

Lucas County Contractor Network Policy

Approved by the Data Processing Board on 06/01/2017

Purpose

Provide procedure and policies for Lucas County Network access to Lucas County contractors. The intent of this policy is to protect the integrity of the Lucas County Network while providing network access to contractors supporting Lucas County Agencies.

Policy

1. Network access requests are submitted to the LCIS Help Desk at extension 4037. Please submit the request 7 working days in advance.
2. The network access form must be completed and returned to the LCIS Help Desk for each user.
3. LCIS will provide username/password for network access.
4. If wireless access is requested LCIS will setup the wireless access on the computing device via a separate account. Wireless credentials are not shared with the user.
5. User accounts created will be set to expire automatically in 365 days.
6. Expired user accounts must have a new network access form filled out and returned to the LCIS Help Desk. At this time the password will be reset.
7. All devices may be subject to HTTPS decryption and must have a certificate installed on the computing device requesting Internet access.
8. Equipment to be attached to the network will be evaluated on an individual basis to determine the health of the device. LCIS reserves the right to deny unsafe devices access to the Lucas County Network.