Information security & supervisor's responsibilities

What you as a supervisor can do about information security at Tilburg University

CISO | The Chief Information Security Officer (CISO) can advise you on security risks, security measures, and risk acceptance and can support you in creating awareness.
Need advice? Please contact
CISO-office@tilburguniversity.edu

AS A SUPERVISOR

You monitor processes in your team

As a supervisor you keep a grip on the processes in your team and make sure that security risks are prevented as much as possible. If we run security risks, you do the risk management and take measures where possible and appropriate.

You can organize the information security in your team's processes by assessing the risks and taking measures where possible and appropriate.

You decide what risks are acceptable

As a supervisor, you provide risk management by finding the optimum compromise between measures on the one hand and the resulting limitations for the process, on the other.

You lead by example

It is important that you as a supervisor encourage and stimulate safety awareness among staff. This begins with consciously giving a good example.

You can stimulate awareness by paying attention to information security in team meetings and informing team members of relevant activities, e.g., the Digital Safety at Work training.

Information security
taking measures to deal with risks as regards confidentiality, integrity and availability of data.

- **C** **Confidentiality**
  Are data only accessible to authorized people?
- **I** **Integrity**
  Are data correct, up-to-date and complete?
- **A** **Availability**
  Are data available and accessible when they are needed?

New process or changing an existing process?
Please take the following steps with support of the CISO.

step 1
Classify the process and/or application based on confidentiality, integrity and availability (CIA Triad). Do the risks score low/medium/high?

step 1a
Is a new application concerned or a modification of an existing one? Have a security check conducted via the Information Manager.

step 2
Take measures in the event of security risks, based on the CIA Triad.

step 3
Are there HIGH-risk security issues and have you decided NOT to take any measures? Sign the Risk Acceptance Form. The CISO will submit this decision to the Executive Board and list it in the Risk Register.

Monitor security risks for as long as the process lasts or the application is used. Repeat the above steps where necessary.

More information?