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Home > Population Definition

**Topic**
Information Technology [1]

**Policy Number**
650-15

**Reviewed Date**
August 15, 2016

**Responsible Office**
- Office of the Senior Vice Chancellor, Finance and Administration [2]

**Purpose**
This policy defines the populations included in the University of California San Francisco (UCSF) infrastructure for identity management. It authorizes UCSF to record and manage identity information for individuals for specified purposes.

**Definitions**

**Authentication**

The validation that a person or other entity is known to UCSF.

**Authorization**

The management of access privileges for an individual based upon the individual?s identity, attributes of the individual relating to the individual?s role at UCSF, the official role of the individual at UCSF, the resource(s) to which the individual seeks access, and the rules that pertain to that resource.

**Identity Management**

The storage and maintenance of identity information for a defined population for specific business reasons.

**Policy**

UCSF will record and manage identity information regarding an individual, including but not limited to faculty, staff, students, residents, fellows, trainees, visitors, volunteers, and affiliates, for any of the following reasons:

A. To fulfill obligations, including paying salary and wages, conferring benefits, meeting external legally or contractually mandated reporting obligations, and providing
transcripts, verifications, certifications, and similar confirmations;
B. To provide services;
C. To comply with UCSF policies;
D. To grant access to resources of the University or an entity participating in a federation of
trust to an individual, including information resources, physical resources, and financial
resources.

Responsibilities

Contact Responsible Office (see above) with any questions.

Related Policies

- **650-16 - Information Security and Confidentiality** [3]

References

- UCSF Information Technology Site [4]
- BFB IS-3 - Information Security [5]
- BFB IS-11 - Student Applicant Records [6]

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