## MIS 5206 Protecting Information Assets - Unit# 2b -

## Data Classification Processes and Models

# Agenda

- Vocabulary
- Data Classification Process and Models
- Test taking tip
- Quiz

# Information Systems Security Controls

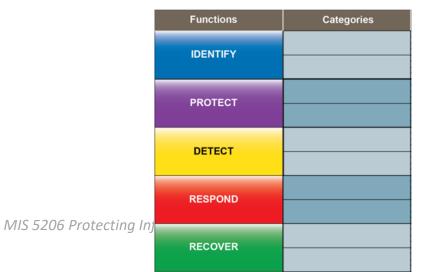
| ID | FAMILY                                | ID | FAMILY                                |
|----|---------------------------------------|----|---------------------------------------|
| AC | Access Control                        | MP | Media Protection                      |
| AT | Awareness and Training                | PE | Physical and Environmental Protection |
| AU | Audit and Accountability              | PL | Planning                              |
| CA | Security Assessment and Authorization | PS | Personnel Security                    |
| CM | Configuration Management              | RA | Risk Assessment                       |
| CP | Contingency Planning                  | SA | System and Services Acquisition       |
| IA | Identification and Authentication     | SC | System and Communications Protection  |
| IR | Incident Response                     | SI | System and Information Integrity      |
| MA | Maintenance                           | PM | Program Management                    |

#### TABLE 1: SECURITY CONTROL IDENTIFIERS AND FAMILY NAMES

By Function

#### - Identify

- Protect
- Detect
- Respond
- Recover



#### By <u>Class</u>

- Management
- Operational
- Technical

| CLASS       | FAMILY   | IDENTIFIER |
|-------------|--|------------|
| Management  | Risk Assessment  | RA         |
| Management  | Planning   | PL         |
| Management  | System and Services Acquisition                        | SA         |
| Management  | Certification, Accreditation, and Security Assessments | CA         |
| Operational | Personnel Security                                     | PS         |
| Operational | Physical and Environmental Protection                  | PE         |
| Operational | Contingency Planning                                   | CP         |
| Operational | Configuration Management                               | CM         |
| Operational | Maintenance  | MA         |
| Operational | System and Information Integrity                       | SI         |
| Operational | Media Protection                                       | MP         |
| Operational | Incident Response                                      | IR         |
| Operational | Awareness and Training                                 | AT         |
| Technical   | Identification and Authentication                      | IA         |
| Technical   | Access Control   | AC         |
| Technical   | Audit and Accountability                               | AU         |
| Technical   | System and Communications Protection                   | SC         |

#### By <u>Modality</u>

- 1. Physical
- 2. Technical
- 3. Administrative

A modality is the way (or mode) in which something is done

http://www.sans.edu/research/security-laboratory/article/security-controls

#### By <u>Phase</u>

- 1. Preventative
- 2. Detective
- 3. Corrective

| Preventative                | Detective         | Corrective               | Compensatory     |
|-----------------------------|-------------------|--------------------------|------------------|
| Security Awareness Training | System Monitoring | OS Upgrade               | Backup Generator |
| Firewall                    | IDS               | Backup Data Restoral     | Hot Site         |
| Anti-virus                  | Anti-Virus        | Anti-Virus               | Server Isolation |
| Security Guard              | Motion Detector   | Vulnerability Mitigation |                  |
| IPS                         | IPS               |                          |                  |

#### These are sometimes referred to as "phase controls"

http://www.sans.edu/research/security-laboratory/article/security-controls

- By <u>function</u>
  - Preventive
  - Detective
  - Corrective
  - Compensating

#### By modality

- Physical
- Technical
- Administrative

# Juxtaposing taxonomies to improve understanding...

#### **Modality**

|      | Controls     | Administrative       | Technical                | Physical          |  |
|------|--------------|----------------------|--------------------------|-------------------|--|
| c    | Preventive   | User registration    | Passwords, Tokens        | Fences            |  |
| ctio | Detective    | Report reviews       | Audit Logs               | Sensors           |  |
| Func | Corrective   | Employee termination | Connection<br>management | Fire extinguisher |  |
|      | Compensating | Supervision          | Keystroke logging        | Layered defenses  |  |

# Question

- What is data ?
- What is information ?
- How do data and information relate to each other?
- What is an information system?

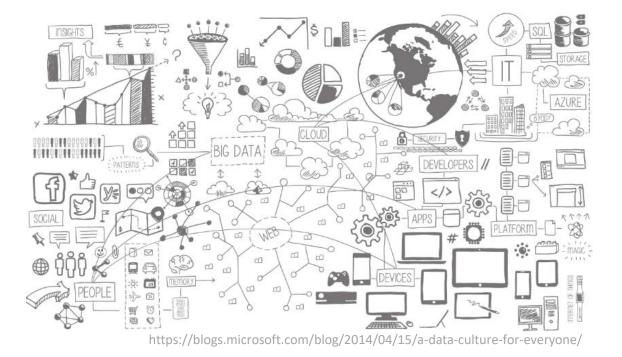
## What is data ?



http://researchdata.ox.ac.uk/

- 1. Known facts or things used as a basis for inference or reckoning
- 2. Quantities or characters operated on by a computer etc.

The Concise Oxford Dictionary



What is the nature of data stored in the attributes comprising the entities within the information system's databases

# What is information?

# An Entity's attribute values can be understood in terms of **"measurement levels"**

Stevens, S.S. 1946. On the theory of scales of measurement. Science 103:677-680.

Measurements levels describe the inherent nature of information in the attribute data that make up entities

- Qualitative information tells what things exist
- Quantitative information orders and measures the magnitude of these things

#### Steven's 4 measurement levels

- 1. Nominal
- 2. Ordinal
- 3. Interval
- 4. Ratio



#### Increasing information content

| Scale               | Defining Relations             |
|---------------------|--------------------------------|
| Nominal             | (a) Equivalence                |
| and the market have | Class A = Class A              |
| PERCENT AND STATE   | Class A ≠ Class B              |
|                     |                                |
| Ordinal             | (a) Equivalence                |
|                     | (b) Greater-less than          |
|                     | A > B                          |
|                     | B <a< td=""></a<>              |
| and a second        |                                |
| Interval            | (a) Equivalence                |
|                     | (b) Greater-less than          |
| Ratio               | (a) Equivalence                |
|                     | (b) Greater-less than          |
|                     | (c) Ratio of any two intervals |
| a nuntri unt        | (d) Ratio of any two scale     |
| de la contra de la  | values                         |



| Order of arrival of contestants | Women's race | Men's race |
|---------------------------------|--------------|------------|
| First                           | Jane         | Tom        |
| Second                          | Melissa      | Dick       |
| Third                           | Leila        | Harry      |

