



**STATE OF MONTANA
DEPARTMENT OF CORRECTIONS
POLICY DIRECTIVE**

Policy:	DOC 1.7.1 INFORMATION TECHNOLOGY SERVICES
Chapter 1:	ADMINISTRATION AND MANAGEMENT
Section 7:	Information Systems
Effective Date:	Dec. 1, 1996 Page 1 of 2
Revised:	11/8/18
Signature:	/s/ Reginald D. Michael, Director

I. POLICY

The Department of Corrections complies with the Montana Code Annotated, the Montana Operations Manual, the Administrative Rules of Montana, and the Department of Administration Enterprise-Wide policies that regulate the use of state computers and information technology.

II. APPLICABILITY

All Department divisions, facilities and programs.

III. DEFINITIONS

None.

IV. DEPARTMENT DIRECTIVES

A. General Requirements

1. The Administrative Services Division (division) will monitor the Montana Code Annotated, the Administrative Rules of Montana, Montana Operations Manual, and all relevant state information technology policies to ensure that Department information technology (IT) policies comply with the law and state policy.
2. The division may adopt procedures as necessary to manage, maintain, and protect the Department's computer and information technology resources. The division will maintain the procedures on the Intranet so they are accessible to staff.

V. CLOSING

Questions concerning this policy should be directed to the Department's Administrative Services Division Administrator.

VI. REFERENCES

- A. 2-15-112, MCA; 2-17-504 through 2-17-561, MCA; 18-4-313, MCA; 45-6-311, MCA; 53-1-203, MCA
- B. *Montana Operations Manual*
- C. *Title 2, Chapter 12, Sub-Chapters 1 & 2; Administrative Rules of Montana*

VII. ATTACHMENTS

None.