



## **COT Security Alert – Accepted Use of State Accounts**

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As we live in an online connected world, the Commonwealth Office of Technology wishes to convey the guiding best practices for the appropriate use of your **ky.gov account**. Your ky.gov digital identity, specifically your email address and login account, are to be used **for state business purposes only** where you are representing yourself as an employee of the Commonwealth in a professional capacity. This is defined in the Enterprise Identity Access and Management Policy referenced below. It is **not appropriate** to use your state email address or login credentials for personal matters such as personal online shopping, personal social media, or other non-official capacity uses. These activities should be conducted using personal email addresses and accounts that are not associated with your state identity.

In situations where the use of your ky.gov account or email is appropriate for use in a non-state system for professional purposes, you should always use a password that is not the same as, or similar to, your official password used for state systems.

Maintaining this separation not only protects you and your state account from potential breach and misuse, but also protects the systems that serve the citizens of the Commonwealth.

CIO-072 Enterprise Identity Access and Management Policy - <https://technology.ky.gov/policy/Pages/CIO-072.aspx>

All Enterprise Policies - <https://technology.ky.gov/policy/Pages/policies.aspx>

Notice: COT is providing this information so that you are aware of current security threats, vulnerabilities or preventive actions that may affect state government resources. If you suspect you have become victim to a security threat, please contact [CommonwealthServiceDesk@ky.gov](mailto:CommonwealthServiceDesk@ky.gov).

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