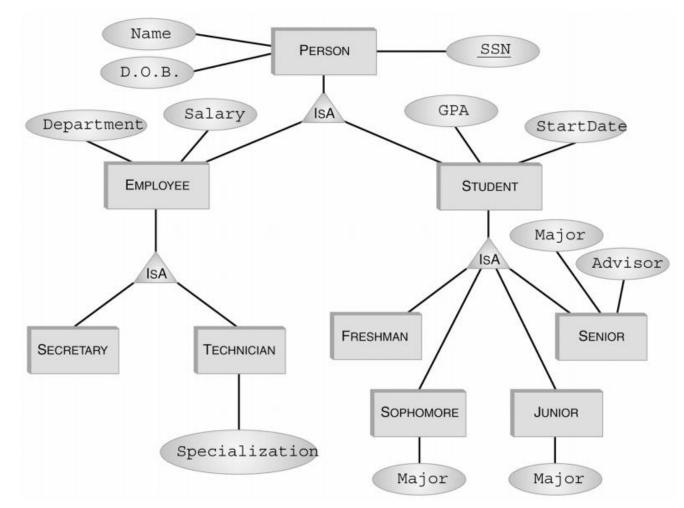
|       | Time of       | Arrival at H | inish Lir | ie    |      |           |
|-------|---------------|--------------|-----------|-------|------|-----------|
| 12:00 | "Hib wit ".be | 12:05        | anto bi   | 12    | 2:10 | p between |
| Jang  | Tom           | Melissa      | Dick      | Leila |      | Harry     |

| Elapsed Running Time |      |             |           |       |
|----------------------|------|-------------|-----------|-------|
| 0                    | 20   | 25          | 30        |       |
|                      | r    |             |           | Tr.   |
|                      | Jane | Tom Melissa | ick Leila | Harry |

## Entity Attribute Value Measurement Types

|          | Qualitative | Quantitative |
|----------|-------------|--------------|
| Nominal  | Х           |              |
| Ordinal  | Х           |              |
| Interval |             | X            |
| Ratio    |             | X            |

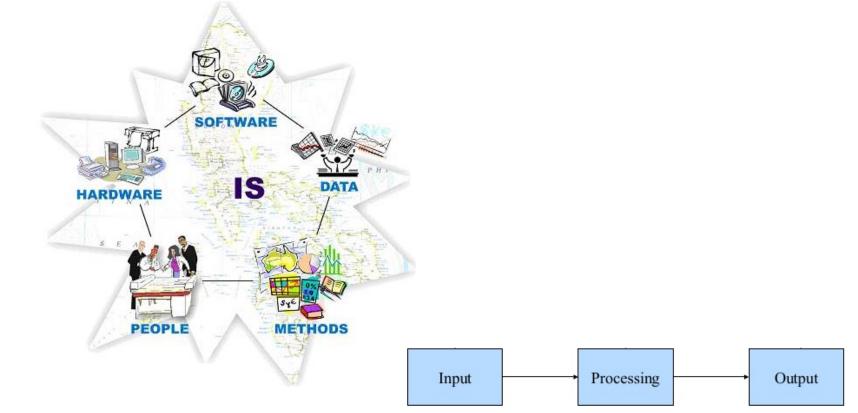
How would you use Steven's measurements levels to categorize this information ?



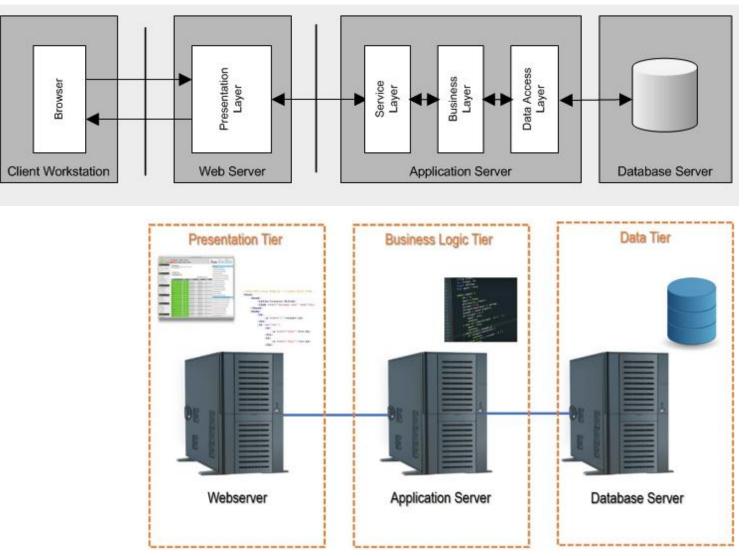
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# What is an information system

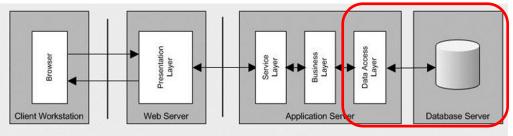
"An **information system** (**IS**) is an organized system for the collection, organization, storage and communication of information. ...complementary networks that people and organizations use to collect, filter (query), process, create and distribute data. Further, an information system (IS) is a group of components that interact to produce information." Wikepedia



### Information system (IS) architectures



### **Information System Data**



#### Relational Data Model

| Sid # | Name  | Year | GPA |  |
|-------|-------|------|-----|--|
| 1     | Smith | 3    | 3.0 |  |
| 2     | Jones | 2    | 3.5 |  |
| 3     | Doe   | 1    | 1.2 |  |
| 4     | Varda | 4    | 4.0 |  |
| 5     | Carey | 4    | 0.5 |  |

Student Relation

| Coverage: Roads | [ | Roads # | x,y Coordinates  |
|-----------------|---|---------|------------------|
| •₩ <b>\</b> @   | [ | 1       | 2,12 6,12        |
| 3               | [ | 2       | 6,12 10,10 14,10 |
| <b>6 6</b>      | [ | 3       | 6,6 6,12         |
|                 | [ | 4       | 3,2 6,4 6,6      |
| ④ ⑦             | [ | 5       | 6,6 10,6         |
| • ~ ~ F         |   | 6       | 10,6 14,6        |
|                 | [ | 7       | 10,2 10,6        |

| Road<br>Number | Road<br>Type | Surface  | Width | Lanes | Name       |
|----------------|--------------|----------|-------|-------|------------|
| 1              | 1            | Concrete | 60    | 4     | Hwy 42     |
| 2              | 1            | Concrete | 60    | 4     | Hwy 42     |
| 3              | 2            | Asphalt  | 48    | 4     | N Main St. |
| 4              | 2            | Asphalt  | 48    | 4     | N Main St. |
| 5              | 3            | Asphalt  | 32    | 2     | Cedar Ave. |
| 6              | 3            | Asphalt  | 32    | 2     | Cedar Ave. |
| 7              | 4            | Asphalt  | 32    | 2     | Elm St.    |

| Fid # | Name    | Position     | Dept |                  |
|-------|---------|--------------|------|------------------|
| 9     | Henry   | Prof.        | Math | Faculty Relation |
| 2     | Jackson | Assist. Prof | Hist |                  |
| 14    | Schuh   | Assoc. Prof  | Chem |                  |
| 21    | Lerner  | Assist. Prof | CS   |                  |

| C # | Course Name  | Cr | Dept | Course Relation |
|-----|--------------|----|------|-----------------|
| 223 | Calculus     | 5  | Math | Course Relation |
| 302 | Intro Prog   | 3  | CS   |                 |
| 302 | Organic Chem | 3  | Chem |                 |
| 542 | Asian Hist   | 2  | Hist |                 |
| 222 | Calculus     | 5  | Math |                 |

| Taug | ht-By R | elation |
|------|---------|---------|
| C #  | Fid #   |         |
| 223  | 9       | 1       |
| 222  | 9       |         |
| 302  | 21      |         |
| 302  | 14      |         |
| 542  | 2       |         |

| Enrol | led Re | lation |
|-------|--------|--------|
| Sid # | C #    | 1      |
| 1     | 223    | 1      |
| 4     | 222    |        |
| 4     | 302    |        |
| 3     | 302    |        |
| 5     | 302    |        |
| 2     | 542    |        |
| 2     | 223    |        |

## Concept

**Classification** Grouping of data according to pre-determined types

Why classify data ?

