

To: All Directors, IMB
All RTMC Staff
All Electrical & ITS Engineering Staff

Subject: ITS Systems Privileged Access Policy

Purpose:

The purpose of this policy is to ensure that only authorized individuals are provided Privileged Access to the Ministry of Transportation and Infrastructure's (MoTI) suite of Intelligent Transportation Systems (ITS).

Privileged Access provides authorized individuals the administrative rights that permit changes to be made to core system components.

Background:

In 2017, MoTI's ITS systems were the subject of a Cybersecurity Audit conducted by the Office of the Auditor General. One of the resulting recommendations accepted by the Ministry directed the implementation and communication of this Privileged Access Policy.

Policy:

Requests for privileged (administrative) access to MoTI's ITS systems and devices, must meet all of the criteria described below. Each request must:

1. be received from one of the following authorized individuals:
 - Manager, ITS Operations
 - Manager, ITS Engineering
 - Manager, Systems Support
2. identify the individual and the system(s) or device(s) that access is to be granted to, and
3. be preserved electronically for historical record-keeping and audit review purposes.

Procedure:

1. An electronic request for privileged access is directed to one of the listed authorized individuals
2. The specified authorized individual will:
 - a. review the access request and approve or deny it, as appropriate
 - b. facilitate provision of any approved access
 - c. route the approved request for record-keeping

3. Details for approved requests will be added to the Privileged Access inventory
4. Each electronic request and associated approval will be stored centrally and be able to be retrieved on demand.

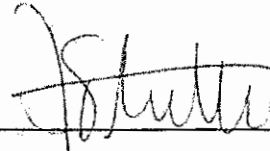
To accomplish the record-keeping aspect of the policy, the authorized individuals will cc TDSIP on all approved requests at the time of processing.

Contact:

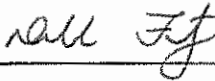
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