Mission Statement:

We strive for excellence and provide IT services for the election process. We make sure that elections happen without systems going down for unseen circumstances. Our team is composed of five IT professionals who have years of experience.

We have expertise in routing and switching, security, server management, and much more related to building and configuring IT systems to be used for both workers and those voting.

We focus on delivering a system that is easy to use and also secure. We want workers to focus on what matters most, their jobs, and not have to worry about the underlying infrastructure.

Determine your scope:

* Setting up all layer one infrastructure.
* Configuring Routers and Switches in a secure way.
* Setting up Active Directory services for employees.
* Providing file sharing services
* Appropriate software for workers and voters.

Smart G.O.A.L 199

Initial Goal: Elections BC wants to quickly set up and have a non failing service to allow people to vote at their desired location with options allowing them to vote early or walk in during the election.

Broken Down Goals:

- Quickly setup equipment and infrastructure.
- None failing structure that is in multiple locations.
- Flexible for people to vote early.
- Security according to government code.

Example: Elections BC would like to provide IT services to support the election process. We need to be able to set up and take down infrastructure in a timely fashion to support workers who are hiring, all people registering, and all people voting. The

infrastructure needs to be secure and be fault tolerant. All workers need to be set up with emails, office software, telephony, online collaboration tools.

SPECIFIC

We want to quickly set up a redundant service by installing multiple domain controllers to handle extra workload to allow people to vote without issues of disconnecting at their desired location with the access to vote early or walk in during the designated voting hours.

- Templates to speed up network implementation
- Multiple servers in case of disaster
- Work stations for workers and voters

MEASURABLE

- When infrastructure can be setup and taken down in a specific time frame
- When workers are able to login and perform duties
- When voters can visit and vote in a secure manner

ACHIEVABLE

- YES……

RELEVANT

- Absolutely relevant….. We need the voting process to be fast and painless for both workers and voters

TIME-BOUND

- Needs to be setup within a few days…

Goal: Quickly setup equipment and infrastructure.

Specific

- We want employees to be able to use computers and communicate instantaneously.
- We want to make sure enough employees are present to set up infrastructure and equipment.

Measureable

- We need to setup the equipment and infrastructure within a day
- When we can handle hundreds of voters at any given time

Achievable

- Once deployed and documented, we can estimate time for each component.

Relevant

- Speed is incredibly important when dealing with voting and government related services.
- It's important that things be streamlined.

Time-Bound

- We only have so much time to have everything setup because voters will be starting and finish voting

GOAL: Elections Canada wants citizens to be able to vote at specific time frames, which means infrastructure needs to be set up in a timely fashion. We want enough employees to streamline the setup process and have it done within a day to handle a large number of voters.

Goal: None failing structure that is in multiple locations.

Specific

- A server goes down, and another will take its place
- Easily recover data from accidents/storage failure
- Reliable structure with minimal chance of failure

Measureable

- When data can be recovered quickly and easily

- When one Server can take the place of another automatically

Achievable

- This will be included in all parts of a structure, and we have all the tools necessary to build it.

Relevant

- It is important that our services are reliable and do not abruptly fail. Therefore this is necessary to the overall success of our service.

Time-Bound

- This will be implemented into our core structure, so it will need to be implemented during the setup.

Goal: Flexible for people to vote early.

Specific

- Votes to be able to come into some of our first usable locations a few days early to vote. Not possible for people to be able to vote after deadline
- This would be a perfect period to test the infrastructure

Measureable

- Completed when a select number of locations are up and running week earlier than voting day.

Achievable

- Possible to have 10% of structure up and running a week before voting day.

Relevant

- It is a right to be able to vote and sometimes voting day is in conflict with some individuals schedules. We need to make it possible for some to vote at different times.

Time-Bound

- A week before voting day.

Goal: Security according to government code.

Specific

- All staff have accounts that are not shared
- Account limitations to prevent security breaches such as browsing potentially dangerous websites or downloads.
- Secure Encryption between sites and devices
    - Add Site to Site VPN Encryption
    - Router Encryption (Running Config)
    - Switch Encryption (Running Config)

Measureable

- When employees have only the necessary tools to perform their job that does not threaten the network integrity.
- All data is kept secure and private.
- Connecting between locations does not pose a security threat

Achievable

- We will have all the necessary tools to achieve this. It is crucial that security is done correctly in order for our network to be protected from potential threats and be fully functional.

Relevant

- Security is very important when it comes to government services and voting. The measures that are put in place must be done correctly.

Time-Bound

- How the security will be set-up is planned beforehand, and must be done before we set up any equipment. Security will be implemented during the setup of the infrastructure, as it is done during device configuration and the offices organizational system.