

Arkansas Secretary of State	Office: Arkansas Secretary of State		
	Section: Elections		
	Title: Election System Information Sensitivity		
	Number: AR-ESP-002		
Charlie Daniels	State <input checked="" type="checkbox"/>	County <input checked="" type="checkbox"/>	Precinct <input checked="" type="checkbox"/>
History		Approval:	Dates
Effective Date: April 30, 2006			
Revision Date(s):			
Review Date(s):			

PURPOSE:

This document establishes standards for the sensitivity categorization of all voting system and voter registration system information. The National Institute of Standards and Technology (NIST) recommends this type of categorization so that all election information administrators, custodians, and users will be familiar with the types and sensitivity of election information they handle. NIST has statutory requirements and expectations under the Help America Vote Act of 2002 for studying and establishing certification procedures for voting systems. All Information Users have a responsibility to know the sensitivity of the information they are handling. It is their responsibility to be aware of the consequences of both accidental and intentional release of the information.

TABLE:

	Non-Confidential Information	Confidential Information
Examples	<input type="checkbox"/> Voting system user manuals; <input type="checkbox"/> Voting system brochures; <input type="checkbox"/> Logic and accuracy test results; <input type="checkbox"/> Zero-tapes from voting devices; <input type="checkbox"/> Results or audit tapes from voting devices; <input type="checkbox"/> User acceptance test results for any election system; <input type="checkbox"/> Contracts for voting systems and voter registration systems; <input type="checkbox"/> Voter registration system user manuals; <input type="checkbox"/> Arkansas voter education pamphlets and brochures; <input type="checkbox"/> Sample ballots; <input type="checkbox"/> Voter registration forms; <input type="checkbox"/> Voter registration reports that do not contain confidential data elements; <input type="checkbox"/> Maps to polling places;	<input type="checkbox"/> Voting system source code; <input type="checkbox"/> Voter registration system source code; <input type="checkbox"/> Voting systems and voter registration system security and continuity plans containing information that could compromise the confidentiality, integrity, or availability of the systems and that is covered by applicable Arkansas State Law; <input type="checkbox"/> All system passwords; <input type="checkbox"/> All election setup and ballot definition specifications; <input type="checkbox"/> Vendor documentation labeled as "Confidential" or "Proprietary," <input type="checkbox"/> Voters' ballots; <input type="checkbox"/> Voting data stored on

	Non-Confidential Information	Confidential Information
	<ul style="list-style-type: none"> <input type="checkbox"/> Non-restricted voter registration data displaying on video monitors; <input type="checkbox"/> State and county website pages. <input type="checkbox"/> Any information that has a history of being treated in a public manner and that Arkansas law defines as a non-confidential public record. 	<ul style="list-style-type: none"> memory chips, smartcards, and other data transportation devices; <input type="checkbox"/> Voting results prior to tabulation and release to the public; <input type="checkbox"/> Data (such as Social Security Numbers) in voter registration files that have legal restrictions upon distribution or disclosure.
Criteria	Public disclosure causes no harm. There is a history of public release of this kind of information.	Unauthorized disclosure or modification could result in significant adverse impact on the integrity of the election process, embarrassment, or penalties to the Secretary of State's Office, the State Election Commission, the County Clerk, the County Election Commission, polling place officials, and Arkansas's citizens.
Access/Release	Available to the public and for distribution outside the Secretary of State's Office, the State Elections Commission, the County Clerk's office, and the County Election Commission.	Restricted access based on public records and statutory requirements. Not to be released externally, unless in accordance with specified statutes, policies, and procedures.

REFERENCES:

FIPS¹ PUB 199: Standards for Security Categorization of Federal Information and Information Systems. National Institute for Standards and Technology, December 2003.

END

¹ Federal Information Processing Standard.