

DEPARTMENT OF HUMAN GENETICS 01-03

CATEGORY: SUPPORT SERVICES
SECTION: Computing, Information, and Data
SUBJECT: Systems Security Update Policy
EFFECTIVE DATE: March 27, 2013 Revised
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I. SCOPE

This policy is designed to help prevent infection and security breaches of Department computers and computer systems by computer viruses and other malicious code. This policy is intended to help prevent damage to user applications, data, files, and hardware by installing Microsoft critical and security updates.

This policy applies to all employees and faculty of the Department. Every user of Department computer resources is expected to know and follow this policy.

II. DEFINITIONS:

Computer devices are any type of device connected to a network that could become infected with a computer virus. Examples of computer devices would be, but not limited to, workstations, servers, laptops, etc.

Microsoft Update software runs on either a Windows server or workstation and monitors all available security and critical updates. Microsoft Update connects to an internal update server and will automatically install updates on the workstations.

Apple Software Update runs on Apple computers and will monitor download all available patches and updates. However, this process is currently manual. Users will need to be sure to install all available patches and updates.

III. POLICY:

All Department of Human Genetics computer devices connected to the network shall have updates installed automatically. This will occur every Saturday at 3am. It is recommended that all documents be saved and closed before this time.

In the event that updates are failing to install on a workstation, it may be necessary to troubleshoot the workstation directly to resolve the issue.

Server update installation may require downtime for that server's function. If this is necessary, the downtime will be scheduled and all those affected will be notified.

This policy will not supersede any University of Pittsburgh developed policies but may introduce more stringent requirements than the University policy.