

Data Security

References

- Effective Date: 2/3/2023
- Approved By: P20 WIN Data Governing Board

Policy Purpose

The purpose of this policy is to outline the P20 WIN data security process. The establishment of a data security policy and process will help ensure that data requestors can prepare adequately to request data, that agencies can make informed decisions for the release of data, and that data are securely transmitted, stored, and released in compliance with all applicable state laws, policies, and regulations throughout the P20 WIN information lifecycle.

Policy Statement

To fulfill the mission of P20 WIN to inform policy and practice, agencies must be able to ensure that data will be shared securely throughout the data sharing process. Data security involves people, process and technology – and involves legal, technical, procedural and physical measure to ensure security.

To set clear expectations, P20 WIN agencies will describe the critical components of data security for anyone requesting data. Requirements for data requestors will be communicated clearly and transparently to facilitate the request process.

Related Documents

Relevant federal laws:

[Privacy Act of 1974 - 5 U.S.C. 552a](#)

[Federal Educational Rights and Privacy Act \(FERPA\)](#)

[Section 303 of the Social Security Act - 20 U.S.C. 603](#)

Relevant state laws:

[Connecticut Freedom of Information Act](#)

[Connecticut Personal Data Act \(CTDPA\)](#)

Revision History

Version Number	Version Date	Description of Change	Point of Contact
1	2/3/2023		