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GÉANT Data Classification Tool

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The GÉANT Data Classification Tool has been created to help institutions that use cloud-based computation solutions assess data sensitivity, and criticality, to estimate the risks of placing data on the cloud. This is a critical component of General Data Protection Regulation (GDPR) compliance, and is an important indicator of whether data can, or should, be migrated to a cloud-based platform.

While the GÉANT framework agreements and cloud catalogue facilitate an easy and intuitive migration path, every institution must evaluate and assess its own data and make appropriate decisions.

In accordance with the GÉANT guidelines for information classification in higher education, and based on the adverse impact that data corruption may have on the institution's mission, service operations, finances or reputation, there are three levels of risk for data:

Low Risk	• **Data for public use** • **Loss of confidentiality, integrity, or availability of the data or system has no significant impact**
Medium Risk	• **Personal data** • **Data is not generally available to the public** • **Loss of the data could have a mildly adverse impact**
High Risk	• **Sensitive personal data** • **Confidential data** • **Loss of the data could have a significant adverse impact**

The GÉANT Data Classification Tool is an easy way to assess the data a user is considering moving to or placing on cloud-based solutions. Data classification uses several metrics related to security, where each metric is divided into three or four classes indicating security levels or types of security treatment:

Confidentiality	• Open • Restricted • Confidential
Integrity	• Low • Medium • High
Accessibility	• Low • Medium • High
Storage Period	• Temporary • Fixed • Variable • Permanent
Storage Location	• Any • EU, EEA • National
Disposal Rules	• Low • Medium • High

How To Use the GÉANT Data Classification Tool

Answer the questions on the **QUESTIONS** worksheet by inserting Y for YES or N for NO, as appropriate, in the green cells, using a separate column for each data type. There is no need to answer every question if it is not applicable. You can also replace some questions by a more appropriate one that better reflects your use case. Depending on your answers, the tool will automatically calculate the resulting level of each security metric. The results will also be summarised in the **SUMMARY** worksheet.

The **EXAMPLES – QUESTIONS** worksheet may help you get started classifying your data types, and the **EXAMPLES – SUMMARY** worksheet illustrates the output you will receive.

Please keep in mind that the results obtained from the tool should be treated as a suggested assessment or indication for final data classification. The final classification must be made by the users themselves (data managers) and may vary by organisation. In order to do that, it is suggested that the users export the summary results into their own system or document to revise and adjust before the classification is officially accepted and checked for compliance against the organisation's internal rules.

Warranty and Limitation of Liability

The GÉANT Data Classification Tool is provided "as is" without warranty of any kind, either express or implied, including, but not limited to, the implied warranties of merchantability, title, non-infringement, and fitness for a particular purpose. In no event will a user of the GÉANT Data Classification Tool be entitled to any damages, including lost profits or data, or other incidental or consequential damages, arising out of the use or inability to use the software or any data supplied therewith, even if the user has been advised of the possibility of such damages, or for any claim by any other party.