

# **REFERENCE** STANDARDS

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Information Technology Department Government of Tamilnadu

REFERENCE STANDARDS VERSION 1.0



## **REFERENCE STANDARDS**

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#### **M.K.STALIN** CHIEF MINISTER OF TAMIL NADU



SECRETARIAT CHENNAI - 600 009

## **MESSAGE**



Information Technology will be key to achieving the \$ 1 Trillion GDP goal by 2030. Tamil Nadu Government has committed to provide Swift, Measurable, Accessible, Responsive and Transparent (SMART) Governance by deploying information technology across all departments. I congratulate the Information Technology department in its maiden effort to publish Reference Standards for all e-Government systems that will enable implementation of the whole of Government approach.

(M.K.STALIN) Chief Minister

T. MANO THANGARAJ Minister for Information Technology Government of Tamil Nadu



SECRETARIAT CHENNAI - 600 009

## **MESSAGE**



The Government is working towards a citizen-friendly Governance driven by Information Technology. Unfortunately, departmental IT systems have grown independently of each other, which is posing challenges in getting benefits of large data across various systems due to lack of standardization.

The Reference Standard is an attempt to achieve interoperability of e-Governance systems and secure digital assets of the Government of Tamil Nadu. I am confident that this effort will lead to better governance for citizens.

(T. MANO THANGARAJ) Minister for Information Technology Government of Tamil Nadu

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Dr. V. IRAI ANBU, IAS Chief Secretary Government of Tamil Nadu



SECRETARIAT CHENNAI - 600 009

## **MESSAGE**



Information technology has the capability to provide good governance, simplify the life of citizens and ensure that the poorest citizens are taken care of by providing wider access to social welfare schemes. This requires that G2B and G2C processes are e-enabled, and service delivery mechanisms meet the myriad needs of the citizens.

As technology has evolved, various departments have followed different paths to e-Governance, and this has led to siloed development. This has not only prevented innovation in governance but also led to inefficiencies. Cyber Security has become an additional challenge as the pace of digitalization has picked up. Standardization of systems can help us in building robust solutions and solve these challenges. I am happy that the Reference Standards document is being published for adoption by the Government of Tamil Nadu IT systems that will help us achieve these goals.



(Dr. V. IRAI ANBU, IAS) Chief Secretary Government of Tamil Nadu

Dr. NEERAJ MITTAL, IAS Principal Secretary Information Technology Government of Tamil Nadu



SECRETARIAT CHENNAI - 600 009

#### **FOREWORD**



Tamil Nadu is giving high priority to deploy e-Governance to improve the lives of citizens. This requires that all departments must work in a coordinated manner. But with increased IT penetration cyber-attacks are becoming a real threat. These Reference Standards have thus been collated for adoption in all government IT systems so that the IT systems can operate in a secure, inter-operable, and efficient manner. I would like to thank the Hon'ble Finance Minister who envisioned the need for creation of such a standards document in the first place.

A high-level advisory committee of experts was constituted to arrive at these standards. These were then examined and approved by the High-Level Security Governance Committee (HLSGC). Public consultation was undertaken by hosting it on websites (IT Department at https://it.tn.gov.in/, ELCOT at https://elcot.in/ and TNeGA at https://tnega.tn.gov.in/ ) and by sharing the document for comments with 100+ industry vendors for feedback. "Reference Standards" is a result of this exercise and covers relevant standards and also classifies them as mandatory and recommended standards. It shall be applicable to all IT systems of Government of Tamil Nadu.

I thank all the contributors, organizations, both private and public who have contributed to this maiden effort including Thiru. K. Vijayendra Pandian, IAS, CEO, TNeGA, Thiru. Ajay Yadav, IAS, MD ELCOT, Thiru. S. Balachander, IAS, Jt. CEO TNeGA, Thiru. Amresh Pujari, IPS, ADGP, Thiru. G.Venkataraman IPS, ADGP, Thiru. K.Srinivasa Raghavan SIO, NIC, Dr.R.Gunasekaran, HOD, Computer Science, Anna University, Cdr. L.R.Prakash (Retd). Senior Director, C-DAC, Dr. R. Muthukumar, Director STQC, Dr. S. Velmourougan, Scientist-D, STQC, Dr.N.Sarat Chandra Babu, Executive Director, SETS, Dr.Reshmi TR, Scientist, SETS, Thiru. Sarath Rudh, Director (South), NCIIPC, Thiru. M Kannan, GM, ELCOT, Thiru Venkatesh, Joint Director, TNeGA, Dr. Ethirajan D, Joint Director, C-DAC, Thiru.Prasanna, Joint Director, C-DAC, Thirumathi S.P. Shri Jayanthi, DM-ELCOT and Thiru. Pallab Saha,The Open Group.

This is a living document and will be updated regularly. We, therefore, request feedback and suggestions from all stakeholders on a continuous basis. Any feedback/suggestions can be sent to secyit.tn@nic.in

(Dr. NEERAJ MITTAL, IAS) Principal Secretary Information Technology Government of Tamil Nadu

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#### **ABSTRACT**

Information Technology Department – Data/Security Governance – Departments to obtain mandatory compliance from Standards Compliance Technical Committee (SCTC) for any e-governance/hardware prior to procurement for ensuring data interoperability and security - "Reference Standards" – Approved – Orders- Issued.

#### **INFORMATION TECHNOLOGY (E2) DEPARTMENT**

G.O.(Ms.) No.3

Dated: 20.01.2022 பிலவ, தை 07 திருவள்ளுவா் ஆண்டு – 2053 Read:

- 1. G.O.(D) No.25, Information (B4) Department, dated 02.11.2016.
- 2. Minutes of 10th meeting of High Level Security Governance Committee held on 17.11.2021.

#### \*\*\*\*\*

#### ORDER:

The Government of Tamil Nadu has been working to improve the delivery of services to citizens through information and communication technology. Government departments are offering their G2B, G2C and G2G services through online and mobile applications. Over time, departmental IT systems have grown independent of each other without reaping the benefits of sharing large collection of data across their applications, which is critical for decision making process.

2. As several citizen-centric services from Government Departments are offered online and through mobile apps, the security of data maintained by these applications has to be ensured in order to protect them from data breach or other cyber threats. In this context, the data security of the Government applications has assumed increasing importance.

3. In the G.O. 1<sup>st</sup> read above, a High Level Security Governance Committee (HLSGC) for Security Governance has been constituted under Information Technology Department to give necessary guidance to Cyber Security Incidence Response Team – Tamil Nadu (CSIRT-TN) as and when required.

4. In order to lay down the standards for security and data for all Government Applications, a "Data/Security Advisory Team" was constituted under the High Level Security Governance Committee with the following composition:

| 1) | Thiru.G. Venkataraman,<br>Additional Director-General of Police /<br>Officer-on-Special Duty,<br>Information Technology Department | Chairman             |
|----|--|----------------------|
| 2) | Thiru.K.Srinivasa Raghavan,<br>State Informatics Officer,<br>National Informatics Centre, Chennai – 600 090.                       |                      |
| 3) | The Chief Executive Officer,<br>Tamil Nadu e-Governance Agency, Chennai – 600 002.   |                      |
| 4) | Dr.R.Gunasekaran,<br>Head, Department of Computer Technology, Anna University,<br>Chennai – 600 025.,                              | Members              |
| 5) | Cdr. L.R. Prakash (Retd), Senior Director,<br>Centre for Development of Advanced Computing (CDAC),<br>Chennai.                     |                      |
| 6) | Dr.R.Muthukumar, Director,<br>Standardisation Testing and Quality Certification (STQC),<br>Chennai.                                |                      |
| 7) | The General Manager (Technical, IT Infra),<br>Electronics Corporation of Tamil Nadu (ELCOT),<br>Chennai.                           | Member-<br>Secretary |

The Data/Security Advisory Team was asked to examine the standards related to Security and Data for e-Governance applications and to submit their recommendations to the HLSGC.

5. Accordingly, the Data/Security Advisory Team prepared the first version of Reference Standards and placed it before the HLSGC. The HLSGC, in its 10<sup>th</sup> meeting held on 17.11.2021, had approved the reference Standards. The Government has accepted the reference standard for adherence by all departments.

6. The salient features are as follows:

- These are called "Reference Standards" for data and Cyber Security version 1.0 and will be updated regularly.
- Provides standards relevant to e-governance projects to ensure compliance to requirements which are Business Architecture Standards, Application Architecture Standards, Interoperability Standards, Data Standards and Cyber Security Standards.

- The standards are classified in section 7 of policy as Mandatory (coded in red) and Recommended (coded in green) for purposes of e-governance and electronic hardware procurement.
- The Mandatory standards are to be followed for all e-government systems/application /hardware procurements / purchase / development by all departments.
- SCTC is constituted to ensure compliance to standards. It shall be chaired by the Chief Executive Officer, Tamil Nadu e-Governance Agency (TNeGA) with members such as Managing Director, ELCOT, State Informatics Officer, NIC-TN State Unit, Director, CDAC-Chennai, Director, Society for Electronic Transaction and Security (SETS), Director STQC and academic representative from IIT-Madras/Anna University or their representatives. The Joint Chief Executive Officer, TNeGA shall be the Member-Secretary of the Committee. The Committee can co-opt 2 persons from private sector based on any specialized need/sector.
- The functions of SCTC shall include:
  - It shall provide all departments compulsory approval of compliance of the tender documents to mandatory standards including provision for data sharing for data purity project with TNeGA prior to tendering for purchase / development of any e-governance application / software / electronic hardware. The full compliance review will happen in stages through the tendering to implementation and finally at time of go-live of the projects. It shall issue detailed guidelines for compliance certification process.
  - Issuing binding directions on adherence to standards to the user departments for both existing and future e-Gov systems.
  - Approving any deviation/exemption for not adopting specific mandatory standards.
  - Directing departments to adopt certain standards even if they are not part of this document.

7. The Government, after careful examination has approved the "Reference Standards" for strict adherence by all departments.

8. The Information Technology department will be authorized to issue any clarifications/amendments/updates to these standards from time to time.

#### (By Order of the Governor)

#### NEERAJ MITTAL PRINCIPAL SECRETARY TO GOVERNMENT

## **1.1. BACKGROUND**

1

Electronic governance or e-Governance is the application of Information Technology for delivering government services, exchange of information, communication, transactions, and integration of various stand-alone systems between Government-to-Government (G2G), Government-to-Citizen (G2C), Government-to-Business(G2B), Government-to-Employees (G2E), as well as back-office processes and interactions within the entire Government framework. Through e-Governance, Government services are made available to citizens in a convenient, efficient, and transparent manner. Data Integrity and Cyber security is essential for IT infrastructure in order to deliver convenient, efficient and transparent services. Each e-Governance project should have a highly secure layer to protect data processed and delivered through it.

The 'Reference Standards' aim is to assist in the delivery of more consistent and cohesive service to citizens and support the more cost-effective delivery of ICT services by Government. A worldwide practice for conducting Government wide e-Government analysis, design, planning and implementation, using a holistic approach at all times, for the successful development and execution of e-Government Strategy is known as "e-Government Enterprise Architecture". The e-Government Enterprise Architecture. There are five categories/areas covering all aspects of e-Government.

These are Business architecture, Application architecture, Interoperability, Data standardization, preservation of Data and Cyber Security Standards for e-Governance projects planned and implemented in Tamil Nadu to inculcate confidentiality, integrity and availability throughout its life cycle. This document collates the various standards and guidelines that are relevant to e-Governance projects and provides guidance to select appropriate standards and best practices to meet its requirements.



The above e-Governance Enterprise Architecture provides a holistic view of the various standards and guidelines to be considered for the whole of e-Governance. The portions marked in yellow above are covered in this document.

#### **1.2. SCOPE OF REFERENCE STANDARDS**

This document recommends standards and guidelines for e-Governance projects throughout its life cycle to plan, develop, test, execute and monitor. The Reference Standards document can be used internally in the department as a pre-compliance checklist to self-assess or self-certify or by a third-party consultant/auditor. It can also be used 'in part', as a procurement mechanism to help specify requirements of a supplier contract.

The International/National standards and guidelines are clustered into five sections namely -

- 1. Business Architecture Standards
- 2. Application Architecture Standards
- 3. Interoperability Standards

#### 4. Data Standards

#### 5. Cyber Security Standards

The document describes the purpose of standards, its benefits and references. Further, it provides guidance to all department users on mandatory and recommended (but not mandatory) standards. These are color coded as red and green respectively at the end of this document.

