

Transmission of Sensitive and Protected Information Policy

(OAR 580-055-0050-5B)

The purpose of this section is to clearly state EOU's policy regarding the transmission of sensitive information and protected information over the network.

Once information is classified as Sensitive Information or Protected Information, established baseline standards ensure that the information resides and is processed within a secured zone of the network. However, normal business operation does from time to time require the transfer of Sensitive Information or Protected Information to other authorized parties for purposes consistent with EOU's mission and EOU's obligations to protect the information.

It is the policy of EOU that no Sensitive Information or Protected Information be transmitted over any network outside of the secured zones within the EOU network, unless appropriate and standard encryption techniques are used. Under no circumstances will Sensitive Information or Protected Information be transmitted across an unsecured network in clear text. In particular, it should be noted that Email is not by default an encrypted means of transmission and any Email sent outside of the protected university system is subject to this restriction.

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