

POLICY 042/2016 RAADSBELEID

MUNICIPALITY DAWID KRUIPER MUNISIPALITEIT

SUBJECT/ONDERWERP: IT PATCH MANAGEMENT POLICY

REFERENCE/VERWYSING: 6.1.3.B

RESOLUTION NR/BESLUIT NO: 17.10/11/2016 (CM)

DATE/DATUM: 25 November 2016

PURPOSE: This policy defines procedures to be performed allowing for good practice of patch management.

POLICY PHILOSOPHY AND PRINCIPLE

Patch management allows for the updating of information technology components of both hardware and software. Patches are developed for IT components due to the following reasons:

- Rectification of software errors causing malfunctioning
- Curbing the vulnerabilities caused by viruses, malware, and spyware.

Patches can also if not implemented correctly cause functioning software to malfunction. Therefore proper processes must be followed to ensure optimal usage.

GUIDELINES

1. This policy applies to the following IT hardware and software components and associated patch types:

Component	Patch type
Severs, Computers, printers, faxes, scanners	Drivers, Firmware
Routers, switches, radio equipment	Firmware
Operating Systems	Service packs
Application Software	Feature updates, Service packs

2. To ensure optimal output on systems all patches need to be tested before implementing. Tested patches will be approved for implementation.
3. Only Information technology staff or appointed contactors are authorized to update any IT components with any patch.
4. The users of IT components must allow authorized personnel to install patches that have been approved.

PROCEDURE

1. The IT Manager ensures that all patches are tested and where applicable approve for implementation.
2. The IT Personnel are responsible for installing approved patches.

ROLES

IT Manager
IT Personnel
End users

RELATED POLICIES

Besigheid Kontinuiteitsbeleid
IT Backup Policy

REPEALS

Any previous policy or procedure prior to this policy is hereby recalled.

