



City of Round Rock Covered Applications and Prohibited Technology Policy

<u>Authors</u>		City Manager's Office	
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<u>Approval</u>	<u>Date</u>	November 19, 2024	
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Purpose

Pursuant to Senate Bill 1893, governmental entities, as defined below, must establish a covered applications policy:

- A department, commission, board, office, or other agency that is in the executive or legislative branch of state government and that was created by the constitution or a statute, including an institution of higher education as defined by Education Code Section 61.003.
- The supreme court, the court of criminal appeals, a court of appeals, a district court, or the Texas Judicial Council or another agency in the judicial branch of state government.
- A political subdivision of this state, including a municipality, county, or special purpose district.

Policy

This policy applies to all City of Round Rock full- and part-time employees, contractors, paid or unpaid interns, and other users of government networks. All City of Round Rock employees are responsible for complying with this policy.

A covered application is:

- The social media service TikTok or any successor application or service developed or provided by ByteDance Limited, or an entity owned by ByteDance Limited.
- A social media application or service specified by proclamation of the governor under Government Code Section 620.005.

Covered Applications on Government-Owned or Leased Devices

Except where approved exceptions apply, the use or installation of covered applications is prohibited on all government-owned or -leased devices, including cell phones, tablets, desktop and laptop computers, and other internet-capable devices.

City of Round Rock will identify, track, and manage all government-owned or -leased devices including mobile phones, tablets, laptops, desktop computers, or any other internet-capable devices to:

- a. Prohibit the installation of a covered application.
- b. Prohibit the use of a covered application.
- c. Remove a covered application from a government-owned or -leased device that was on the device prior to the passage of S.B. 1893 (88th Leg, R.S.).
- d. Remove an application from a government-owned or -leased device if the Governor issues a proclamation identifying it as a covered application.

City of Round Rock will manage all government-owned or leased mobile devices by implementing the security measures listed below:

- a. Restrict access to “app stores” or unauthorized software repositories to prevent the installation of unauthorized applications.
- b. Maintain the ability to remotely wipe non-compliant or compromised mobile devices.
- c. Maintain the ability to remotely uninstall unauthorized software from mobile devices.
- d. Other City of Round Rock-implemented security measures.

Ongoing and Emerging Technology Threats

To provide protection against ongoing and emerging technological threats to the government’s sensitive information and critical infrastructure, DPS and DIR will regularly monitor and evaluate additional social media applications or services that pose a risk to this state.

DIR will annually submit to the Governor a list of social media applications and services identified as posing a risk to Texas. The Governor may proclaim items on this list as covered applications that are subject to this policy.

If the Governor identifies an item on the DIR-posted list described by this section, then City of Round Rock will remove and prohibit the covered application.

City of Round Rock may also prohibit social media applications or services in addition to those specified by proclamation of the Governor.

Bring Your Own Device Policy

If City of Round Rock has a “Bring Your Own Device” (BYOD) program, then the City of Round Rock may consider prohibiting the installation or operation of covered applications on employee-owned devices that are used to conduct government business.

Covered Application Exceptions

City of Round Rock may permit exceptions authorizing the installation and use of a covered application on government-owned or -leased devices consistent with the authority provided by Government Code Chapter 620.

Government Code Section 620.004 only allows City of Round Rock to install and use a covered application on an applicable device to the extent necessary for:

- (1) Providing law enforcement; or
- (2) Developing or implementing information security measures.

If City of Round Rock authorizes an exception allowing for the installation and use of a covered application, City of Round Rock must use measures to mitigate the risks posed to the state during the application’s use.

City of Round Rock must document whichever measures it took to mitigate the risks posed to the state during the use of the covered application.

Bring Your Own Device Policy for City of Round Rock Not Subject to the Governor’s Prohibited Technology Directive

If City of Round Rock is not subject to the Governor’s prohibited technology directive but is subject to Senate Bill 1893, it may also consider prohibiting the installation or operation of prohibited technologies and covered applications on employee-owned devices that are used to conduct government business.

If City of Round Rock has a “Bring Your Own Device” (BYOD) program, then the City of Round Rock shall institute a “Bring Your Own Device” (BYOD) policy requiring the enrollment of these personal devices in the entity’s program before their continued use in conducting governmental business.

Ongoing and Emerging Technology Threats Pursuant to the Governor’s Directive

To provide protection against ongoing and emerging technological threats to the state’s sensitive information and critical infrastructure, DPS and DIR will regularly monitor and evaluate additional technologies posing concerns for inclusion in this policy.

DIR posts the list of all prohibited technologies, including applications, software, hardware, or technology providers, to its website. If, after consultation between DIR and DPS, a new technology must be added to this list, DIR will update the prohibited technology list posted on its website.

Round Rock will implement the removal and prohibition of any listed technology on all applicable devices. We may prohibit other technology threats in addition to those on the posted list should we determine that such prohibition is appropriate.

Policy Compliance

All employees shall sign a document annually confirming their understanding of the agency's covered applications and prohibited technology policies. Governmental entities that are subject to Senate Bill 1893 but not subject to the Governor's December 07, 2022, directive may elect not to require employees to complete an annual certification.

City of Round Rock will verify compliance with this policy through various methods, including but not limited to, IT/security system reports and feedback to leadership.

An employee found to have violated this policy may be subject to disciplinary action, including termination of employment.

Policy Review

This policy will be reviewed annually and updated as necessary to reflect changes in state law, additions to applications identified under Government Code Section 620.006, updates to the prohibited technology list posted to DIR's website, or to suit the needs of City of Round Rock.