|  |  |  |  |
| --- | --- | --- | --- |
| **Summary** | | | |
| **PO/RQ/SN/WD Contract number** | Click or tap here to enter text. | **Cyber Matrix Score** | Click or tap here to enter text. |
| **Supplier Name** | Click or tap here to enter text. | | |
| **Description** | Click or tap here to enter text. | | |
| **Contract Type** | Choose an item. | **Contract Phase** | Choose an item. |
| **Annual Contract Value** | Click or tap here to enter text. | **Campus Unit Owner** | Click or tap here to enter text. |
| **\*\*Data Security -** Does this contract provide mission-critical systems, products, or services? | Choose an item. | **\*\*Data Security** - Will GT transmit, store or provide access to any data w/ the supplier under the agreement? | Choose an item. |
| **\*\*Background Checks -**  Will the supplier have *regular* interaction in any of these areas: Students, Employees, Minors, Monies, Sensitive/Confidential Data, Mission-Critical Service, and/or Facilities? | Choose an item. | **\*\*Data Security -** If GT transmits/stores or provide any data to the supplier under this agreement, is the data classified as protected (e.g. PII, PHI, financial, educational)? | Choose an item. |
| **\*\*If Background Checks aren’t required, provide explanation*:*** | Click or tap here to enter text. | | |

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| **Procurement Use only** | | |
|  | Scope of work reviewed by Department |  |
|  | GPR Posting > $24,999 Non-Exempt |  |
|  | eVerify affidavit (for services, $2500+) |  |
|  | DOR/Tax Compliance Approval, if needed |  |
|  | Compliant with GA Procurement Manual |  |
|  | Supplier has signed final version |  |
|  | If required, Cybersecurity contract location provided: | Click or tap here to enter text. |
|  | Background Checks clauses include in contract | Choose an item. |
|  | Cyber Score | Click or tap here to enter text. |
|  | Data Type | Click or tap here to enter text. |
| **Contract Routing Approval** | | |
|  | Department | ***\*\*The Dept./Budget Manager confirms the Background Checks & Data Security information are accurate.*** |
|  | Cybersecurity |  |
|  | Legal Affairs |  |
|  | Insurance Director |  |
|  | Risk Panel |  |
|  | Procurement |  |

|  |  |
| --- | --- |
| Department | Procurement - Buyer |
| Signature: | Signature: |
| Name: | Name |
| Title: | Title |
| Date: | Date |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Cyber Security | Insurance |
| Signature: | Signature: |
| Name: | Name: |
| Title: | Title: |
| Date: | Date: |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Legal Affairs | Risk Panel |
| Signature: | Signature: |
| Name: | Name: |
| Title: | Title: |
| Date: | Date: |
| Click or tap here to enter text. | Click or tap here to enter text. |