



Information Security Standards Implementation Process

How Will the Standards be Implemented?

Recognizing that it will take time to fully meet all of the requirements in the Standards, Faculties/Departments are expected to gradually implement these requirements over a three-year period. The goal is to focus on securing High-Risk Confidential Information before addressing the protection of lower-risk information. High-Risk Confidential Information includes the following information: **Social Insurance Numbers (SIN), official government identity card Numbers (e.g. Passport ID, Drivers' Licence No.), Bank Account Information, Personal Health Information (PHI), Biometric Data, and Date of Birth (DoB).**

Who is Responsible for Developing Implementation Roadmaps?

Each UBC Faculty/Department is responsible for designing its own Implementation Roadmap to meet the requirements in the Standards within the three-year period in a way that is sensitive to its own particular circumstances. This Implementation Roadmap should be finalized by March 31, 2015 and sent to information.security@ubc.ca. This will give the Information Security Governance Committee an overview of the implementation work across the university.

What Assistance is Available for Developing the Roadmaps?

As a starting point, Faculties/Departments may wish to use the Model Implementation Roadmap below, which takes into account the complexity of the standards and the risk level of the information to be protected. Over the coming months, UBC will be issuing additional tools to assist Faculties/Departments to develop their own Implementation Roadmaps.

Standards for All Users – MODEL Implementation Roadmap			
Std No.	Standard	High-Risk Confidential Information	All other Information
4	Reporting Information Security Incidents	MILESTONE 1 Aug. 31, 2014	
10	Accessing Electronic Accounts and Records		
2	Password and Passphrase Protection		
8	Destruction of UBC Electronic Information		
1	Security Classification of UBC Electronic Information	MILESTONE 2 Aug. 31, 2015	MILESTONE 4 Aug. 31, 2017
3	Transmission and Sharing of UBC Electronic Information		
6	Working Remotely		
9	Outsourcing and Service Provider Access	MILESTONE 3 Aug. 31, 2016	
5	Encryption Requirements		
7	Securing Computing and Mobile Storage Devices/Media		

Management & Technical Standards – MODEL Implementation Roadmap			
Std No.	Standard	High-Risk Confidential Information	All other Information
21	Requesting Variance from Information Security Standards	MILESTONE 1 Aug. 31, 2014	
15	Wireless Networks		
18	Physical Security of UBC Datacentres		
11	User Account Management	MILESTONE 2 Aug. 31, 2015	MILESTONE 4 Aug. 31, 2017
12	Privileged Account Management		
13	Securing User Accounts		
16	Cryptographic Controls		
20	Development and Modification of UBC Systems	MILESTONE 3 Aug. 31, 2016	
14	Vulnerability Management		
17	Logging and Monitoring of UBC Systems		
19	Internet Facing Systems and Services		