Permission Memorandum for File

Subject: Security Review – Vulnerability Assessment and Penetration Testing

Date: _____

To properly secure the University's information technology assets, the IT Security Office will assess our security stance periodically by conducting vulnerability assessments and penetration testing. These activities involve scanning our desktops, laptops, servers, network elements, and other computer systems owned by the University on a regular, periodic basis to discover vulnerabilities present on these systems. Only with knowledge of these vulnerabilities can our department apply security fixes or other compensating controls to improve the security of our environment.

The purpose of this memo is to grant authorization to specific members of the IT Security Office to conduct vulnerability assessments and penetration tests against the University's assets. To that end, the undersigned attests to the following:

1) Randy Marchany, Philip Kobezak, Nicolas Pachis, and William Urbanski have permission to scan the University's computer equipment and network to find vulnerabilities.

2) The Vice President for Information Technology & Chief Information Officer has the authority to grant this permission for testing the University's information technology assets.

3) Prior Approval must be obtained from each Department Head prior to conducting vulnerability assessments and penetration testing on the individual Departments' information technology assets.

Signature_____   Date_____
        Title

Signature_____   Date_____
        Randolph C. Marchany
        Director, Virginia Tech IT Security Office

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