**COMMONWEALTH OF PENNSYLVANIA HEALTH & HUMAN SERVICES DELIVERY CENTER**

INFORMATION TECHNOLOGY STANDARD

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| Name of Standard: **Network** | Number: |
| **Address and Name Registration** | **STD-ENSS012** |
| Domain: | Category: |
| **Network** | **Wide, Metropolitan & Local Area Networks** |
| Date Issued: | Issued by Direction Of: |
| **5/09/2001** |  |
| Date Revised: |  |
| **6/18/2020** | **Jonathan Arnold, Chief Technology Officer**  **Health & Human Services Delivery Center** |

# Abstract:

The Health & Human Services Delivery Center (HHS DC) network is registered with the InterNIC as a Class B Transmission Control Protocol/Internet Protocol (TCP/IP) network (us.pa.state.dpw). A new host system on the HHS DC network must have a name and registered Internet protocol (IP) address. **The Pennsylvania Department of Aging are exceptions from this requirement.**

The Health and Human Services Delivery Center (HHS DC) Technology Services Office (TSO) is responsible for network administration for the Departments of Health (DOH), Human Services (DHS), Aging (PDA), Drug and Alcohol Programs (DDAP) and Military and Veterans Affairs (DMVA).

# General:

The purpose of this document is to inform the reader regarding the necessity and assignment of names and IP addresses to host systems on the HHS DC network.

# Standard:

## Assignment of IP Addresses

The HHS DC network manager assigns IP addresses required by a host system for network operation. All IP addresses on the HHS DC network are recorded in HHS DC’s IPAM database.

## Addresses must be registered

All remote sites and/or networks connected to the HHS DC network must have a valid IP address duly registered with the InterNIC. Any illegal IP address found will be removed immediately without prior notification to the user.

# Exemptions from this Standard:

There will be no exemptions to this standard. The Pennsylvania Department of Aging is excluded from this requirement.

# Refresh Schedule:

All standards and referenced documentation identified in this standard will be subject to review and possible revision annually or upon request by the Health & Human Services Delivery Center Domain Leads.

# Standard Revision Log:

|  |  |  |  |
| --- | --- | --- | --- |
| **Change Date** | **Version** | **Change Description** | **Author and Organization** |
| 05/09/2001 | 1.0 | Initial Creation | Unknown |
| 04/04/2002 | 1.1 | Edited for style. | Beverly Shultz |
| 07/13/2005 | 1.1 | Reviewed content – No changes | Tom Zarb |
| 12/21/2007 | 1.2 | Reviewed content & Edited Style | Doug Rutter |
| 09/24/2010 | 1.2 | Reviewed content – No changes | Doug Rutter |
| 02/24/2011 | 1.2 | Reviewed content – No changes | Doug Rutter |
| 12/06/2013 | 1.3 | Reviewed content – Minor Changes to denote that PID and PDA are except | Matthew Messinger |
| 04/06/2015 | 1.4 | Changed DPW references to DHS | Robert Gordon |
| 03/07/2016 | 1.4 | Updated CTO’s name | Aamir Qureshi |
| 5/19/2020 | 2.0 | Review for Content/Organization Change | Michael E. Sites TSO |
| 5/21/2020 | 2.0 | Reviewed content – Revised to remove PID from document. Updated database used to track IP addresses. | Richard D.F. Wilson |
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