Policy

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Security policy

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Decision-makers: Vice-Chancellor Anders Fällström

Responsible function: Security coordinator

Administrators: Lars Hägglund

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Summary: The security policy summarises the overall objectives and responsibilities of Mid Sweden University's security work.

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Security Policy

Introduction and purpose

Mid Sweden University shall be characterized by openness with a high degree of accessibility for the university's students and other actors in the surrounding society. A high degree of transparency also entails a responsibility to conduct active and systematic work with safety and risk management.

Security work shall support the University's assignments in education, research and collaboration, and contribute to ensuring that operations can be conducted with high availability, robustness and maintained confidence. It shall also contribute to a safe study and work environment and to the protection of information, assets and business continuity.

The policy sets out overall goals and responsibilities for Mid Sweden University's security work and is supplemented by policy documents in each area. It applies to the entire business and includes employees, students and contractors as well as activities in the university's premises and digital environments.

Overall objective

Safety management shall ensure the protection of life and health, information and other assets, as well as the continuity and robustness of operations. The University shall have the ability to prevent, detect, manage and recover from adverse events.

The work will be conducted systematically, risk-based and integrated into the University's management and operational processes. Measures shall be prioritised on the basis of risk and consistency and designed to be cost-effective and effective.

Security work shall ensure compliance with laws, regulations and internal requirements and maintain confidence in the business.

Areas of security

Mid Sweden University's security work includes crisis preparedness and civil defence, continuity management, personal safety, physical and environmental security, and information, IT and cyber security.

Within these areas, there shall be control and the ability to prevent, detect, manage and recover from disturbances. Critical activities shall be identified and have documented business continuity plans.

Roles and responsibilities

Vice-Chancellor

The Vice-Chancellor has overall responsibility for the University's safety work and for ensuring that this is carried out in accordance with applicable laws and regulations.

Security coordinator

The Security Coordinator directs and coordinates the overall security work and is responsible for coordinating security issues in the role of Security Protection Officer. The function supports operations in safety issues and monitors and develops safety work.

Heads of Department and Heads of Divisions

Heads of department and head of divisions are responsible for ensuring that safety requirements are integrated into their own operations, that risks are identified, assessed and managed, and that employees have knowledge of relevant safety procedures. They are also responsible for ensuring that incidents are reported and handled.

Security team

The Security Group is a coordinating and preparatory forum for the University's security work. The group supports the vice-chancellor and the security coordinator in the governance, prioritisation and follow-up of security issues. The Security Group coordinates the security work between different parts of the business, prepares strategic security issues, monitors the security situation and

proposes measures and supports the development of common working methods and priorities. The composition of the group is specifically defined and may be complemented, if necessary, by relevant functions.

Employees

Employees and students must comply with applicable policies and procedures, contribute to a good safety culture and report risks, incidents and incidents.

Incident management

Mid Sweden University shall ensure that risks, incidents and incidents are reported promptly in accordance with established procedures. Incident management shall include reporting, analysis, action, feedback and learning in order to reduce the risk of similar events occurring again.

Crisis management and preparedness

Mid Sweden University shall have a crisis organisation and preparedness to lead, coordinate and communicate in the event of serious events and in the event of elevated preparedness. Crisis management shall include activation, situational awareness, decision-making and coordination, as well as feedback and learning.

Education and safety culture

Mid Sweden University shall maintain a safety awareness. Employees and students should be given the conditions to know relevant threats, risks and routines through adapted education and information initiatives. The management shall actively promote a good safety culture.

Follow-up and improvement

Compliance with the policy shall be monitored within the framework of the University's regular management processes. Deviations and incidents shall be analysed and lead to improvement measures. Security work must be continuously developed based on changing requirements, threats and risks. The safety work shall be reported to the management board twice a year and to the board once a year.