6Gx53-9.007 PURCHASING AND INSTALLING SOFTWARE:

A. Specifying User Requirements for Software

All requests for new applications systems or software enhancements must be presented to IST Management with a Business Case with the business requirements presented in a User Requirement Specification document.

B. Using Licensed Software

To comply with legislation and to ensure ongoing vendor support, the terms and conditions of all End User License Agreements are to be strictly adhered to.

C. Implementing New /Upgraded Software

The implementation of new or upgraded software must be carefully planned and managed, ensuring that the increased Information Security risks associated with such projects are mitigated using a combination of procedural and technical control techniques.

Statutory Authority**:** Florida Statutes 1001.32, 1001.41, 1001.42, 1001.43

Laws Implemented:

Adopted: September 21, 2004

Amended: