

## Meeting Notes from Monthly SSO Security Team Meeting June 19, 2003

### FISMA

- Bob opened the meeting by discussing FISMA reporting and reporting dates.

### Certification and Accreditation

- The Certification Review Group project is currently up for bid and the Department hopes to have the project awarded by the end of June. The Department is currently reviewing all of the proposals and assessing them for best fit. More details will be announced as they become available.
- One of the most important issues currently is the Certification and Accreditation task. There was a review of the C&A timeline and important upcoming dates. On July 15, all of the system information is supposed to be entered into EDCAS. From July 16-28, the SSO and the C&A team will review the EDCAS entries and also review the resulting ST&E (testing) plan. The C&A team must determine if there are any questions or issues that don't pertain to the system or that need changing. The final package must be delivered to the FSA Security Team on July 28. The FSA Security Team will send the C&A package to the OCIO.
- The FSA Security and Privacy Team has met with most of the systems for their individual system C&A kickoff meeting. There are a few final systems that the Team will be meeting with in the next week.
- Before EDCAS user Ids and passwords can be given to the Data Entry people, the content of EDCAS has to be finalized. The content of the tool was finalized Thursday afternoon. It is estimated that the User Ids and passwords will be distributed to all Data Entry people by the close of business on Friday.

### Training

- The Department has offered two training sessions recently, one on Incident Response and another class on Security Controls. Just a reminder that attending the training sessions offered by the Department will count towards the requirement for Specialized Security Training.
- In July, the Department will offer another course on Incident Response, which will go into more depth of responsibilities and actions for Incident Response. The date of that training has not yet been set.

### Annual Self-Assessments

- This year, the form for self-assessments is different than last year's form. Jeffrey Keyes gave a brief presentation on the changes; a copy of the presentation can be obtained by emailing [Jeffrey.keyes@ed.gov](mailto:Jeffrey.keyes@ed.gov).

### Incident Response

- The Department has recently issued guidance on Incident Response handling and FSA has created an implementation plan to address how to handle Incident Response for FSA. Derek Foxley gave a presentation on Incident Response procedures and SSO responsibilities. To highlight, SSOs are primarily responsible for receiving reports on Suspicious Activities and Security Incidents and passing them on to the CSO. A copy of the presentation can be located in the Outlook public folders under FSA Security in Public Briefings.