#### **Data Classification Processes and Models**

Data classification ("categorization") is essential to ensuring that data is appropriately protected, and done so in the most cost-effective manner

The goal is to classify data according to risk associated with a breach to their confidentiality, integrity, and availability

Enables determining the appropriate cost expenditure of security control mitigations required to protect the IT assets

## Key Concepts

| Classification     | Grouping of data according to pre-determined types               |
|--------------------|--|
| Cost-Effectiveness | Appropriateness of the level of risk mitigation expenditure      |
| Confidentiality    | Restriction who may know about and/or have access to information |
| Integrity          | Confidence that information is complete and unaltered            |
| Availability       | Access to information  |

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### Question:

# *How should we determine the information security categorization of an IT asset?*

#### FIPS 199 Standards: Security objectives and impact ratings

FIPS PUB 199

FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATION

Standards for Security Categorization of Federal Information and Information Systems

*Low: Limited adverse effect* 

*Moderate: Serious adverse effect* 

High: Severe or catastrophic adverse effect



|   | POTENTIAL IMPACT   |  |   |  |
|---|--|--|---|--|
| Security Objective  | LOW  | MODERATE   | HIGH  |  |
| <b>Confidentiality</b><br>Preserving authorized<br>restrictions on information<br>access and disclosure,<br>including means for<br>protecting personal<br>privacy and proprietary<br>information.<br>[44 U.S.C., SEC. 3542] | The unauthorized<br>disclosure of information<br>could be expected to have<br>a <b>limited</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                                    | The unauthorized<br>disclosure of information<br>could be expected to have<br>a <b>serious</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                                    | The unauthorized<br>disclosure of information<br>could be expected to have<br>a <b>severe or catastrophic</b><br>adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                                     |  |
| <i>Integrity</i><br>Guarding against improper<br>information modification<br>or destruction, and<br>includes ensuring<br>information non-<br>repudiation and<br>authenticity.<br>[44 U.S.C., SEC. 3542]                     | The unauthorized<br>modification or<br>destruction of information<br>could be expected to have<br>a <b>limited</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                | The unauthorized<br>modification or<br>destruction of information<br>could be expected to have<br>a <b>serious</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                | The unauthorized<br>modification or<br>destruction of information<br>could be expected to have<br>a <b>severe or catastrophic</b><br>adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                 |  |
| Availability<br>Ensuring timely and<br>reliable access to and use<br>of information.<br>[44 U.S.C., SEC. 3542]  | The disruption of access to<br>or use of information or an<br>information system could<br>be expected to have a<br><b>limited</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. | The disruption of access to<br>or use of information or an<br>information system could<br>be expected to have a<br><b>serious</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. | The disruption of access to<br>or use of information or ar-<br>information system could<br>be expected to have a<br><b>severe or catastrophic</b><br>adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. |  |

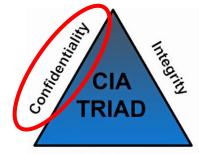
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Standards for Security Categorization of Federal Information and Information Systems





Availability

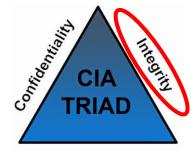
|   | POTENTIAL IMPACT  |   |   |  |
|---|---|---|---|--|
| Security Objective  | LOW   | MODERATE  | HIGH  |  |
| <i>Confidentiality</i><br>Preserving authorized<br>restrictions on information<br>access and disclosure,<br>including means for<br>protecting personal<br>privacy and proprietary<br>information.<br>[44 U.S.C., SEC. 3542] | The unauthorized<br>disclosure of information<br>could be expected to have<br>a <b>limited</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. | The unauthorized<br>disclosure of information<br>could be expected to have<br>a <b>serious</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. | The unauthorized<br>disclosure of information<br>could be expected to have<br>a <b>severe or catastrophic</b><br>adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. |  |

#### FIPS PUB 199

FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATION

Standards for Security Categorization of Federal Information and Information Systems





Availability

|   | POTENTIAL IMPACT  |   |   |  |
|---|---|---|---|--|
| Security Objective  | LOW   | MODERATE  | HIGH  |  |
| <i>Integrity</i><br>Guarding against improper<br>information modification<br>or destruction, and<br>includes ensuring<br>information non-<br>repudiation and<br>authenticity.<br>[44 U.S.C., SEC. 3542] | The unauthorized<br>modification or<br>destruction of information<br>could be expected to have<br>a <b>limited</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. | The unauthorized<br>modification or<br>destruction of information<br>could be expected to have<br>a <b>serious</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. | The unauthorized<br>modification or<br>destruction of information<br>could be expected to have<br>a <b>severe or catastrophic</b><br>adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. |  |

| FIPS PUB | 199 |
|----------|-----|
|----------|-----|

FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATION

Standards for Security Categorization of Federal Information and Information Systems





|   | POTENTIAL IMPACT   |  |  |  |
|---|--|--|--|--|
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# **FIPS 199** standard: Security objectives and impact ratings

|  |   |  | POTENTIAL IMPACT   |  |
|--|---|--|--|--|
| Low: Limited adverse effect  | Security Objective  | LOW  | MODERATE   | нідн   |
| <i>Moderate:</i> Serious adverse effect <i>High:</i> Severe or catastrophic adverse effect | <b>Confidentiality</b><br>Preserving authorized<br>restrictions on information<br>access and disclosure,<br>including means for<br>protecting personal<br>privacy and proprietary<br>information.<br>[44 U.S.C., SEC. 3542] | The unauthorized<br>disclosure of information<br>could be expected to have<br>a <b>limited</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                                    | The unauthorized<br>disclosure of information<br>could be expected to have<br>a <b>serious</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                                    | The unauthorized<br>disclosure of information<br>could be expected to have<br>a <b>severe or catastrophic</b><br>adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                                    |
| What kind of Steven's measurement level<br>is used by the FIPS 199 Information             | <i>Integrity</i><br>Guarding against improper<br>information modification<br>or destruction, and<br>includes ensuring<br>information non-<br>repudiation and<br>authenticity.<br>[44 U.S.C., SEC. 3542]                     | The unauthorized<br>modification or<br>destruction of information<br>could be expected to have<br>a <b>limited</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                | The unauthorized<br>modification or<br>destruction of information<br>could be expected to have<br>a <b>serious</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                | The unauthorized<br>modification or<br>destruction of information<br>could be expected to have<br>a <b>severe or catastrophic</b><br>adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals.                |
| Security categorization standard?  | <i>Availability</i><br>Ensuring timely and<br>reliable access to and use<br>of information.<br>[44 U.S.C., SEC. 3542]   | The disruption of access to<br>or use of information or an<br>information system could<br>be expected to have a<br><b>limited</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. | The disruption of access to<br>or use of information or an<br>information system could<br>be expected to have a<br><b>serious</b> adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. | The disruption of access to<br>or use of information or an<br>information system could<br>be expected to have a<br><b>severe or catastrophic</b><br>adverse effect on<br>organizational operations,<br>organizational assets, or<br>individuals. |

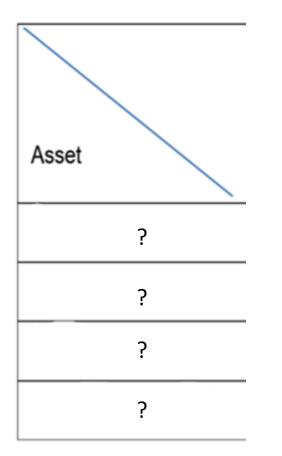
## Question:

How do you determine the information security categorization of each dataset on the Dean's computer?

