KANSAS COMMISSION ON PEACE OFFICERS' STANDARDS & TRAINING

Policy: 108 Remote Access
Issue/Rev: 04/28/2022

Issuing Authority: Executive Director Doug Schroeder

I. Purpose: This policy defines procedures and restrictions for KSCPOST personnel to access computer systems remotely.

II. Policy Statement: KSCPOST personnel will only have remote access to computer systems at the approval of the Executive Director.

III. Scope: Personnel employed at the Kansas Commission on Peace Officers' Standards and Training and third-parties who help manage, monitor, and maintain KSCPOST computer systems.

IV. Definitions:
    A. KSCPOST – The office of the Kansas Commission on Peace Officers' Standards and Training
    B. Remote Access - Accessing KSCPOST computer systems through remote means such as a remote desktop application.

V. Procedures

    A. In the course of general business, KSCPOST personnel should not need remote access to KSCPOST computer systems.
    B. In the case remote access becomes needed, KSCPOST personnel must request remote access to computer systems from the Executive Director.
    C. Remote access will not be allowed without the permission of the Executive Director.
    D. KSCPOST personnel will not log in to KSCPOST computer systems while connected to open or unsecure network connections.
    E. In the case of an approved third-party requiring remote access to diagnose a computer or network issue, such access will only be granted with the approval of the Executive Director.
    F. The third-party requiring remote access should only do so at the request of KSCPOST. Example: A support ticket is submitted to fix a computer issue.