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

**INFORMATION TECHNOLOGY STANDARD**

|  |  |
| --- | --- |
| Name of Standard: | Number: |
| **Network Capacity Planning** | **STD-ENSS017** |
| Domain: | Category: |
| **Network** | **Wide, Metropolitan & Local Area Network** |
| Date Issued: | Issued by Direction Of: |
| **05/09/2001** |  |
| Date Revised: | **Jonathan Arnold, Chief Technology Officer** **Health & Human Services Delivery Center** |
| **06/04/2020** |  |

# Abstract:

The Health & Human Services IT Delivery Center (HHS DC) network may need network expansion or additional functionality to meet the needs of everyone using the network.

The Health and Human Services Delivery Center (HHS DC) Technology Services Office (TSO) is responsible for Network Capacity Planning 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 of some of the responsibilities of network coordinators and the HHS DC network manager in expanding and adding functionality to the HHS DC network.

# Standard:

**Roles and Responsibilities**

It is the responsibility of all Application Development Teams (Contractors and the HHS DC Solution Management) and vendor facility managers to notify the HHS DC network manager of all planned expansions or functionality enhancements to the network at least six months before the planned implementation date. Changes should be communicated to the Network Team directly and in Architecture Review Board (ARB) meetings.

The prescribed format for submitting bandwidth change requests is shown in the template below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Area** | **Description (e.g.)** | **Firewall Zone** | **Current Size** | **Change Expected** |
| Network Bandwidth | County Assistance Offices require more circuit bandwidth to accommodate a new application, such as Skype for Business. | User Zone | 10 mb/sec | 20 mb/sec |
| App Zone | 10 mb/sec | 20 mb/sec |
| Perimeter Zone | 10 mg/sec | 20 mb/sec |

Firewall Zones are delineated in the following drawing:

Application Zone User

Zone Perimeter

Zone

FortiGate Content Analyzer

Business Partners

Internet

Willow Oak/ DGS

Annex Complex

Remote HHS

Sites (CAO, SHC)

Ethernet Sites: H&W, Forum Place, SSQ

User 6509

 A/B Switches

User Zone Firewall

Servers

App Zone Firewall

2 Cisco 3800

Switches (Core)

Perimeter Firewall

CoPA

Network

XNET

ISA Servers

Human Svcs

Webservers

**Exemptions from this Standard:**

There will be no exemptions to this standard.

# 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 |
| 05/24/2004 | 1.2 | Content change | Tom Zarb |
| 03/02/2009 | 2.0 | Revised with new content | Doug Rutter |
| 09/24/2010 | 2.0 | Reviewed content – No changes | Doug Rutter |
| 02/24/2011 | 2.0 | Reviewed content – No changes | Doug Rutter |
| 12/06/2013 | 2.0 | Reviewed content – No changes | Matthew Messinger |
| 04/06/2015 | 2.1 | Changed DPW references to DHS | Robert Gordon, BIS-DTE |
| 03/07/2016 | 2.2 | Updated the CTO’s name | Aamir Qureshi, BIS-DTE |
| 05/19/2020 | 3.0 | Review for Content/Organization Change | Michael E. Sites TSO |
| 06/03/2020 | 3.1 | Changes to Abstract & Roles and Responsibilities | Patricia Gillingham, TSO |
| 06/04/2020 | 3.1 | Updated network device models, site map. | Robert Gordon, BIS-DTE |
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