Risk Assessment Document
Information Security Risk Assessment

CollectSmart
10-18-2021

Cover Page

Note: **For your project to proceed, it must meet the following requirements in addition to this approved UNC Information Security Risk Assessment:**
Review by UNC Data Governance Oversight Group: Attach PDF to new ServiceNow Request   **Completed approved terms and conditions: Procurement & OUC**   **Contact UNC Digital Accessibility for VPAT Review**

Risk Assessment Document
Information Security Risk Assessment Summary Report

Project:	CollectSmart
ServiceNow Ticket Number:	SCTASK0213769
Date Requested:	10-18-2021
Customer:	Matt Simon, Senior Data & GIS Analyst • NC Institute for Public Health
Risk Analyst:	Glenn Morgan

Non-disclosure agreement:	☐ Yes/ ☒ No	**Mission Critical**	☐ Yes/ ☒ No

Sensitive Data Types			
Tier 2: UNC PII, Research PII, FERPA, Other: *PII (Survey Data)*			
Tier 3: SSN, PHI/HIPAA, PCI, Other: *None*			
Custom (ie NIST 800-171)			

	Security Requirements	Passing criteria	Actual results	Scoring
1	**Security Documents** **UNC RAVE**	**Clean Documentation/Items Addressed**	**UNC Cloud Apps**	☒ PASS
2	**Breach Check**	**No breaches in last 36 months**	**UNC Cloud Apps**	☒ PASS

Data Breach information from: *https://privacyrights.org/categories/data-breaches*

Result: *Approved as recommended.*
Reviewed by: *Dennis Schmidt, Chief Information Security Officer*
Review date: 11/19/2021
Justification: *Appropriate controls are in place for the data scope evaluated.*

Project

The CollectSmart project has two parts: the project management website and the mobile app. The web application uses the U.S. Census GIS to determine the population in an area and implement a random sample with probability proportional to size. The sample is drawn, the application allows the project manager to push the sample out to the mobile app. The mobile app is used to direct survey teams to the appropriate address to conduct interview.

The web application then allows a project manager to monitor the progress of surveyors and analyze incoming data from the field. The project dashboards allow the manager to see the number of surveys completed by each team and by sampling unit.

The mobile app takes questionnaires and allows survey teams to navigate to the survey locations and collect responses. The mobile app is compatible with Android tablets and phones only.

The CollectSmart website was hosted on a UNC School of Public Health ITS web server and is currently being moved over to UNC CloudApps as part of a class project for UNC Comp523.

Solution (the Application / Product / Service)

CollectSmart is a web application and mobile app which will be run on UNC CloudApps and UNC provided tablets.

