

# STATE OF ALABAMA

## Information Technology Policy

### **POLICY 623-00: AUTHENTICATION**

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Users must uniquely identify themselves to a system or network resource and verify that identity with at least one authentication factor. Authentication factors include something a person *knows* (password, pass-phrase, PIN, etc.), something a person *has* (token, access card, etc.), or something a person *is* (biometric such as a fingerprint, retina scan, etc). Authentication factors may be required in any number or combination (i.e., multi-factor authentication).

#### **OBJECTIVE:**

Define the minimum requirements for authenticated access to State information systems.

#### **SCOPE:**

This policy applies to all Executive Branch agencies, boards, and commissions except those exempt under The Code of Alabama 1975 (Title 41 Chapter 4 Article 11).

#### **RESPONSIBILITIES:**

##### **Agency Management, Information Technology Organization:**

- Ensure every user is assigned a unique user identification and authentication mechanism (e.g., user ID and password) so all activities on the network or system are traceable to a specific user.
- Ensure systems obscure feedback of authentication information during the authentication process.
- Document detailed authentication requirements in (as applicable) standards or operating procedures.
- Ensure users are advised on protecting identifiers and the corresponding authentication mechanisms. Authentication factors must never be shared, cached, stored in any readable form, or kept in locations where unauthorized persons might discover them.

#### **ADDITIONAL INFORMATION:**

Information Technology Standard 623S1: Authentication – Passwords

[http://cybersecurity.alabama.gov/documents/Standard\\_623S1\\_Authentication-Passwords.pdf](http://cybersecurity.alabama.gov/documents/Standard_623S1_Authentication-Passwords.pdf)

Information Technology Standard 623S2: Authentication – Biometrics

[http://cybersecurity.alabama.gov/documents/Standard\\_623S2\\_Authentication-Biometrics.pdf](http://cybersecurity.alabama.gov/documents/Standard_623S2_Authentication-Biometrics.pdf)

Information Technology Dictionary

[http://cybersecurity.alabama.gov/documents/IT\\_Dictionary.pdf](http://cybersecurity.alabama.gov/documents/IT_Dictionary.pdf)

*By Authority of Director, Information Services Division, Department of Finance*

**DOCUMENT HISTORY:**

Version	Release Date	Comments
620-03	3/9/2006	Original document
620-03_A	1/12/2007	Added biometric policy and user guidance statements.
620-03_B	10/28/2008	Added authenticator feedback requirement; moved biometric requirement to Standard 620-03S2: Authentication-Biometrics.
623-00	09/01/2011	New document number and format