



# Cochise County Board of Supervisors

Public Programs...Personal Service  
www.cochise.az.gov

**Policy Title:** Media Protection

**Policy Number:** 1807

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**Effective:** June 1, 2019

**Supersedes:**

**Last Reviewed/Updated:**

**Scope/Coverage:** All Information Technology (IT) Resources owned or operated by Cochise County

**Policy Contact:** IT Department

**Source Document Reference:** Policy reflects standards of the National Vulnerability Database (NVD). Content contains hyperlinks to NVD sources. The NVD is a product of the NIST Computer Security Division, Information Technology Laboratory and is sponsored by the Department of Homeland Security's National Cyber Security Division

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## **I. Media Access (MP-2)**

The organization restricts access to sensitive information such as medical records, Personally Identifiably Information (PII), and Criminal Justice Information System (CJIS) data based on the legal requirements of protecting the specific category of sensitive information as defined in the [Cochise County Risk Assessment policy](#).

## **II. Media Marking (MP-3)**

Cochise County marks information system media indicating the distribution limitations, handling caveats, and applicable security markings for any classification that is not releasable to the public.

## **III. Media Storage (MP-4)**

Cochise County physically controls and securely stores backup tapes, and hard drives, or any other media with sensitive information within controlled areas and protects information system media until the media are destroyed or sanitized using approved equipment, techniques, and procedures.

## **IV. Media Sanitization (MP-6)**

Cochise County sanitizes information system media prior to disposal, release out of organizational control, or release for reuse in accordance with applicable federal and organizational standards and policies.