



Request to Store Confidential Data on a Mobile Device

Instructions

To request approval to store "confidential" (Level 1) data on a mobile device

- Complete this form
Obtain approval from Associate Vice President, Dean, or equivalent University leadership
Obtain approval from the Information Security Officer

Requestor Information

Form fields for Requestor Information: Name, Employee ID, Business Unit/Department, Supervisor, Email/Phone Extension, Business Reason for Storing Level 1 Data on the Device, Description of Data to be Stored, Signature, Date

Risk Acceptance

Approving Administrator (AVP/Dean/Cabinet Officer capable of accepting risk)

Form fields for Approving Administrator: Name, Job Title, Email, Phone Extension, Signature, Date, Comments

Information Security Officer

Ruling	Accept [<input type="checkbox"/>], Deny [<input type="checkbox"/>]	
Ruling Comments		
Signature		Date ____ / ____ / 20__

Revision History

Version	Revision Date	Revised By	Summary of Changes	Sections Revised
0.0.0	2017-01-20	Blunden	Draft Copy	All