#### Exercise:

- 1. Inventory the (possible) types of information that might be on the Dean's laptop
- 2. Assign information security categorizations to the information contained on the Dean's laptop
- 3. Provide an overall security categorization for the laptop

1. Create an inventory of types of datasets possibly stored on the Dean's laptop



2. Assign information security categorization impact ratings to the data on the Dean's laptop...

| Impact to<br>Asset        | Confidentiality | Integrity | Availability |
|---------------------------|-----------------|-----------|--------------|
| Staff Salary Data         |                 |           |              |
| Student Data              |                 |           |              |
| Fundraising Presentations |                 |           |              |
| Dean's Personal Data      |                 |           |              |

#### What is the FIPS 199 information security categorization of the Dean's laptop?

| Impact to                    |                 |           |              |
|------------------------------|-----------------|-----------|--------------|
| Asset                        | Confidentiality | Integrity | Availability |
| Staff Salary Data            | High            | Low       | Medium       |
| Student Data                 | High            | Low       | Low          |
| Fundraising<br>Presentations | Medium          | Medium    | High         |
| Dean's Personal<br>Data      | Low             | Low       | Medium       |
| Overall Impact               | ?               | ?         | ?            |

#### FIPS Pub 199 Standard for determining the security categorization of an information system that contains or transports multiple information types

The generalized format for expressing the security category, SC, of an information system is:

SC information system = {(confidentiality, *impact*), (integrity, *impact*), (availability, *impact*)}, where the acceptable values for potential impact are LOW, MODERATE, or HIGH.

Example with multiple information types:

SC contract information = {(confidentiality, MODERATE), (integrity, MODERATE), (availability, LOW)},

#### and

SC administrative information = {(confidentiality, LOW), (integrity, LOW), (availability, LOW)}.

The resulting security category of the information system is expressed as:

SC acquisition system = {(confidentiality, MODERATE), (integrity, MODERATE), (availability, LOW)},

Low: Limited adverse effect Moderate: Serious adverse effect High: Severe or catastro place adverse effect

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#### Overall impact in each of the CIA dimensions is based on the <u>highest</u> impact dataset in each of the dimensions

| Impact to                    |                 |           |              |
|------------------------------|-----------------|-----------|--------------|
| Asset                        | Confidentiality | Integrity | Availability |
| Staff Salary Data            | High            | Low       | Medium       |
| Student Data                 | High            | Low       | Low          |
| Fundraising<br>Presentations | Medium          | Medium    | High         |
| Dean's Personal<br>Data      | Low             | Low       | Medium       |
| Overall Impact               | High            | Medium    | High         |

What single overall information security categorization would you give each dataset on the Dean's laptop?

| Impact to<br>Asset           | Confidentiality | Integrity | Availability | Categorization |
|------------------------------|-----------------|-----------|--------------|----------------|
| Staff Salary Data            | High            | Low       | Medium       | ?              |
| Student Data                 | High            | Low       | Low          | ?              |
| Fundraising<br>Presentations | Medium          | Medium    | High         | ?              |
| Dean's Personal<br>Data      | Low             | Low       | Medium       | ?              |
| Overall Impact               | High            | Medium    | High         |                |

Single overall information security impact ratings for each dataset on the Dean's laptop

| Impact to<br>Asset           | Confidentiality | Integrity | Availability | Categorization |
|------------------------------|-----------------|-----------|--------------|----------------|
| Staff Salary Data            | High            | Low       | Medium       | High           |
| Student Data                 | High            | Low       | Low          | High           |
| Fundraising<br>Presentations | Medium          | Medium    | High         | High           |
| Dean's Personal<br>Data      | Low             | Low       | Medium       | Medium         |
| Overall Impact               | High            | Medium    | High         |                |

What single value would you use to rate the information security requirements of the Dean's laptop?

| Impact to<br>Asset           | Confidentiality | Integrity | Availability | Categorization |
|------------------------------|-----------------|-----------|--------------|----------------|
| Staff Salary Data            | High            | Low       | Medium       | High           |
| Student Data                 | High            | Low       | Low          | High           |
| Fundraising<br>Presentations | Medium          | Medium    | High         | High           |
| Dean's Personal<br>Data      | Low             | Low       | Medium       | Medium         |
| Overall Impact               | High            | Medium    | High         | ?              |

#### The single overall information security categorizations for each dataset on the Dean's laptop

| Impact to<br>Asset           | Confidentiality | Integrity | Availability | Categorization |
|------------------------------|-----------------|-----------|--------------|----------------|
| Staff Salary Data            | High            | Low       | Medium       | High           |
| Student Data                 | High            | Low       | Low          | High           |
| Fundraising<br>Presentations | Medium          | Medium    | High         | High           |
| Dean's Personal<br>Data      | Low             | Low       | Medium       | Medium         |
| Overall Impact               | High            | Medium    | High         | High           |

How do you define and relate the following to each other?

- Policy
- Standard
- Guideline
- Procedure

# Policy, Standard, Guideline and Procedures

- Policy: A formal, brief, and high-level statement or plan that embraces an organization's general beliefs, goals, objectives, and acceptable procedures for a specified subject area. Policies always state required actions, and may include pointers to standards. Policy attributes include the following:
  - Requires compliance (mandatory)
  - Failure to comply results in disciplinary action
  - Focus on desired results, not on means of implementation
  - Further defined by standards and guidelines
- Standard: A mandatory action or rule designed to support and conform to a policy.
  - A standard should make a policy more meaningful and effective.
  - A standard must include one or more accepted specifications for hardware, software, or behavior.
- **Guideline:** General statements, recommendations, or administrative instructions designed to achieve the policy's objectives by providing a framework within which to implement procedures.
  - A guideline can change frequently based on the environment and should be reviewed more frequently than standards and policies.
  - A guideline is not mandatory, rather a suggestion of a best practice. Hence "guidelines" and "best practice" are interchangeable
- **Procedures:** Procedures describe the process: who does what, when they do it, and under what criteria. They can be text based or outlined in a process map.
  - A series of steps taken to accomplish an end goal.
  - Procedures define "how" to protect resources and are the mechanisms to enforce policy.
  - Procedures provide a quick reference in times of crisis.
  - Procedures help eliminate the problem of a single point of failure.
    - Also known as a SOP (Standard Operating Procedure)

MIS 5206 Protecti

# **Policy Example**



#### The City of New York CITYWIDE INFORMATION SECURITY POLICY

#### Data Classification Policy

#### The Policy

The Agency head or designee has responsibility for ensuring agency information assets are appropriately categorized and the appropriate degree of protection is applied based on its valuation.

#### Background

To ensure that business information assets receive an appropriate level of protection, the value of the information must be assessed to determine the requirements for security protection. Business information assets are those that affect and are integral to the City's ability to provide business services with integrity, comply with laws and regulations, and meet public trust.

