

Recommended

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

**REASONABLE CARE IN PROTECTING
PROPRIETARY AND/OR CONFIDENTIAL
INFORMATION**

POLICY: F41

WARNED: 1.27.21

ADOPTED: 2.17.21

EFFECTIVE: 2.17.21

Purpose

When WCUUSD service users are engaged in communication involving proprietary or confidential information from external or un-trusted networks, the use of encryption must be employed. The Information Technology Department has made available policies and procedures for service users that require remote access, these systems must be used for the transmission of sensitive information. For example, the use of the corporate VPN (IPsec), Secure Sockets Layer (SSL/https) or Transport Layer Security (TLS/https) is required for accessing WCUUSD systems when dealing with sensitive information across the Internet. Resources that are not encrypted by default should be avoided.