Reference Standards Document for Data and Cyber Security proposed by Information Technology Department, Government of Tamil Nadu shall help in:

- Identifying software and system requirements;
- Validating the comprehensiveness of a requirements definition;
- Identifying software and system design objectives;
- Identifying software and system testing objectives;
- Identifying quality control criteria as part of quality assurance;
- Identifying acceptance criteria for a software product and/or softwareintensive computer system;
- Establishing measures of quality characteristics in support of these activities.

The document has been prepared collaboratively with experts and different stakeholders. We hope that this document will evolve based on feedback from different stakeholders over time and lead to interoperable, secure IT systems for the Government.

## 2)

## **BUSINESS ARCHITECTURE STANDARDS**

The Business Architecture is defined based on the Business Reference Model (BRM). The Business Reference Model is a functional framework focusing on providing an organized, tiered hierarchical construct representing the business functions of the e-Governance services. It aims to provide a functional view in identifying common business capabilities across Public Institutions required to provide services to citizens, business and other institutions. The BRM can be viewed as the generic business architecture requirement that will drive and shape the subsequent data, application and technology architectures of the Public Institution.

This section helps the departments in the following aspects:

- To define the target business architecture that defines how e-Governance services need to operate to achieve their goals and respond to the strategic objectives set out in the Architecture Vision Standards and Technical Guidelines.
- To describe the product and/or the service strategy, the organization, function, process and information.

#### 2.1. Design Thinking

Design thinking is an iterative process in which service designers seek to understand the user, challenge assumptions and redefine problems to identify alternative strategies and solutions that might not be instantly apparent with the initial level of understanding.

#### Standard:

ISO 9241-210:2019: Human-centered design for interactive systems – It provides requirements and recommendations for human-centered design principles and activities throughout the life cycle of computer-based interactive systems. It is intended to be used by those managing design

processes and is concerned with ways in which both hardware and software components of interactive systems can enhance human system interaction.

#### 2.2. Accessibility

Web Content Accessibility Guidelines (WCAG) ensure that people with physical impairments can access specialized devices and those with cognitive impairments can be assured of a minimum level of access.

#### Standard:

WCAG: Web Content Accessibility Guidelines (Level A, AA, AAA) explains how to make web content more accessible to people with disabilities. WCAG covers websites, applications and other digital content.

#### Hyperlink:

https://www.w3.org/TR/WCAG

#### 2.3. Business Process Modeling

This is a standardized graphical notation for depicting business processes in a workflow. The primary goal is to provide a standard notation that is readily understandable by all business stakeholders. It comprises six standards and one guideline.

#### Standard:

 OAGIS: Open Application Group Integration Specification is an Extensible Markup Language (XML). Interoperability standard and data model provided by the Open Access Group, which supports the electronic exchange of data, especially business documents.

#### Hyperlink:

https://www.service-architecture.com/articles/xml/oagis.html

ISO/IEC/IEEE 31320-1&2: Information technology — Modeling Languages
 — Part 1&2: Syntax and Semantics for IDEF0. This standard identifies the basic components of Integration Definition 0 (IDEF0) syntax. IDEF0 stands

for Integration Definition for Process Modeling, a public-domain methodology used to model businesses and their processes so they can be understood and improved. It is a type of flowchart diagram.

BPMN: Business Process Model and Notation, Version 2.0 – It is a visual modeling language for business analysis applications and specifying enterprise process workflows.

- ISO 15000-5:2014 : Electronic Business Extensible Markup Language (ebXML) Part 5: Core Components Specification (CCS). It can be employed wherever business information is being shared or exchanged amongst and between enterprises, governmental agencies and/or other organizations in an open and worldwide environment. The Core Components user community consists of business and governmental users, business document modelers and business data modelers, Business Process modelers and application developers of different organizations that require interoperability of business information. This interoperability covers both interactive and batch exchanges of business data between applications through the use of internet and web-based information exchanges, as well as traditional Electronic Data Interchange (EDI) systems.
- ebXML 2001 ) It provides an open, XML-based infrastructure that enables the global use of electronic business information in an interoperable, secure and consistent manner by all trading partners.

#### **Guideline**:

Implementation guidelines for Open API policy for e-Governance NeST-GDL-OAPI.01. Version 1.0: 2020.

#### Hyperlink:

http://www.egovstandards.gov.in/sites/default/files/Implementation% 20Guidelines%20for%20Open%20API%20Policy%20for%20e-Governance%20% 20%28National%20Data%20Highway%29%20V1.0\_0.pdf

#### 2.4. Business Architecture Notation

The Unified Modeling Language would be used for designing systems, architecture designs and other modeling. UML is a language for specifying, constructing, visualizing and documenting the artifacts of a software–intensive system. It is a general–purpose modeling language used with all major object methods and applied to all application domains.

#### Standard:

*ISO 15704 2019* Enterprise modeling and architecture – Requirements for enterprise referencing architectures and methodologies - It specifies a reference base of concepts and principles for enterprise architectures which enables enterprise development, enterprise integration, enterprise integrability, human understanding and computer processing.

#### 2.5. Service Design

To ensure that departments are planning delivery of e-services in a consistent way, digital service design standard compliance would be followed across the Departments of Government of TN.

#### Standard:

#### Digital Service Standard (DSS)

To protect the personal information and the privacy of individuals in their interactions with the digital systems, it is a set of principles for protection of privacy and the personal information of individuals.

#### Hyperlink:

http://www.egovstandards.gov.in/sites/default/files/Digital%20Service %20Standard%20Version%201.0.pdf

## **APPLICATION ARCHITECTURE STANDARDS**

Application Architecture standards aim to reduce complexity and promote reusability, flexibility and extensibility, simplicity and ease of use, adherence to open standards, service oriented technology and vendor independence such that maximum value is extracted from ICT investments. This will minimize the time, cost and complexity of developing, deploying, maintaining and enhancing the applications.

#### 3.1. Website Design

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This standard recommends policies and guidelines for TN Government websites and portals, at any organizational level and belonging to both State Government and local Governments (including District Administrations to Village Panchayats) for making TN Government websites citizen-centric and visitor-friendly. Compliance with these guidelines will ensure consistency and uniformity in the content coverage and presentation and promote excellence in the TN Government Web space.

#### **Guidelines:**

Guidelines for Indian Government Websites.

#### Hyperlink:

https://cdnbbsr.s3waas.gov.in/s3c92a10324374fac681719d63979d00fe/ uploads/2020/03/2020032611.pdf

 NIST Special Publication 800-37: Risk Management Framework for Information Systems and Organizations: A System Life Cycle Approach for Security and Privacy.

#### Hyperlink:

https://nvlpubs.nist.gov/nistpubs/SpecialPublications/NIST.SP.800-37r2.pdf

#### Standard:

Design: Cascading style sheets – CSS3, Hyper Text Markup Language – HTML5.

#### 3.2. Software Development Process

Business requirements should define the choice of Software Development Life Cycle (SDLC) model from either Waterfall or Iterative or Agile models.

#### Standard:

- ISO/IEC/IEEE 24765:2017: Systems and software engineering Provides a common vocabulary applicable to all systems and software engineering work.
- ISO/IEC/IEEE 12207:2017: Software life cycle Process Applies to the acquisition of systems and software products and services, to the supply, development, operation, maintenance and disposal of software products and the software portion of a system, whether performed internally or externally to an organization. It also provides a process that can be employed for defining, controlling and improving software life cycle processes. The processes, activities and tasks of this standard, either alone or in conjunction with ISO/IEC 15288, may also be applied during the acquisition of a system that contains software.
- IEEE 1016-2009: Software Design Descriptions This describes software designs and establishes the information content and organization of a Software Design Description (SDD). An SDD is a representation of a software design to be used for recording design information and communicating it to key stakeholders.

#### 3.3. Software Coding

#### Standards/Guidelines:

- Select the programming language appropriately to meet the documented requirements of the system.
- Indent code for better readability
- Establish a maximum line length for comments and code to avoid horizontal scrolling of the editor window

- Use space after each comma, operators, values and arguments.
- Break large, complex sections of code into smaller comprehensible modules/functions.
- Arrange and separate source code between files.
- Choose and stick to the naming convention.
- Avoid elusive names that are open to subjective interpretation.
- Do not include class names in the name of class properties.
- Use the verb-noun method for naming routines.
- Append computation qualifiers (Avg, Sum, Min, Max, Index) to the end of a variable name where appropriate.
- Use customary opposite pairs in variable names.
- Boolean variable names should contain 'Is', which implies Yes/No or True/False values.
- Avoid using terms such as Flag when naming status variables, which differ from Boolean variables in that they may have more than two possible values.
- Develop a list of standard prefixes for the project to help developers name the variables consistently.
- Wrap built-in functions and third-party library functions with your wrapper functions.
- Constants should be all uppercase with underscores between words.
- For variable names, include a notation that indicates the scope of the variable.
- Provide useful error messages.
- When modifying code, always keep the commenting around it up to date.

- At the beginning of every routine, it is helpful to provide standard, boilerplate comments, indicating the routine's purpose, assumptions, and limitations.
- To conserve resources, be selective in the choice of data type to ensure the size of a variable is not excessively large.
- When writing classes, avoid the use of public variables. Instead, use procedures to provide a layer of encapsulation and to allow an opportunity to validate value changes.
- Do not open data connections using a specific user's credentials. Connections that have been opened using such credentials cannot be pooled and reused, thus losing the benefits of connection pooling.

#### Guideline:

OWASP Secure Coding Practices : Quick Reference Guide Nov 2020

#### Hyperlink:

https://owasp.org/www-pdf-archive/OWASP\_SCP\_Quick\_Reference\_Guide\_v2.pdf

#### 3.4. Application Design

Standards to be implemented while designing presentation layer:

- Simple Object Access Protocol (SOAP) version 1.2 It is a lightweight protocol for the exchange of information in a decentralized, distributed environment.
- Web Service Description Language (WSDL) version 2.0 The service specifies a single interface that the service will support and a list of endpoint locations where that service can be accessed.
- Web Accessibility Initiative Accessible Rich Internet Applications (WAI-ARIA) -It defines a way to make Web content and Web applications more accessible to people with disabilities. It especially helps with dynamic content and advanced user interface controls, developed with Hyper Text Markup Language (HTML), JavaScript, and related technologies.

Document Object Model, JavaScript Application Programming Interfaces (APIs), Mobile Web Applications, Web performance, Scalable Vector Graphics (SVG), Portable Network Graphics (PNG) Specifications, Web Computer Graphics Metafile (Web CGM), Timed Text Markup Language, W3C Standards.

Standards to be implemented while designing the **business - application layer** :

- Web Services for Remote Portlets (WSRP) OASIS-OPEN Web Services for Interactive Applications (WSIA) and Web Services for Remote Portals (WSRP) aim to simplify the integration effort through a standard set of web service interfaces allowing integrating applications to quickly exploit new web services as they become available.
- ISO/TC 171 Document management applications -Standardization of technologies and processes involving capture, indexing, storage, retrieval, distribution and communication, presentation, migration, exchange, preservation, integrity maintenance and disposal in the field of document management applications.
- Multipurpose Internet Mail Extension (MIME) It is an Internet standard that extends the format of email messages to support text in character sets other than ASCII, as well as attachments of audio, video, images and application programs.
- ISO 19794-5:2011 It specifies a data record interchange format for storing, recording and transmitting the information from one or more finger or palm image areas within an ISO/IEC 19785-1 data structure.
- Common Biometric Exchange Formats Framework (CBEFF) It is a set of ISO standards defining an approach to facilitate serialization and sharing of biometric data in an implementation agnostic manner.

- Web Services Business Process Execution Language (WS BPEL
  2.0) It is an OASIS standard for presenting activities in a business process with web services.
- Unified Modeling Language (UML v2.3) It is a language for specifying, constructing and documenting the artifacts of software– intensive systems.
- Service oriented architecture Modeling Language (SoaML) extends the UML to enable the modeling and design of services within a service-oriented design.
- Business process execution language for web services a language for the specification of business processes and business interaction protocols.
- XSLT v2.0 XSL Transformations a language for transforming XML documents into other XML documents.
- Compliance with Java Message Service (JMS) for all Java 2
  Enterprise Edition (J2EE), Message Oriented Middleware (MOM).
- ebXML Standard Message Service Specification Version 2.0 for security and reliability extensions to SOAP (Simple Object Access Protocol).
- Interoperability Standards Interoperability standards are harmonized and integrated individual standards constrained to meet healthcare and business needs for sharing information among organizations and systems for a specific scenario (use case) of health information exchanges.
- Open Office XML ECMA-376, ISO/IEC 29500 Information technology - Document description and processing languages -Office Open XML File Formats.
- ISO 15489-1:2016 International Standard for Record Management
  Records management: Concepts and Principles.

