Level	Data Classification and Examples (abridged version)
5	**Information that would cause severe harm to individuals or the University if disclosed.**
	• Research information classified as Level 5 by an IRB or otherwise required to be stored or processed in a high security environment and on a computer not connected to the Harvard data networks • Certain individually identifiable medical records and genetic information, categorized as extremely sensitive
4	*Information that would likely cause serious harm to individuals or the University if disclosed.*
	• High Risk Confidential Information (HRCI) and research information classified as Level 4 by an IRB • Personally identifiable financial or medical information • Information commonly used to establish identity that is protected by state, federal, or foreign privacy laws and regulations • Individually identifiable genetic information that is not Level 5 • National security information (subject to specific government requirements) • Passwords and Harvard PINs that can be used to access confidential information
3	*Information that could cause risk of material harm to individuals or the University if disclosed.*
	• Research information classified as Level 3 by an IRB • Information protected by the Family Educational Rights and Privacy Act (FERPA) to the extent it is not covered under Level 4 including non-directory student information and directory information about students who have requested a FERPA block • HUIDs associated with names or any other information that could identify individuals • Harvard personnel records (employees may discuss terms and conditions of employment with each other and third parties) • Institutional financial records • Individual donor information • Other personal information protected under state, federal and foreign privacy laws not classified as Level 4 or 5
2	*Information the disclosure of which would not cause material harm, but which the University has chosen to keep confidential.*
	• Unpublished research work and intellectual property not in Level 3 or 4 • Research information classified as Level 2 by an IRB • Patent applications and work papers, drafts of research papers • Building plans and information about the University physical plant
1	*Public information.*
	• Research data that has been de-identified in accordance with applicable rules • Published research • Published information about the University • Course catalogs • Directory information about students who have not requested a FERPA block • Faculty and staff directory information

Need to talk to an expert? Contact rdsap@harvard.edu for research data and data use agreement questions and ithelp@harvard.edu for all other security questions. Report any data breach to your Help Desk. *Eff. 7.23.13*