UF IT Standards for Data Use Limitations of UF Payment Card Information

Authority

This standard was enacted by the UF Senior Vice President for Administration and the UF Interim Chief Information Officer on July 10, 2008 [4]. It was approved by the UF Controller, UF Chief Privacy Officer and UF General Counsel.

What Constitutes Payment Card Information?

UF-PCI is:

• Credit card account number alone or with cardholder name, service code, or expiration date.

Data protected by the Payment Card Industry Data Security Standard [1] is called UF Payment Card Information (UF-PCI). This includes any storage, transmission or processing of credit card data.

Limitations of UF-PCI Use:

1. Use of credit card account numbers must be consistent with the UF E-commerce Security and Management Policy [3] and PCIDSS [1].
2. Transmission between servers and desktops managed by UF IT Workers is permitted only for authorized roles and must be approved by the UF Controller's Office. Strong encryption is required.
3. No electronic storage on backup media or any other form is allowed.
4. No storage on personally managed computers, portable computers, and removable media is permitted.
5. Computer network transmission involving 3rd parties, or non-UF servers and networks must be approved by the Controller's Office and in compliance with the UF E-commerce Security and Management Policy. Any 3rd parties must be certified compliant with PCIDSS.
6. Anyone with access to UF-PCI must attend UF-sanctioned data protection training and must agree to comply with PCIDSS and UF data protection requirements.
7. Removal of UF-PCI from UF premises is not allowed [2].
8. Any alternatives or exceptions to these limitations must be approved by the UF Controller's Office.

Bibliography

[1] Payment Card Industry Data Security Standard (PCI DSS):
https://www.pcisecuritystandards.org/tech/index.htm
[2] UF Privacy Policy: http://privacy.ufl.edu/
[3] UF E-commerce Security and Management Policy:
http://fa.ufl.edu/uco/handbook/handbook.asp?doc=1.4.11.12
[4] DDD announcement of this standard,
http://lists.ufl.edu/cgi-bin/wa?A2=ind08&L=DDD-L&P=R35323&I=-3