



KAY IVEY
Governor

STATE OF ALABAMA

OFFICE OF INFORMATION TECHNOLOGY



JIM PURCELL
Acting Secretary

POLICY 606: Annual Security Survey

VERSION NUMBER	Policy 606-01
VERSION DATE	March 15, 2018
POLICY TITLE	Annual Security Survey
OBJECTIVE	Given the complex and diverse nature of cybersecurity efforts across the State of Alabama, this policy directs all agencies (as defined below) to complete an annual security survey created and distributed by the Chief Information Security Officer (CISO) of the State.
AUTHORITY	<p>The authority of the Office of Information Technology (OIT) to create and enforce policies relating to the management and operation of information technology (IT) by State agencies, and exceptions to such authority, are derived from:</p> <p><i>Articles 8 and 11 of Chapter 4 of Title 41, and Chapter 28 of Title 41, Code of Alabama 1975 (Acts 2013-68 and 2017-282).</i></p> <p>Policies of the OIT are approved and signed by the Governor.</p>
APPLICABILITY	The requirements and responsibilities defined in OIT policies apply to all departments, agencies, offices, boards, commissions, bureaus, and authorities (referred to generally as “agency” or “agencies”) and authorized individuals in the employment of the State responsible for the management, operation, or use of State of Alabama IT.
STATEMENT OF POLICY	The need to measure and document the effectiveness and efficiency of the information security program and the security controls employed to support cybersecurity across all state agencies requires ongoing and continual cooperation between the agencies and the OIT.

It is therefore the policy of the OIT that:

- a) An annual survey shall be created by the OIT and distributed to all State agencies (as defined in *Code of Alabama 1975, Sections 41-4-280 (2) and 41-28-2 (5)*).
- b) All agencies receiving the survey shall provide complete and accurate response within the prescribed time.
- c) OIT shall create an annual report for the Governor summarizing the state of State cybersecurity.

OIT RESPONSIBILITIES

The State CISO shall create a security survey and distribute it to the Senior Agency Information Security Officer (SAISO) of each State agency.

The survey shall be distributed no later than June 1 of each year (beginning 2018). Agencies shall be allowed not less than 60 calendar days to submit their response.

The State CISO shall determine the thoroughness of agency responses and may request agencies provide additional information as deemed necessary.

The OIT Office of the CISO shall compile the survey responses and create a summary report for delivery to the Secretary of Information Technology no later than October 1 of each year (beginning 2018).

In accordance with *The Code of Alabama 1975, Section 36-12-40*, the State CISO shall determine what if any information contained in the report is suitable for release to the public, and ensure the report does not include any specific statements of vulnerability that could be exploited to cause harm to State IT, data, or individuals.

The Secretary of Information Technology shall present the report to the Governor.

AGENCY RESPONSIBILITIES

Agencies shall designate an individual as the SAISO, notify the State CISO of this designation, and keep the State CISO apprised of any personnel changes in this role assignment. Email notification is sufficient.

SAISOs shall return their completed security survey to the State CISO within 60 calendars days of the date of issuance, or not later than the prescribed due date. If unable to complete the survey by the date due, the SAISO shall contact the State CISO prior to the due date to make alternate arrangements.


EFFECTIVE DATE

This policy shall be effective upon its approval by the Secretary of Information Technology and the Governor of Alabama as evidenced by the signatures of the Secretary and Governor being affixed hereto.

SUPERSEDES

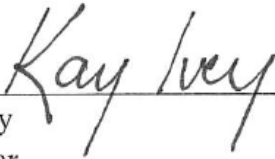
This is the initial policy and does not supersede a previous version.

The undersigned, as Acting Secretary of Information Technology of the State of Alabama, exercising the power vested in that Office by the laws of this State, declares this policy to be adopted as of the date on which the Governor has approved and signed it.



Jim Purcell
Acting Secretary of Information Technology

ORDERED



Kay Ivey
Governor

This 16th day of March, 2018.

DOCUMENT CHANGE HISTORY

Version	Version Date	Comments
606-01	03/15/2018	Initial version