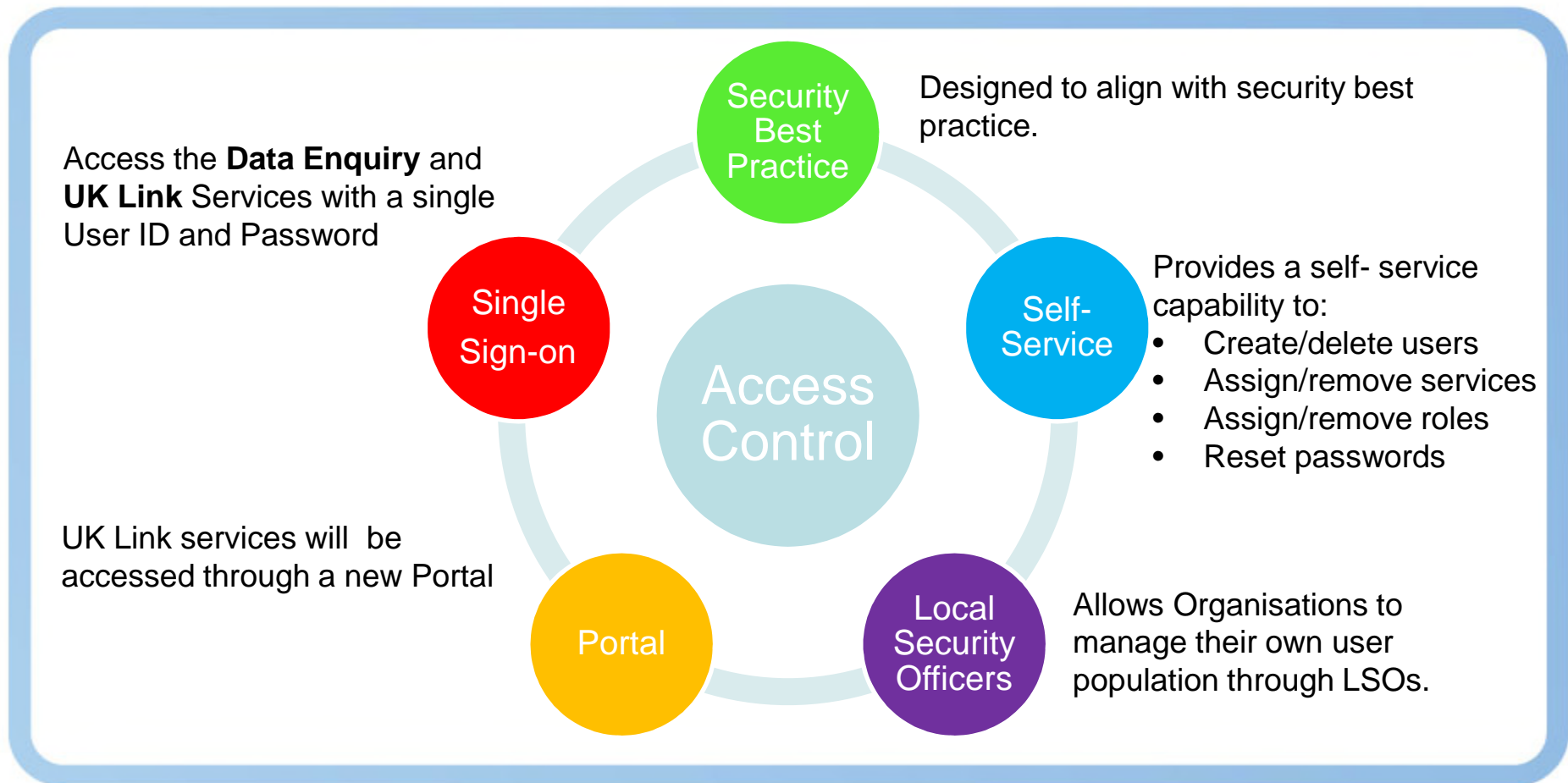




Access Control Security
UKL Programme

External Access

High Level Principles



xserve



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Access Controls – Key Elements

- Access to UK Link and Data Enquiry will be via a new Web Portal Solution. [Note that access to Contact Management Service (CMS) will remain as-is]
- A single User ID and Password will enable access to both UK Link and Data Enquiry, and to any additional services provided through the portal in the future
- In line with Security best practice, the system will not support concurrent usage of a single account, and all User IDs will be system generated based on the user's first-name and last-name
- An email address (mandatory, but not unique) will need to be registered for each user. This email address will be used for access controls notifications.
- Self-service provision will allow individual users to manage their accounts and passwords, and Local Security Officers (LSOs) to create and manage the users registered for their own organisation

Local Security Officers (LSO)

- The solution will require Organisations to provide a minimum of 2 Local Security Officers (LSOs) to manage their user population.
- LSOs will be able to create/delete users, assign/remove services, add/remove roles, disable/re-enable users, and reset user passwords.
- LSOs will only be able to manage users residing within their organisation.
- Xoserve will have a 'Super' LSO capability to act on behalf of other organisations if necessary.

User ID's

- User IDs will now be first name/last name to ensure traceability/accountability
- Minimum 6 characters, Max 25 characters, A-Z, a-z, 0-9
- No special characters, no international characters
- The User ID will concatenate:
 - First 15 characters of first name
 - First 10 characters of the surname
- If the derived User ID already exists then it will be incremented with a sequential number to create a unique ID
- Non-alphanumeric characters will be removed (for example Ronnie O'Sullivan would become RonnieOSullivan)

Passwords

The 'basics'...

- ✓ Minimum 8 characters, Max 16 characters
- ✓ Min 1 numeric, min 6 alphanumeric, min 1 unique, min 1 upper case, min 1 special characters
- ✓ Password expiry warning issued after [40] days
- ✓ Password will expire after [45] days
- ✓ No reuse of the 5 previous passwords
- ✓ User account will be locked after 3 unsuccessful password attempts
- ✓ User can unlock account using their security questions
- ✓ LSO can unlock account by issuing a temporary password to the user.

Supported Browsers

Product	Support Position	Version	Vendor Support	Xoserve Support
Microsoft Internet Explorer	From January 12, 2016, only the most current version of Internet Explorer available for a supported operating system will receive technical support and security updates.	IE11	Windows 7 Windows 8.1 Update	Yes
		IE10		Yes
		IE9	Windows Vista SP2	Yes
		IE8	Already out of support	Yes – limited period
		IE7	Already out of support	Yes – limited period
		IE6	Already out of support	No
Google Chrome	Google provides regular updates to Chrome, supporting the latest release	39+	Yes	Yes
		10 - 38	No	Yes
Apple Safari	The version supported depends on the Operating System.	6, 7, 8	Yes	Yes
		5	No	Yes
Mozilla Firefox	Mozilla provides regular updates to Firefox, supporting the latest release	31 +	Yes	Yes
		5+	No	Yes

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