

Office of the Chief Information Officer
Enterprise Policy

Policy Number: CIO-051

Effective Date: 12/23/2015

Subject: Information Technology Standards Policy

Policy Statement: The purpose of this policy is to define the Information Technology Standards Committee (ITSC) as the body responsible for the development of approved Kentucky Information Technology Standards (KITS). These standards are in place to protect the data provided to the executive branch agencies within the Commonwealth of Kentucky and the infrastructure on which that data is shared.

Policy Maintenance: The Office of Enterprise Technology, Division of Enterprise Architecture shall be responsible for the maintenance of this policy. Agencies may choose to apply more restrictive internal policies as appropriate and necessary. Therefore, staff members are to refer to their agency's related policy which may contain additional information or clarification of this enterprise policy.

Authority: KRS 42.726 authorizes the Commonwealth Office of Technology (COT) to develop policies that support and promote the effective application of information technology within the executive branch of Kentucky State Government, as well as information technology directions, standards, and necessary management processes to assure compliance with those policies.

Applicability: This policy is to be adhered to by all staff, including employees, contractors, consultants, temporaries, volunteers, vendors and other workers within the executive branch.

Responsibility for Compliance: Each agency shall be responsible for assuring appropriate staff members within their organizational authority are aware of the provisions of this policy, and that compliance by staff members is expected. It shall be each Executive Cabinets responsibility to enforce this policy. Agencies may develop and enforce additional more restrictive procedures; however, the minimum standards identified by this policy are required.

Agencies may incur additional shared services charges for support efforts and costs associated with non-compliance of approved IT standards.

Review Cycle: This policy will be reviewed at least every two years.

Definitions:

- Information Technology Standards Committee (ITSC): The mission of the ITSC is to govern information technology standards for the executive branch of Kentucky State Government.
- Kentucky Information Technology Standards (KITS): The KITS is comprised of formalized IT standards covering the broad spectrum of technology environments to include software, hardware, networks, applications, data, security, access, communications, project management and other relevant architecture disciplines.

Policy:

In support of Executive Order 2012-880, the Commonwealth's CIO redefined the existing Enterprise Architecture and Standards Committee (EASC) into the Information Technology Standards Committee (ITSC). The ITSC reports operationally and administratively to the CIO through the Chief Architect. The mission of the ITSC is to govern information technology standards for the executive branch of Kentucky

State Government. ITSC membership includes representatives from executive branch agencies in addition to the Commonwealth Office of Technology (COT). The ITSC advises and consults with the TAC on an as-needed basis.

ITSC members ensure that the standards and/or products approved and listed within KITS enable a statewide information technology that can be efficiently and strategically managed.

Only IT products listed within KITS are approved for installation and use within the executive branch of Kentucky State Government.

Agencies requesting the purchase and/or the use of products and services outside the parameters of KITS must, regardless of cost, develop a business case supporting their request for an exception or modification to existing standards or the addition of a new standard. All requests must be routed through the agency's highest ranking IT officer prior to being submitted and processed through the ITSC. Visit the [COT - Exceptions, Modifications and Additions to Kentucky Information Technology Standards](#) web page for details related to the submission of these requests.

References:

- Executive Order 2012-880:
<http://apps.sos.ky.gov/Executive/Journal/execjournalimages/2012-MISC-2012-0880-224547.pdf>
- Kentucky Information Technology Standards web page:
<http://technology.ky.gov/Governance/Pages/KITS.aspx>
- Kentucky Information Technology Standards Committee web page:
<http://technology.ky.gov/Governance/Pages/EnterpriseCommittee.aspx>
- KITS Exception request web page:
<http://technology.ky.gov/Governance/Pages/ExceptionstoArch.aspx>
- Technology Advisory Council web page:
<http://technology.ky.gov/about/Pages/TAC.aspx>

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