Information Technology Policy
Commonwealth of Pennsylvania
Governor's Office of Administration / Office for Information Technology

ITP Number:	**ITP-NET005**	
ITP Title:	**Commonwealth External and Internal Domain Name Services (DNS)**	
Issued by:	**Deputy Secretary for Information Technology**	
Date Issued: March 1, 2006		**Date Revised: January 21, 2011**
Domain:	**Network**	
Discipline:	**Network Services**	
Technology Area:	**DNS**	
Revision History Date:	**Description:**	
04/16/2009	**Added PA.GOV**	
06/22/2009	**Updated Policy and Exemption sections**	
01/21/2011	**Updated to include specific policy for external and internal and DNS. Supplements have been rescinded.**	

Abstract:
The purpose of this Information Technology Policy (ITP) is to establish an enterprise-wide policy for External and Internal DNS Design Standards. This policy will ensure DNS uniformity across all commonwealth agencies and to ensure efficient name resolution within the commonwealth network.

General:
This ITP applies to all departments, boards, commissions and councils under the governor's jurisdiction (agencies) and any commonwealth agency or business partner that requires a commonwealth service (Web, file transfer protocol, etc) to be available to other agencies or via the Internet.

Policy:
The Office of Administration/Office for Information Technology has the responsibility to centrally manage DNS names for the commonwealth external and internal domains.

Remedy is to be used to request all DNS services. Following are DNS service examples:
- Request assistance to migrate non-Commonwealth domains such as .com, .net, .org, .etc. to pa.gov or state.pa.us.
- Request a DNS zone or record
- Modify or Delete a DNS zone or record
- DNS troubleshooting

Agencies shall follow the DNS design standards for both external and internal outlined below:

External DNS Design Standards
- Agencies must use Commonwealth Domains: PA.GOV or STATE.PA.US
- A waiver must be submitted and approved for any domain name other than PA.GOV or STATE.PA.US **prior** to an agency purchasing the domain.

Internal DNS Design Standards

- All internal Windows-based/Linux systems are to resolve DNS to their local CWOPA Domain Controller.
- If an agency has an in-house DNS solution, those servers must forward to their local CWOPA domain controllers.
- All Agency CWOPA Domain Controllers forward to the Commonwealth Internal DNS Servers for resolution not in the PA.LCL domain.
- Commonwealth Internal DNS Servers shall forward Non-Internal or Internet requests to Commonwealth External DNS Servers.

Refresh Schedule:

All standards identified in this ITP are subject to periodic review and possible revision, or upon request by the Enterprise Architecture Standards Committee (EASC).

Exemption from This Policy:

In the event an agency chooses to seek an exemption, for reasons such as the need to comply with requirements for a federally mandated system, a request for waiver may be submitted via the Commonwealth of PA Procurement and Architectural Review (COPPAR) process. Requests are to be entered into the COPPAR Tool located at http://coppar.oa.pa.gov/. Agency CIO approval is required. Contact your agency CoP Planner for further details or assistance.

Questions:

Questions regarding this policy are to be directed to ra-itcentral@pa.gov.