Policy Title: Security Authorization

Policy Type: Administrative


Approval Date: 05/28/2014 Revised

Responsible Office: Office of Information Technology

Responsible Executive: CIO

Applies to: Office of Information Technology

POLICY STATEMENT

Security authorization is the official management decision, conveyed through the authorization decision document, given by a senior University official or executive (i.e., authorizing official) to authorize operation of an information system and/or components thereof and to explicitly accept the risk to University operations and assets, individuals, other organizations, and the Commonwealth based on the implementation of an agreed-upon set of security controls.

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CONTACT(S)

Office of Information Technology – (757)823-2869

STAKEHOLDER(S)

University Faculty & Staff
Office of Information Technology

PURPOSE

This control is intended to establish the policy and procedures for security authorization with regard to the University’s information system.

REQUIREMENTS

NSU shall:

1. Assign a senior-level executive or manager to the role of authorizing official for the information system;

2. Ensure that the authorizing official authorizes the information system for processing before commencing operations; and

3. Update the security authorization at least once a year.

Supplemental Guidance: Authorizing officials typically have budgetary oversight for information systems or are responsible for the mission or business operations supported by the systems. Security authorization is an inherently University responsibility and therefore, authorizing officials must be University employees. Through the security authorization process, authorizing officials are accountable for the security risks associated with information system operations. Accordingly, authorizing officials are in management positions with a level of authority commensurate with understanding and accepting such information system-related security risks. Through the employment of a comprehensive continuous monitoring process, the critical information contained in the authorization package (i.e., the security plan (including risk assessment), the security assessment report, and the plan of action and milestones) is updated on an ongoing basis, providing the authorizing official and the information system owner with an up-to-date status of the security state of the information system. To reduce the administrative cost of security reauthorization, the authorizing official uses the results of the continuous monitoring process to the maximum extent possible as the basis for rendering a reauthorization decision.

VIOLATIONS

Violations of this policy will be addressed in accordance relevant University and Commonwealth of Virginia policies, including University Policy 32-01 and Department of Human Resources Management Policy 1.75. The appropriate level of disciplinary action will be determined on an individual case basis by the appropriate executive or designee, with sanctions up to or including termination or expulsion depending upon the severity of the offense.
INTERPRETATION

The Information Security Officer is responsible for official interpretation of this policy. Questions regarding the application of this policy should be directed to the Office of Information Technology. The Information Security Officer reserves the right to revise or eliminate this policy.

PUBLICATION

This policy shall be widely published and distributed to the University community. To ensure timely publication and distribution thereof, the Responsible Office will make every effort to:

1. Communicate the policy in writing, electronic or otherwise, to the University community within 14 days of approval;
2. Submit the policy for inclusion in the online Policy Library within 14 days of approval;
3. Post the policy on the appropriate SharePoint Site and/or Website; and
4. Educate and train all stakeholders and appropriate audiences on the policy’s content, as necessary. Failure to meet the publication requirements does not invalidate this policy.

REVIEW SCHEDULE

- Next Scheduled Review: 05/28/2015
- Approval by, date: Office of Information Technology and 05/28/2014
- Revision History:


RELATED DOCUMENTS

Virginia Commonwealth State policy SEC501-08 Information Security Standard