

Acquisition of Informatics Hardware and Software

1. Introduction

The following departmental procedures have been prepared in order to help users identify those responsible for assisting in acquiring new informatics hardware and software, and to outline steps to be taken to acquire goods and services. These procedures relate to acquisitions both at Headquarters (HQ) and missions.

The procedures will ensure, to the degree possible, that acquisitions are consistent with the current architecture. They will also facilitate acquisitions that are "non-standard" requirements of a particular client. It is understood that procurements must be done in accordance with the *Government Contract Regulations* (GCR). In addition, at missions, local procurement is to conform to the provisions set out in the departmental *Manual of Security Instructions*, FAIT 13.

2. Responsibilities

2.1 STD. The Information Systems Bureau (STD) received funding for the initial implementation of SIGNET hardware and software. This includes:

- a voice/data communications backbone (MITNET);
- a desktop-to-desktop unclassified messaging system (SIGNET-D); and
- a unit-to-unit classified messaging system (SIGNET-C2).

In addition, STD continues to be responsible for implementing and maintaining other communications functions such as facsimiles, portable satellite terminals (PSAT), the Intrusion Detection Access Control System (IDACS), radios and cellular phones.

STD will provide without cost to the user:

- maintenance and further development of the current infrastructure, including telecommunications backbone, client servers and peripherals, routers and concentrators;
- licenses and maintenance as required for user and network software, for the standard suite selected for the Department; and
- advice to clients, and control as necessary, as to what hardware and software can be added to the network without detrimental security or technical ramifications.

2.2 Users. Until resolution of funding issues raised in the Information Management Plan, users have financial responsibility for:

- new infrastructure (routers, concentrators, servers, etc.) required to meet changing user requirements or to outfit new missions or additional users;
- repair and replacement of workstations and printers in missions. At Headquarters, STOS will continue to provide this service until new policies are implemented; and
- acquisition and support of non-standard software or hardware, provided the system administrator has approved the installation.