

2022 NIH Summer Internship Program: Security Incident Response 101

NIH is excited for you to work with us over the course of your internship! We hope you'll find your internship rewarding and educational. It is important that you understand how to report a situation where government information or access to it is compromised (an unlikely but not impossible situation!).



How could I be involved in an “incident” as a summer intern? As a summer intern, you'll have access to important and potentially sensitive information to conduct your internship duties!



Incident Response (IR) Contact Information

1. **Call the IR Hotline:
(301) 881-9726**
2. **Work with your daily
mentor or PI to
notify your local IT**

Note: The NIH IT Service Desk is not trained for security incidents

Your Security Responsibilities as a Summer Intern:

- Notify the NIH Incident Response Team: Threat Mitigation & Incident Response if you lose your personal device with an open NIH Virtual Desktop session or mishandle sensitive information
- Only use your NIH Virtual Desktop session for activities directly related to your internship
- Whenever you access any sensitive data, do so with the utmost care
- If you're not at home, terminate your NIH Virtual Desktop session whenever you aren't actively using it and protect your device and its screen when you are
- Be vigilant and maintain control of your device when you have an open NIH Virtual Desktop session

Potential Incidents:

- Lost or stolen personal device with an open or recent NIH Virtual Desktop session
- Mishandling of sensitive information (e.g., personally identifiable information, controlled unclassified information, or grant award information)