Confidentiality (C)

| Is the information considered confidential for employees or third parties? | → Yes → | Does the information contain personal information? Is the information of value for the organization (financial or otherwise) | → Yes → | Does the information contain sensitive personal data? Does the information have specific confidentiality requirements? |

No → **Classification 0**

No → **Classification 1**

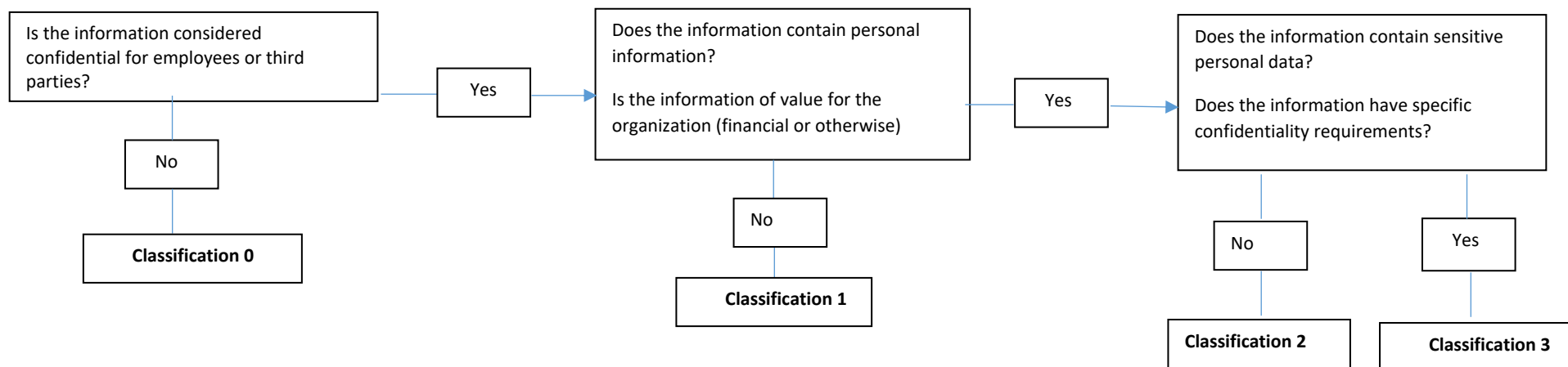No → **Classification 2**   Yes → **Classification 3**
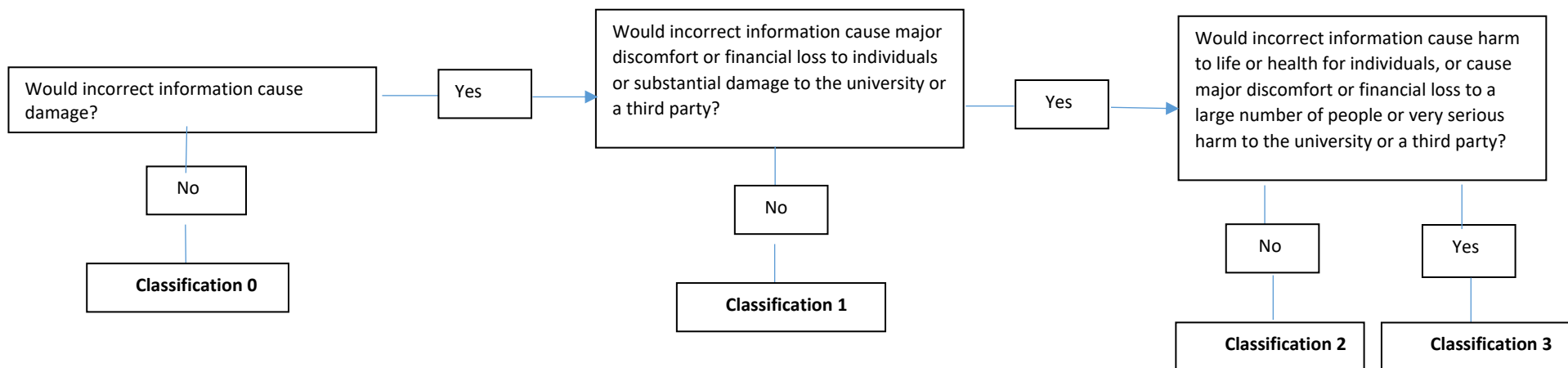
Information examples

