

# Information Technology Policy

## Commonwealth of PA System Logon Banner Requirements

<b>ITP Number</b> ITP-SEC012	<b>Effective Date</b> May 26, 2006
<b>Category</b> Recommended Policy	<b>Supersedes</b>
<b>Contact</b> <a href="mailto:RA-ITCentral@pa.gov">RA-ITCentral@pa.gov</a>	<b>Scheduled Review</b> Annual

**This Information Technology Policy (ITP) establishes logon banner requirements for computers connecting to the commonwealth's network.**

### 1. Purpose

The purpose of this Information Technology Policy (ITP) is to define policy for a logon banner that is to be displayed before a user accesses the Commonwealth of Pennsylvania (CoPA) computer network. Logon banners provide a definitive warning that network intrusion is illegal and also warn authorized users of their obligations relating to acceptable use of the network.

Logon banners provide notice of the obligations and responsibilities relating to using the Commonwealth of Pennsylvania computer network. Thus, users of the computer network cannot claim ignorance of their actions if they have already seen these logon banner warnings.

### 2. Scope

This Information Technology Policy (ITP) applies to all departments, boards, commissions and councils under the Governor's jurisdiction. Agencies not under the Governor's jurisdiction are strongly encouraged to follow this ITP.

### 3. Objective

The objective of this policy is to establish requirements for a logon banner for computers connecting to the commonwealth's network.

### 4. Policy

CoPA agencies are to use logon banners for all systems and devices that are accessible from the CoPA network.

Agencies may develop their own logon banners; however, every banner is to meet the following minimum requirements:

- Banners are to be displayed prior to log on or prior to use of the system.
- The user is to be able to acknowledge the banner before access to the system.
- A printed banner is to be placed on the workstation if it is not technically feasible to have an electronic logon banner.

- Identifying information such as operating system, system configuration or other internal matters are not to be provided on the banner until the user is authenticated. Identifying information may divulge confidential information.
- The banner is to specify that the system is used for authorized use(s) only.
- The language used in the banner is to be approved by agency legal counsel prior to use.
- The logon banner is to specify that all activity may be monitored and the user is to have no expectation of privacy. Anyone using the system expressly consents to monitoring.

The following is an example of a valid logon banner. Agencies may use this banner, or compose their own as long as the banner meets the previously stated minimum requirements.

**Suggested Banner:**

“This is an actively monitored system. Unauthorized access is prohibited.”

**5. Related ITPs/Other References**

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**6. Authority**

- Executive Order 2011-05, Enterprise Information Technology Governance

**7. Publication Version Control**

It is the user’s responsibility to ensure they have the latest version of this publication. Questions regarding this publication are to be directed to [RA-itcentral@pa.gov](mailto:RA-itcentral@pa.gov).

This chart contains a history of this publication’s revisions:

Version	Date	Purpose of Revision
Original	5/26/2006	Base Policy
Revision	3/16/2007	Policy Refresh
	4/2/2014	ITP Reformat