DEPARTMENT OF ADMINISTRATIVE SERVICES
BUREAU OF ENTERPRISE SYSTEMS AND TECHNOLOGY
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SECURITY GUIDELINES FOR TELEWORK EQUIPMENT

Purpose: These guidelines define what computing equipment and connections used to conduct telework are acceptable and supported in order to maintain the security and integrity of the enterprise network environment for the State of Connecticut.

Scope: These guidelines apply to all computing equipment and connections used by state employees specifically while performing telework. The guidelines represent the minimum level of control required. Agency data and security policies (e.g. CJIS, IRS) and agency technology and security staff may require additional controls based on their tolerance of risk, regulations or protected data needs.

Guidelines:

1.1 The standard equipment authorized to be used for telework by Connecticut executive-branch employees is a state-owned, issued and configured laptop computer connected to the state network remotely using the state enterprise Virtual Private Network (VPN) infrastructure.

1.2 The use of personally owned computers is not allowed, except when used in conjunction with a currently deployed, secure virtual desktop infrastructure (VDI) approved by DAS/BEST IT Security Services and:

a. External access to such VDI system is through the state enterprise VPN;
b. The agency establishes a dedicated "telework-only" agency remote access VPN group that limits remote connection only to the VDI system; and
c. Connecting computers pass inspection by the state's automated posture assessment tool, which scans for required security attributes (e.g., up-to-date antivirus software is present).

1.3 Any other proposed equipment arrangement for telework must be reviewed and approved by the respective agency IT manager and submitted to DAS/BEST IT Security Services for review and approval prior to implementation.

Version History

Date	Version	Description	Author
8/13/2019	1.0		Geick, D.M.

Approvers

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