
System name (if applicable)	
Serial number/service tag	
Operating system	
User's full name and username	
Additional user's full name and username	
Additional user's full name and username	
Additional user's full name and username	

The items listed below are not intended to be exhaustive, but to provide a quick reference to the most common types of sensitive data used on campus. Space is given to add other types of sensitive information.

Sensitive Data Inventory Checklist				
Private Data	Yes	No	Unsure	Comments/description
Social Security Numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Credit Card Numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Medical records or other HIPPA protected information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Student loan information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FERPA: non-directory student information (see Registrar for details)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FERPA: records for students who have requested privacy restrictions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Restricted Data	Yes	No	Unsure	Comments/description
Research Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Proprietary third-party information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Minimum security standards	Yes	No	Unsure	Comments/description
Firewall installed and running	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Operating system patched	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Applications patched	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Anti-virus installed and running	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Encrypt data at rest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Encrypt data sent across public network	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Track all access to data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Restrict physical access to server	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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