



**The following survey is being conducted to collect information about the types of data that are viewed and processed on UNC systems. The results will be evaluated only by the ITS Security office, and all responses will be treated confidentially.**

**Please answer the following questions to the best of your ability.**

1. Do you see social security numbers (SSN) on your computer system(s) on a regular basis?  
☐ Yes  
☐ No
2. If you answered "Yes" to the previous question, please approximate how many SSNs you can see over the course of a typical week (Please check only one answer)?  
☐ 1-3  
☐ 4-6  
☐ Greater than 6  
☐ Other (please specify) \_\_\_\_\_
3. Please check the answer that best completes the following statement. When I am able to view SSNs, I can typically see  
☐ All 9 digits of the SSN  
☐ Only the last 4 digits of the SSN  
☐ Other (please specify) \_\_\_\_\_
4. Where do you typically see information containing SSNs (please check all that apply) ?  
☐ Excel spreadsheets  
☐ Web site  
☐ University-based applications (please specify which system(s) \_\_\_\_\_)  
☐ Other (please specify) \_\_\_\_\_
5. Are you an HR facilitator?  
☐ Yes  
☐ No
6. Do you work with Human Resources data?  
☐ Yes  
☐ No
7. Do you view or process financial aid information?  
☐ Yes  
☐ No
8. Please complete the following statement. When I work on my computer system, I can typically see (please check all that apply)  
☐ bank routing numbers  
☐ account numbers  
☐ Other (please specify) \_\_\_\_\_  
☐ I do not see this type of information on my computer.



9. Do you view or process credit card information?
- ☐ Yes
  - ☐ No
10. If you answered "Yes" to the previous question, please check the answer(s) that best completes the following statement. When I am able to view credit card information, I can typically see (please check all that apply)
- ☐ All 16 digits of the credit card number
  - ☐ Only the last 4 digits of the credit card number
  - ☐ The card expiration date and security code
  - ☐ Other (please specify)\_\_\_\_\_
11. Where do you typically see information containing credit card information (please check all that apply) ?
- ☐ Excel spreadsheets
  - ☐ Web site
  - ☐ University-based applications (please specify which system(s))\_\_\_\_\_
  - ☐ Other (please specify)\_\_\_\_\_
12. Do you view or process medical or research patient data?
- ☐ Yes
  - ☐ No
13. If you answered "Yes" to the previous question, please approximate how many medical or patient records you can see over the course of a typical week (Please check only one answer)?
- ☐ 1-3
  - ☐ 4-6
  - ☐ Greater than 6
  - ☐ Other (please specify)\_\_\_\_\_
14. Where do you typically see information containing medical or patient records (please check all that apply) ?
- ☐ Excel spreadsheets
  - ☐ Web site
  - ☐ University-based applications (please specify which system(s))\_\_\_\_\_
  - ☐ Other (please specify)\_\_\_\_\_

If you have additional questions or concerns, please feel free to contact the ITS Security office via secure remedy ticket (remedy group name: ITS-SECURITY).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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