Category	IT Infrastructure and Services	**Policy Number**	SUP-ITS-201	جـامـعـة زايـــد ZAYED UNIVERSITY
Distribution	External	**Version**	2.0	
Responsible Office	CAFO	**Policy Owner**	IT Department	
Date Approved	4 October 2020	**Effective Date**	4 October 2020	
Date Last Reviewed	30 September 2020	**Due Date for Next Review**	30 September 2023	

POLICY
Access Control

1. Purpose

The purpose of this policy is to control access to information, information processing facilities, and business processes based on business and security requirements; and to provide an adequate level of protection to the information related to Zayed University.

2. Scope of Application

This policy applies to all Zayed University (ZU) faculty members, staff members, students, third-party contractors, vendors, and any such entity that is associated with ZU information, data, software, resources and hardware and related processing facility and in anyway interacts with the information assets of Zayed University.

3. Policy

3.1 Compliance with ZU's Access Control Policy enables consistent resource controls throughout ZU to minimize exposure to security breaches, while allowing systems administrators and technical support staff to conduct their activities within a legitimate framework.

3.2 Access, dissemination and authorization of information flow and business processes are controlled based on business and security requirements.

3.3 Access to ZU information, data, software, resources and hardware is restricted to authorized users only to prevent accidental or unintentional exposure or amendment to application software, information or data.

3.4 All departments must comply with the Access Control Policy and Procedures for their business systems.

3.5 All departments are responsible for ensuring external providers of services and systems comply with the Zayed University Access Control Policy and Procedures.

3.6 All systems shall have a formal user access lifecycle process.

3.7 An automated or centralized identity and access management system shall be used for managing information system accounts.

4. Related Policies and Laws

SUP-ITS-203 Information Security
Telecommunications Regulatory Authority (TRA) Regulations for Information Technology Security in Federal Entities
National Electronics Security Authority Security Controls

5. Administration

This policy is administered by the Information Technology Department.

6. Revision History

Date	Revision
20 February 2023	Administrative change: • Updated the information header and policy numbers to be in line with the new format. • Updated the policy number from SUP-ITS-03 to SUP-ITS-201.
4 October 2020	President's Decree issued (PD #90 of 2020).
30 September 2020	Approved by the University Council.
31 May 2020	Non-substantive change: Added External Distribution.
5 November 2019	Reviewed by CAFO Management Council and endorsed for further approval. Revisions as per requirement from Telecommunications Regulatory Authority (TRA) Regulations for Information Technology Security in Federal Entities: • Updated Application, Policy Section • Added National Electronics Security Authority Security Controls as Related Policies and Laws
12 March 2018	Approved by the University Council. New policy