VERMONT

State of Vermont
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John Quinn III, State CIO & Secretary
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MEMORANDUM

TO: All Executive Branch Agencies, Departments, and Offices

FROM: John Quinn, Secretary, Agency of Digital Services

DATE: February 19, 2019

SUBJECT: Cybersecurity Directive 19-01

References:

a) Cybersecurity Standard Update 19-01

Cybersecurity Directives issued by the Agency of Digital Services (ADS) are direction to all executive branch State Agencies for the purposes of safeguarding State of Vermont information and information systems. "State Agency" as used in this Directive shall include all State agencies, departments, commissions, committees, authorities, divisions, boards or other administrative units of the Executive Branch. This Directive provides actions associated with Cybersecurity Standard Update 19-01.

Required Actions:

1. Within 30 calendar days after issuance of this directive, identify the use or presence of Kaspersky-branded products on all information systems and provide to ADS, via the relevant Agency Information Technology (IT) Leader, a report that includes:

    a. A list of Kaspersky-branded products found on any State Agency systems, or in use by any State of Vermont vendor on a system that transmits, stores, or interacts with State of Vermont systems or data. If State Agencies do not find the use or presence of Kaspersky-branded products on their information systems, inform ADS that no Kaspersky-branded products were found.

    b. The number of endpoints impacts by each product, and

    c. The methodologies employed to identify the use or presence of the products.

2. Within 30 calendar days after issuance of this directive, identify the use or presence of any of the identified covered telecommunications equipment and provide to the Chief Information Security Officer (CISO), via the relevant Agency Information Technology (IT) Leader, a report that includes:

    a. A list of any of the telecommunications products listed in Cybersecurity Standard 19-01 found supporting any State Agency, or in use by any State of Vermont vendor to transmit, store, or interact with State data or information. This includes equipment used to support any information technology, telecommunications, industrial control system, supervisory control and data acquisition system, systems used for the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other security purposes, building infrastructure support, or video surveillance purpose.

    b. The number of endpoints impacts by each product, and

    c. The methodologies employed to identify the use or presence of the products.

3. Within 60 calendar days after the issuance of this directive, a follow-up report shall be provided to the CISO, via the relevant Agency IT Leader, that identifies any additional information discovered as an update to the 30-day report and the following information:

    a. List of agencies, departments, or offices impacted;

    b. Mission function of impacted endpoints, systems, telecommunications equipment or devices;

    c. All contracts, service-level agreements, or other agreements entered into with any vendor that supplies or uses the products, services, or telecommunications equipment outlined in this Directive;

    d. Timeline to remove the identified products, services, or telecommunications equipment;

    e. Performance or security impacts of removing the identified products, services, or telecommunications equipment;

    f. If applicable, chosen or proposed replacement products/capabilities;

    g. If applicable, timeline for implementing replacement products/ capabilities;

    h. Anticipated challenges not otherwise addressed in this plan; and

    i. Associated costs related to licenses, maintenance, and replacement;

4. Within 90 calendar days after the issuance of this directive, unless otherwise approved or directed by ADS based on new information, begin to implement the agency plan of action and provide a status report to ADS on the progress of that implementation every 30 calendar days thereafter until full removal and discontinuance of use is achieved.

5. These reporting requirements extend to all State of Vermont information technology vendor systems and/or telecommunications infrastructure. No State Agency shall procure or obtain or extend or renew a contract to procure or obtain any service or systems that use any product, service, system, or equipment referenced within this Directive; or enter into a contract (or extend or renew a contract) with an entity that processes, transmits, or stores State of Vermont data using any product, service, system, or equipment referenced within this Directive. All State Agencies shall communicate this to applicable existing State of Vermont vendors within 30 days and direct those vendors to confirm their non-use of any of the products, services, systems, or equipment referenced within this Directive within 30 days of request receipt. Any reply from a vendor indicating their use of an identified product, service, system, or equipment referenced within this Directive shall be forwarded to the Secretary of Digital Services, via the CISO, and shall include a list of all State of Vermont technology or data affected using these products, services, systems, or equipment.

6. All requirements of this Directive may only be waived by the Secretary of Digital Services after receiving a request, endorsed by the Secretary or designated appointed authority of the requesting State Agency and the CISO, articulating the compelling justification for additional time to implement the requirements.

7. Internal point of contact for this Directive is Nicholas Andersen, State of Vermont Chief Information Security Officer, at nicholas.andersen@vermont.gov.