

Topics:

## [Change \[2\]](#) **Operational Change Control [1]**

SS-08-026 Operational Change Control

Issue Date: 3/31/2008

Revision Effective Date: 3/31/2008

## **PURPOSE**

The purpose of change management in an information security infrastructure is to manage the effects of changes or differences in configurations on an information system or network. Change management allows system owners to follow a standard process for changing a configuration item or its status and to manage changes in a predictable and controlled manner. It allows system owners to assess, identify, and minimize the risks to operations and security prior to implementation.

## **STANDARD**

System owners shall develop, implement and enforce formal change management responsibilities and procedures to ensure strict control of all changes to operational information systems? computing and communications infrastructure (hardware, software, networks and applications) and ensure adequate consideration of the potential security impacts of changes to an information system or its surrounding environment.

Change management procedures shall be documented and include:

- Record of technical description, impact type, priority and outcome:
  - Emergency/Routine
  - Major/minor
  - High/low
  - Success/Failure-backout
- Formal approval of proposed changes
- Process for emergency, unplanned changes
- An assessment of the potential impact of changes
- Testing changes prior to implementation
- Transferring software or hardware from development/test to production
- Communication of change details to all relevant persons
- Back-out procedure for aborting and recovering from unsuccessful changes

## **RELATED ENTERPRISE POLICIES, STANDARDS, GUIDELINES**

[Change Management \(PS-08-015\) \[3\]](#)

## **REFERENCES**