29.01.99.E1.21 Information Resources – System Development and Acquisition

Supplements TEES Rule 29.01.99.E1

Standard Administrative Procedure Statement
The scope of this procedure is to handle development and/or implementation of new application software in TEES.

Reason for Standard Administrative Procedure
The purpose of the implementation of this Standard Administrative Procedure (SAP) is to provide a set of measures that will mitigate information security risks associated with systems development and implementation of new application software.

Procedures and Responsibilities

1. CONTROLS AND RESPONSIBILITIES

1.1 Division information resource owners, or their designees, are responsible for developing, maintaining, and participating in a System Development Life Cycle (SDLC) plan. All software developed in-house that runs on production systems shall be developed according to an SDLC plan. At a minimum, this plan shall address the areas of preliminary analysis or feasibility study; risk identification and mitigation; systems analysis; general design; detail design; development; quality assurance and acceptance testing; implementation; and, post-implementation maintenance and review. The requirement for such methodology ensures the software will be adequately documented and tested before it is used for critical division or TEES information.

1.2 All applicable systems shall have designated owners and custodians. Owners, and/or their designees, shall perform periodic risk assessments of production systems to determine whether the controls employed are adequate.

1.3 The division head or owner of an information resource shall ensure that all applicable systems have a documented access control process to restrict who can access the system, as well as restrict the privileges available to system users. A log of permission(s) granted shall also be maintained.
1.4 Where resources permit, there shall be a separation between the production, development, and test environments. This ensures that security is rigorously maintained for the production system, while the development and test environments can maximize productivity with fewer security restrictions. At least two people will review and approve a change before it is moved into production. For emergencies, where this is not possible, a timely management review process shall be established.

Related Statutes, Policies, or Requirements
TAMU SAP 29.01.99.M1.21, Information Resources – System Development and Acquisition

TEES Rule 29.01.99.E1, Security of Electronic Information Resources

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