

Old Dominion University Computer Science Department Policies and Procedures

Title: Data Transfer

ID: CSS003

Revision: 1.0

Purpose

This procedure is to define the condition under which data owned by one user may be given to another user by the Computer Science Department Systems Administrators without the explicit request of the original data owner.

Scope

This procedure applies to all data on all systems within the Computer Science Department.

Approval of Data Transfer

- In the event an original data owner is unable or unwilling to allow transfer of data owned by them to another user, permission for the data transfer may be given at the discretion of the Director of Computing Resources.
- In the event of approval being given by the Director of Computing Resources, there is no requirement for the initial data owner to be notified of the transfer.

Definitions

N/A

Revision History

7/18/2008 - Rev 1.0 Approved by Ajay Gupta