System Access Control

Introduction/Purpose

The purpose of this document is to provide information regarding system access controls for Kentucky Department of Education (KDE) internal administrators, and users of enterprise information systems and personal or confidential data.

The KDE implements access control across its networks, information technology systems and services to provide authorized, auditable and appropriate user access, and to ensure appropriate preservation of data confidentiality, integrity and availability in accordance with the Data Collection, Access and Use Policy.

Universal Restrictions

Enterprise information systems are valuable tools for appropriate use by KDE staff. KDE encourages staff to be mindful of the intent and purpose of the systems and data, and be responsible for safeguarding all confidential and personally identifiable information. Staff should never:

- bypass any measures KDE may use to prevent or restrict access to an information system or database;
- attempt to access the accounts of others or attempt to penetrate security measures of KDE, or other third party systems (otherwise known as "hacking,") whether or not the intrusion results in corruption or loss of data;
- reveal your account credentials, including username and password, to others or allow the use of your account by others.

KDE may block, suspend, or terminate use of any enterprise system at any time for any reason. Reasons KDE might do so include, but are not limited to (a) your breach of any confidentiality agreement; (b) employee's use of an information system or data in a manner that violates the law, KDE policies or is outside the requirements of your job position.

KDE staff may click here for information regarding access to the following systems and secure sites.

EDKDEFILP1 Secure File Server	Technical Education Database System (TEDS)
Enhanced Management Administrative Reporting System (eMARS)	Kentucky Student Information System (KSIS)
Financial Analysis System (FAS) v3	Municipal Information System (MUNIS)
MIS2000	School and Community Nutrition Child Nutrition and Information Payment System (SCN – CNIPS)
Kentucky Human Resource Information System (KHRIS)	Support Education Excellence in Kentucky (SEEK)
Management Reporting Database (MRDB) – Finance connection to eMARS	Web App