

**MANSFIELD TOWNSHIP  
BURLINGTON COUNTY**

**RESOLUTION 2019-11-4**

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE  
WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER  
RISK MANAGEMENT PLAN'S TIER TWO REQUIREMENTS**

**WHEREAS**, the Township of Mansfield is a member of the BURLCO JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

**WHEREAS**, through its membership in the BURLCO JIF, the Township of Mansfield enjoys cyber liability insurance coverage to protect the Township of Mansfield from the potential devastating costs associated with a cyber related claim; and

**WHEREAS**, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

**WHEREAS**, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1 & Tier 2 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Township of Mansfield; and

**WHEREAS**, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Township of Mansfield to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Township of Mansfield's cyber insurance policy, administered through BURLCO JIF and the Municipal Excess Liability Joint Insurance Fund;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township of Mansfield does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 2 of the NJ MEL Cyber Risk Management Plan;

- **Server Security**
- **Limiting Access Privileges**
- **Acceptable Use of Internet and Email**
- **Protection of Data**
- **Passwords Policy**
- **Appropriate level of Technology Support**
- **Leadership has Expertise to Support Technology Decision Making**

**BE IT FURTHER RESOLVED**, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

**MOTION: CAIN**

**SECOND: HIGGINS**

**ROLL CALL VOTE**

**AYE: CAIN, HIGGINS, DIGIUSEPPE, MAGEE, GABLE**

**NAY: ABSENT: ABSTAIN:**

**CERTIFICATION**

I, **LINDA SEMUS, RMC, CMR**, Municipal Clerk of the Township of Mansfield, County of Burlington, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by the Mansfield Township Committee at their Regular Meeting held on November 26, 2019 at 4:00PM at the Municipal Complex.

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**LINDA SEMUS, RMC, CMR  
MUNICIPAL CLERK**