- ISO 9075-1:2016 Database Languages SQL, which describe Structured Query Language. Specifies the grammar of SQL and the result of processing statements in that language by an SQLimplementation.
- ISO/IEC 10646 2017 specifies the Universal Coded Character Set (UCS). It is applicable to the representation, transmission, interchange, processing, storage, input and presentation of the written form of the languages of the world as well as of additional symbols.
- Open GIS Keyhole Markup Language (KML).

Standards to be implemented while designing Infrastructure Management and Security layer :

- ISO/ IEC 14102 2008 Information Technology Guideline for the Evaluation and Selection of CASE Tools. Computer-Aided Software Engineering (CASE) tools represent a major part of the supporting technologies used to develop and maintain information technology systems.
- Virtualization Management (VMAN) DMTF's (Distributed Management Task Force) Virtualization Management standard is a set of specifications that address the management life cycle of a virtual environment.

#### Hyperlink:

#### https://www.dmtf.org/standards/vman

 Open Virtualization Format (OVF) – An open standard for packaging and distributing virtual appliances, more generally, software to be run in virtual machines.

#### Hyperlink:

https://en.wikipedia.org/wiki/Open\_Virtualization\_Format

- ISO/ IEC 27034 Provides guidance to assist organizations in integrating security into the processes used for managing their applications.
- CERT Secure coding standards CERT–In (the Indian Computer Emergency Response Team) is a government–mandated IT security organization.
- ISO/IEC 24760-1:2019 framework for identity management defines terms for identity management and specifies core concepts of identity and identity management and their relationships.
- ISO/IEC 29115:2013 Entity Authentication Assurance provides a framework for managing entity authentication assurance in a given context.
- ISO/IEC TS 29003:2018 Identity Proofing and Verification offers guidelines for the identity proofing of a person, specifies levels of identity proofing and requirements to achieve these levels.

## 4

## **INTEROPERABILITY STANDARDS**

Interoperability Standards provide the know-how to achieve interoperability of data and information within and outside the government. It enables any Public Institution to provide and receive information and integrate its processes with other Public Institutions using predetermined standards.

#### 4.1. Systems Interoperability

The purpose of this standard is to establish interoperability and information sharing amongst e-Governance systems using a common approach, agreed concepts and maintaining uniformity across all systems.

#### Standard:

Technical Standards for Interoperability Framework for e-Governance in India, IFEG version 1.0, May 2012.

#### Hyper link:

http://egovstandards.gov.in/sites/default/files/Technical%20Standards %20for%20IFEG%20Ver1.0.pdf

#### 4.2. Organizational Interoperability

Organizational Interoperability enables a multilateral mechanism to ensure proper management and implementation of IFEG (Interoperability Framework for e-Governance (IFEG) in India) by identifying and addressing any possible barriers (including legal, political, managerial and economic). Multilateral mechanism means organizational structures, appropriate processes, adequate resources, facilities, autonomy and authority.

#### Steps for Achieving Organizational Interoperability:

- 1. User identification standardization
- 2. Standardization of Processes
- 3. Information ownership matrix
- 4. Process Agreement

#### 4.3. Semantic Interoperability

Semantic Interoperability addresses the requirement of understanding the meaning of data by different stakeholders in the same way while exchanging data.

The purpose is to build the capability of all stakeholders involved in the delivery of e-Services, with the following functionalities:

- a. Discover information requirements for the delivery of quality e-Services.
- b. Explicitly describe the meaning of data to be shared multilaterally among the stakeholders.
- c. Process the received information in a manner consistent with its intended purpose.

#### Standards / Framework:

Semantic Interoperability Framework (SIF): Semantic interoperability is the ability of computer systems to exchange data with unambiguous and shared meaning. Semantic interoperability is a requirement to enable machine computable logic, inferencing, knowledge discovery and data federation between information systems.

#### Hyperlink:

http://egovstandards.gov.in/sites/default/files/Interoperability%20 Framework%20For%20e-Governance%20(IFEG)%20Ver.1.0.pdf

Domain Specific Metadata Standards: A key component of metadata is the schema. Metadata schemas are the overall structure for the metadata. It describes how the metadata is set up and usually addresses standards for common components of metadata like dates, names and places. There are also discipline-specific schemas used to address specific elements needed by a discipline.

#### **Hyperlink**:

http://egovstandards.gov.in/sites/default/files/Institutional\_ Mechanism\_for\_Domain\_MDDS.pdf

#### 4.4. Technical Interoperability

To knit different kinds of e-Governance infrastructure and their services together through a catalog of technical standards and specifications to achieve interoperability in e-Governance systems; this is done by exchanging information across various boundaries (applications, interfaces, libraries, levels of administration including vertical and horizontal) and storage/archival of the information.

#### 4.5. Protocols, Schemas and Services for Interoperability

The following can be used to knit different kinds of e-Governance applications together to establish interoperability:

- Use of Simple Object Access Protocol (SOAP) v1.1/1.2 for web service invocation and communication.
- *REST* (Representational State Transfer) is a simple stateless architecture that generally runs over HTTP and is platform neutral. Web services with REST architecture are called RESTful APIs (or REST API for short).
- Description of all web services using WSDL V2.0. The web services description language describes web services in a way that other systems can consume the services.
- WS-I Basic Profile 1.1 or Web Services interoperability profile is a set of non-proprietary web services specifications along with clarifications and amendments to those specifications that promote interoperability.
- WS-I simple SOAP binding profile v1.0 defines the use of XML envelopes for transmitting messages and places constraints on their use.

- Use of Hypertext Transfer Protocol (HTTP v1.1) and HTTPS as the application-level communications protocol for web services.
- Use of *SSL v3.0* for encryption / Use of *TLS 1.3* or higher.
- Open GIS Web Map Service Interface Standard (WMS) for GIS systems.
- Extensible Stylesheet Language Transformations (XSLT v2.0) a language for transforming XML documents into other XML documents.
- XBRL Meta Model v2.1.1 eXtensible Business Reporting Language
   an XML language for business reporting.
- XSL v1.0 eXtensible Stylesheet Language A family of recommendations for describing stylesheets for XML document transformation and presentation.
- ✤ ISO 8601 Date and time representation standard.
- Content Management Interoperability Services (CMIS) It is an open standard that allows different content management systems to interoperate over the Internet.

#### 4.6. Data Interoperability and Data Exchange

Standards to exchange information between different kinds of applications and their services together:

#### Standard:

- Use Extensible Markup Language (XML 1.0 or XML1.1) as a preferred data exchange standard.
- JSON (Java Script Object Notation) is an open standard file format and data interchange format that uses human -readable text to store and transmit data objects .It is a common data format with a diverse range of functionality in data interchange including communication of web applications with servers .

- Support the following standards for exchange of textual data:
  - (a) Extensible Markup Language (XML 1.0 or XML 1.1) for most applications.
  - (b) Support Comma Separated Value (CSV) for legacy applications.
- Support the following standards for the exchange of image data:
  - (a) Joint Photographic Experts Group (JPEG) for photography images.
  - (b) Graphics Interchange Format (GIF) for internet images due to its small size and support for animation.
  - (c) Tagged Image File Format (TIFF) for scanned Images.
  - (d) Portable Network Graphic (PNG) for internet images which require increased color depth compared to GIF.
- Support the following standards for the exchange of video and audio data:
  - (a) Moving Pictures Expert Group (MPEG-1 to MPEG-4) for most audio and video applications.
  - (b) 3rd Generation Partnership Project (3GPP and 3GPP2) for audio and video over 3G mobile Networks.
- Web Services Security (WS-Security, WSS) is an extension to SOAP
  (Simple Object Access Protocol) to apply security to Web services.
- Use XML Metadata Interchange (XMI) as an XML Integration framework for defining, interchanging, manipulating and integrating XML data and objects.
- Use xPath 2.0, an XML path language for selecting nodes from an XML document.
- Use XQuery 1.0 to design query collections for XML data.
- Use XSLT 2.0 for transforming XML documents into other XML documents.

## DATA STANDARDS

Data Standards enables easier, more efficient exchanging and processing of information. It also removes ambiguities and inconsistencies in the use of data across Public Institutions.

#### 5.1. Metadata and Data Standards

5

Data Standard is a technical specification that describes how data should be stored or exchanged for the consistent collection and interoperability of that data across different systems, sources and users. The adoption of Data Standards will enable easier, efficient data exchange and processing. It will also remove ambiguities and inconsistencies in the use of data.

Metadata standards are the requirements which are intended to establish a common understanding of the meaning or semantics of the data, to ensure correct and proper use and interpretation of the data by its owners and users. To achieve this common understanding, several characteristics, or attributes of the data need to be defined.

#### Hyperlink:

#### http://en.wikipedia.org/wiki/Metadata\_standards

Data and Metadata Standards (MDDS) provide information resources in the electronic form to communicate their existence and nature to other electronic applications (e.g. via HTML or XML) or search tools and permit the exchange of information between their applications. The government notified standards for various domains are available; the departments may refer to the corresponding MDDS standard.

#### Hyperlink:

http://egovstandards.gov.in/sites/default/files/MDDS%20Demographic% 20Ver%201.1.pdf - It describes the nomenclature of Generic data elements and their business formats and the Metadata for each of these elements has been specified. http://www.ndpp.in/download/standard/eGOV-PID-Standard-Preservation-Metadata-Schema-Version1.0.pdf - It provides a standardized metadata dictionary and schema for describing the *"preservation metadata"* of an electronic record.http://egovstandards.gov.in/xml-schema-for-generic-dataelements-cd - XML Schema for Generic Data Elements, common Across All the Domains.

#### Standard:

 Universal Postal Union (UPU) Standards S42a-5 and S42b-5 (Postal Services).

#### Hyperlink:

http://egovstandards.gov.in/postal-index-number-pin

- ISO 3166-1:2020 alpha-3 Standard (Country Code) Published by the International Organization for Standardization (ISO) to represent countries, dependent territories and special areas of geographical interest.
- UNICODE It defines the way individual characters are represented in text files, web pages and other types of documents.

#### Hyperlink:

https://en.wikipedia.org/wiki/Unicode

*IETF RFC2822*(Email Address) – This standard specifies a syntax for text messages that are sent between computer users within the framework of "electronic mail" messages.

#### Hyperlink:

https://datatracker.ietf.org/doc/html/rfc2822

- ISO 80000-1:2009 standard information and definitions concerning quantities, systems of quantities, units, quantity and unit symbols and coherent unit systems, especially the International System of Quantities, ISQ and the International System of Units, SI.
- ISO 369-3 (Language) Codes for the representation of names of languages.
# Hyperlink:

https://en.wikipedia.org/wiki/ISO\_639-3

*ITU-T E.164* (Country Code) – E.164 is an international standard, titled the international public telecommunication numbering plan, that defines a numbering plan for the worldwide public switched telephone network and some other data networks.

#### Hyperlink:

#### https://en.wikipedia.org/wiki/E.164

- OASIS CIQ XML version 2.0 (Full Name) A standard for specifying person and organization names as well as several related attributes such as former names, aliases, titles, generational identifiers. It does not provide matching rules for determining equivalence between names.
- ISO/IEC 5218:2004 (Gender) A uniform representation of human sexes to interchange information. It provides a set of numeric codes that are independent of language-derived codes and as such is intended to provide a common basis for the international exchange of information containing human sex data.
- ISO 19785-1:2020 (Common Biometric Exchange Formats Framework - CBEFF) - Structures and data elements for Biometric Information Records (BIRs).
- ISO/IEC 19794-5:2011 Biometric data interchange formats-Face Image Data - It specifies scene, photographic, digitization and format requirements for images of faces to be used in the context of both human verification and computer automated recognition.
- ISO 19794-4:2011-Biometric data interchange formats-Finger Image Standard – It specifies a data record interchange format for storing, recording and transmitting the information from one or more finger or palm image areas within an ISO/IEC 19785-1 CBEFF data structure.

