

INFORMATION SECURITY EXCEPTION REQUEST FORM

Complete this request form with all required information and email to datasecurity@uab.edu. This application is subject to final approval by Enterprise Information Security, Unit heads, and/or CIO. All exceptions are valid for a maximum of one year and can be renewed on a yearly basis thereafter.

Contact information for person requesting exception (print):			
Name:		BlazerID:	
Phone:		Email:	
Date:		Department:	
Technical Lead Name:		Email:	
Dean or VP Name:		Email:	

Policy or Standard from which you are requesting an exemption (include element within Policy/Standard):

List the systems/networks/applications for which this exemption will be applied (include machine names and IP addresses).

Does the system/application contain or process Restricted or Sensitive Data? Please describe – quantity, regulation, contract, etc.

Business reason for exception request? (Be explicit and complete)

What risks have you identified as being associated with this exception request?

What mitigation steps are planned to safeguard and protect University data if this request is approved? (Be specific)

Time Period for this exception:
 (Maximum 12 months for initial exception approval; mandatory review will follow to determine renewal or termination)

_____ Days _____ Months (based on 30 days)