



FLORIDA DEPARTMENT OF JUVENILE JUSTICE POLICY

Interim Secretary /s/, Christy Daly

Date: 7/21/14

Subject: Network User Accounts

Section: FDJJ – 1205.50

Originating Office: Administrative Services

Authority: Sections 282.318 and 119.07, Florida Statutes

Related References: Florida Administrative Code, Rule 71A-1, Florida Information Resource Security Policies and Standards
Information Resource Security Standards and Guidelines (FDJJ - 1205.30)
Internet Access and Use (FDJJ - 1205.40)
Provider Access to DJJ Information Systems Network (FDJJ - 1205.60)
User Password (FDJJ - 1225)
General Schedule for State and Local Agencies (GS1-SL)

Purpose: This policy establishes a standard for the creation, maintenance and deletion of Department of Juvenile Justice (DJJ) Network User Accounts. This policy is intended to be used in conjunction with Department policies identified in “Related References” (1205.30, 1205.40, 1205.60 and 1225).

Offices Affected by the Policy: All offices within the Department and contractors, vendors, providers and/or third parties needing access to the DJJ information technology resources.

POLICY STATEMENT:

- Access to Department of Juvenile Justice (DJJ) computer resources shall be available to assist DJJ employees and service providers in the performance of their assigned duties.

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- All Department employees are granted access to information technology resources based on the principles of “least privilege” and “need to know.” Reference FDJJ 1205.30, Information Resource Security Handbook, Section X. Glossary of Terms for a detailed definition.
- Network user account access shall be controlled at two levels: the first level is the network, and the second level is the application (i.e. JJIS, SAMAS, DataWarehouse, etc).
- This policy establishes a standard for the creation, maintenance and deletion of user access accounts, the protection of those accounts, and the responsibilities of all persons accessing the Department’s information technology resources.

PROCEDURES/MANUALS:

Procedures for this policy are accessible at the Department Policies internet page.