



Information Technology

Remote Access Services in Accordance with Administrative Policy 705

| Who | Device Owner | Service | Business Use | Technology Supported | Remote Access Request Form Required? |
|---------------------------------------|--------------|---|---|--|--|
| Employee | County | Access to County email and calendar (Groupwise, GW Web, mobility, Blackberry Enterprise server) | Maintain schedule and communications when away from the office | Laptop, tablet, or cell phone | Yes |
| Employee, Temp, Volunteer, Contractor | Personal | Access to County email and calendar (GW Web or Mobility) | Maintain schedule and communications when away from the office | PC, laptop, tablet, or cell phone | Yes |
| Employee | County | Access to County intranet pages | Access forms, information, and communications when away from the office | Laptop, tablet, or cell phone | Yes |
| Employee | Personal | Access to County intranet pages and P drive | Access forms, information, and communications when away from the office | PC, laptop and tablet with approved antivirus | Yes |
| Employee | County | Access to personal and group drives | Ability to work on documents when away from the office | Laptops, tablets, and cell phones | Yes |
| Employee | County | Access to my County desktop and all normal work resources | Establish a remote office to access all resources such as programs, files, and printers to administer county resources or services 24x7 | County laptops and tablets using industry-standard high availability connection tool such as Virtual Private Network (VPN) | Yes; required before access made available; remains in effect based on assigned employee's role |
| Sheriff's Office and Facilities | County | Mobile access in County-owned vehicle | Network access for mobile devices in patrol and maintenance vehicles | County laptops and tablets using secured remote access software | No, this is a standard County configuration for this type of vehicle |
| Health & Human Services | County | Access State of Oregon forms to provide health-related services | Connect to an online form provided by the State which must be completed and submitted while at the client site | County owned laptop or tablet using industry-standard high availability tool such as NetMotion | Yes; required before access made available; remains in effect based on assigned employee's role. |
| Vendor | Vendor | One-time access to County test resource. Exceptions may be granted for production with specific contract agreements | Trouble-shoot and resolve an issue or apply a specific patch or upgrade. Training or product demonstration. | Industry standard connection tool such as WebEx or GoTo Meeting; Requires IT staff to monitor the entire duration of the connection. | Yes, required before first use; normally remains in-effect for duration of contract |
| Vendor | Vendor | Ongoing vendor access to County test or production resource | Contractually-defined product support and maintenance for County resource maintained by vendor | Industry standard connection tool such as Virtual Private Network (VPN) | Yes, required before first use; normally remains in-effect for duration of contract. |