

## Request for Waiver to NITC Standard 8-301 Password Standard.

According to NITC Standard 1-103 Waiver Policy, the following request is to allow a deviation to the NITC Standard 8-301. The request addresses the deviation of password construction on the AS/400 for the Kronos application due to system capabilities.

- **Agency name** - Kronos Steering Committee (NDCS/HHSS/OCIO)
- **Name, title, and contact information for the agency contact person regarding the request** - Robert Shanahan, IT Manager, NDCS 402-489-5809
- **Title of the NITC Standards and Guidelines document at issue** - Standard 8-301 *Password Policy*
- **Description of the problem or issue** – Kronos is currently out of compliance with the NITC Password Policy (and has been so since its inception) in the following areas;
  - Minimum password length is set at 6 characters
  - Sequential character limitation – limited ability, currently no enforcement
  - Does not contain three of four character types
  - Passwords are not case sensitive
- **Description of the agency's preferred solution, including a listing of the specific requirement(s) for which a waiver is requested**
  - The Kronos Coordinating Committee with support of OCIO will implement the NITC 8-301 password standard for the Kronos Timekeeping System with the exception of the criteria “must not repeat any character sequentially more than two (2) times”. This criteria is not supported natively by the AS/400 operating system; the AS/400 platform hosts the Kronos Timekeeping System. The AS/400 operating system does offer a more restrictive criteria which eliminates any repeating consecutive characters, but the Kronos Coordinating Committee feels this will be a hardship for users if imposed because it would be inconsistent with password rules for other application systems which adhere to the NITC 8-301 password standard as written. Imposition of more restrictive criteria for this single system would result in minimal security gains, and would incur significant costs in lost productivity and increased support.
  - Based on this information, the Kronos Steering Committee requests a waiver from the NITC 8-301 password standard, specifically the sequential character criteria.
- **Any additional information and justification showing good cause for the requested waiver**
  - NA

### Background:

The Kronos Steering Committee, at their December, 2010 regular meeting, agreed to request, in accordance with NITC Standard 1-103 a waiver to Standard 8-301 *Password Policy* as it pertains to the Kronos system.

The Kronos System is an electronic time keeping system, utilized as a time clock system, by the Department of Health and Human Services and the Department of Correctional Services. The Kronos System is supported by the Office of the CIO. The Kronos Steering Committee is comprised of authorized representatives of each agency, who are empowered to make policy and operational decisions as it relates to use and support of the Kronos tools.