

Task 3.6 Security and Privacy Policy Document and Refinement

Task Overview

FSA maintains numerous documents that provide policies and guidance on security related matters. Annual updates ensure the timeliness of the information contained in addition to meeting an associated Federal requirement. Additionally, all FSA policy must be synchronized with Department of Education and Federal guidance to maintain consistency. BearingPoint will review recommended updates to FSA policy documents and determine their applicability given existing requirements.

Task Details

This effort is currently focused primarily on the FSA Information Technology Security and Privacy Policy and the System Security Process Guide. The first draft of this policy document was first made available to the Department in July 2002 for review and comment. Since then, various FSA stakeholders used the opportunity to review the document and provide a number of changes for the next draft of the document. We analyzed these suggested changes and incorporate those that made FSA policy more clear. The associated log is also updated to track the changes.

Task Status

During this deliverable period the focus has been on maintaining and updating and refining the FSA Information Technology Security and Privacy Policy to ensure their value and align them with Department guidance. There was a minor update to the Information Technology Security and Privacy Policy during this time.

Currently, some of the documents that have been created last year, for example the Security and Privacy Roles and Responsibilities, are evolving as they are in the course of their implementation. The changes are being incorporated on an ongoing basis. Additional documents are created as needed in response to issues as they arise; this was the situation for the P3P document and the related document for the Online Security Center.

The FSA Security and Privacy Team drafted security contract language for usage in future contracts. The research and writing of the document has been updated and currently the document is in review status.

The Team also worked with the FSA Security Personnel Officer to create new contractor security clearance procedures for the Department. The procedures describe how FSA handles contractor clearance background procedures. They have been reviewed and approved.