

# **NGAKA MODIRI MOLEMA DISTRICT MUNICIPALITY**



## **Password Policy**

**DATE APPROVED BY COUNCIL : 02/08/2008**

**COUNCIL RESOLUTION NUMBER : 32/2008**

## 1. Password Administration:

Password administration is necessary to combat the forces that can compromise your valuable electronic resources. The two main forces are social engineering and brute force. Social engineering occurs when someone becomes familiar enough with a person to guess likely passwords. Brute force methods attack systems with systematically generated credentials attempting to guess a valid username and password. Both of these two enemies are capable of eventually guessing a valid password and then exploiting resources and data on a corporate network.

Protecting your resources from these attacks is achievable through developing a solid password policy, diligence, and most importantly, using IT tools to enforce the policy.

## 2. Password Attributes:

<b>Character length</b>	08 characters or more
<b>Expiration frequency</b>	30 Days
<b>Password composition</b>	Letters with at least 1 capital letter, 1 special character and 1 numeric
<b>Invalid login attempts</b>	3 unsuccessful attempts
<b>Password history</b>	A password must be unique from passwords used in the past. Users will be disallowed from reusing any of their previous 05 passwords.
<b>Timeout = Logout</b>	Have idle sessions disconnect from network resources after a specified period of inactivity. 15 minutes.
<b>Account Lock-out</b>	15 minutes after 3 unsuccessful attempts

This policy will be reviewed annually.