

# Commonwealth Information Security Council Charter

## Background

The Commonwealth Information Security Council has been established as the customer council for VITA's Commonwealth Security and Risk Management Directorate, as recommended by the ITIB.

## Assumptions

1. Information resources are vital assets to the Commonwealth requiring protective measures commensurate with each resource's value.
2. Information assets must be actively managed to ensure the continued confidentiality, integrity and availability of these resources.
3. Obtaining consensus and support for enterprise-wide security initiatives is critical.

## Purpose

The Commonwealth Information Security Council recommends strategic direction on Commonwealth information security and privacy-related initiatives.

The purpose of the Council is to increase, through education, the understanding of key business processes of customer Agencies and of VITA; to obtain consensus and support for enterprise-wide security initiatives; to identify key areas for process improvement; and to coordinate Agency business processes with VITA (Directorate) processes.

## Council Objectives

The core objectives of the Commonwealth Information Security Council are:

- To foster the adoption of consistent and complete information security policies, standards and procedures to protect Commonwealth-wide information resources,
- To encourage efficient allocation of information security resources,
- To respond to changes in the environment which call for corresponding changes in the Commonwealth information security infrastructure,
- To serve as agency sponsors of the Commonwealth information security program, providing both credibility and visibility,
- To recommend and sponsor information security awareness, communication and education programs to develop an information security conscious culture across the Commonwealth,
- To provide a forum to discuss and assess pending legislation, regulation and/or requirements that have the potential to impact Commonwealth or individual agency information security practices, thereby enabling the Commonwealth to take proactive steps to address such mandates.

## Membership

There are 12 council membership positions available. Members must be an agency ISO or part of their agency's IT security team. Council positions are limited to one member per agency with nine of the twelve council positions being agency ISO's. All council meetings are open to anyone interested in attending. Nominees commit to a minimum 18 month Council term, however in order to ensure the continuity of Council initiatives, the nomination process should be staggered so that no more than one-third of the Council seats are replaced within any 6 month period.

**Commitment**

The Information Security Council shall meet on the third Monday of each Calendar month. In addition, Council Committees will meet independently at least once per month. Attendance at council meetings is vital. Should a council member miss three consecutive meetings or four out of six they will be asked to forfeit their council membership.

**Sponsorship**

The Commonwealth Information Security Council is sponsored VITA's Commonwealth Security and Risk Management Directorate.