

State Secretary of
Finance of Mato Grosso



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KEEPING CURRENT WITH THE TAXPAYER

The State Secretary of Finance creates Network Management and Information Security to guarantee higher integrity and reliability to citizens

A LONG ITS 90 years, the State Secretary of Finance of Mato Grosso (Sefaz) underwent many physical and administrative transformations. But early this year, a new restructuring brought Information Security under one of its superintendencies, which today includes Network Management and Information Security. With the

recent changes, Sefaz is now closer to meeting one of its most pressing targets: to make information for taxpayers more and more transparent, guaranteeing integrity and reliability. A complex task for one who has the mission of securing tax revenue, and controlling the disbursement of public expenditures.

According to Jobson Oscar Bottos, Information Technology Administration superintendent at Sefaz, the taxpayer must be assisted with readiness and safety, therefore the heart of the matter is how information is handled. To disseminate awareness about information integrity is the greatest challenge of the new management, and is the first step to set a secure environment involving security, personnel, and physical structure policies. "Currently we are composing our security rules, and publicizing them via internal campaigns."

Along with Modulo consulting services, a set of standards is being defined to build on our procedures, such as information access levels, which people will have access granted, and which software can be used. "After all, we have a serious commitment with the secrecy of tax information", reminds the superintendent, and with the new civil code, the public agencies must be prepared to avoid problems with the society.

Security Days Promotion, workshops, material published over the intranet, and distribution of booklets with basic procedures are some of the mechanisms which are being implemented to guarantee the protection of Sefaz's data, encompassing 130 units including branches and fiscal stations in the State of Mato Grosso. "This work has total support of the senior management. Otherwise it would be very complicated to disseminate culture throughout the secretary's levels", completes Sandro Luis

Basic tips for protection

- ⇒ To formally implement a corporate policy for information security
- ⇒ To conduct lectures for collaborators, providing them with explanation, and foster adherence campaigns
- ⇒ To classify information, for clarifying what can or cannot be disclosed
- ⇒ To convey the message of high critical sense for evaluating the messages transmitted over the internet
- ⇒ To emphasize the importance of not providing any strategic data over the phone, and never sharing passwords.
- ⇒ To enforce strict (physical) garbage disposal, to avoid throwing away complete documents with important information. The garbage should be destroyed in such a way that its recovery is impossible.
- ⇒ To forbid the use of programs not authorized by the company's department responsible for information security.





Bottos, from Sefaz:
security and information
availability for the
community

The State Secretary of Finance, with the new security policies wants to turn treasury information more clear and righteous

Brandão Campos, joint superintendent of IT Support and Operations at Sefaz.

The results of these efforts may already be noticed. “People are getting to understand that technology is not everything. We need the collaboration of everyone to preserve the rules, and make the environment more and more safe. We have resources such as firewalls, antivirus, intrusion detector, physical access control, among others. But without awareness, it is impossible to keep information integrity”, Bottos says.

The implementation of a security policy also resulted in a more efficient administration, according to Bottos, because now the “service owners” no longer exist, since the procedures are standardized, facilitating the

actions of public servants. “Not to mention the easiness of personnel inclusion, considering that in the governmental area turnover rates are high, and we need to familiarize newcomers as quickly as possible”, he says.

Ricardo de Lucca Crudo, head of the new management team, says he relies on an IT subcommittee that meets every month to make decisions, identify challenges, and design procedures and standards. “We discuss many issues, including those related to infrastructure, which now encompasses several systems in different platforms, and is hindering control. We are always reviewing processes, identifying vulnerabilities, and trying to make our security policy more and more clear”, he says.

With the use of appropriate

technologies and procedures to preserve the secrecy of tax information, Sefaz intends to keep its commitment to transparency. “It is our obligation with the taxpayer. We must provide information security and availability, because we are integrated with the society”, concluded Bottos.