

<b>CALIFORNIA DEPARTMENT OF TECHNOLOGY</b> <b>TECHNOLOGY LETTER</b>	NUMBER: <b>TL 16-05</b>	DATE ISSUED: <b>MAY 2016</b>
SUBJECT: <b>CALIFORNIA COMPLIANCE AND SECURITY INCIDENT REPORTING SYSTEM (CAL-CSIRS)</b>	REFERENCES: Government Code Sections 11549.3 State Administrative Manual (SAM), Sections 5330.2 and 5340 - 5340.4 Statewide Information Management Manual (SIMM) Sections 5340-A and 5340-C	

## BACKGROUND

The California Department of Technology, California Information Security Office (CISO) issues policy and procedures to further assist Agencies/state entities to comply with information security and privacy requirements. As the use of computers and automated systems has increased, so has the need for stronger security and controls to manage and protect private information. In an effort to improve incident reporting, the CISO has replaced manual and redundant incident reporting processes with an automated security compliance and reporting system. This improvement was needed to maximize effectiveness so resources can continue to meet statutory mandates.

The new California Compliance and Security Incident Reporting System (Cal-CSIRS) will fully integrate the statewide information security program compliance functions, improve and streamline compliance reporting processes and provide greater situational awareness through management reports and dashboards. Cal-CSIRS will be implemented in multiple phases; the incident reporting module and corresponding procedures are being implemented in this first phase.

## PURPOSE

The purpose of this Technology Letter (TL) is to announce:

- Revised SAM Section 5330.2 to require Agencies/state entities to immediately report all information security incidents in accordance with SAM Sections 5340 through 5340.4.
- Revised SIMM Sections 5340-A and 5340-C to discontinue incident reporting through the Emergency Notification and Tactical Alert Center (ENTAC) and direct all incident reports to be made through the Cal-CSIRS system.
- Revised SIMM 5340-B to replace the Information Security Incident Report manual form with a link to Cal-CSIRS for on-line reporting.
- Revised SIMM Section 05A to require that all information security incidents be reported immediately.

Agencies/state entities must review these updates and ensure these updates are incorporated into their internal processes and procedures to comply with the new requirements.

## QUESTIONS

Questions regarding this Technology Letter should be directed to the California Information Security Office at (916) 445-5239 or [Security@state.ca.gov](mailto:Security@state.ca.gov)

## SIGNATURE

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