



State of Illinois  
Department of Innovation & Technology  
**Federal Tax Information (FTI)  
Supplemental Policy**



**1. OVERVIEW**

The State of Illinois Department of Innovation & Technology (DoIT) has published this Supplemental Policy to ensure the appropriate protection of Federal Tax Information (FTI), which requires the establishment of enhanced information security controls due to the sensitivity or criticality of the data. This Policy provides personnel who are responsible for safeguarding and protecting FTI with required expanded security and compliance guidelines. Unless otherwise specified, capitalized terms contained herein shall have the meaning assigned to them in the Terminology Glossary.

**2. GOAL**

The goal of this Supplemental Policy is to secure and control FTI. This Policy establishes a minimum standard for security requirements that will ensure the continuity of information protection.

**3. SCOPE**

This Policy applies to all entities with physical and/or logical access to FTI. These entities include personnel, contractors, and third-party State of Illinois agencies, boards, and commissions that access, transmit, store, and/or process FTI. This Policy applies to all Information Systems containing FTI, regardless of whether the Information System is internally or externally developed, acquired from third-party entities, or utilized as a service.

**4. REQUIREMENTS**

The State of Illinois adopts the [Internal Revenue Service's Publication 1075: Tax Information Security Guidelines for Federal, State and Local Agencies \(Publication 1075\)](#) as its minimum-security requirement for FTI. All Information Systems developed, acquired, or utilized as a service by DoIT and/or its Client Agencies containing regulated tax information will incorporate the security standards of Publication 1075.

**5. POLICY COMPLIANCE**

Compliance with this Policy is accomplished through established procedures and designation of responsibility to specific personnel/job titles. To the extent necessary, each agency, board, and commission shall establish policies, standards, and procedures in accordance with this Policy.

All authorized Users of Information Technology (IT) Resources are responsible for Policy adherence and understanding. Failure to comply with this Policy could result in discipline, up to and including discharge.

*Revision history and approvals are reflected in ServiceNow.*