

## Colleague UI: Protecting PII

### Description

The university protects the privacy of student and faculty / staff PII (personally identifying information) among our systems. If your position requires access to PII, please consult with your supervisor to submit a request to HR and IT for access. Please consider the following information from the California Department of Justice when defining the scope of PII you need access to.

Note: except for very specialized positions, continuous access to PII is not authorized.

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From the California Department of Justice (<https://oag.ca.gov/>)

The protection of Personally Identifying Information (PII) and the overall privacy of information are concerns both for individuals whose personal information is at stake and for organizations held liable should PII be inappropriately accessed, used, or disclosed. California Department of Justice policy regarding the release of PII states that strong justification must be made for each PII data element.

### Category

1. Colleague UI

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