

Information Technology Policy

Enterprise Data Loss Prevention (DLP) Compliance Standards

ITP Number ITP-SEC032	Effective Date April 29, 2011
Category Recommended Policy	Supersedes
Contact RA-ITCentral@pa.gov	Scheduled Review Annual

**This Information Technology Policy (ITP)
establishes compliance standards for
enterprise Data Loss Prevention (DLP).**

1. Purpose

Commonwealth government agencies are custodian to a vast amount of sensitive citizen data, including social security numbers, medical information, driving records, employee records, and financial information. This data is stored on numerous servers and storage devices and is transported throughout commonwealth and business partner networks. Confidential data that is not protected or released to, unauthorized parties is a fundamental Information Security failure. This can lead to liability when the organization's management has failed to execute due diligence in data protection matters.

Data Loss Protection (DLP) solutions protect sensitive data from data breach and are designed to detect and act upon unauthorized use and transmission of confidential information. These technical compliance standards are intended to provide a minimum set of conditions that must be met for agencies interested in deploying DLP technologies or solutions.

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. Policy

DLP technologies may exist in several forms including host based (server or end-point) or network based.

Any DLP technology/solution must comply with the technical specifications and/or requirements outlined in the following commonwealth ITP's:

- 1) ITP-SEC019 - *Policy and Procedures for Protecting Commonwealth Electronic Data*
- 2) ITP-SEC020 - *Encryption Standards for Data at Rest*
- 3) ITP-SEC031 - *Encryption Standards for Data in Transit*
- 4) ITP-SEC017 - *CoPA Policy or Credit Card Use for e-Government Applications*
(if applicable)

4. References

- ITP-SEC019 - *Policy and Procedures for Protecting Commonwealth Electronic Data*
- ITP-SEC020 - *Encryption Standards for Data at Rest*
- ITP-SEC031 - *Encryption Standards for Data in Transit*
- ITP-SEC017 - *CoPA Policy or Credit Card Use for e-Government Applications*

5. Authority

- Executive Order 2011-05, Enterprise Information Technology Governance

6. 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.

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

Version	Date	Purpose of Revision
Original	4/29/2011	Base Policy
	4/2/2014	ITP Reformat