

Networks: Policy Statements

DQ Status	Live	Policy		
DQ Content Authority	Strategic Network Development (SND)			
Contact(s) for Help	SND			
Description	Global. For those working on all areas related to the BBC network. This document can be given to potential suppliers without any prior approval.			
DQ Reference	Version	Date	Last Reviewed	Next Review Due
net_01	06.02	27/09/2006	Sep 2004	Sep 2006 Review Requested
Key Words	Network, policy			
DQ Location	Internal: http://guidelines.gateway.bbc.co.uk/dq/networks/policies.shtml External: http://www.bbc.co.uk/guidelines/dq/contents/networks.shtml			

Ref	Policy Statement
01	The BBC Networks are a critical asset; no end or intermediate system attachment will be allowed to adversely affect broadcasting services and business processes.
02	Capacity planning is mandatory on all BBC networks, and must be done in consultation with the appropriate business representatives. See draft document on Strategic Use and Capacity Planning .
03	All changes to, additions to, and removals of intermediate / end systems and attachments from the BBC Networks change or configuration management and scheduled in line with user requirements.
04	All intermediate / end system interfaces and protocols must be wholly compliant with the approved BBC Network Standards and standards from the relevant International Standards bodies.
05	All remote access to the BBC end and intermediate systems on the BBC Network by remote mechanisms, PCs and ancillary devices owned by or under direct control of the BBC must be to approved standards.
06	All intermediate and end systems (and applications running on intermediate and end systems) attached to the BBC's Networks must be configured efficiently and use the minimum amount of bandwidth commensurate with the application and be wholly compliant with the Network Standards. Where appropriate, they must be capable of operating on long-haul, high-delay paths.
07	All intermediate and end systems packet network (data/Intranet) devices must be capable of supporting BBC configured and managed, standards-based configuration protocols (such as DHCP, Autoproxies etc), and standards-based naming systems (e.g. DNS, LDAP etc).
08	Intermediate and end systems not subject to change management, to be attached to the BBC Networks must be tested in an approved way as detailed in the Development Standards before live implementation, to confirm correct operation, performance, stability, and manageability, and must have an assessment carried out of its impact on the rest of the network.
09	Approved applications on the networks must perform to a specification (response time and availability) agreed with relevant users and documented in the appropriate SLA and be monitored to measure performance against this specification.
10	Where appropriate, everything attached to the BBC Networks will have appropriate, approved and updated virus protection.
11	All network objects, (servers, workstations, logon-id's etc) should adhere to BBC network object naming standards.
12	End and intermediate systems must only be configured to approved standards.

13	All equipment attached to the BBC Networks must be only be installed by approved personnel.
14	The BBC's Networks must be capable of being remotely monitored using appropriate standards.
15	The BBC Network must only be used for approved and authorised functionality and data transfer.
16	The use of proxy for the remote control of workstations is subject to information security policies.
17	All wireless networks must adhere to policies and standards in DQ.
18	Activity on the network will be monitored to ensure continual availability.
19	End and intermediate systems that are attached to the BBC Networks that will increase the amount of traffic must have an assessment carried out of their impact on the rest of the network.

BBC Networks definition:

The BBC Networks are defined as those assets which are deployed to meet the BBC's Network Requirements. This means that the assets can be owned by the BBC or by Third Parties. Head of Strategy and Head of IT jointly own the BBC's Networks Requirements on behalf of the BBC.

Appendix A – Document History

Date	Version	Changes / Comments	Author
27/09/06	06.02	Removal of information on related policies from the word document. The policies have not been deleted; they are links to other useful information. The list will now be maintained on the web site only.	L.A Carter
14/06/04	06.01	Clarification of Networks policy and improved inclusion of relevant links and definitions.	SND Team
01/10/02	06.00	Issued version	L.A. Carter
19/08/02	05.01 (draft)	<p>As part of a major review of DQ content, rename Inclusion on BBC networks to Networks; creation of this document and re-numbering of the policies following</p> <ul style="list-style-type: none"> • Transfer of "All third party access to the BBC Networks must be approved and monitored, and their continued attachment reviewed on a regular basis" to the topic Third Parties; • Transfer of "Equipment added to the BBC Networks which can enable a link outside must only be linked after approval for third party access." "Where a server build exists for a specific server function, e.g. Desktop Resource, On-Line, Intranet, that build must be used unless specifically approved otherwise." "For all equipment that has virus software installed, a user cannot disable the virus software. See Virus Protection." To the topic Equipment. • Transfer of "BBC standard desktop build will be used on all PCs unless there is a business need which means that it cannot be used. The use of non-standard desktops will require approval" to the topic Desktop • Transfer of "All Internet and Intranet sites must be compliant with BETSIE." To the topic Diversity • Transfer of "The BBC will monitor activity on the network to ensure continual availability" from Maintenance and Support. 	L.A. Carter