POLICY PURPOSE:
This policy provides direction and support for establishing an information security incident management program.

POLICY STATEMENT:
CSUN will maintain an information security incident response program that includes processes for investigating, responding to, reporting, and recovering from incidents involving loss, damage, misuse of information assets containing protected data, or improper dissemination of critical or protected data, regardless of the medium in which the breached information is held or transmitted (e.g., physical or electronic). CSUN's program will:

- Define and/or categorize incidents.
- Designate specific personnel to respond and investigate information security incidents in a timely manner.
- Include procedures for documenting the information security incident, determining notification requirements, implementing remediation strategies, and reporting to management.
- Include processes to facilitate the application of lessons learned from incidents.
- Support the development and implementation of appropriate corrective actions directed at preventing or mitigating the risk of similar occurrences.

The campus information security incident response plans are reviewed and documented annually and comply with the CSU Information Security Incident Management Standards.

Campus procedures will include the following notification protocol:

- If a breach of level 1 data has occurred, the campus President must notify the Chancellor, the CIO must notify the Assistant Vice Chancellor for Information Technology Services, and the campus ISO must notify the Senior Director of System-wide Information Security Management.

- If a breach of level 2 data has occurred, the campus ISO must notify the Senior Director of System-wide Information Security Management. The Senior Director will provide the Chancellor with quarterly status reports on level 2 data breaches that have occurred in the CSU.

RESOURCES AND REFERENCE MATERIALS:

- Policy 500-08 Security attacks
- CSU Policy 8065 Information Security Data Classification
- SOP ITIS 90-08-004 Information Security Incident Response Procedures
FURTHER INFORMATION:
Vice President for Information Technology and CIO

APPROVED BY THE PRESIDENT