



County of Santa Clara

Policy Name: Information Security Policies

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Policy Type: Administrative

Category: Information Technology **Sub-Category:** Information Management

Policy Name: Information Security Policies

Policy Owner: Technology Services and Solutions

Policy Purpose

The purpose of this policy is to provide County employees with the Information Security Policies (formerly the Information Technology Security Policies).

Policy Summary

The Information Security Policies are a component of the Information Technology Security Program, which was implemented by the County Chief Information Officer to support the Board approved Information Technology Security Principles. The Information Security Policies address the protection of County information either stored on, or transferred via, computers, networks, or other communication devices, as well as the use and protection of County computing devices and software. These policies apply to all devices and networks that belong to the County's internal, Trusted Environment, including those environments managed on behalf of the County by authorized vendors and contractors. The policies also apply to County data wherever it may reside.

The Information Security Policies contain the following sections:

- [Administrative Privilege Management, including Elevated Privileges](#)



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- [Application Security](#)
- [Backup](#)
- [Change Control](#)
- [Cloud Service Providers](#)
- [Data Classification](#)
- [Disaster Recovery and Business Continuity Plan](#)
- [Email](#)
- [Encryption](#)
- [General Security Policy](#)
- [Incident Response](#)
- [Internet Use](#)
- [Local User Logon and Authentication](#)
 - [New Authentication Strategy - 2020](#)
- [Malicious Software](#)
- [Mobile Devices](#)
- [Physical Security](#)
- [Remote Access](#)
 - [Multi-Factor Authentication](#)
- [Removable Storage Media](#)
- [Wireless Communication](#)

Procedures

See the Information Security Policies. The Information Security Policies and related documents can be found on the Information Security Office's Connect page at <https://sccconnect.sharepoint.com/sites/iso/SitePages/Policies.pdf>.

Definitions

None.



Frequently Asked Questions

None.

Related Policies

- E-Mail Policy – Board Policy 3.36 - <https://saecommon.sccgov.org/countypolicy/Board-Policy-3.36-E-Mail-Policy.pdf>
- Internet Usage Policy – Board Policy 3.37 - <https://saecommon.sccgov.org/countypolicy/Board-Policy-3.37-Internet-Usage-Policy.pdf>
- Information Technology User Responsibility Statement - <https://iservices.sccgov.org/sccurds>

Related Forms and Information

- Information Security Office Handbook page - <https://sccconnect.sharepoint.com/sites/iso/SitePages/Handbooks.pdf>
- Information Security Office Policy page - <https://sccconnect.sharepoint.com/sites/iso/SitePages/Policies.pdf>
- Information Technology Security Principles - [\[url\]/sites/policies/FormsrelatedtoPolicies/Information-Technology-Security-Principles.pdf](#)



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History

Date	Changes Made
8/11/2021	Updated links to ISO website. (Kyle Larson)
10/05/2017	Updated links. (David Bruno)
1/15/2015	Information Security Policies (formerly "IT Security Policies") Updated by the Information Services Office.
3/03/2014	Policy Uploaded. (Kyle Larson)