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|  | THE UNIVERSITY OF BRITISH COLUMBIA (CBM, *Academic Systems, UBCIT*) |

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| **Requirement 6: Develop and maintain secure systems and applications** | |
| **Question   6.1a Do all system components and software have the latest**  **vendor-supplied security patches installed?**  **6.1b Are relevant security patches installed within one month**  **of release?** | |
| **Date of Issue:**  *August 1,2010* |

**PURPOSE**

The purpose of this document is to specify procedures for PCI Compliance requirement 6.

**POLICY**

These procedures relate to university policy 106 (Access to and Security of Administrative Information), and section 5 (PCI-DSS Requirements) of UBC’s Information Security Manual.

**PERSONNEL INVOLVED**

Academic Systems Support

**CONTACT INFORMATION**

For procedure enquiries, please contact :

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**PROCEDURE**

1. UBC’s payment gateway (CBM) is an in-house application, and therefore is responsible for ensuring its security. This system has been scanned by third party security company Trustwave to ensure security of the system.
2. Academic Systems support reviews the report and if there are any breaches or Vulnerabilities reported; the group will assess the report and handle the issue until it is resolved.
3. Security related issues are being addressed by making changes to the application, in order to remove reported vulnerabilities. When the patch has been developed, and testing completed the patch would be released to Production environment.
4. The timeline for these releases are less than a month.

**REVISION HISTORY**

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| **Date** | **Details of Change** | **Changed By** | **Approved By** | **Title** |
| (*Insert Date*) | (*Initial Version*) | (*Name*) | (*Name*) | (*Approver’s Job Title*) |