- ISO/IEC 19794-6:2011 Biometric data interchange formats-Iris
   Image Data specifies two alternative image interchange formats for biometric authentication systems that utilize iris recognition.
- ISO 19785-3:2020 Information technology Common Biometric Exchange Formats Framework - Patron Format Specification. ISO-3166-2020 Standard (Country name) - Codes for the representation of names of countries and their subdivisions.
- XAL version 2 Standard of OASIS (Address) It is designed to fit into other XML information structures that need the specification of an international address. The specification does allow for address specification at a multitude of detail levels, ranging from many unassigned address lines to subdividing elements such as "Street" into composing elements.
- ISO/IEC 19784-1:2018 (Bio API Specifications Standards) defines the Application Programming Interface (API) and Service Provider Interface (SPI) for standard interfaces within a biometric system that support the provision of that biometric system using components from multiple vendors.

#### 5.2. Data Management

Standards to manage data capture and storage:

#### Standard:

- Support for SQL: 2008 standards defined in ISO/IEC 9075-1:2016.
   SQL:2008 is the sixth revision of SQL used by relational database.
- Support for SQL: 2016 standards defined in ISO/IEC 9075-1:2016.
   SQL:2016 is the latest revision of SQL used by relational database.
- Use ISO 15489-1:2016 for records management Information and documentation - applies to the creation, capture and management of records regardless of structure or form, in all types of business and technological environments, over time.
- Use Portable Document Format (PDF) for document management based on ISO 32000–2:2020. This standard specifies a digital form for representing electronic documents to enable users to exchange and

view electronic documents. Use ISO/TR 18492 for long-term preservation of electronic document-based information. It provides practical methodological guidance for the long-term preservation and retrieval of authentic electronic document-based information.

Establish a system for archiving information for both digital and physical. This framework is based on ISO 14721. It defines the reference model for an open archival information system (OAIS).

#### 5.3. Data Design

- Use anyone of the following notations for data-modeling:
  - a. Unified Modeling Language (UML)
  - b. Barker's Notation
  - c. Information Engineering
- The Unicode Standard is a character coding system designed to support the worldwide interchange, processing and display of the written texts of the diverse languages and technical disciplines of the modern world.

#### 5.4. Data Security

- The reference standards for cryptography include Triple Data Encryptions Standard (3DES), Advanced Encryption Standard (AES) and Post Quantum Cryptographic (PQC) Algorithms.
- Security, Protection and Privacy.
- Data security technologies related to access controls, authentication, back-ups and recovery, data masking, data erasure, data resilience should be considered.
- Data auditing; real-time alerts; risk assessment; data minimization; purge stale data should be considered.
- Payment Card Industry Data Security Standards (PCIDSS) The Payment Card Industry Data Security Standard (PCI DSS) is an information security standard for organizations that handle branded credit cards from the major card schemes.

# **Hyperlink**:

https://www.pcisecuritystandards.org/document\_library?document=pci\_dss

- Use RDBMS that supports the following security controls:
  - a. Data access as an intended privilege.
  - b. Key management and encryption.
  - c. Integrity constraints such as domain constraints, attribute constraints, relation constraints and database constraints.
  - d. High availability implementation, backup, restoration and data replication.
  - e. Database log and policy enforcement.

# **CYBER SECURITY STANDARDS**

Security Architecture defines how the Public Institutions will securely and economically protect their business functions, including public access to appropriate information and resources, while maintaining compliance with the legal requirements established by existing statutes pertaining to integrity, confidentiality, accountability, availability and assurance.

# 6.1. Application Security

6

Application Security standards to be adopted during the design, development and implementation of applications.

The Open Web Application Security Project (OWASP) is a foundation that works to improve the security of software. It defines a set of general software security coding practices that can be integrated into the software development life cycle. Implementation of these practices will mitigate most common software vulnerabilities.

# **Hyperlink:**

https://github.com/OWASP/ASVS/raw/v4.0.3/4.0/OWASP%20Application %20Security%20Verification%20Standard%204.0.3-en.pdf

# Standard:

- ISO/IEC 27034 ISO/IEC 27034 offers guidance to assist \* organizations in integrating security into the processes used for managing their applications. It introduces definitions, concepts, principles and processes involved in application security.
- \* Common Weakness Enumeration (CWE) – The Common Weakness Enumeration is a category system for software weaknesses and vulnerabilities.

# **Hyperlink**:

https://cwe.mitre.org/

CERT Coding Standards – The SEI CERT Coding Standards are software coding standards developed by the CERT Coordination Center to improve the safety, reliability and security of software systems.

# 6.2. Information Security Management

Information Security Management covers the requirements for establishing, implementing, maintaining and continually improving an Information Security Management System (ISMS).

# Standard:

- ISO/IEC 27001 ISO/IEC 27001 details the requirements for establishing, implementing, maintaining and continually improving an Information Security Management System (ISMS) – the aim is to help organizations make the information assets they hold more secure.
- NIST Cyber security Framework NIST Cyber security Framework guides how organizations' internal and external stakeholders can manage and reduce cyber security risk. It lists organization-specific and customizable activities associated with managing cyber security risk and it is based on existing standards, guidelines and practices.

# Hyperlink:

https://nvlpubs.nist.gov/nistpubs/CSWP/NIST.CSWP.04162018.pdf

# 6.3. Network Security

Standards designed to ensure network security of devices, applications, services and end-users, including security gateways and Virtual Private Networks (VPNs).

# Standard:

*ISO/IEC* 27033 – ISO/IEC 27033 provides detailed guidance on the security aspects of the management, operation and use of information system networks and their interconnections. Those individuals within an organization responsible for information security in general, and network security in

particular, should adapt the material in this standard to meet their specific requirements.

# 6.4. Wireless Security

Standards for design ,implementation and management of Wireless Local Area Network WLAN ) :

#### Standard:

- IEEE 802.11 It is part of the IEEE 802 set of Local Area Network (LAN) technical standards and specifies the set of Media Access Control (MAC) and Physical Layer (PHY) protocols for implementing Wireless Local Area Network (WLAN) computer communication. The standard and amendments provide the basis for wireless network products using the Wi-Fi brand and are the world's most widely used wireless computer networking standards. IEEE 802.11 is used in most home and office networks to allow laptops, printers, smartphones and other devices to communicate and access the Internet without connecting wires.
- WPA2/WPA3/WEP- Wi-Fi Protected Access (WPA), Wi-Fi Protected Access II (WPA2) and Wi-Fi Protected Access 3 (WPA3) are the three security standards developed by the Wi-Fi Alliance to secure wireless computer networks.

# Hyperlink:

https://en.wikipedia.org/wiki/Wi-Fi\_Protected\_Access

# 6.5. Information Security Incident Management

Information Security Incident Management covers the principles of security to prevent and respond effectively to information security incidents.

# Standard:

*ISO/IEC 27035* – The ISO/IEC 27035 Information Security Incident Management is an international standard that provides best practices and guidelines for conducting a strategic incident management plan and preparing for incident response.

# 6.6. Storage Security

Storage Security scope covers the security of devices and media, security of management activities related to the devices and media, applications/services and end-users, in addition to the security of the information being transferred across the communication links associated with storage.

#### Standard/Guidelines:

- ISO/IEC 27040:2015 Storage Security The purpose of ISO/IEC 27040 is to provide security guidance for storage systems and ecosystems and the protection of data in these systems. Storage security includes the security of devices and media, the security of management activities related to the devices and media, the security of applications and services and security relevant to end-users during the lifetime of devices and media and after end of use.
- IEEE P1619-2007 This standard specifies cryptographic transform and key archival methods for protection of data in sector–level storage devices.
- IEEE P1619.1 This standard specifies cryptographic and data authentication procedures for storage devices that support length– expansion, such as tape drives.
- IEEE P1619.3 The P1619.3 Standard for Key Management Infrastructure for Cryptographic Protection of Stored Data defines a system for managing encryption data at rest security objects which includes architecture, namespaces, operations, messaging and transport

# 6.7. Secure Design and Implementation of Virtualized Servers

Standards for secure design and implementation of virtualized servers

#### Standard:

*ISO IEC 21878 2018* – Information technology – Security techniques – Security guidelines for design and implementation of Virtualization Servers

(Vss). It specifies security guidelines for the design and implementation of VSs. Design considerations focusing on identifying and mitigating risks and implementation recommendations with respect to typical VSs are covered in this document.

# 6.8. Cloud Computing Services Security

Cloud computing services Security Standards cover secure design and implementation of cloud-based environments.

- The infrastructure elements including server, storage (including backup storage) and network of the Cloud should provide strong tenant isolation, provide granular identity and access management capability and encryption and be logically separate from other tenants and preferably hosted in the TNSDC (Tamil Nadu State Data Center) for reliable security.
- The entire Network Path for each hosted government application shall be separate (logical separation & isolation) from the other clients (including other government departments).
- The cloud service offering shall support Network and Security with virtual firewall and virtual load balancer integration for auto-scale functions. It must have a separate VLAN provision with a dedicated virtual firewall between the VLANs and each client.

# Standard:

*ISO/IEC 27017* is a security standard developed for cloud service providers and users to make a safer cloud-based environment and reduce the risk of security problems.

# 6.9. Privacy Information Management

The Privacy Information Management standard provides guidance on protecting privacy, managing personal information and demonstrating compliance with major privacy regulations.

#### Standard/Guidelines:

- ISO/IEC 27701 The design goal is to enhance the existing Information Security Management System (ISMS) with additional requirements to establish, implement, maintain and continually improve a Privacy Information Management System (PIMS).
- Personal Data Protection In compliance with Government of India Norms.

#### 6.10. Public Key Infrastructure

Public Key Infrastructure (PKI) is a set of roles, policies, hardware, software and procedures needed to create, manage, distribute, use, store and revoke digital certificates and manage public-key encryption. The process covers Information exchange on the Internet using a PKI, the entire life cycle of public-key certificates used for digital signatures, authentication and the key establishment/exchange element of encryption are covered under the below standards.

#### Standard:

- ISO/IEC 27099 Information Technology Public key infrastructure Practices and policy framework. The standard will support the full life cycle of public key certificates used for digital signatures, authentication and the key establishment/exchange element of encryption.
- ISO/IEC 29192-4:2013 This part of ISO/IEC 29192 is based on asymmetric cryptography.
- Public-Key Cryptography Standards (PKCS) The Public-Key Cryptography Standards (PKCS) comprise a group of cryptographic standards that provide guidelines and application programming interfaces (APIs) for the usage of cryptographic methods.
- CCA Controller of Certifying Authority ) guidelines provide a legal framework for electronic governance by giving recognition to electronic records and digital signatures.

# Hyperlink:

http://cca.gov.in/guidelines.html

# 6.11. General Instructions

- All information on cyber intrusion incidents must be shared regularly with the Indian Computer Emergency Response Team (CERT-In), National Critical Information Infrastructure Protection Center (NCIIPC) and Cyber Security Architecture – Tamil Nadu (CSA-TN).
- As part of the CSA-TN, it is mandated to install the monitoring agents (provided by CSA-TN) for the applications hosted by the departments. The Managed-SOC in TNSDC as part of the CSA-TN framework helps in continuous monitoring of the servers to prevent attacks.

