Network Device Management Policy

1.0 Purpose

The Office of Information Technology (OIT) will take all necessary measures to ensure the security and acceptable performance of the state network.

This policy defines the measures that must be undertaken in order to ensure acceptable levels of performance and security for all users of the state network.

2.0 Definitions

2.1 Device: Includes servers, routers, switches, hubs, Wi-Fi access points, Wi-Fi hotspots, HVAC controllers, building access controllers, etc. This does not include consumer-grade computing/communication devices (individual phones, tablets, laptops, workstations, etc.), which are exempt from this policy.

2.2 State network: The State of Maine Wide Area Network, State of Maine Demilitarized Zone (DMZ) networks, or any other secure network managed by the State of Maine.

3.0 Applicability

This policy applies to any device connecting to the state network.

4.0 Responsibilities

4.1 Chief Information Officer (CIO): The OIT Chief Information Officer owns, executes, and enforces this policy.

4.2 OIT Security, Network Services, Customer Support, and the Agency Technology Business Consultant will jointly investigate issues and create solutions.

4.3 Technology Business Consultant (TBC): Handles agency notification for any device subject to isolation/disconnection/impounding.

5.0 Directives

5.1 OIT must have at least a read-only access to any device connecting to the state network.

5.2 Any vendor-managed device connecting to the state network must be isolated from the rest of the state network. OIT will determine the isolation method, which must be funded by the

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sponsor of the project/initiative that joins the vendor-managed device to the state network.

5.3 Any device using the state network may be isolated and/or disconnected and/or impounded for reasons including, but not limited to: Device Type & Configuration not in alignment with OIT standards, Adverse impact to the Network, Viruses and/or Malware, Excessive non-business critical bandwidth utilization, etc. Any such action will be coordinated through the Agency.

5.4 No device connected to the state network is allowed to join another network simultaneously.

5.5 No unauthorized device may be added to the state network.

6.0 Document Information

Initial Issue Date: October 24, 2011
Latest Revision Date: March 6, 2017 – to update Document Information.

Point of Contact: Architecture Policy Administrator, OIT, Enterprise.Architect@Maine.Gov
Approved By: Chief Information Officer, OIT

Legal Citation: Title 5, Chapter 163: Office of Information Technology1.
Waiver Process: See the Waiver Policy2.

1 http://legislature.maine.gov/statutes/5/title5ch163sec0.html
2 http://www.maine.gov/oit/policies/waiver.pdf