Classification 0	Public information published on the UU Web, official documents not subject to secrecy
Classification 1	Internal information that does not contain personal data and not subject to secrecy, contracts / agreements
Classification 2	Personal data (any data possible to link to a person), logs, user information / data, research data
Classification 3	Sensitive personal information or information associated with protected identities, passwords, crypto keys, firewall rules, particularly sensitive research data

Possible consequences of shortcomings

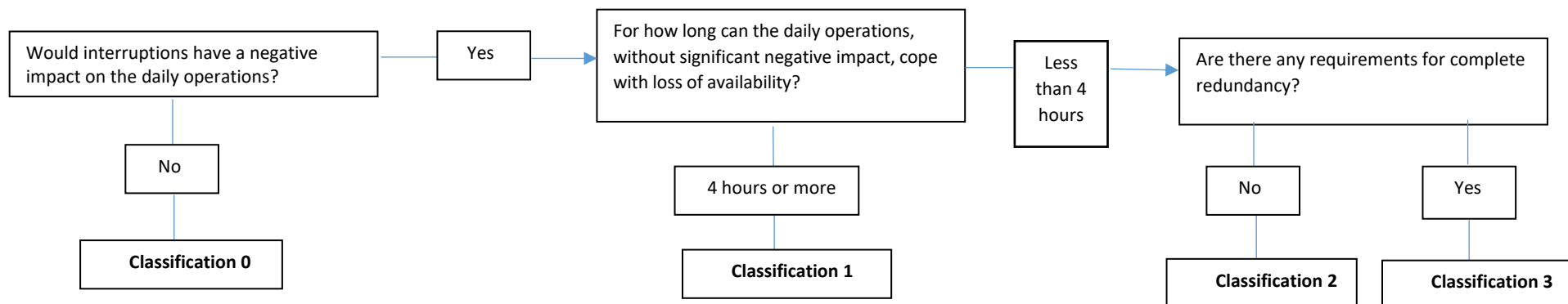|	
Classification 0	No consequences
Classification 1	Could cause discomfort or limited harm / financial loss to individuals, the University or a third party.
Classification 2	Could cause major discomfort or extensive injury / financial loss to individuals, the University or a third party.
Classification 3	Could cause harm to life or health for individuals or cause major discomfort/injury or financial loss to a large number of people, or very serious harm to the University or a third party.

Integrity (I)

```
┌─────────────────────────────┐        ┌──────────────────────────────────┐        ┌──────────────────────────────────┐
│ Would incorrect information │  Yes   │ Would incorrect information cause │  Yes   │ Would incorrect information cause │
│ cause damage?               │ ─────> │ major discomfort or financial     │ ─────> │ harm to life or health for        │
│                             │        │ loss to individuals or substantial│        │ individuals, or cause major       │
│                             │        │ damage to the university or a     │        │ discomfort or financial loss to a │
│                             │        │ third party?                      │        │ large number of people or very    │
│                             │        │                                   │        │ serious harm to the university or │
│                             │        │                                   │        │ a third party?                    │
└─────────────────────────────┘        └──────────────────────────────────┘        └──────────────────────────────────┘
```

No	No	No — Yes
Classification 0	**Classification 1**	**Classification 2** — **Classification 3**

Information examples

Classification 0	Test data that does not need to be restored
Classification 1	General information for external users, internal / external communication via e-mail
Classification 2	Research materials, Articles, Student information basic and postgraduate education, staff matters, logs
Classification 3	Clinical data / patient's data, passwords, firewall rules, particularly sensitive research data

Possible consequences of shortcomings

Classification 0	No consequences
Classification 1	Could cause discomfort or limited harm / financial loss to individuals, the University or a third party.
Classification 2	Could cause major discomfort or extensive injury / financial loss to individuals, the University or a third party.
Classification 3	Could cause harm to life or health for individuals or cause major discomfort/injury or financial loss to a large number of people, or very serious harm to the University or a third party.

