Business Practice for Access Review

PURPOSE:

Provide support of ICSUAM Policy 8060.400 for Access Review.

BACKGROUND:

To support ICSUAM policy 8060.400, CI must develop procedures to detect unauthorized access and privileges assigned to authorized users that exceed the required access rights needed to perform their job functions. Appropriate campus managers and data stewards must assess, at least annually, user access rights to information assets containing protected level 1 data. The results of the assessment must be documented and stored.

BUSINESS PRACTICE:

Accountability:

Vice President for Technology and Innovation
Information Security Officer
Appropriate campus managers and data stewards

Applicability:

Anyone with access to CSUCI computer systems

Definitions:

1. **Protected Data** – Data classified as Level 1 Confidential as prescribed in the recognized campus data classification standard.
2. **Security Lead** – Designated resource responsible for security role creation and changes or security administration.
3. **ISO** – Information Security Officer

Text:

General

Having the correct level of access is paramount to the security of CI's information assets. To validate that appropriate levels of access are in place, and in support of the CSU's ICSUAM policy 8060.400 for

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access review, CI will perform annual access assessments for systems that contain protected level 1 data. These assessments will be coordinated by the campus Information Security Officer with participation by the appropriate data steward(s), system/module security lead(s)/administrator(s), and appropriate campus management if needed.

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Assessment Requirements

Assessment requirements and history are listed in the grid below.

Description	Frequency	Role Assigned
Assessment of business practice	Annual	ISO
Assessment of user access rights to protected data	Annual	Data Steward Campus Management ISO

Revision History

BP Nbr:	BP-05-004	**Enacted Date:**			
Revision Nbr:	999	**Revision Date:**	99/99/9999	**Revised By:**	