#### Scope

This policy applies to all information. Information is defined as anything spoken, overheard, written, stored electronically, copied, transmitted or held intellectually concerning the City of New York general business, information systems, employees, business partners, or customers.

#### Information Classification

All information at the City of New York and corresponding agencies will be classified at one of four levels; public, sensitive, private, or confidential.

- Public—This information might not need to be disclosed, but if it is, it shouldn't cause any damage.
- Sensitive—This information requires a greater level of protection to prevent loss of inappropriate disclosure.
- Private—This information is for agency use only, and its disclosure would damage the public trust placed in the agency.
- Confidential—This is the highest level of sensitivity, and disclosure could cause extreme damage to the agency's ability to perform its primary business function. Datasets containing information whose disclosure could lead directly to massive financial loss, danger to public safety, or lead to loss of life is classified as confidential.

#### Information Valuation and Categorization

- Ensure that business information assets receive an appropriate level of protection. The value of the information must be assessed to determine the requirements for security protection.
- 2) All information assets must be valued and categorized.
- Information assets must be evaluated, valued and categorized by the Data Steward on a regular basis.
- To ensure that appropriate protection is provided, the value of information should be determined before transmission over any communications network.

| Special Publication 800-53A | Assessing Security and Privacy Controls in Federal Information Systems |
|-----------------------------|--|
| Revision 4                  | and Organizations - Building Effective Assessment Plans                |

| RA-2 | SECURIT                                   | SECURITY CATEGORIZATION   |  |  |  |  |
|------|---|---|--|--|--|--|
|      | ASSESS                                    | MENT OBJECTIVE:   |  |  |  |  |
|      | Determi                                   | Determine if the organization:  |  |  |  |  |
|      | RA-2(a)                                   | categorizes information and the information system in accordance with applicable federal laws, Executive Orders, directives, policies, regulations, standards, and guidance;  |  |  |  |  |
|      | RA-2(b)                                   | documents the security categorization results (including supporting rationale) in<br>the security plan for the information system; and  |  |  |  |  |
|      | RA-2(c)                                   | ensures the authorizing official or authorizing official designated representative reviews and approves the security categorization decision.   |  |  |  |  |
|      | POTENTIAL ASSESSMENT METHODS AND OBJECTS: |   |  |  |  |  |
|      | Examine                                   | : [SELECT FROM: Risk assessment policy; security planning policy and procedures; procedures<br>addressing security categorization of organizational information and information systems;<br>security plan; security categorization documentation; other relevant documents or records]. |  |  |  |  |
|      | Interview                                 | : [SELECT FROM: Organizational personnel with security categorization and risk assessment<br>responsibilities; organizational personnel with information security responsibilities].  |  |  |  |  |
|      | Test: [SE                                 | LECT FROM: Organizational processes for security categorization].   |  |  |  |  |

## There are alternative "code word" classification systems for data

| Clearance               |  |  |
|-------------------------|--|--|
| Highest                 | Top secret                                   | Unauthorized disclosure could be expected<br>to cause "exceptionally grave damage" to<br>national security |
| 2 <sup>nd</sup> highest | Secret                                       | Unauthorized disclosure would cause<br>"serious damage" to national security                               |
| Lowest                  | Confidential                                 | Unauthorized disclosure would "damage" national security   |
| Unclassified            | Sensitive But Classified                     | Synonym  |
| Unclassified            | For Official Use Only (FOUO)                 | Synonym  |
| Unclassified            | Controlled Unclassified<br>Information (CUI) | Synonym  |
| Unclassified            |  |  |

- The need to protect information is different in different sorts of organizations
- A principal distinction exists between government and business
- But, the terms used for CUI overlap in scope and are often intermingled often resulting in confusion

# Which do you prefer?

## FIPS 199 Standard

The generalized format for expressing the security category, SC, of an information system is:

SC information system = {(confidentiality, impact), (integrity, impact), (availability, impact)},

where the acceptable values for potential impact are LOW, MODERATE, or HIGH.

## ...Or... New York City Data Classification Policy

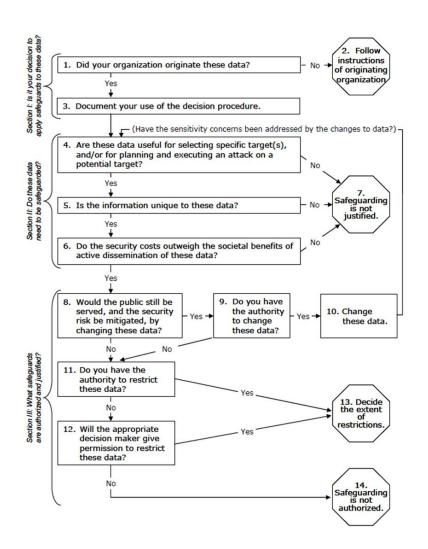
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## Analyzing datasets based on the need for confidentiality



MIS 5206 Protecting Information Assets



Guidelines for Providing Appropriate Access to Geospatial Data in Response to Security Concerns

Http://www.fgdc.gov

#### What is the purpose of the guidelines?

Many public, private, and non-profit organizations originate and publicly disseminate geospatial data. Dissemination is essential to the missions of many organizations and the majority of these data are appropriate for public release. However, a small portion of these data could pose risks to security and may therefore require safeguarding. Although there is not much publicly available geospatial information that is sensitive (Baker and others, 2004, page 123), managers of geospatial information have safeguarded information using different decision procedures and criteria.

The guidelines provide standard procedures to:

- Identify sensitive information content of geospatial data that pose a risk to security.
- Review decisions about sensitive information content during reassessments of safeguards on geospatial data.

Additionally, the guidelines provide a method for balancing security risks and the benefits of geospatial data dissemination. If safeguarding is justified, the guidelines help organizations select appropriate risk-based safeguards that provide access to geospatial data and still protect sensitive information content.

The guidelines do not grant any new authority and are to be carried out within existing authorities available to organizations. They apply to geospatial data irrespective of the means of data access or delivery method, or the format.

#### How are the guidelines organized?

The guidelines provide a procedure consisting of a sequence of decisions (see Figure 1) that an originating organization should make about geospatial data. Each decision is accompanied by related instructions and discussion.

FEDERAL GEOGRAPHIC DATA COMMITTEE U.S. GEOLOGICAL SURVEY, 590 NATIONAL CENTER RESTON, VIRGINIA 20192 The decision sequence is organized using the following rationale:

- Do the geospatial data originate in the organization? If not, the organization is instructed to follow the instructions related to safeguarding that accompany the data.
- II. If the geospatial data originate in the organization, do the data need to be safeguarded? This decision is based on three factors:
  - <u>Risk to security</u>: Are the data useful for selecting one or more specific potential targets, and/or for planning and executing an attack on a potential target?
  - <u>Uniqueness of information</u>: If the data contain information that pose a security risk, is this sensitive information difficult to observe and not available from open sources?
  - <u>Net benefit of disseminating data</u>: If the sensitive information poses a risk to security and is unique to the geospatial data, do the security costs of disseminating the data outweigh the societal benefits of data dissemination?

