

IMPLEMENTATION PLAN FOR NORTON ANTI-VIRUS

Rollout

Policy objective

All client and server systems connected physically or remotely to the State of Maryland's various infrastructures shall have correctly monitored and patched Symantec AntiVirus Enterprise Edition™ software installed, configured, and updated before connecting to the network(s).

Rationale

- To protect the organization from known viruses.
- This rollout will be in conjunction with all of our offices and will work with our business model.

Current situation

- To implement Norton anti-virus on email servers, web servers, and file servers.
- We have full approval from the state government to implement the installation of anti-virus solutions.

Delivery model

- This will require travel as it will be installed locally on the servers at each office and pushed out to the client machines.
- This will require little maintenance for our offices once it is in place as everything can be controlled from the central office.

GOVERNANCE

Governance Role	Responsibility of:	Accountable to:		
John Who	Governor of Maryland John Who	State of Maryland	People in State of Maryland	
Robert Koch	Information Assurance Office	Inter-Departmental Committee	Agency Risk and Audit Committee	
Clark McSpadden	Security Officer	Project Steering Committee	Robert Koch	

IMPLEMENTATION STRATEGY

Scope

To install, configure and protect the network infrastructure using Symantec Norton anti-virus software.

Delivery model

1. Install and configure software on servers manually.
2. To build anti-virus software package for desktop clients.
3. Implement the client software install via Active Directory polices.

Milestones

At each stage of the rollout the field installers will be require to report to the security officer Clark McSpadden.

Exclusions

This does not include any upgrades that may need to be done to client systems.

Constraints

At certain locations a separate server room may have to be built to house the new servers.

Assumptions

The tentative cost for the software at this point is 38,000 dollars. This does not include the man hours and extra labor cost that may be needed.

SUCCESS CRITERIA

When each of the agreed upon steps have been completed then the rollout is successful.

Output / phase / activity	Success criterion
Implementation Plan	When each system is fully running Norton Anti-Virus
Approved eligibility criteria	When each of the officers agrees that the software is on each system.
Signed funding agreement	When the set the security officer and the Robert Koch have agreed upon the price.