



PIMA COUNTY, ARIZONA BOARD OF SUPERVISORS POLICY

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Purpose

The purpose of this policy is to establish standards for the security of the Pima County ("County") computer network.

Policy

Standardization of certain County computer network security measures is essential for the protection of information resident on the County network. Consistency of security methods and homogeneity of information technology infrastructure will also allow the County to use its resources efficiently and consequently reduce overall costs. To achieve these objectives, Departments with computer network access shall adhere to, and be bound by the requirements of this policy.

Definitions

1. County Administrator: The County Administrator or designee.
2. Internet Service Provider ("ISP"): A company that provides individuals and other companies access to the Internet and other related services such as Web Site building. An ISP has the equipment and the telecommunication line access required to have a point of presence (or access point to the Internet) for the geographic area served.
3. Network: A configuration of computers and software connected for information exchange.

Requirements

1. The County Administrator shall establish standards and procedures to manage the information technology infrastructure and resources of Pima County.
2. The County Administrator shall establish a protocol for computer network security. Any deviation from established protocol must be approved by the County Administrator.

3. The County Administrator shall determine connectivity between the County computer network and any other entity, such as an Internet Service Provider. Any such entity must be approved by the County Administrator.

4. Implementation of and adherence to this policy resides at all levels of the County. Any employee, volunteer, contractor or intern of the County found in violation of this policy will be subject to any available disciplinary action, up to and including termination of employment or business relationship.

Responsible Departments

The Office of the County Administrator and Departments with computer network access.