




POLICY
Ohio Department of Taxation

Policy Description:
Vendor Network Connectivity
Policy

Policy No: ODT-IT-009

Authorities:

Pages: 1 Page

Division With Primary Responsibility:
Information Services Division

Effective Date: July 1, 2008

Revised Date:

1. Policy Purpose

The purpose of this policy is to provide vendors with information needed to connect equipment to the Ohio Department of Taxation's (ODT's) network safely and securely.

2. Policy Scope

The scope of this policy includes any consultant, contractor, or vendor working with computer equipment in any ODT facility.

3. Policy

ODT requires prior authorization for anyone to connect any non-ODT equipment to ODT's network. In order to obtain authorization, the requestor must read and acknowledge receipt of this policy, by signing the last page of the policy and returning it to ODT's Information Services Division (ISD) Security office where it will be kept on file.

3.1 Network Connectivity.

3.1.1 RED Network drop. These network drops are configured to provide access to the Internet for the purpose of connecting to your company VPN. Only **non-ODT equipment** is authorized for use on the RED network drops. This connection is not to be used for general Internet browsing activity.

3.1.2 Standard Network drop. These network drops are configured to provide access to ODT's production network, including the email system, file system, Internet, and various other ODT network resources. Only **ODT owned and configured equipment** is authorized for use on standard network drops. This connection is to be used for day-to-day work on ODT work products and deliverables.




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I have read and acknowledge receipt of the Vendor Network Connectivity Policy effective July 1, 2008 number ODT-IT-009.

Printed Name

Signature

Date

Please return signed acknowledgement to the ISD Security Office.