#### Hyperlink:

https://www.meity.gov.in/sites/upload\_files/dit/files/National% 20Cyber%20Security%20Policy%20%281%29.pdf

CERT-In Guidelines from https://www.cert-in.org.in/

# MANDATORY AND RECOMMENDED STANDARDS

This document so far covers a compilation of standards that are relevant to e-Governance systems. But all these standards are not mandatory to be followed. The table below specifies mandatory and recommended standards. However, in exceptional cases where the mandatory standards cannot be complied with, the procuring entity / organization may seek exemption from Standards Compliance Technical Committee SCTC (defined later).

|       |                                       | <b>BUSINESS ARCHITE</b>  | CTURE STANDAI  | RDS  |
|-------|---------------------------------------|--|----------------|--|
| S.No. | Standard Category                     | Standard / Guidelines  | Recommendation | Remarks  |
| 2.1   | Design Thinking                       | Human-centered<br>design for interactive<br>systems<br>(ISO 9241-210:2019) | Recommended    | The Standard provides<br>requirements and<br>recommendations for<br>human-centered design<br>principles and activities<br>throughout the life cycle of<br>computer-based interactive<br>systems. |
| 2.2   | Accessibility Standard                | Web Content<br>Accessibility Guidelines<br>(WCAG) (Level A, AA,<br>AAA)    | Mandatory      | The WCAG Guidelines explain<br>making web content more<br>accessible to people with<br>disabilities.   |
| 2.3   | Business Process<br>Modeling Standard | Open Applications Group<br>Integration Specification<br>(OAGIS)            | Recommended    | Interoperability standard and<br>data model provided by the<br>Open Access Group,<br>supporting the electronic<br>exchange of data, especially<br>business documents.                            |
|       | Business Process<br>Modeling Standard | ISO/IEC/IEEE 31320-1<br>& 2  | Recommended    | The Standard identifies the<br>basic components of Integration<br>of drawn visual elements of the<br>language and how they may be<br>used together.  |
|       | Business Process<br>Modeling Standard | Business Process Model<br>and Notation (BPMN)                              | Recommended    | The standard provides a visual<br>modeling language for business<br>analysis applications and<br>specifying enterprise process<br>workflows.   |

Mandatory (Red)

Recommended (Green)

|       |                                       | BUSINESS ARCHITECT  | URE STANDARDS  | 5   |
|-------|---------------------------------------|---|----------------|---|
| S.No. | Standard Category                     | Standard / Guidelines   | Recommendation | Remarks   |
|       | Business Process<br>Modeling Standard | ISO 15000-5:2014  | Recommended    | The Standard describes and<br>specifies the Core Component<br>solution as a methodology for<br>developing a common set of<br>semantic building blocks that<br>represent general types of<br>business data.  |
|       | Business Process<br>Modeling Standard | ebXML (2001)  | Recommended    | The standard focused on the role of context in the reusability of Core Components and Business Processes.   |
|       | Business Process<br>Modeling Standard | NeST-GDL-OAPI.01  | Recommended    | Implementation guidelines<br>for Open APIs policy for e-<br>Governance (National Data<br>Highway).  |
| 2.4   | Business<br>Architecture Notation     | ISO 15704:2019  | Recommended    | The standard specifies a<br>reference base of concepts and<br>principles for enterprise<br>architectures that enable<br>enterprise development,<br>enterprise integration,<br>enterprise interoperability,<br>human understanding and<br>computer processing. |
| 2.5   | Service Design                        | Digital Service Standard<br>(DSS) Refer: NeST-GDL<br>-IS.04 version 1.0 | Recommended    | The Standard describes the<br>implementation of guidelines<br>for Open API Policy for e-<br>governance.   |
|       |                                       | APPLICATION ARCHITE   | CTURE STANDARI | DS  |
| S.No. | Standard Category                     | Standard / Guidelines   | Recommendation | Remarks   |
| 3.1   | Website Design                        | Guidelines for Indian<br>Government Websites                            | Mandatory      | The standard recommends<br>policies and guidelines for TN<br>Government websites and<br>portals.  |
|       | Website Design                        | CSS3 + HTML5  | Mandatory      | The websites should comply with W3C Standards.  |

|       | APPLICATION ARCHITECTURE STANDARDS |   |                |  |  |
|-------|------------------------------------|---|----------------|--|--|
| S.No. | Standard Category                  | Standard / Guidelines   | Recommendation | Remarks  |  |
|       | Website Design                     | NIST Special Publication<br>800-37: Risk<br>Management<br>Framework for<br>Information Systems<br>and Organizations | Recommended    | The framework focused on<br>System Life Cycle Approach for<br>Security and Privacy.  |  |
| 3.2   | Software<br>Development Process    | Systems and software<br>engineering's/IEC/ IEEE<br>24765 :2017  | Mandatory      | The Standard Provides a<br>common vocabulary applicable<br>to all systems and software<br>engineering work. It was<br>prepared to collect and<br>standardize terminology.                                      |  |
|       | Software<br>Development Process    | Software life cycle<br>Process : IEEE standard<br>12207:2017  | Mandatory      | The process aims to be a<br>primary standard that defines<br>all the processes required for<br>developing and maintaining<br>software systems, including the<br>outcomes and/or activities of<br>each process. |  |
|       | Software<br>Development Process    | Software Design<br>Descriptions<br>IEEE 1016:2009   | Mandatory      | The standard describes<br>software designs and<br>establishes the information<br>content and organization of a<br>Software Design Description<br>(SDD).  |  |
| 3.3   | Software Coding                    | Guidelines listed in standards document   | Mandatory      | The Guidelines listed below<br>should be followed as part of<br>the coding practices.  |  |
|       | Software Coding                    | OWASP Secure Coding<br>Practices: Quick<br>Reference Guide Nov<br>2020  | Mandatory      | The OWASP defines a set of<br>general software security<br>coding practices, in a checklist<br>format, that can be integrated<br>into the software development<br>life cycle.                                  |  |
| 3.4   | Application Design                 | Presentation Layer  |                |  |  |
|       | Application Design                 | Simple Object Access<br>Protocol (SOAP)<br>version 1.2  | Recommended    | The SOAP provides a simple<br>and lightweight mechanism for<br>exchanging structured and typed<br>information between peers in a<br>decentralized, distributed<br>environment.                                 |  |

| APPLICATION ARCHITECTURE STANDARDS |  |  |   |  |
|------------------------------------|--|--|---|--|
| Standard Category                  | Standard / Guidelines  | Recommendation   | Remarks   |  |
| Application Design                 | Web Service<br>Description Language<br>(WSDL) 2.0  | Recommended  | REST is recommended and<br>WSDL provides a model and<br>an XML format for describing<br>Web services.   |  |
| Application Design                 | Web Accessibility<br>Initiative  | Mandatory  | The WAI provides accessible<br>Rich Internet Applications Suite,<br>defines a way to make Web<br>content and Web applications<br>more accessible to people with<br>disabilities.  |  |
| Application Design                 | W3 Standards   | Mandatory  | W3 Standards should be followed for application design.   |  |
| Application Design                 | Business application laye  | r  |   |  |
| Application Design                 | Web Services for<br>Remote Portlets (WSRP)<br>- OASIS-OPEN   | Mandatory  | The WSRP aims to simplify the<br>integration effort through a<br>standard set of web service<br>interfaces allowing integrating<br>applications to quickly exploit<br>new web services as they<br>become available.   |  |
| Application Design                 | ISO/TC 171 - Document<br>management<br>applications  | Recommended  | The Standardization of<br>technologies and processes<br>involving capture, indexing,<br>storage, retrieval, distribution<br>and communication,<br>presentation, migration,<br>exchange, preservation of<br>document management<br>applications.   |  |
| Application Design                 | Multipurpose Internet<br>Mail Extension (MIME)   | Mandatory  | The MIME is an Internet<br>standard that extends the<br>format of email messages to<br>support text in character sets.  |  |
| Application Design                 | ISO 19794-5:2011   | Mandatory  | The Standard specifies a data<br>record interchange format for<br>storing, recording and<br>transmitting the information<br>from one or more finger or<br>palm image areas.   |  |
|                                    | Standard Category         Application Design         Application Design | Standard CategoryStandard / GuidelinesApplication DesignWeb Service<br>Description Language<br>(WSDL) 2.0Application DesignWeb Accessibility<br>InitiativeApplication DesignW3 StandardsApplication DesignWeb Services for<br>Remote Portlets (WSRP)<br>- OASIS-OPENApplication DesignISO/TC 171 - Document<br>management<br>applicationsApplication DesignISO/TC 171 - Document<br>Management<br>applications | Standard CategoryStandard / GuidelinesRecommendationApplication DesignWeb Service<br>Description Language<br>(WSDL) 2.0RecommendedApplication DesignWeb Accessibility<br>InitiativeMandatoryApplication DesignW3 StandardsMandatoryApplication DesignWeb Services for<br>Remote Portlets (WSRP)<br>-OASIS-OPENMandatoryApplication DesignSto/TC 171 - Document<br>management<br>applicationsRecommendedApplication DesignSto/TC 171 - Document<br>MandatoryRecommendedApplication DesignSto/TC 171 - Document<br>Management<br>applicationsRecommendedApplication DesignSto/TC 171 - Document<br>Management<br>applicationsRecommendedApplication DesignMultipurpose Internet<br>Mail Extension (MIME)Mandatory |  |

| No. Standard Category Standard / Guidelines Recommendation Remarks |                    |  |                |  |  |
|--|--------------------|--|----------------|--|--|
| S.No.  | Standard Category  | Standard / Guidelines  | Recommendation | Remarks  |  |
|  | Application Design | Common Biometric<br>Exchange Formats<br>Framework (CBEFF)  | Mandatory      | The standards defining an<br>approach to facilitate<br>serialization and sharing of<br>biometric data in an<br>implementation agnostic<br>manner.  |  |
|  | Application Design | Web Services Business<br>Process Execution<br>Language (WS-BPEL 2.0)   | Recommended    | The OASIS standard for<br>presenting activities in a<br>business process with web<br>services.   |  |
|  | Application Design | Unified Modeling<br>Language (UML v2.3)  | Mandatory      | A language for specifying,<br>constructing and documenting<br>the artifacts of software-<br>intensive systems.   |  |
|  | Application Design | SoaML  | Recommended    | The SoaML extends the UML to<br>enable the modeling and desigr<br>of services within a service-<br>oriented design.  |  |
|  | Application Design | Business process<br>execution language<br>for web services   | Recommended    | A language for the specification<br>of business processes and<br>business interaction protocols.   |  |
|  | Application Design | XSLT v2.0 - XSL<br>Transformations   | Recommended    | A language for transforming<br>XML documents into other XML<br>documents.  |  |
|  | Application Design | Java Message Service<br>(JMS) for all Java<br>2 Enterprise Edition<br>(J2EE), Message Oriented<br>Middleware (MOM) | Recommended    | The other messaging platforms<br>can also be adopted specific to<br>platform used for building<br>application/ as per business use<br>case or requirements eg. TIBCO,<br>Apache Kafka, RabbitMQ. |  |
|  | Application Design | ebXML Standard<br>Message Service<br>Specification Version 2.0   | Recommended    | The role of context in the reusability of Core Components and Business Processes.  |  |
|  | Application Design | Interoperability Standard  | 5              |  |  |
|  | Application Design | Open Office XML -<br>ECMA-376, ISO/IEC<br>29500 - Information<br>technology  | Recommended    | The Document description and processing languages - Office Open XML File Formats.  |  |

|       |                    | APPLICATION ARCHITEC  | CTURE STANDARI        | DS   |
|-------|--------------------|---|-----------------------|--|
| S.No. | Standard Category  | Standard / Guidelines   | Recommendation        | Remarks  |
|       | Application Design | ISO 15489 -1:2016<br>International Standard<br>for Record Management                                      | Recommended           | The Standard defines the<br>concepts and principles from<br>which approaches to the<br>creation, capture and<br>management of records are<br>developed.  |
|       | Application Design | ISO 9075-1:2016<br>Database Languages<br>– SQL  | Recommended           | The Standard defines the<br>Information technology -<br>Database languages - SQL,<br>which describes Structured<br>Query Language.   |
|       | Application Design | ISO/IEC 10646 - 2017 -<br>Universal Coded<br>Character Set (UCS)  | Mandatory             | The Standard Specifies the<br>Universal Coded Character Set<br>(UCS). It is applicable to the<br>representation, transmission,<br>interchange, processing,<br>storage, input and presentation<br>of the written form of the<br>languages of the world as well<br>as of additional symbols. |
|       | Application Design | Open GIS Keyhole<br>Markup Language (KML)   | Recommended           | The KML to be implemented<br>while designing the<br>Infrastructure Management and<br>Security layer.   |
|       | Application Design | Infrastructure Manageme   | ent and Security laye | r  |
|       | Application Design | ISO/ IEC 14102 - 2008<br>Information Technology   | Mandatory             | Guideline for the Evaluation<br>and Selection of CASE Tools.   |
|       | Application Design | ISO 16792 - 2021-<br>Technical product<br>documentation —<br>Digital product definition<br>data practices | Mandatory             | This Standard specifies<br>requirements for the<br>preparation, revision and<br>presentation of digital<br>product definition data,<br>hereafter referred to as data<br>sets.  |
|       | Application Design | DMTF's Virtualization<br>Management standard  | Recommended           | DMTF's Virtualization<br>Management standard is a set<br>of specifications that address<br>the management life cycle of a<br>virtual environment.  |

