

# ARKANSAS REGISTER

## Proposed Rule Cover Sheet



Secretary of State  
John Thurston  
500 Woodlane Street, Suite 026  
Little Rock, Arkansas 72201-1094  
(501) 682-5070  
[www.sos.arkansas.gov](http://www.sos.arkansas.gov)



Name of Department \_\_\_\_\_

Agency or Division Name \_\_\_\_\_

Other Subdivision or Department, If Applicable \_\_\_\_\_

Previous Agency Name, If Applicable \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact E-mail \_\_\_\_\_

Contact Phone \_\_\_\_\_

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Name of Rule \_\_\_\_\_

Newspaper Name \_\_\_\_\_

Date of Publishing \_\_\_\_\_

Final Date for Public Comment \_\_\_\_\_

Location and Time of Public Meeting \_\_\_\_\_

## Jennifer Davis

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**From:** Legal Ads <legalads@arkansasonline.com>  
**Sent:** Thursday, December 26, 2024 12:00 PM  
**To:** Jennifer Davis  
**Subject:** Re: Notice of Rulemaking

Will run Sat 12/28, Sun 12/29, and Mon 12/30/

Thank you,

Gregg Sterne, Legal Advertising  
Arkansas Democrat-Gazette  
legalads@arkansasonline.com

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**From:** "Jennifer Davis, DIS" <Jennifer.Davis@arkansas.gov>  
**To:** "legalads" <legalads@arkansasonline.com>  
**Sent:** Thursday, December 26, 2024 11:50:32 AM  
**Subject:** Notice of Rulemaking

Greetings,

Please run the attached Notice of Rulemaking for 3 consecutive days as soon as possible to include Sunday as one of the three days. The billing address is the Arkansas Department of Transformation and Shared Services, PO Box 3522, Little Rock, AR 72203. If you have any questions, please contact me at 501-683-1672.

Please confirm the dates in which the notice will run.

Thank you,  
Jennifer



**Jennifer Davis**  
Chief Privacy Officer  
Transformation and Shared Services  
**E:** Jennifer.Davis@arkansas.gov  
**O:** 501-683-1672

## Notice of Rulemaking

Pursuant to Arkansas Code Annotated § 25-15-201 et seq., notice is hereby given that the Arkansas Department of Transformation and Shared Services, Division of Information Systems is considering a repeal of the following rules: (1) Policy Statement – Project Management; (2) Standard Statement – Password Management; (3) Standard Statement – Virus Scanning; (4) Standard Statement – Warning Banner; (5) Standard Statement – Personnel Security; (6) Standard Statement – Encryption; and (7) Department of Information System Rules dated October 17, 1997. A public hearing will be held on January 21, 2025, at 1:30pm in the River Valley Conference Room, 501 Woodlane Avenue, Suite G-08, Little Rock, AR 72201. Written comments should be mailed to TSS, Attn: Public Comments at P.O. Box 3522, Little Rock, AR 72203. Comments may also be e-mailed to [TSS.RulesComments@arkansas.gov](mailto:TSS.RulesComments@arkansas.gov). Copies of the proposed rule may also be obtained from the Department of Transformation and Shared Services, 501 Woodlane Avenue, Little Rock, AR 72201, or by accessing the Department's website at <https://transform.ar.gov/secretarys-office/legal/rules-hearings/>.

**FINANCIAL IMPACT STATEMENT**

**PLEASE ANSWER ALL QUESTIONS COMPLETELY.**

**DEPARTMENT** \_\_\_\_\_  
**BOARD/COMMISSION** \_\_\_\_\_  
**PERSON COMPLETING THIS STATEMENT** \_\_\_\_\_  
**TELEPHONE NO.** \_\_\_\_\_ **EMAIL** \_\_\_\_\_

To comply with Ark. Code Ann. § 25-15-204(e), please complete the Financial Impact Statement and email it with the questionnaire, summary, markup and clean copy of the rule, and other documents. Please attach additional pages, if necessary.

