AGENCY CONTACT MEMORANDUM #2013-1002

To: Agency IT Leadership, Technical Contacts

From: James M. Fowler,
             Chief Information Officer

Date: Oct. 9, 2013

Subject: New Enterprise Security Policies

Commonwealth Office of Technology is proud to announce new information security and media protection policies for the enterprise.

Effective immediately, the Enterprise Information Security Program (CIO-091) calls for the Commonwealth to follow security guidelines set by the National Institute of Standards and Technology. This policy provides a security framework that creates security safeguards, best practices and standards, and offers a dynamic security plan to protect the Commonwealth's infrastructure and critical assets.

By adopting the new common framework and its controls, agencies will see several advantages, including a shared vocabulary and shared concepts related to information security controls that will improve communication and understanding. Additional advantages include common standards for audits, compliance monitoring and greater insight into the overall security posture of the Commonwealth.

The establishment of the policy provides clearly defined, measurable, and enforceable security controls that will be consistently applied across the enterprise, although the implementation of controls within the NIST framework will vary to some degree based on system classification and risk.

COT has also released a new Media Protection Policy (CIO-092) to ensure provisions are in place to protect stored information until sanitization or destruction. This policy also includes new security standards for marking, transporting, storing, encrypting, and retaining media, and creates standards for access control, logging and accountability.

The new policy replaces CIO-077, which previously served as the enterprise sanitation policy. The new sanitation form can be found by clicking here. Agencies may develop and enforce additional procedures or those deemed more restrictive, but the minimum standards identified by this policy are required.

Each executive cabinet is responsible for enforcing both policies. Each agency is responsible for ensuring that employees within their organizational authority are aware of the provisions of both policies, and compliance by all employees is expected.

If you would like additional information or have questions about the new policies, please contact the Commonwealth Service Desk (502) 564-7576.