

<b>UT Health Science Center:</b>	
<b>IT0311-HSC-E.01 Encryption for Mobile Computing and Storage Devices</b>	
<b>Version 4</b>	<b>Effective Date: 03/17/2016</b>

<b>Responsible Office:</b> Office of Cybersecurity	<b>Last Review:</b> 03/01/2025 <b>Next Review:</b> 03/01/2027
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## Purpose

To outline encryption requirements for all personally owned and the University of Tennessee Health Science Center (UTHSC) owned and managed mobile computing and storage devices.

## Scope

All mobile computing and storage devices, appliances, laptops, tablets, smartphones, peripherals, etc., regardless of device ownership, accessing, storing, and transmitting UTHSC data or information with a Restricted data classification rating per [IT0005-HSC-A-Data & System Classification](#).

## Definitions

**Restricted Data** - The effect on confidentiality and integrity of the Data is significant and includes compliance requirements. This Data is governed by federal or state compliance requirements, and unwarranted exposure can lead to compliance issues and/or fines. This includes all Data that contains personally identifiable information (PII), protected health information, student education records, and cardholder Data. This Classification level also includes lower-risk items that, when combined, represent increased risk. per [IT0005-HSC-A-Data & System Classification](#). Minimum security requirements are explained on the webpage <https://uthsc.edu/its/cybersecurity/requirements.php>.

**Personal Device** - any device that is not purchased or owned by UTHSC.

**UTHSC Information Technology (IT) Resource** - a broad term for all things related to information technology from a holistic point of view, and covers all University-owned or managed information technology services, including cloud-based services, that users have access to.

## Responsibilities

**Data Owner** is ultimately responsible for the data and information being collected and maintained by his or her department or division, usually a member of senior

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management. They assign data classification based on the data's potential impact level and determine if data access is allowed.

**Information Technology Services (ITS)** is responsible for the deployment of the technical controls to manage personal devices on the UTHSC network.

**Office of Cybersecurity** is responsible for establishing security controls and procedures to protect UTHSC's intellectual property and data. Classification of data is per [IT0005-HSC-A-Data & System Classification](#). The security of the data is based on [IT0311-HSC-D-Data Security](#).

**Owner of a personal device** must abide by this practice and all University standards and practices while using their personal device on the UTHSC network.

**System Owner** is responsible for the development, procurement, integration, modification, operation, maintenance, and/or final disposition of an information system.

**UTHSC Chancellor/Executive Leadership** defines the allowance for the use of personal devices on the UTHSC network.

## Practice

1. UTHSC data or information with a level 2 Classification must be protected by encryption during transmission over any wireless network and any non-UTHSC network.
2. All mobile devices deployed after October 1, 2017, through ITS CTS (Customer Technology Services) are encrypted.
3. Regardless of device ownership, as of January 1, 2016, UTHSC data or information with a Restricted data classification stored on mobile computing and/or portable storage devices must be encrypted.
4. All persistent storage within any and all mobile computing devices used within UTHSC must meet the following encryption standards:
  - a. The encryption passphrase will meet or exceed password strength requirements per [IT0506-HSCA.01-Password Management and Complexity](#). The following exception applies:
    - i. Small portable computing devices where keyboard entry is cumbersome (e.g. smartphones) may use reduced password strength and complexity if the device is configured to allow no more than 10 failed password entry attempts before preventing use by locking for a significant amount of time or erasing all storage.
  - b. The encryption mechanism includes a management component that

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- provides key recovery and proof that the device is encrypted.
- c. The encryption and key management methods used must have the approval of UTHSC’s Office of Cybersecurity or designee.
  - d. Whenever possible, devices will include the ability to remotely wipe stored data in the event the device is lost or stolen.
5. All portable storage devices must be fully encrypted. The following exceptions apply:
- a. When NO UTHSC data or information with a Restricted data classification will be stored, and encryption would interfere with the device’s intended use (e.g., a promotional USB device). Devices used in this way must be clearly marked as not for use with UTHSC data or information with a Restricted data classification.
  - b. Devices and/or media used for marketing and public relations that have no UTHSC data or information with a Restricted data classification stored on the device, and the intended recipient is not a member of the UTHSC Community.
6. Personally owned devices must adhere to [IT0102-HSC-C-Personally Owned Device Security](#).
7. Exceptions to this Practice should be requested using the process outlined in [IT0003-HSC-A.02-Security Exceptions and Exemptions to ITS Standards and Practices](#).
- a. If an exception is allowed for personal devices, encryption of these devices must be adhered to according to [IT0311-HSC-E-Encryption](#).

## Policy History

Version #	Effective Date
1	03/17/2016
2	12/03/2020
3	03/01/2023
4	03/01/2025 – new naming convention

## References

1. [IT0311-Information Technology Data Access, Management, and Recovery](#)
2. [IT0003-HSC-A-Information Security Program](#)

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3. [IT0003-HSC-A.02-Security Exceptions and Exemptions for ITS Standards Practices & Controls](#)
4. [IT0005-HSC-A-Data & System Classification](#)
5. [IT0102-HSC-C-Personally Owned Device Security](#)
6. [IT0311-HSC-D-Data Security](#)
7. [IT0311-HSC-E-Encryption](#)
8. [IT0506-HSC-A.01-Password Management and Complexity](#)