Architectural Diagram & Data flow diagram
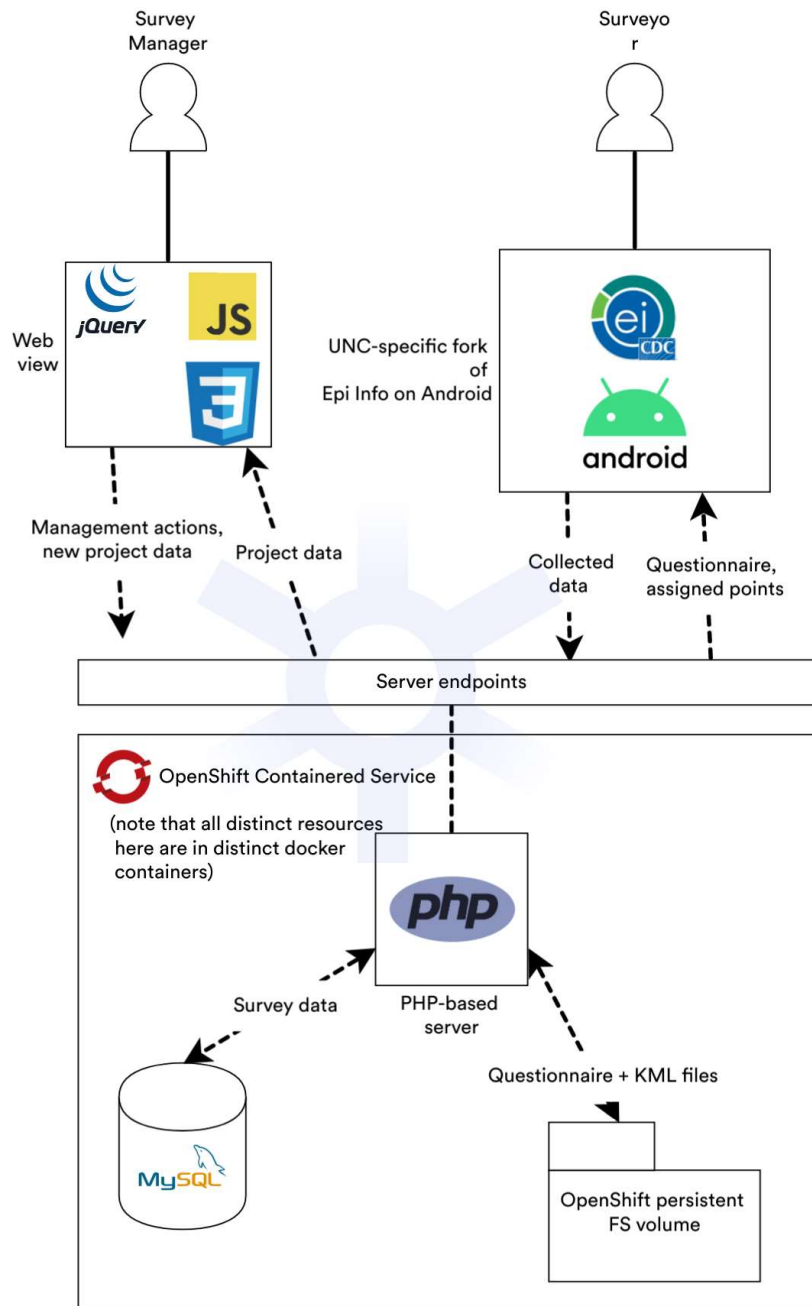
All data will be collected using UNC issued tablets. Data will be stored on UNC CloudApps. The project is being assisted by UNC Comp523.

According to Matt Simon, School of Public Health would use dummy data for the prototype version to get the Comp533 students access to the CloudApps platform.

Data

The data in scope for this project includes:

Tier 2: Customer Survey Data

- *Dates*
- *Demographics*

- *eMail Address*
- *Geographic Subdivisions*
- *Psychology Questions*

Data Sources: Customer direct surveys, per Matt Simon, the surveys are part of multiple IRBs – all exempt Non-Human Subjects Research (NHSR).

Additional information regarding connections outside of UNC (3rd party vendors): None

Data Security

How the data is protected

- *User /admin Access Control: All CollectSmart users are UNC Faculty & Staff*
- *Physical Security: UNC ITS CloudApps*
- *Security Awareness Training: All CollectSmart users are UNC Faculty & Staff*
- *Security Policies: UNC Security Policies & Procedures*
- *Incident Response: UNC ITS CloudApps*
- *DR/BC: UNC ITS Cloud Apps*

The users of CollectSmart are UNC Faculty & Staff from NC Institute for Public Health who are working with specific IRBs.

Risks

Risk: CollectSmart surveys are conducted off campus using mobile devices which can be lost or stolen.

Mitigation: All mobile devices shall meet UNC ITS security standards.

Risk: CollectSmart data in transit, unknown method.

Mitigation: The School of Public Health shall confirm that data from mobile app to CloudApps will be secured using https/tls.

Risk: CollectSmart server hosted on CloudApps and SSO &MFA status is unknown.

Mitigation: The School of Public Health shall work to enable the UNC SSO/MFA for the CloudApps server.

Recommendation

This solution is recommended for approval.

Supporting Documentation

CollectSmart RACE Form

[No Real Data Email](#)