Availability (A)

```
┌─────────────────────────────┐      ┌──────┐      ┌──────────────────────────────┐      ┌────────┐      ┌──────────────────────────────┐
│ Would interruptions have a  │─────▶│ Yes  │─────▶│ For how long can the daily   │─────▶│ Less   │─────▶│ Are there any requirements   │
│ negative impact on the      │      └──────┘      │ operations, without          │      │ than 4 │      │ for complete redundancy?     │
│ daily operations?           │                    │ significant negative impact, │      │ hours  │      │                              │
└─────────────────────────────┘                    │ cope with loss of            │      └────────┘      └──────────────────────────────┘
              │                                     │ availability?                │
         ┌──────┐                                   └──────────────────────────────┘              ┌──────┐           ┌──────┐
         │  No  │                                                   │                              │  No  │           │ Yes  │
         └──────┘                                          ┌──────────────────┐                    └──────┘           └──────┘
              │                                            │ 4 hours or more  │                        │                  │
   ┌──────────────────┐                                    └──────────────────┘            ┌──────────────────┐  ┌──────────────────┐
   │ Classification 0 │                                             │                       │ Classification 2 │  │ Classification 3 │
   └──────────────────┘                               ┌──────────────────┐                  └──────────────────┘  └──────────────────┘
                                                       │ Classification 1 │
                                                       └──────────────────┘
```

Information examples

Classification 0	-
Classification 1	Staff cases, financial data, payrolls, logs.
Classification 2	Authority register
Classification 3	Systems that affect life and health.

Possible consequences of shortcomings

Classification 0	No consequences
Classification 1	Could cause discomfort or limited harm / financial loss to individuals, the University or a third party.
Classification 2	Could cause major discomfort or extensive injury / financial loss to individuals, the University or a third party.
Classification 3	Could cause harm to life or health for individuals or cause major discomfort/injury or financial loss to a large number of people, or very serious harm to the University or a third party

Reference table for information classification - default values for different types of information

The following reference table contains standard values for a number of types of information that are common at the University. The specified CIA values are based on a more extensive material, compiling scores from a large number of departments and other activities. A specific information classification (assessment of CIA values) needs to be done in each unique context - the following assessments can be used as guidance along with the classification support presented above.

Designation	CIA value	Comment
Personal data	221	All kinds of information that can be linked directly to a person, such as social security number, name, address, etc. Also, information that can be linked indirectly to a person is considered personal, such as IP number.
Sensitive personal data	321	According to GDPR: • racial or ethnic origin • political opinions • religious or philosophical beliefs • membership of a trade union • health • a person's sex life or sexual orientation • genetic data • biometric data that uniquely identifies a person.
Clinical data / patient's data	331	
Anonymous personal data (including clinical data / patient's data)	121	The data should be anonymized in a way that makes it impossible to derive these to a unique person. The Key must not be found anywhere in the world!
Pseudonymized personal data (clinical data / patient's data)	121	Secure key management is an absolute requirement
Pseudonymization key	331	
Staff matters	221	Example: Vacation, employment contract
Confidential staff matters	321	Example: Medical ertificate

Public information in the authority register	022	
Confidential information in the authority register	322	
Research material	222	
Research material containing personal information	231	
Human/non-human genetics data	322	
Student information	221	
Course evaluations	221	
Teaching materials	222	
Disciplinary matters	322	
Visitor information	211	Information about visitors at UU
Economic data	221	
Blueprints (public)	011	
Blueprints (confidential)	322	
Backups		Depending on the classification related to the actual information
Logs		Depending on the classification related to the actual information

Classification values related to Central systems

A system rating value (CIA value) is based on the highest rating value for each aspect (Confidentiality, Integrity, and Availability) found among the amount of information the system manages. In the work related to "Kravanalys", the system is checked to fulfill the security level that corresponds to the system's classification value. After dialogues with different parts of the business, information classifications and requirements for central systems have been implemented, within the framework of the University's central administration organization - see https://mp.uu.se/web/info/vart-uu/e-forvaltning .

Below is the list of CIA values for a number of central systems that have a clear link to the departments activities.

System	Informationsklassning (KRT)	e-område
AKKA	332	Katalog och integration
Nya Raindance, RD2018	321	Ekonomi och inköp
Electronic Laboratory Notation, ELN	221	Forskningsadministration
Doktoranddatabasen, DDB	221	Forskningsadministration
Primula	321	HR
KLARA	221	LOSÄK
Studentportalen	322	Lärande och utbildning

Blackboard learn	322	Lärande och utbildning
VFU-portalen	311	Lärande och utbildning
Adobe Connect	212	Lärande och utbildning
Uppdok	322	Studieadministration
W3D3	322	Ärende och dokumenthantering
E-arkiv	322	Ärende och dokumenthantering