

Technical Panel  
of the  
Nebraska Information Technology Commission

**Draft Document**  
**30-Day Comment Period**

**Title: Web Cookie Standard**

Notes to Readers:

1. The following document is a draft standard under review by the Technical Panel of the Nebraska Information Technology Commission (NITC). This document is available in both PDF and Word versions at <http://www.nitc.state.ne.us/standards/index.html>.
2. If you have comments on this document, you can send them by e-mail to [rick.becker@nitc.ne.gov](mailto:rick.becker@nitc.ne.gov), or call 402-471-7984 for more information on submitting comments.
3. The comment period for this document ends on **May 22, 2006**.
4. The Technical Panel will consider this standard and the comments received at their meeting currently scheduled for June 13, 2006. Final approval of the standard would be considered by NITC at their next meeting following the Technical Panel review. Information about these meetings will be posted on the NITC web site at <http://www.nitc.state.ne.us/>.



# Nebraska Information Technology Commission

## STANDARDS AND GUIDELINES

### Web Cookie Standard

Category	<b>E-Government Architecture</b>
Title	<b>Web Cookie Standard</b>
Number	

Applicability	<input checked="" type="checkbox"/> <b>State Government Agencies</b> <input checked="" type="checkbox"/> All ..... <b>Standard</b> <input type="checkbox"/> Excluding ..... <b>Not Applicable</b> <input type="checkbox"/> <b>State Funded Entities</b> - All entities receiving state funding for matters covered by this document..... <b>Not Applicable</b> <input type="checkbox"/> <b>Other:</b> ..... <b>Not Applicable</b>
	<b>Definitions:</b> <b>Standard</b> - Adherence is required. Certain exceptions and conditions may appear in this document, all other deviations from the standard require prior approval of the Technical Panel of the NITC. <b>Guideline</b> - Adherence is voluntary.

Status	<input type="checkbox"/> Adopted <input checked="" type="checkbox"/> Draft <input type="checkbox"/> Other: _____
Dates	Date: Draft April 17, 2006 Date Adopted by NITC: Other:

## 1.0 Standard

Nebraska.gov and state agencies may use cookies to store user information subject to the following:

### 1.1 Permanent Cookies

- 1.1.1 Will not contain personal identifying information (e.g. names, date of birth, social security number, hint answers).
- 1.1.2 May be used to save personalized web site settings (e.g. font size, color, text type, etc.).
- 1.1.3 May include an expiration date if appropriate.

### 1.2 Session Cookies

- 1.2.1 Will be erased when a user's web browser session ends or the user logs out of the application.
- 1.2.2 Will only be accessible to the specific application(s) in use.

1.3 Any use of cookies can be made known to the user through the use of appropriate browser settings.

1.4 The Web Cookie Standard is available on the State Portal.

## 2.0 Purpose and Objectives

The purpose of this standard is to establish guidance for the use of web cookies on web sites, web pages, and web applications created by State of Nebraska agencies, boards and commissions.

## 3.0 Definitions

### 3.1 Web Cookie

Any technique of saving state or tokens stored on a user's computer to be exchanged between a web browser and a web server is considered a cookie (an example of an additional type of cookie is a PIE - Persistent Identification Element).

### 3.2 Web Page

A document stored on a server, consisting of an XHTML file and any related files for scripts and graphics, viewable through a web browser or the World Wide Web. Files linked from a web page such as Word (.doc), Portable Document Format (.pdf), and Excel (.xls) files are not web pages, as they can be viewed without access to a web browser.

### 3.3 Web Site

A set of interconnected web pages, usually including a homepage, generally located on the same server, and prepared and maintained as a collection of information by a person, group or organization.

### 3.4 Web Application

An application that is accessed with a web browser over a network such as the Internet or an intranet.

## 4.0 Applicability

This standard shall apply to all State of Nebraska agencies, boards and commissions.