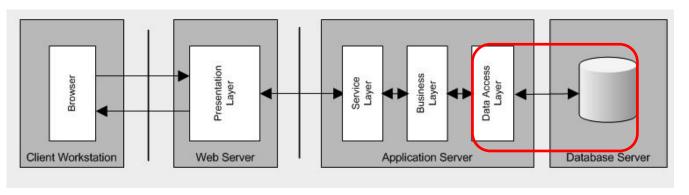
Safeguarding is justified only for data that contain sensitive information, that are the unique source of the sensitive information, and for which the security risk outweighs the societal benefit of dissemination.

- III. If the data need to be safeguarded, what safeguards are justified? The guidelines offer two options:
  - <u>Change the data</u>: Change the data to remove or modify the sensitive information and then make the changed data available without further safeguards. Organizations are advised to review the changed data to ensure that the change(s) dealt effectively with the security concern.

PHONE: 703-648-5514 FAX: 703-648-5755 EMAIL: fgdc@fgdc.gov

# **Geo-Relational datasets**

| Coverag     | e: Roads       |              | Ro       | ads # | x,y Co  | oordinates |
|-------------|----------------|--------------|----------|-------|---------|------------|
| •           | 2              |              |          | 1     | 2,12 6  | ,12        |
| 3           | <u> </u>       |              |          | 2     | 6,12 1  | 0,10 14,10 |
| <b></b> (5) | 6-             |              |          | 3     | 6,6 6,1 | 12         |
| + <u>-</u>  | <b>→</b> ♥•    |              |          | 4     | 3,2 6,4 | 46,6       |
| ( ۵         | ิจ             |              |          | 5     | 6,6 10  | ,6         |
| •           | <i>v</i> ↓     |              |          | 6     | 10,6 1  | 4,6        |
|             |                |              |          | 7     | 10,2 1  | 0,6        |
|             |                |              |          |       |         |            |
|             | Road<br>Number | Road<br>Type | Surface  | Width | Lanes   | Name       |
|             | 1              | 1            | Concrete | e 60  | 4       | Hwy 42     |
|             | 2              | 1            | Concrete | e 60  | 4       | Hwy 42     |
|             | 3              | 2            | Asphalt  | 48    | 4       | N Main St. |
|             | 4              | 2            | Asphalt  | 48    | 4       | N Main St. |
|             | 5              | 3            | Asphalt  | 32    | 2       | Cedar Ave. |
| L           | 6              | 3            | Asphalt  | 32    | 2       | Cedar Ave. |
| [           | 7              | 4            | Asphalt  | 32    | 2       | Elm St.    |



## **Confidentiality categorization example...**

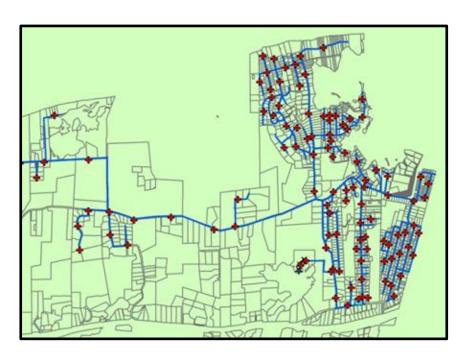
### Framework for Analyzing the Homeland Security Sensitivity of Geospatial Data and Information Sources

| Filter                      | Key Questions for Decisionmakers   |
|-----------------------------|--|
| Usefulness                  | <ul> <li>Is the information useful for target selection or<br/>location purposes?</li> </ul>   |
|                             | <ul> <li>Is the information useful for attack planning<br/>purposes?</li> </ul>  |
| Uniqueness                  | <ul> <li>Is the information readily available from other<br/>geospatial information sources?</li> <li>Is the information available from direct observation or</li> </ul> |
|                             | other nongeospatial information types?   |
| Societal benefits and costs | <ul> <li>What are the expected security benefits of restricting<br/>public access to the source?</li> </ul>  |
|                             | <ul> <li>What are the expected societal costs of restricting<br/>public access to the source?</li> </ul>   |

4. Are these data useful for selecting specific target(s), and/or for planning and executing an attack on a potential target?

Do the data show <u>choke points</u> to increase effectiveness of an attack ?

Do the data show opportunities for competitors to gain an advantage?



# Audit of public geospatial information

RAND's 2004 deliverable included an audit of

- 465 programs/offices/initiatives at 30 agencies and departments identified as providing geospatial information to the public
  - 628 public datasets sampled from websites
  - 37 (~6%) found to be useful in helping an attacker select a target or plan an attack against a site
    - None were considered so critical that an "attacker could not perform the attack without" them
- Conclusions
  - Publically available geospatial "information needed for identifying and locating potential targets is widely accessible"
  - "...detailed and up-to-date information required for attack planning against a particular target is much less readily available"

## Mapping the Risks

Assessing the Homeland Security Implications of Publicly Available Geospatial Information

JOHN C. BAKER, BETH E. LACHMAN, DAVID R. FRELINGER, KEVIN M. O'CONNELL, ALEXANDER C. HOU, MICHAEL S. TSENG, DAVID ORLETSKY, CHARLES YOST

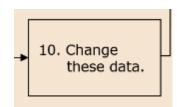
Prepared for the National Geospatial-Intelligence Agency Approved for public release, distribution unlimited



NATIONAL DEFENSE RESEARCH INSTITUTE

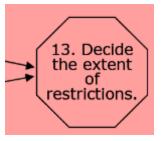
If security risks outweigh benefits of releasing the data to the public, agency can choose to safeguard data by:

- Modifying data
  - Remove or reduce detail in offending data elements
    - either in the attributes, spatial representations, or both

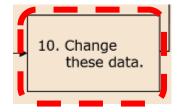


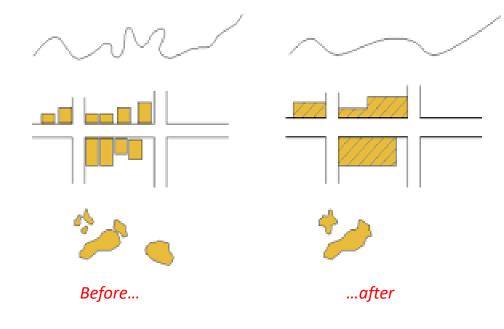
## <u>Restricting access to data</u>

 If agency lacks authority to change data, or believes modifying data will undermine its value to the public, then agency can restrict access



## ...control/mitigate risk...





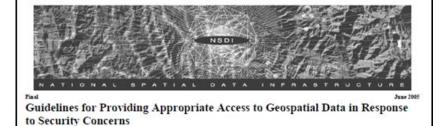
To remove or reduce detail in offending data elements apply techniques of *Cartographic Generalization* 

- 1. Selective Omission
- 2. Simplification
- 3. Combination

## What is the security objective of FGDC's Guidelines ?

#### Integrity Confidentiality Availability Guarding against improper Ensuring timely and Preserving authorized information modification reliable access to and use restrictions on information of information. or destruction, and access and disclosure, includes ensuring including means for information nonprotecting personal repudiation and privacy and proprietary authenticity. information.

What FIPS 199 security objectives are at risk by implementing the FGDC's Guidelines ?

