Encryption Standard

Version #: 1.1   **Approved By**: Paul Hopingardner, Chief Information Officer

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Standard

1. Cryptographic modules shall be utilized and certified to meet Federal Information Processing Standards (FIPS) 140-2 in any instance that Criminal Justice Information (CJI) is transmitted outside the boundaries of the agency owned, managed, or protected medium. All other Virtual Private Network (VPN) implementations must meet the secure encryption standards of IPSEC (3DES) or 256 bit AES.
2. When CJI is at rest and stored outside the boundary of the physically secure location, it shall be protected via cryptographic mechanism that is FIPS 197 certified, 256 bit as described on the National Security Agency (NSA) Suite B Cryptography list of approved algorithms. The same standard is recommended for other sensitive data classifications such as Personally Identifiable Information (PII) and data covered under the Heath Insurance Portability and Accountability Act (HIPAA).
3. The passphrase used to unlock the cipher shall meet the following requirements:
    a. Be at least ten (10) characters
    b. Not be a dictionary word
    c. Include at least one (1) upper case letter, one (1) lower case letter, one (1) number, and one (1) special character
    d. Be changed when previously authorized personnel no longer require access
4. Multiple files maintained in the same unencrypted folder shall have separate and distinct passphrases.
5. A single passphrase may be used to encrypt an entire folder or disk containing multiple files.
6. In the use of public key infrastructure technology, registration to receive a public key certificate shall:
    a. Include authorization by a supervisor or a responsible official
    b. Be accomplished by a secure process that verifies the identity of the certificate holder
    c. Ensure the certificate is issued to the intended party

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Standards Revision

Version	Purpose/Changes	Editor	Date
1.0	Travis County Information Technology Services Information Technical Standards Creation	Randy Lott	01/04/2016
1.1	Updated contact information and name due to new CIO	Joyce Miller	12/13/2019