



Commonwealth of Kentucky
Finance and Administration Cabinet

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AGENCY CONTACT MEMORANDUM - 02032020

To: Agency IT Leadership, Technical Contacts

From: Ruth Day
Chief Information Officer

Date: March 17, 2020

Subject: Desktop Equipment Memo

As we work together to provide IT services that ensure continuity of agency operations, offer new and innovative ways to meet the needs of Kentucky's citizens, and promote social-distancing for in-office staff, we will continue to face unprecedented challenges. As we have worked with many of you to transition state staff to remote work via telecommuting, the lack of state-assigned mobile devices (laptop, tablet, etc.) for key staff is a barrier. While it may be tempting to send staff home with their desktop computer, this is NOT permitted. ***Desktop computers and monitors may NOT be removed from state offices or facilities.***

To meet the needs of state staff that will telecommute and do NOT have a state-assigned mobile device, COT offers a SSL Virtual Private Network (SSL VPN). Staff with a home computer, standard internet browser software (such as Internet Explorer, Safari, Chrome, etc.), and internet access will be able to remotely access their in-office computer from home, as if they are working in the office. The desktop computer will remain in the state office, communications between the home computer and the in-office desktop will be secure, and state staff can continue to efficiently meet agency needs.

If you have questions or need SSL VPN services in your agency, please contact the Commonwealth Service Desk.