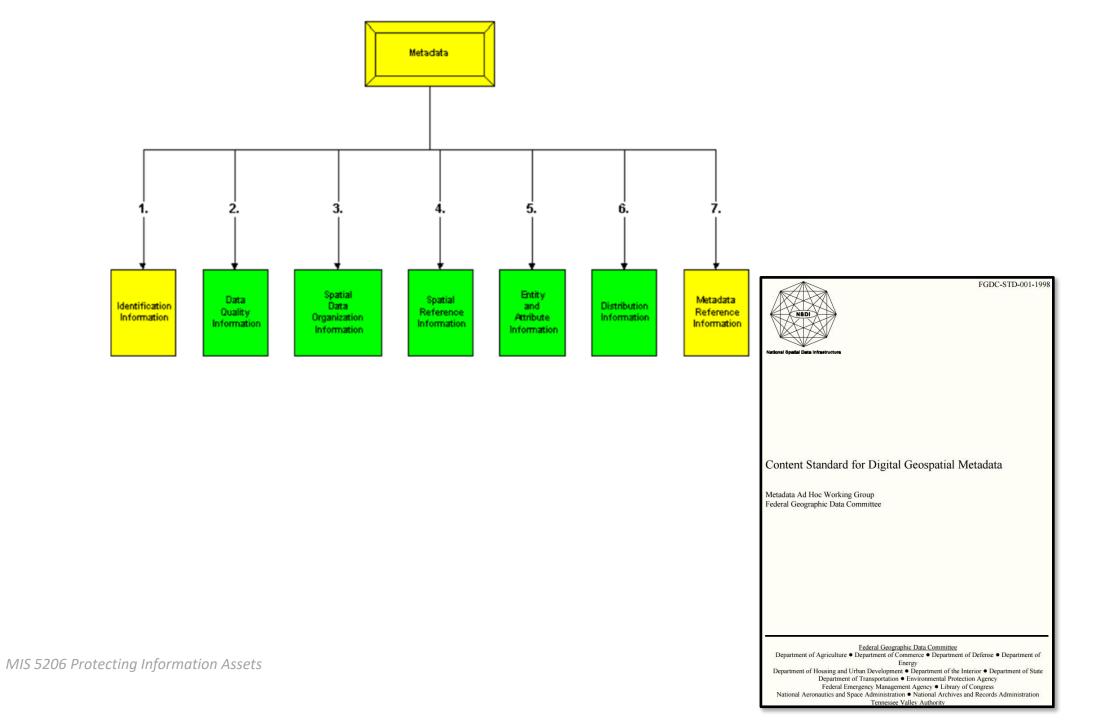


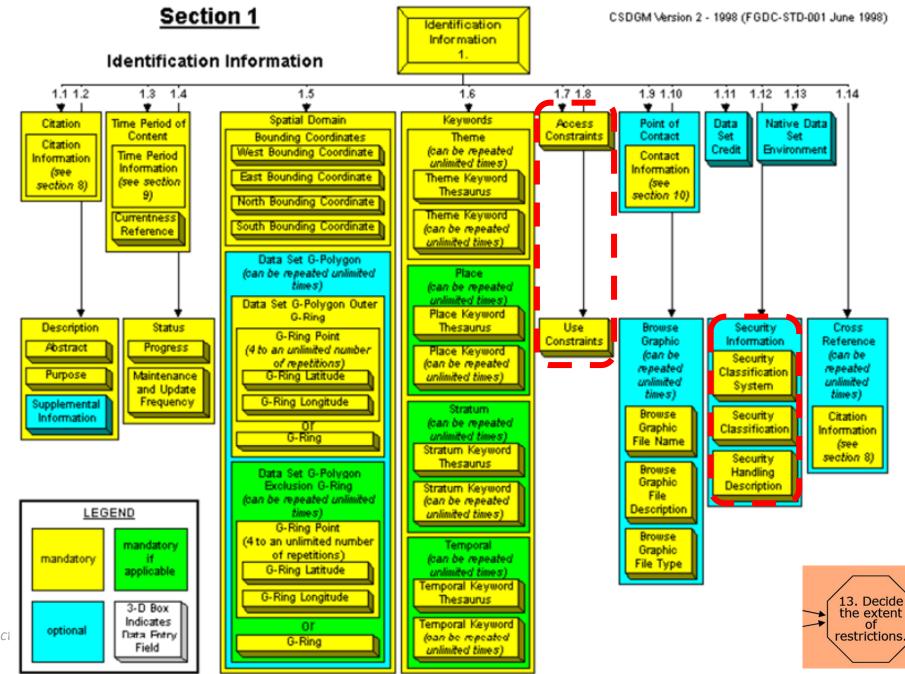
# Metadata enables communicating data classification information



2 examples of metadata standards that include security categorization information for geographic datasets FGDC-STD-001-199 EUROPEAN STANDARD EN ISO 19115-1 NORME EUROPÉENNE EUROPÄISCHE NORM April 2014 ICS 35.240.70 Supersedes EN ISO 19115:2005 English Version Geographic information -Metadata ---Part 1: Fundamentals (ISO 19115-1:2014) Content Standard for Digital Geospatial Metadata Standard was approved by CEN on 22 February 2014 EN members are bound to comply with the CENICENELEC Internal Regulations which stipulate the conditions for giving this Europear tandard the status of a national standard without any alteration. Up-to-date lists and biblographical references concerning such nation tandards may be obtained on application to the CENCENELEC Management Center or to any CEN member. Metadata Ad Hoc Working Group This European Standard exists in three official versions (English, French, German). A version in any other language made by translation sibility of a CEN member into its own language and notified to the CEN-CENELEC Manage Federal Geographic Data Committee datus as the official ve CEN members are the national standards bodies of Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Dermark, Estonia, Finiand, Former Yugoslav Republic of Macedonia, France, Germany, Greece, Hungary, Iceland, Indiand, Italy, Litiva, Lithuania, Luxembourg, Maika, Notheriands, Norvey, Poland, Portugal, Romanis, Slovakia, Slovaria, Sporen, Swach, Switzerland, Turkey and United COMITÉ EUROPÉEN DE NORMALISATION Federal Geographic Data Committee EUROPÄISCHES KOMITEE FÜR NORMUNG Department of Agriculture • Department of Commerce • Department of Defense • Department of Energy Department of Housing and Urban Development . Department of the Interior . Department of State CEN-CENELEC Management Centre: Avenue Marnix 17, B-1000 Brussels Department of Transportation • Environmental Protection Agency Federal Emergency Management Agency . Library of Congress © 2014 CEN All rights of exploitation in any form and by any means reserved worldwide for CEN national Members. Ref. No. EN ISO 19115-1:2014 | National Aeronautics and Space Administration . National Archives and Records Administration ennessee Valley Authorit

