

LEGISLATIVE DIGEST

[Administrative Code - Office of Cyber Security - Chief Information Security Officer]

Ordinance amending the Administrative Code to establish the Office of Cyber Security and the position of Chief Information Security Officer (CISO) who, in coordination with department technology professionals, is responsible for preventing, detecting, and remediating the damage to City infrastructure and information resources from cyber-related incidents; require departments to appoint a Department Information Security Officer; add the CISO as a permanent member of the Committee on Information Technology (COIT); name the City Administrator or designee as Chair of COIT; and provide that the City Administrator with the Mayor's concurrence appoints the Chief Information Officer (CIO).

Existing Law

Chapter 22D.3 of the San Francisco Administrative Code established the permanent members of the Committee on Information Technology and the appointment of the Chair by a majority vote of the permanent members. Chapter 22D.4 of the San Francisco Administrative Code established the position of the Chief Information Officer.

Amendments to Current Law

This ordinance would amend the Administrative Code to establish the Office of Cybersecurity and the position of City Chief Information Security Officer (CISO), it would amend the Administrative Code to add the CISO as a permanent member of COIT and it would designate the City Administrator as the Chair of COIT. It would also amend the Administrative Code to establish the Chief Information Officer is appointed by the City Administrator, with the concurrence of the Mayor and that the CISO is appointed by the CIO, following consultation with the City Administrator

Background Information

On June 4, 2021, Mayor London Breed issued an Executive Directive No. 21-02 announcing that protecting the City and County of San Francisco's (City) technology and information is vital to the proper functioning of the City and the ability of City departments and personnel to serve residents. In order to further the protection of City assets, the prevention, detection and remediation of cyber-related incidents is a top priority of the City and essential to the security of San Francisco government and its residents. In the directive, the Mayor directed the City Chief Information Officer and City Administrator to recommend changes to

the Administrative Code to formalize and strengthen the City's cybersecurity functions and programs.

Establishing the Office of Cyber Security, led by the City Chief Information Security Officer would centralize and coordinate the City's response to cybersecurity threats. The City Chief Information Security Officer would work closely with designated Departmental Information Security Officers (DISOs) to support cyber incident response in accordance with the current San Francisco Unified Cyber Command Plan. This CISO would promulgate City wide information security standards to reduce the risk of compromise to the City's information resources including but not limited to receiving and responding to security incidents from City departments, and mitigating the risks to City information resources. Departments would be required to conduct cybersecurity risk assessments every 24 months and maintain a cybersecurity emergency response plan, which would be shared and reviewed by the Office of Cyber Security

The legislation amends Section 22A to add the CISO as a permanent member of the Committee of Information Technology with the authority and responsibility to develop information security recommendations and implement COIT information security standards, policies, and procedures for all City Departments. The legislation also amends Section 22A to establish the City's Chief Information Officer is appointed by the City Administrator with the concurrence of the Mayor.

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