|       | APPLICATION ARCHITECTURE STANDARDS |  |                |  |  |
|-------|------------------------------------|--|----------------|--|--|
| S.No. | Standard Category                  | Standard / Guidelines  | Recommendation | Remarks  |  |
|       | Application Design                 | Open Virtualization<br>Format (OVF)                            | Recommended    | An open standard for packaging<br>and distributing virtual<br>appliances, more generally,<br>software to be run in virtual<br>machines.  |  |
|       | Application Design                 | ISO/ IEC 27034   | Mandatory      | The Standards offers guidance<br>on information security to those<br>specifying, designing and<br>programming or procuring,<br>implementing and using<br>application systems.            |  |
|       | Application Design                 | Coding<br>standards - CERT-In                                  | Mandatory      | The Secure coding standards<br>provided by CERT-IN should be<br>strictly followed.   |  |
|       | Application Design                 | ISO/IEC 24760-1:2019<br>framework for identity<br>management   | Mandatory      | The framework for identity<br>management - defines terms<br>for identity management and<br>specifies core concepts of<br>identity and identity<br>management and their<br>relationships. |  |
|       | Application Design                 | ISO/IEC 29115:2013<br>Entity Authentication<br>Assurance       | Recommended    | The Standards provides a<br>framework for managing entity<br>authentication assurance in a<br>given context.   |  |
|       | Application Design                 | ISO/IEC TS 29003:2018<br>Identity Proofing and<br>Verification | Mandatory      | The Standards offers guidelines<br>for the identity proofing of a<br>person, specifies levels of<br>identity proofing, and<br>requirements to achieve these<br>levels.                   |  |

| INTEROPERABILITY STANDARDS         |  |   |  |  |  |
|------------------------------------|--|---|--|--|--|
| Standard Category                  | Standard / Guidelines  | Recommendation  | Remarks  |  |  |
| Systems Interoperability           | IFEG   | Recommended   | Technical Standards for<br>Interoperability Framework for<br>e-Governance in India.  |  |  |
| Organizational<br>Interoperability | <ol> <li>User identification<br/>standardization</li> <li>Standardization of<br/>Processes</li> <li>Information<br/>ownership matrix</li> <li>Process Agreement</li> </ol>                                       | Recommended   | Organizational Interoperability<br>enables a multilateral<br>mechanism to ensure proper<br>management and<br>implementation of IFEG by<br>identifying and addressing<br>any possible barriers.   |  |  |
| Semantic Interoperability          | <ol> <li>Semantic</li> <li>Interoperability</li> <li>Framework (SIF)</li> <li>Domain Specific</li> <li>Metadata Standards</li> </ol>   | Recommended   | Semantic Interoperability<br>addresses the requirement<br>of understanding the<br>meaning of data by different<br>stakeholders in the same way<br>while exchanging data.   |  |  |
| Technical Interoperability         | A catalog of technical<br>standards and<br>specifications  | Recommended   | Technical Interoperability to<br>achieve interoperability in<br>e-Governance systems; this is<br>done by exchanging information<br>across various boundaries<br>(applications, interfaces,<br>libraries, levels of administration<br>including vertical and horizontal)<br>and storage/archival of the<br>information.   |  |  |
| Application<br>Interoperability    | SOAP v1.1/1.2  | Recommended   | Web service invocation and<br>communication to achieve the<br>Application Interoperability.  |  |  |
| Application<br>Interoperability    | REST API   | Recommended   | REST is a simple stateless<br>architecture that generally runs<br>over HTTP and hence platform<br>neutral.   |  |  |
| Application<br>Interoperability    | WSDL V2.0  | Recommended   | The web services description<br>language describes web services<br>in a way that other systems can<br>consume the services.  |  |  |
| Application<br>Interoperability    | WS-I Basic Profile 1.1   | Mandatory   | Web Services interoperability<br>profile is a set of non-<br>proprietary web services<br>specifications along with   |  |  |
|                                    | Systems Interoperability Organizational Interoperability Semantic Interoperability Technical Interoperability Application Interoperability Application Interoperability Application Interoperability Application | Systems InteroperabilityIFEGOrganizational<br>Interoperability1. User identification<br>standardization<br>2. Standardization of<br>Processes<br>3. Information<br>ownership matrix<br>4. Process AgreementSemantic Interoperability1. Semantic<br>Interoperability<br>Framework (SIF)<br>2. Domain Specific<br>Metadata StandardsTechnical InteroperabilityA catalog of technical<br>standards and<br>specificationsApplication<br>InteroperabilitySOAP v1.1/1.2Application<br>InteroperabilityWSDL V2.0Application<br>InteroperabilityWSDL V2.0 | Systems InteroperabilityIFEGRecommendedOrganizational<br>Interoperability1. User identification<br>standardization 2.<br>Standardization of<br>Processes<br>3. Information<br>ownership matrix<br>4. Process AgreementRecommendedSemantic Interoperability1. Semantic<br>Interoperability<br>Framework (SIF)<br>2. Domain Specific<br>Metadata StandardsRecommendedTechnical InteroperabilityA catalog of technical<br>specificationsRecommendedApplication<br>InteroperabilitySOAP v1.1/1.2RecommendedApplication<br>InteroperabilityREST APIRecommendedApplication<br>InteroperabilityWSDL V2.0Recommended |  |  |

|       | INTEROPERABILITY STANDARDS      |   |                |  |  |
|-------|---------------------------------|---|----------------|--|--|
| S.No. | Standard Category               | Standard / Guidelines                                     | Recommendation | Remarks  |  |
|       |                                 |   |                | clarifications and amendments<br>to those specifications that<br>promote interoperability.   |  |
|       | Application<br>Interoperability | WS-I simple SOAP<br>binding profile v1.0                  | Recommended    | WS-I defines the use of XML<br>envelopes for transmitting<br>messages and placing<br>constraints.  |  |
|       | Application<br>Interoperability | HTTP v1.1 and HTTPS                                       | Mandatory      | The Hypertext Transfer Protocol<br>(HTTP v1.1) and HTTPS as the<br>application-level<br>communications protocol for<br>web services should be<br>followed.                 |  |
|       | Application<br>Interoperability | SSL v3.0 / TLS 1.3 or<br>higher                           | Mandatory      | The SSL V3.0 and TLS 1.3<br>should be adopted as part of the<br>application hosting.   |  |
|       | Application<br>Interoperability | WMS (for GIS systems)                                     | Mandatory      | A Web Map Service is a<br>standard protocol developed by<br>the Open Geospatial<br>Consortium and should be<br>adopted for GIS Systems.                                    |  |
|       | Application<br>Interoperability | XSLT v2.0   | Recommended    | A language for transforming<br>XML documents into other XML<br>documents.  |  |
|       | Application<br>Interoperability | XBRL Meta Model v2.1.1                                    | Recommended    | A extensible Business<br>Reporting Language - an XML<br>language for business reporting.   |  |
|       | Application<br>Interoperability | XSL v1.0  | Recommended    | A language for transforming<br>XML documents into other XML<br>documents.  |  |
|       | Application<br>Interoperability | ISO 8601  | Mandatory      | Date and time representation standard.   |  |
|       | Application<br>Interoperability | Content Management<br>Interoperability Services<br>(CMIS) | Mandatory      | Content Management<br>Interoperability Services<br>(CMIS) is an open standard that<br>allows different content<br>management systems to<br>interoperate over the Internet. |  |

|       | INTEROPERABILITY STANDARDS                 |   |                |  |  |
|-------|--|---|----------------|--|--|
| S.No. | Standard Category                          | Standard / Guidelines   | Recommendation | Remarks  |  |
| 4.6   | Data Interoperability<br>and Data Exchange | XML 1.0 or XML1.1   | Recommended    | Use Extensible Markup<br>Language (XML 1.0 or XML1.1)<br>as a data exchange standard<br>should be adopted.   |  |
|       | Data Interoperability<br>and Data Exchange | JSON  | Mandatory      | The JavaScript Object Notation,<br>is an open standard file format<br>and data interchange format<br>that uses human-readable text<br>to store and transmit data<br>objects consisting of attribute-<br>value pairs and arrays (or other<br>serializable values) should be<br>adopted. |  |
|       | Data Interoperability<br>and Data Exchange | For text data: CSV (for legacy applications)  | Mandatory      | The format should be<br>supported by the applications<br>wherever necessary.   |  |
|       | Data Interoperability<br>and Data Exchange | For image data: JPEG<br>(for photography<br>images)   | Mandatory      | The format should be supported by the applications wherever necessary.   |  |
|       | Data Interoperability<br>and Data Exchange | For image data: GIF<br>(for internet images)  | Mandatory      | The format should be supported by the applications wherever necessary.   |  |
|       | Data Interoperability<br>and Data Exchange | For image data:<br>TIFF (for scanned<br>Images)   | Mandatory      | The format should be supported by the applications wherever necessary.   |  |
|       | Data Interoperability<br>and Data Exchange | For image data: PNG<br>(for internet images<br>which require increased<br>color depth compared<br>to GIF) | Mandatory      | The format should be supported by the applications wherever necessary.   |  |
|       | Data Interoperability<br>and Data Exchange | For video and audio<br>data: MPEG-1 to<br>MPEG-4 (for most audio<br>and video applications)               | Mandatory      | The format should be<br>supported by the applications<br>wherever necessary.   |  |
|       | Data Interoperability<br>and Data Exchange | For video and audio<br>data: 3GPP and 3GPP2<br>(for audio and video<br>over 3G mobile<br>Networks)        | Mandatory      | The format should be<br>supported by the applications<br>wherever necessary.   |  |

|       |  | INTEROPERABILIT  | Y STANDARDS    |   |
|-------|--|--|----------------|---|
| S.No. | Standard Category                          | Standard / Guidelines  | Recommendation | Remarks   |
|       | Data Interoperability<br>and Data Exchange | Web Services Security<br>(WSS) (extension to<br>SOAP)          | Recommended    | WSS is an extension to SOAP<br>(Simple Object Access Protocol)<br>to apply security to Web<br>services.   |
|       | Data Interoperability<br>and Data Exchange | XMI: an XML<br>Integration framework                           | Recommended    | XMI as an XML Integration<br>framework for defining,<br>interchanging, manipulating and<br>integrating XML data and<br>objects.   |
|       | Data Interoperability<br>and Data Exchange | xPath 2.0  | Recommended    | XML path language for selecting nodes from an XML document.   |
|       | Data Interoperability<br>and Data Exchange | XQuery 1.0   | Recommended    | To design query collections for XML data.   |
|       | Data Interoperability<br>and Data Exchange | XSLT 2.0   | Recommended    | Transforming XML<br>documents into other XML<br>documents.  |
|       |  | DATA STAN  | DARDS          |   |
| S.No. | Standard Category                          | Standard / Guidelines  | Recommendation | Remarks   |
| 5.1   | Metadata and Data<br>Standards             | MDDS Standards   | Mandatory      | Metadata and Data Notified<br>standards for specific domains<br>(Health Domain, Panchayati Raj,<br>Rural Drinking Water and<br>Sanitation, MDDS-Demographic).   |
|       | Metadata and<br>Data Standards             | Universal Postal Union<br>(UPU) Standards S42a-5<br>and S42b-5 | Recommended    | Standard defines International<br>Postal Address Components<br>and Templates.   |
|       | Metadata and<br>Data Standards             | ISO 3166-1:2020<br>alpha-3 Standard -<br>Country Codes         | Recommended    | The International Standard<br>for country codes and codes<br>for their subdivisions.  |
|       | Metadata and<br>Data Standards             | UNICODE  | Mandatory      | The Unicode Standard is a<br>character coding system<br>designed to support the<br>worldwide interchange,<br>processing and display of the<br>written texts of the diverse<br>languages and technical<br>disciplines of the modern world. |

|       |                                | DATA STAN  | DARDS          |  |
|-------|--------------------------------|--|----------------|--|
| S.No. | Standard Category              | Standard / Guidelines  | Recommendation | Remarks  |
|       | Metadata and<br>Data Standards | IETF RFC2822<br>(Email Address)  | Recommended    | Standard for the Format<br>of ARPA Internet Text<br>Messages.  |
|       | Metadata and<br>Data Standards | ISO 80000-1:2009<br>Quantities and units   | Recommended    | Standard defines general<br>information and definitions<br>concerning quantities, systems<br>of quantities, units, quantity and<br>unit symbols, and coherent unit<br>systems, especially the<br>International System of<br>Quantities, ISQ, and the<br>International System of Units, SI. |
|       | Metadata and<br>Data Standards | ISO 369-3 (Language)<br>Codes  | Recommended    | International standard Code<br>for the representation of names<br>of languages.  |
|       | Metadata and<br>Data Standards | ITU-T E.164 (Country<br>Code)  | Recommended    | This standard defines a<br>numbering plan for the<br>worldwide public switched<br>telephone network and some<br>other data networks.   |
|       | Metadata and<br>Data Standards | OASIS- CIQ-XNL version<br>2.0 (Full Name)  | Recommended    | Extensible Name Language<br>(xNL) Standard Description for<br>W3C DTD/Schema.  |
|       | Metadata and Data<br>Standards | ISO/IEC 5218:2004<br>(Gender)  | Recommended    | This standard specifies a<br>uniform representation of<br>human sexes for the<br>interchange of information.   |
|       | Metadata and<br>Data Standards | ISO 19785-1:2020<br>(Common Biometric<br>Exchange Formats<br>Framework – CBEFF)    | Recommended    | This standard specifies the<br>use of CBEFF data elements<br>by a CBEFF patron to define<br>the content and encoding of a<br>standard biometric<br>header (SBH) to be included<br>in a biometric information<br>record.  |
|       | Metadata and<br>Data Standards | ISO/IEC 19794-5:2011<br>-Biometric data<br>interchange formats-<br>Face Image Data | Recommended    | Standard for Biometric data<br>interchange formats —<br>Face Image Data.   |