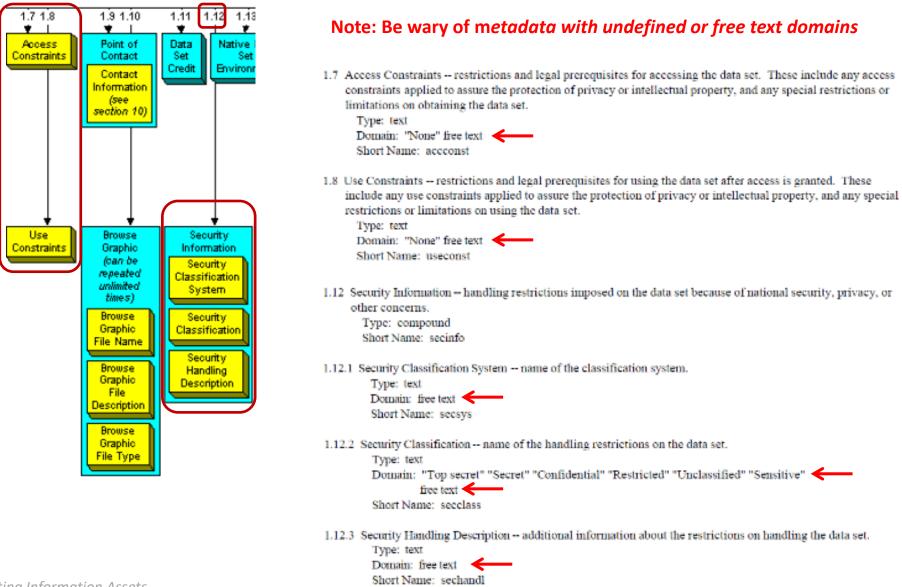
MIS 5206 Protecting Information Assets





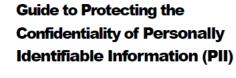
MIS 5206 Protect

## **Communicating risk classification and controls...**



NIST SP 800-122 – Guide to Protecting Confidentiality of PII

- Specifically focused on:
  - Identifying PII
  - Determining PII confidentiality impact level needed to supplement the FIPS 199 confidentiality impact level of an information system



Special Publication 800-122

Recommendations of the National Institute of Standards and Technology

Erika McCallister Tim Grance Karen Scarfone

NIST

ational Institute of andards and Technolo Department of Comme

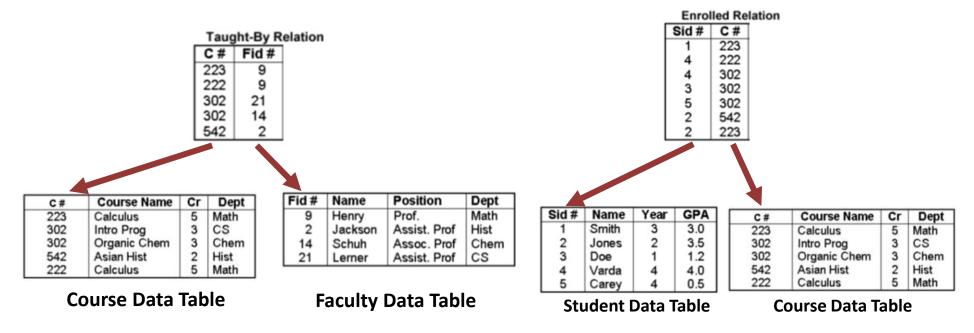
# Personally Identifiable Information (PII)

Any information about an individual maintained by an agency, including:

- Any information that can be used to <u>distinguish</u> (i.e. identify) or <u>trace</u> an individual's identity, such as:
  - Name
  - Identifying number
  - Address
  - Asset identifier
  - Telephone number
  - Personal characteristics
  - Personally owned property identifiers

- 2. Any other information that is <u>linked</u> or <u>linkable</u> to the identifiers listed in #1:
  - Date of birth
  - Place of birth
  - Race
  - Religion
  - Weight
  - Geographic indicators
  - Medical information
  - Educational information
  - Financial information
  - Employment information
  - ...

# Linked information



# Linkable information

#### Property ("Parcel") Data Table

| Shape | ID | PIN          | Area   | Addr           | Code |
|-------|----|--------------|--------|----------------|------|
|       | 1  | 334-1626-001 | 7,342  | 341 Cherry Ct. | SFR  |
|       | 2  | 334-1626-002 | 8,020  | 343 Cherry Ct. | UND  |
|       | З  | 334-1626-003 | 10,031 | 345 Cherry Ct. | SFR  |
|       | 4  | 334-1626-004 | 9,254  | 347 Cherry Ct. | SFR  |
|       | 5  | 334-1626-005 | 8,856  | 348 Cherry Ct. | UND  |
|       | 6  | 334-1626-006 | 9,975  | 346 Cherry Ct. | SFR  |
|       | 7  | 334-1626-007 | 8,230  | 344 Cherry Ct. | SFR  |
|       | 8  | 334-1626-008 | 8,645  | 342 Cherry Ct. | SFR  |

PIN is a common identifying number that can serve as a "foreign key" to link the data tables together

#### **Owner Tax Data Table**

|   |              |               |            |              | 1       |
|---|--------------|---------------|------------|--------------|---------|
|   | PIN          | Owner         | Acq.Date   | Assessed     | TaxStat |
| - | 334-1626-001 | G. Hall       | 1995/10/20 | \$115,500.00 | 02      |
|   | 334-1626-002 | H. L Holmes   | 1993/10/06 | \$24,375.00  | 01      |
|   | 334-1626-003 | W. Rodgers    | 1980/09/24 | \$175,500.00 | 02      |
|   | 334-1626-004 | J. Williamson | 1974/09/20 | \$135,750.00 | 02      |
|   | 334-1626-005 | P. Goodman    | 1966/06/06 | \$30,350.00  | 02      |
|   | 334-1626-006 | K. Staley     | 1942/10/24 | \$120,750.00 | 02      |
|   | 334-1626-007 | J. Dormandy   | 1996/01/27 | \$110,650.00 | 01      |
|   | 334-1626-008 | S. Gooley     | 2000/05/31 | \$145,750.00 | 02      |

# Personally Identifiable Information (PII)

Property ("Parcel") Data Table

4 334-1626-004 9,254

ID PIN

Area

1 334-1626-001 7,342 341 Cherry Ct.

2 334-1626-002 8,020 343 Cherry Ct.

3 334-1626-003 10,031 345 Cherry Ct.

5 334-1626-005 8,856 348 Cherry Ct.

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Addr

347 Cherry Ct.

Code

SFR

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  - Weight
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  - Medical information
  - Educational information
  - Financial information
  - Employment information
  - ...

| Is this PII |
|-------------|
|-------------|

| Owner Tax Data Table PIN Owner Acq.Date Assessed TaxSt |               |            |              |        |  |  |
|--|---------------|------------|--------------|--------|--|--|
| PIN  | Owner         | Acq.Date   | Assessed     | laxsta |  |  |
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# Agenda

✓ Vocabulary

✓ Data Classification Process and Models

- Test taking tip
- Quiz

## - Read the answers first -

This contradicts many people's test taking recommendations...

...but, it works. Here's why:

- Quickly alerts you to the type of question to expect
- Focuses your attention in reading the question for meaningful information
- Gives you advanced warning that there may be more than one significant concepts (option to answer in the form "Both A & B")
- Gives you an opportunity to get a sense of the sort of answer the test maker is looking for
- There may be more than one valid answer, but the test maker may be looking for "best mitigation for the situation" or "least risk in the situation"

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## Example:

- A. Transaction authorization
- B. Loss or duplication of EDI transmissions
- C. Transmission delay
- D. Deletion or manipulation of transactions prior to or after establishment of application controls

Example:

Which of the following represents the GREATEST potential risk in an Electronic Data Interchange (EDI) environment?

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Answer: A

1. Which of the choices below is the most often used criteria to determine the classification of a business object?

- a. Value
- b. Useful life
- c. Age
- d. Personal association

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- b. A company resource that is lost due to an incident
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- a. Crackers
- b. Hackers
- c. Employees
- d. Saboteurs

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- ✓ Data Classification Process and Models
- ✓ Test taking tip
- ✓ Quiz