

## INFORMATION ASSET REGISTER

All information in <your unit> should be classified by those responsible for the information into one of the following example categories.

Information may fall into *Public* or *Open* categories, but for good reason, such as personal privacy or protection of patient interests, information will be categorised as *Confidential* or *Strictly Confidential*.

### **Public**

May be viewed by anyone, whether part of the CIO Marburg or external.

### **Open**

Access is available to all members of <your unit> who have a legitimate right to access it, for example via

### **Confidential**

Access is only available to specified members of the project, with appropriate authorisation.

### **Strictly Confidential**

Access is controlled and restricted to a small number of named individuals.

Information Asset	Classification	User list
<b>Study database including patient identifiable information</b>	Strictly confidential	PI Clinician Data Manager Delegated persons
<b>Study database – anonymised</b>	Confidential	PI Clinician Data Manager Delegated persons Statistician
<b>SAE data</b>	Confidential	PI Clinician

		Data Manager Delegated person
<b>Final data set</b>	Open	All members of <your unit> with legitimate access.
<b>Published data set</b>	Public	Anyone
<b>Paper CRFs</b>	Strictly Confidential	PI Clinician Data Manager Delegated persons Statistician
...		