**TITLE OF THIS RULE** \_\_\_\_\_

1. Does this proposed, amended, or repealed rule have a financial impact?  
Yes                      No
  
2. Is the rule based on the best reasonably obtainable scientific, technical, economic, or other evidence and information available concerning the need for, consequences of, and alternatives to the rule?  
Yes                      No
  
3. In consideration of the alternatives to this rule, was this rule determined by the agency to be the least costly rule considered? Yes                      No

If no, please explain:

(a) how the additional benefits of the more costly rule justify its additional cost;

(b) the reason for adoption of the more costly rule;

(c) whether the reason for adoption of the more costly rule is based on the interests of public health, safety, or welfare, and if so, how; and

(d) whether the reason for adoption of the more costly rule is within the scope of the agency's statutory authority, and if so, how.

4. If the purpose of this rule is to implement a *federal* rule or regulation, please state the following:  
(a) What is the cost to implement the federal rule or regulation?

**Current Fiscal Year**

General Revenue \_\_\_\_\_  
 Federal Funds \_\_\_\_\_  
 Cash Funds \_\_\_\_\_  
 Special Revenue \_\_\_\_\_  
 Other (Identify) \_\_\_\_\_

Total \_\_\_\_\_

**Next Fiscal Year**

General Revenue \_\_\_\_\_  
 Federal Funds \_\_\_\_\_  
 Cash Funds \_\_\_\_\_  
 Special Revenue \_\_\_\_\_  
 Other (Identify) \_\_\_\_\_

Total \_\_\_\_\_

(b) What is the additional cost of the state rule?

**Current Fiscal Year**

General Revenue \_\_\_\_\_  
 Federal Funds \_\_\_\_\_  
 Cash Funds \_\_\_\_\_  
 Special Revenue \_\_\_\_\_  
 Other (Identify) \_\_\_\_\_

Total \_\_\_\_\_

**Next Fiscal Year**

General Revenue \_\_\_\_\_  
 Federal Funds \_\_\_\_\_  
 Cash Funds \_\_\_\_\_  
 Special Revenue \_\_\_\_\_  
 Other (Identify) \_\_\_\_\_

Total \_\_\_\_\_

5. What is the total estimated cost by fiscal year to any private individual, private entity, or private business subject to the proposed, amended, or repealed rule? Please identify those subject to the rule, and explain how they are affected.

**Current Fiscal Year**

\$ \_\_\_\_\_

**Next Fiscal Year**

\$ \_\_\_\_\_

6. What is the total estimated cost by fiscal year to a state, county, or municipal government to implement this rule? Is this the cost of the program or grant? Please explain how the government is affected.

**Current Fiscal Year**

\$ \_\_\_\_\_

**Next Fiscal Year**

\$ \_\_\_\_\_

7. With respect to the agency's answers to Questions #5 and #6 above, is there a new or increased cost or obligation of at least one hundred thousand dollars (\$100,000) per year to a private individual, private entity, private business, state government, county government, municipal government, or to two (2) or more of those entities combined?

Yes      No

If yes, the agency is required by Ark. Code Ann. § 25-15-204(e)(4) to file written findings at the time of filing the financial impact statement. The written findings shall be filed simultaneously with the financial impact statement and shall include, without limitation, the following:

- (1) a statement of the rule's basis and purpose;
- (2) the problem the agency seeks to address with the proposed rule, including a statement of whether a rule is required by statute;
- (3) a description of the factual evidence that:
  - (a) justifies the agency's need for the proposed rule; and
  - (b) describes how the benefits of the rule meet the relevant statutory objectives and justify the rule's costs;
- (4) a list of less costly alternatives to the proposed rule and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (5) a list of alternatives to the proposed rule that were suggested as a result of public comment and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (6) a statement of whether existing rules have created or contributed to the problem the agency seeks to address with the proposed rule and, if existing rules have created or contributed to the problem, an explanation of why amendment or repeal of the rule creating or contributing to the problem is not a sufficient response; and
- (7) an agency plan for review of the rule no less than every ten (10) years to determine whether, based upon the evidence, there remains a need for the rule including, without limitation, whether:
  - (a) the rule is achieving the statutory objectives;
  - (b) the benefits of the rule continue to justify its costs; and
  - (c) the rule can be amended or repealed to reduce costs while continuing to achieve the statutory objectives.

