



<b>Scope</b>	<p>This Standard applies to all data or information that is created, collected, stored or processed by UNSW, in electronic or non-electronic formats.</p> <p>This Standard applies to all faculty, staff and third-party agents of the University as well as any other University affiliates who are authorised to access UNSW data.</p>		
<b>Are Local Documents on this subject permitted?</b>	<table border="1"> <tr> <td>Yes, subject to any areas specifically restricted.</td> <td>No</td> </tr> </table>	Yes, subject to any areas specifically restricted.	No
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<b>Standard</b>			

## 1. Responsibilities

Data Owners are responsible for appropriately classifying data.

Data Stewards are responsible for determining the appropriate data classification and applying required and suggested safeguards.

Data users are responsible for complying with the *Data Governance Policy* and related Standards and Guidelines.

## 2. Classifications

All data at the University shall be assigned one of the following classifications. Collections of diverse information should be classified as to the most secure classification level of an individual information component with the aggregated information.

Data Classification	Description	Example Data Types
<b>Highly Sensitive</b>	Data that if breached owing to accidental or malicious activity would have a <u>high</u> impact on the University's activities and objectives.	<p>Data subject to regulatory control</p> <p>Medical</p> <p>Children and young persons</p>