|                                | DATA STANDARDS  |  |  |  |
|--------------------------------|---|--|--|--|
| Standard Category              | Standard / Guidelines   | Recommendation   | Remarks  |  |
| Metadata and<br>Data Standards | ISO/IEC 19794-4:2011<br>-Biometric data<br>interchange formats-<br>(Finger Image Standard)  | Recommended  | Standard for Biometric data<br>interchange formats —<br>Finger image data.   |  |
| Metadata and<br>Data Standards | ISO/IEC 19794-6:2011<br>-Biometric data<br>interchange formats-<br>(Iris Image Data)  | Recommended  | This standard specifies<br>iris image interchange formats<br>for biometric enrolment,<br>verification and identification<br>systems.   |  |
| Metadata and<br>Data Standards | ISO/IEC 19785-3:2020<br>(Patron Format<br>Specification)  | Recommended  | Standard for<br>Common Biometric Exchange<br>Formats Framework - Patron<br>Format Specification.   |  |
| Metadata and<br>Data Standards | ISO-3166-1:2020<br>Standard (Country<br>Name)   | Recommended  | Codes for the representation<br>of names of countries.<br>This code is intended for use in<br>any application requiring the<br>expression of current country<br>names in coded form.   |  |
| Metadata and<br>Data Standards | XAL version 2 Standard of OASIS (Address)   | Recommended  | Extensible Address Language<br>(xAL) Standard Description.   |  |
| Metadata and<br>Data Standards | ISO/IEC 19784-1:2018<br>(Bio API Specifications<br>Standards)   | Recommended  | Standard for Biometric<br>application programming<br>interface.  |  |
| Data Management                | Use of DBMS that<br>supports JDBC latest<br>version for java-based<br>applications and ODBC<br>for non-java-based<br>system   | Recommended  | Use latest versions of JDBC, ODBC.   |  |
| Data Management                | Support for SQL<br>standards defined in<br>ISO/IEC 9075-1:2016  | Mandatory  | This standard describes the<br>conceptual framework<br>to specify the grammar of SQL<br>and the result of processing<br>statements in that language by<br>an SQL-implementation  |  |
| Data Management                | ISO 15489-1:2016 for records management   | Mandatory  | Standard for Information<br>and documentation — Record<br>management.  |  |
|                                | Data Standards<br>Metadata and<br>Data Standards<br>Metadata and<br>Data Standards<br>Metadata and<br>Data Standards<br>Metadata and<br>Data Standards<br>Metadata and<br>Data Standards<br>Data Standards<br>Data Standards<br>Data Anagement<br>Data Management | Data StandardsBiometric data<br>interchange formats-<br>(Finger Image Standard)Metadata and<br>Data StandardsISO/IEC 19794-6:2011<br>-Biometric data<br>interchange formats-<br>(Iris Image Data)Metadata and<br>Data StandardsISO/IEC 19785-3:2020<br>(Patron Format<br>Specification)Metadata and<br>Data StandardsISO-3166-1:2020<br>Standard (Country<br>Name)Metadata and<br>Data StandardsISO-3166-1:2020<br>Standard (Country<br>Name)Metadata and<br>Data StandardsISO-3166-1:2020<br>Standard (Country<br>Name)Metadata and<br>Data StandardsISO/IEC 19784-1:2018<br>(Bio API Specifications<br>Standards)Data ManagementUse of DBMS that<br>supports JDBC latest<br>version for java-based<br>applications and ODBC<br>for non-java-based<br>systemData ManagementSupport for SQL<br>standards defined in<br>ISO/IEC 9075-1:2016 | Data Standards-Biometric data<br>interchange formats-<br>(Finger Image Standard)RecommendedMetadata and<br>Data StandardsISO/IEC 19794-6:2011<br>-Biometric data<br>interchange formats-<br>(Iris Image Data)RecommendedMetadata and<br>Data StandardsISO/IEC 19785-3:2020<br>(Patron Format<br>Specification)RecommendedMetadata and<br>Data StandardsISO-3166-1:2020<br>Standard (Country<br>Name)RecommendedMetadata and<br>Data StandardsISO-3166-1:2020<br>Standard (Country<br>Name)RecommendedMetadata and<br>Data StandardsISO/IEC 19784-1:2018<br>(Bio API Specifications<br>Standards)RecommendedMetadata and<br>Data StandardsISO/IEC 19784-1:2018<br>(Bio API Specifications<br>Standards)RecommendedData ManagementUse of DBMS that<br>supports JDBC latest<br>version for java-based<br>applications and ODBC<br>for non-java-based<br>systemMandatoryData ManagementSupport for SQL<br>standards defined in<br>ISO/IEC 9075-1:2016Mandatory |  |

|       |                   | DATA STAN   | DARDS          |   |
|-------|-------------------|---|----------------|---|
| S.No. | Standard Category | Standard / Guidelines   | Recommendation | Remarks   |
|       | Data Management   | Portable document<br>format for document -<br>management based<br>on ISO 32000-2:2020   | Recommended    | Standard for Document<br>management — Portable<br>document format.  |
|       | Data Management   | ISO/TR 18492 for<br>long-term preservation<br>of electronic document-<br>based information  | Mandatory      | Standard for long-term<br>preservation of electronic<br>document-based information.   |
|       | Data Management   | ISO 14721:2012-<br>Open Archival<br>Information System  | Mandatory      | ISO 14721 defines the reference model for an open archival information system.  |
| 5.3   | Data Design       | Data Modeling - Unified<br>Modeling Language<br>(UML)   | Mandatory      | UML is a standard language<br>for specifying, visualizing,<br>constructing and documenting<br>the artifacts of software<br>systems.   |
|       | Data Design       | Data Modeling -<br>Barker's Notation  | Recommended    | The notation has features that<br>represent the properties of<br>relationships including<br>cardinality and optionality,<br>exclusion, recursion and use of<br>abstraction. |
|       | Data Design       | Data Modeling -<br>Information Engineering  | Recommended    | Data modeling is the process<br>used to structure how data is<br>stored, as well as modeling<br>relationships within the data.  |
|       | Data Design       | Unicode - Character<br>encoding system  | Mandatory      | Unicode standards<br>should be followed.  |
| 5.4   | Data Security     | Standard Encryption<br>Algorithms- Triple Data<br>Encryptions Standard<br>(3DES) , Advanced<br>Encryption Standard<br>(AES) & Post Quantum<br>Cryptographic (PQC)<br>Algorithms | Recommended    | Securing data by encrypting<br>it using standard encryption<br>algorithms.  |

|       |                      | DATA STAN  | DARDS          |  |
|-------|----------------------|--|----------------|--|
| S.No. | Standard Category    | Standard / Guidelines  | Recommendation | Remarks  |
|       | Data Security        | Data security<br>technologies  | Recommended    | Data security technologies<br>related to access controls,<br>authentication, back-ups and<br>recovery, data masking, data<br>erasure, data resilience should<br>be considered.   |
|       | Data Security        | Data auditing; real-time<br>alerts; risk assessment;<br>data minimization;<br>purge stale data should<br>be considered | Recommended    | Auditing of data and real time alerts to be provided.  |
|       | Data Security        | Payment Card Industry<br>Data Security Standards<br>(PCIDSS)   | Recommended    | The PCI DSS provides<br>guidelines for securely<br>processing, storing or<br>transmitting payment card data.   |
|       | Data Security        | RDBMS security<br>controls   | Recommended    | RDBMS with below security<br>controls<br>• Data access as an intended<br>privilege<br>• Key management and<br>encryption<br>• Integrity constraints such as<br>domain constraints, attribute<br>constraints, relation constraints<br>and database constraints<br>• High availability<br>implementation, backup,<br>restoration and data replication<br>• Database log and policy<br>enforcement. |
|       |                      | CYBER SECURITY   | STANDARDS      |  |
| S.No. | Standard Category    | Standard / Guidelines  | Recommendation | Remarks  |
| 6.1   | Application Security | OWASP Application<br>Security Verification<br>Standard (ASVS)  | Mandatory      | ASVS provides a basis for<br>testing web application<br>technical security controls and<br>also provides developers with a<br>list of requirements for secure<br>development.  |

| Standard Category                           |   | 1   |   |
|---|---|---|---|
|   | Standard / Guidelines   | Recommendation  | Remarks   |
| Application Security                        | ISO/IEC 27034   | Recommended   | This standard provides guidance<br>to assist organizations in<br>integrating security into the<br>processes used for managing<br>their applications.  |
| Application Security                        | Common Weakness<br>Enumeration (CWE)  | Recommended   | CWE is a community<br>developed list of common<br>software security weaknesses.   |
| Application Security                        | CERT Coding Standards   | Recommended   | Coding standards improve the safety, reliability and security of software systems.  |
| Information Security<br>Management          | ISO/IEC 27001   | Mandatory   | Standards on Information security management.   |
| Information Security<br>Management          | NIST Cyber security<br>Framework  | Recommended   | The NIST Framework consists<br>of standards, guidelines and best<br>practices to manage cyber<br>security risk.   |
| Network Security                            | ISO/IEC 27033   | Recommended   | This standard describes the<br>threats, security requirements,<br>security control and design<br>techniques associated with<br>Network Security.  |
| Wireless Security                           | IEEE 802.11   | Recommended   | The IEEE Standard for WLAN.   |
| Wireless Security                           | WPA2/WPA3/WEP   | Recommended   | Security certification programs to secure wireless computer networks.   |
| Information Security<br>Incident Management | ISO/IEC 27035   | Mandatory   | This standard deals with<br>Information security incident<br>management.  |
| Storage Security                            | ISO/IEC 27040:2015  | Recommended   | The purpose of this standard is<br>to provide security guidance for<br>storage systems and ecosystems<br>as well as for protection of data<br>in these systems.                               |
| Storage Security                            | IEEE P1619-2007   | Recommended   | IEEE Standard for Cryptographic<br>Protection of Data on Block-<br>Oriented Storage Devices.  |
|   | Wireless Security<br>Wireless Security<br>nformation Security<br>ncident Management<br>Storage Security | Wireless Security       IEEE 802.11         Wireless Security       WPA2/WPA3/WEP         nformation Security       ISO/IEC 27035         ncident Management       ISO/IEC 27040:2015         Storage Security       ISO/IEC 27040:2015 | Wireless SecurityIEEE 802.11RecommendedWireless SecurityWPA2/WPA3/WEPRecommendedInformation Security<br>ncident ManagementISO/IEC 27035MandatoryStorage SecurityISO/IEC 27040:2015Recommended |

|       |   | CYBER SECURITY        | STANDARDS      |  |
|-------|---|-----------------------|----------------|--|
| S.No. | Standard Category   | Standard / Guidelines | Recommendation | Remarks  |
|       | Storage Security  | IEEE P1619.1          | Recommended    | This is Standard for<br>Authenticated Encryption with<br>Length Expansion for Storage<br>Devices.  |
|       | Storage Security  | IEEE P1619.2          | Recommended    | Standard for Wide-Block<br>Encryption for Shared Storage<br>Media.   |
|       | Storage Security  | IEEE P1619.3          | Recommended    | This is Standard for Key<br>Management Infrastructure for<br>Cryptographic Protection of<br>Stored Data.   |
| 6.7   | Secure Design and<br>Implementation of<br>Virtualized Servers | ISO/IEC 21878:2018    | Recommended    | This standard specifies<br>Security guidelines for design<br>and implementation of<br>virtualized servers.   |
| 6.8   | Cloud Security  | ISO/IEC 27017         | Mandatory      | This is a security standard<br>developed for cloud service<br>providers and users to make a<br>safer cloud-based environment<br>and reduce the risk of security<br>problems.                 |
| 6.9   | Privacy Information<br>Management                             | ISO/IEC 27701         | Recommended    | This standard specifies<br>requirements and provides<br>guidance for establishing,<br>implementing, maintaining and<br>continually improving a Privacy<br>Information Management<br>System.  |
| 6.10  | Public Key Infrastructure                                     | ISO/IEC 27099         | Recommended    | This standard specifies the<br>Public key infrastructure —<br>Practices and policy framework.  |
|       | Public Key Infrastructure                                     | ISO/IEC 29192-4:2013  | Recommended    | International Standard that<br>specifies lightweight<br>cryptography for the purposes<br>of data confidentiality,<br>authentication, identification,<br>non-repudiation and key<br>exchange. |

|       | CYBER SECURITY STANDARDS  |  |                |   |
|-------|---------------------------|--|----------------|---|
| S.No. | Standard Category         | Standard / Guidelines                          | Recommendation | Remarks   |
|       | Public Key Infrastructure | Public-Key Cryptography<br>Standards (PKCS)    | Recommended    | The public-key cryptography<br>standards are to promote the<br>use of the cryptography<br>techniques.   |
|       | Public Key Infrastructure | CCA Guidelines<br>conforming to IT<br>Act 2000 | Recommended    | The CCA guidelines provide a<br>legal framework for electronic<br>governance by giving<br>recognition to<br>electronic records and digital<br>signatures. |

Note: Departments and government Users who require a copy of any standards mentioned above in this document may contact TNeGA for the same.

