NEOMIN — STATIC MAP APPLICATION FORM

The _____ School District is making application to the NEOMIN Governing Board requesting that the equipment described below be given direct exposure to the public Internet via a static map through NEOMIN's Security Firewall.

PURPOSE OF REQUEST:
Please provide a brief description of the service that you are requesting to have available to the public Internet.

PHYSICAL SECURITY:	YES	NO	N/A
In what building and room will the server be located?			
Who has access to the room?			
Is the room locked at all times?			
Will students ever have access to the location where the server resides?			

System Administration:
Who is responsible for the administration of the server?
Who else will have administrator privileges on the server?
Please explain the password policy on this server, e.g. password length, expirations, block-out policies, etc.

SYSTEM ADMINISTRATION (CONTINUED):	YES	NO	N/A
What operating system and version will be running on the server?			
Who is the lead system administrator responsible for upgrades and patches to the operating system software?			
Does your district have procedures in place for system restoration and data recovery?			
How often will backups be completed on the server and what will be captured during the backups?			
What method of backup will be used, i.e. tape backup?			
Are district personnel monitoring access to this server?			
Is event logging enabled? If so, what events are being logged?			
How often are log files being reviewed by the system administrator?			
What anti-virus software package will be running on the server?			
How often and by what means will the ant-virus software be updated?			
By what means will the system administrator receive on-going training in order to keep abreast of security issues?			

Network Administration:	
What is the internal (10-dot) IP address assigned to the server?	
What is the Ethernet MAC address of the server?	
What is the IP hostname desired for (or already assigned to) to the server? (e.g. server.grand-valley.k12.oh.us)	
Please provide a list of all Internet services that will be run on the server using specific service/protocol acronyms. (e.g. POP3, FTP, SMTP, others)	
Please provide a list all port numbers that will need to be statically mapped based on the services identified above.	

Space Provided For NEOMIN Use			
Assigned Public IP address:			
Opened Ports:			
Notes:			
Approval Signature:		**Approval Date:**	

By submitting this application, our district is stating that we have read and agree to the NEOMIN Network Security Policy, we understand the network security risks that this exposure generates to the entire NEOMIN consortium, that the district has taken all necessary steps needed to minimize any risks, and that the district commits to maintain all aspects of the exposed system in order to limit future risks.

Signed,

_____   _____
District Superintendent   *Date*