## **Standard Statement – Virus Scanning**

<b>Virus Scanning on State of Arkansas Network</b>	<b>Document Number:</b> <b>SS-70-004</b>
	<b>Effective Date:</b> <b>12/14/2003</b>
	<b>Published By:</b> Office of the ECIO

### **1.0 Purpose**

Information handled by computer systems must be adequately protected against unauthorized modification, disclosure, or destruction. Virus scanning software has proven effective in protecting state resources from viruses, worms, and other types of malicious code.

### **2.0 Scope**

This standard statement applies to all state agencies, boards, commissions and institutions of higher education.

### **3.0 Background**

The Arkansas Information Systems Act of 1997 (Act 914, 1997) gives the [Office of Information Technology](#) the authority to define standards, policies and procedures to manage the information resources within the state. This is accomplished through work with a multi-agency working group known as the [Shared Technical Architecture Team](#)

In addition, Act 1042 of 2001 states that the Executive Chief Information Officer oversee the development of information technology security policy for state agencies.

### **4.0 References**

- 4.1** Arkansas State Government Information Resources Security Policy Guidelines
- 4.2** Act 914 of 1997: Authorized the Office of Information Technology (OIT) to develop statewide policies.

~~4.3 Act 1042 of 2001: Authorized the Executive CIO to develop security policy.~~

## **5.0 Standard**

~~5.1 All microcomputer workstations and servers attached to the state network shall have updated virus protection software installed and enabled.~~

~~5.2 At a minimum, virus definitions shall be updated weekly.~~

## **6.0 Procedures**

~~The agency shall be able to demonstrate compliance.~~

## **7.0 Revision History**

Date	Description of Change
12/14/2003	Original Standard Statement Published

## **8.0 Definitions**

### **8.1 Virus:**

~~A virus is a piece of programming code usually disguised as something else that causes some unexpected and usually undesirable event. A virus is often designed so that it is automatically spread to other computer users. Viruses can be transmitted as attachments to an e-mail note, as downloads, or be present on a diskette or CD. The source of the e-mail note, downloaded file, or diskette you've received is often unaware of the virus. Some viruses wreak their effect as soon as their code is executed; other viruses lie dormant until circumstances cause their code to be executed by the computer.~~

### **8.2 Worm:**

~~A worm is a self-replicating virus that does not alter files but resides in active memory and duplicates itself. Worms use parts of an operating system that are automatic and usually invisible to the user. It is common for worms to be noticed only when their uncontrolled replication consumes system resources, slowing or halting other tasks.~~

### **8.3 Workstations and servers:**

~~A workstation is a personal computer attached to a local area network that in turn shares the resources of one or more computers. The computer that a server program runs in is also frequently referred to as a server. In this standard, workstations and servers are also defined as computers that are capable of becoming infected with a virus, worm, or other malicious code.~~

## **9—Related Resources**

Antivirus software links:

Norton Antivirus: <http://www.symantec.com/nav/>

McAfee Antivirus: <http://www.mcafee.com/anti-virus/default.asp>

Hoaxes: <http://hoaxbusters.ciac.org/HoaxBustersHome.html>

AVG Antivirus: [http://www.grisoft.com/html/us\\_index.htm](http://www.grisoft.com/html/us_index.htm)

eTrust Antivirus : <http://www3.ca.com/Solutions/Product.asp?ID=156>

## **10—Inquiries**

Direct inquiries about this standard to:

Office of Information Technology

Shared Technical Architecture

124 W. Capitol Ave., Suite 200

Little Rock, AR 72201

Voice: 501-682-4300

FAX: 501-682-2040

Email: [ITArch@mail.state.ar.us](mailto:ITArch@mail.state.ar.us)

OIT policies can be found on the Internet at:

<http://www.techarch.state.ar.us/>