8

# **IMPLEMENTATION MECHANISM**

All departments shall take mandatory approval of compliance from **Standards Compliance Technical Committee (SCTC)** to the mandatory standards including provisions for data sharing with TNeGA for data purity prior to tendering/purchase/development of any e-governance/software/electronic hardware procurement. SCTC shall approve compliance of e-governance/software/ electronic hardware procurement (tender documents) to the mandatory standards and data sharing. The compliance review will happen in stages through the tendering/purchase to implementation and finally at time of go-live of the projects. It shall also be competent to issue mandatory directions to departments for compliance to these standards in existing e-governance systems and issue detailed guidelines for the process of compliance certification.

#### **Composition of SCTC:**

The Committee shall be chaired by CEO, TNeGA with MD, ELCOT, SIO, NIC, Director, C-DAC, Director, SETS, Director, STQC and academic representative from IITM/Anna University/or their representatives as members. The departmental representative whose compliance approval is sought for from SCTC shall be an invitee. Jt-CEO, TNeGA shall be the Member-Secretary of the Committee. The Committee can co-opt 2 persons from private sector based on any specialized need for the sector.

#### **Functions of the SCTC:**

- Issue "compliance to standards" including provision for data sharing with TNeGA for all e-governance/software/electronic hardware prior to purchase/tenders/development for all departments of Government of TN.
- Make recommendations on adherence to standards that shall be binding on the user departments for both existing and future e-governance systems.
- Give approval for any deviation/exemption is required not to adopt mandatory standards.

- Direct departments to adopt certain IT standards even if they are not part of this document.
- Responsible for the adoption of these standards from time to time.

# Role of TNeGA and other departments:

- Standards that are categorized as "Mandatory" must compulsorily be included for compliance in the development/ in tender documents by all departments. Departments shall be required to incorporate mandatory standards specified in this document and on data sharing in their e-Governance/software/electronic hardware applications prior to development / tendering and get prior "compliance to standards" clearance from SCTC. Standards that are categorized as "Recommended" may be included in addition to mandatory standards based on the context after a careful risk assessment on the project under implementation.
- TNeGA/ELCOT/all departments will adhere to the mandatory standards for their e-Governance projects that comprise IT systems, web-based applications and mobile-based applications for various departments in Tamil Nadu.
- For purposes such as hardware procurement by ELCOT/user departments, the necessary mandatory sections applicable (for example: WiFi standard) in the standards should also be incorporated as updated and published from time to time.

The Information Technology department will be empowered to issue clarifications/amendments/updates from time to time to this document.

# **ACRONYMS AND ABBREVIATIONS**

| S.No | Acronym     | Abbreviation   |
|------|-------------|--|
| 1    | AES         | Advanced Encryption Standard   |
| 2    | API         | Application Programming Interface  |
| 3    | ASCII       | American Standard Code for Information Interchange   |
| 4    | ASVS        | Application Security Verification Standard   |
| 5    | BPMN        | Business Process Model and Notation  |
| 6    | CAD         | Computer-Aided Design  |
| 7    | CASE        | Computer-Aided Software Engineering  |
| 8    | CBC         | Cipher Block Chaining  |
| 9    | CBEFF       | Common Biometric Exchange Formats Framework  |
| 10   | CCA         | Controller of Certifying Authorities   |
| 11   | CCS         | Core Components Specification  |
| 12   | CERT-In     | Indian Computer Emergency Response Team  |
| 13   | CMIS        | Content Management Interoperability Services   |
| 14   | CMMI        | Capability Maturity Model Integration  |
| 15   | COTS        | Commercial Off-The-Shelf   |
| 16   | CSA-TN      | Cyber Security Architecture-Tamil Nadu   |
| 17   | CSS         | Cascading Style Sheets   |
| 18   | CSV         | Comma Separated Value  |
| 19   | CWE         | Common Weakness Enumeration  |
| 20   | Data Purity | Data sharing as per Government Order vide G.O.(Ms) No.17,<br>Information Technology (E1) Department, dated 23.09.2021. |
| 21   | DBMS        | Database Management System   |
| 22   | DDOS        | Distributed Denial of Service  |
| 23   | DMTF        | Distributed Management Task Force  |
| 24   | DSS         | Digital Service Standard   |

| S.No | Acronym      | Abbreviation  |
|------|--------------|---|
| 25   | ebXML        | Electronic Business Extensible Markup Language  |
| 26   | ECMA         | European Computer Manufacturers Association   |
| 27   | EDI          | Electronic Data Interchange   |
| 28   | e-Governance | e-Governance systems including G2C, G2B, G2G software,<br>software applications used in for various purposes, electronic<br>workflow applications, IT systems, web-based applications<br>and mobile-based applications for various departments in<br>Tamil Nadu, whether developed in-house or out-sourced. |
| 29   | FIPS         | Federal Information Processing Standards  |
| 30   | G2B          | Government to Business  |
| 31   | G2C          | Government to Citizen   |
| 32   | GCM          | Galois/Counter Mode   |
| 33   | GDL          | Geometric Description Language  |
| 34   | GDP          | Gross Domestic Product  |
| 35   | GIF          | Graphics Interchange Format   |
| 36   | GIS          | Geographic Information System   |
| 37   | GSM          | Global System for Mobile Communications   |
| 38   | HLSGC        | High Level Security Governance Committee  |
| 39   | HTML         | Hyper Text Markup Language  |
| 40   | HTTP         | HyperText Transfer protocol   |
| 41   | HTTPS        | HyperText Transfer Protocol Secure  |
| 42   | ICT          | Information and Communication Technology  |
| 43   | IDEF0        | Integration Definition 0  |
| 44   | IEC          | International Electrotechnical Commission   |
| 45   | IEEE         | Institute of Electrical and Electronics Engineers   |
| 46   | IETF         | Internet Engineering Task Force   |
| 47   | IFEG         | Interoperability Framework for e-Governance   |
| 48   | ISMS         | Information Security Management System  |
| 49   | ISO          | International Organization for Standardization  |

| S.No | Acronym | Abbreviation   |
|------|---------|--|
| 60   | ISQ     | International System of Quantities                                   |
| 51   | IT      | Information Technology   |
| 52   | J2EE    | Java 2 Enterprise Edition  |
| 53   | JDBC    | Java Database Connectivity   |
| 54   | JMS     | Java Message Service   |
| 55   | JPEG    | Joint Photographic Experts Group                                     |
| 56   | JSON    | JavaScript Object Notation   |
| 57   | KML     | Keyhole Markup Language  |
| 58   | MDDS    | Data and Metadata Standards  |
| 59   | MIME    | Multipurpose Internet Mail Extension                                 |
| 60   | MOM     | Message Oriented Middleware  |
| 61   | MPEG    | Moving Pictures Expert Group   |
| 62   | NCIIPC  | National Critical Information Infrastructure Protection Centre       |
| 63   | NIST    | National Institute of Standards and Technology                       |
| 64   | O-TTPF  | Open Trusted Technology Provider Framework                           |
| 65   | OAGIS   | Open Application Group Integration Specification                     |
| 66   | OAIS    | Open Archival Information System                                     |
| 67   | ΟΑΡΙ    | Open Application Programming Interface                               |
| 68   | OASIS   | Organization for the Advancement of Structured Information Standards |
| 69   | OS      | Operating System   |
| 70   | OVF     | Open Virtualization Format   |
| 71   | OWASP   | Open Web Application Security Project                                |
| 72   | PCIDSS  | Payment Card Industry Data Security Standards                        |
| 73   | PDF     | Portable Document Format   |
| 74   | PERL    | Practical Extraction and Report Language                             |
| 75   | PIMS    | Privacy Information Management System                                |

| S.No | Acronym   | Abbreviation   |
|------|-----------|--|
| 76   | PKCS      | Public-Key Cryptography Standards                                    |
| 77   | PKI       | Public Key Infrastructure  |
| 78   | PNG       | Portable Network Graphics  |
| 79   | REST      | Representational State Transfer                                      |
| 80   | RSA       | Rivest-Shamir-Adleman  |
| 81   | SDD       | Software Design Description  |
| 82   | SDLC      | Systems Development Life Cycle                                       |
| 83   | SI        | International System of Units  |
| 84   | SISWG     | Security in Storage Working Group                                    |
| 85   | SoaML     | Service oriented architecture Modeling Language                      |
| 86   | SOAP      | Simple Object Access Protocol  |
| 87   | SOC       | Security Operations Center   |
| 88   | SPI       | Service Provider Interface   |
| 89   | SQL       | Structured Query Language  |
| 90   | SSL       | Secure Sockets Layer   |
| 91   | SVG       | Scalable Vector Graphics   |
| 92   | TIFF      | Tagged Image File Format   |
| 93   | TLS       | Transport Layer Security   |
| 94   | TN        | Tamil Nadu   |
| 95   | TNeGA     | Tamil Nadu e-Governance Agency                                       |
| 96   | TNSDC     | Tamil Nadu State Data Center   |
| 97   | ТРМ       | Trusted Platform Module  |
| 98   | UCS       | Universal Coded Character Set  |
| 99   | UML       | Unified Modeling Language  |
| 100  | UN/CEFACT | United Nations Centre for Trade Facilitation and Electronic Business |
| 101  | UPU       | Universal Postal Union   |
|      |           |  |

| S.No | Acronym   | Abbreviation  |
|------|-----------|---|
| 102  | VLAN      | Virtual Local Area Networks   |
| 103  | VMAN      | Virtualization Management   |
| 104  | VPNs      | Virtual Private Networks  |
| 105  | VSs       | Virtualized Servers   |
| 106  | W3C's     | World Wide Web Consortium's   |
| 107  | WAI-ARIA  | Web Accessibility Initiative - Accessible Rich Internet<br>Applications |
| 108  | WCAG      | Web Content Accessibility Guidelines                                    |
| 109  | WCO       | World Customs Organization  |
| 110  | Web CGM   | Web Computer Graphics Metafile  |
| 111  | WLAN      | Wireless Local Area Network   |
| 112  | WMS       | Web Map Service Interface Standard                                      |
| 113  | WPA       | Wi-Fi Protected Access  |
| 114  | WS - BPEL | Web Services Business Process Execution Language                        |
| 115  | WS-I      | Web Services Interoperability   |
| 116  | WSDL      | Web Service Description Language  |
| 117  | WSIA      | Web Services for Interactive Applications                               |
| 118  | WSRP      | Web Services for Remote Portlets  |
| 119  | WSS       | Web Services Security   |
| 120  | XAL       | Extensible Address Language   |
| 121  | XBRL      | eXtensible Business Reporting Language                                  |
| 122  | ХСВ       | X protocol C-language Binding   |
| 123  | ХМІ       | XML Metadata Interchange  |
| 124  | xPath     | XML path  |
| 125  | XQuery    | XML Query   |
| 126  | XSL       | eXtensible Stylesheet Language  |
| 127  | XSLT      | Extensible Stylesheet Language Transformations                          |



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