



Office of Information Technology Services

State Capitol P.O. Box 2062
Albany, NY 12220-0062
www.its.ny.gov

Office of Information Technology Services Policy	No: ITS-P20-001
ITS Policy: System Integration	Updated: 10/26/2020
	Issued By: NYS Office of Information Technology Services Owner: Chief Technology Office

1.0 Purpose and Benefits

This policy sets the architectural requirements to control data and consolidate processing of data through standardized system integrations.

2.0 Authority

Section 103(10) of the State Technology Law provides the Office of Information Technology Services (ITS) with the authority to establish statewide technology policies, including technology and security standards. *Section 2 of Executive Order No. 117* provides the State Chief Information Officer with the authority to oversee, direct and coordinate the establishment of information technology policies, protocols and standards for State government, including hardware, software, security and business re-engineering. Details regarding this authority can be found in NYS ITS Policy, [NYS-P08-002 Authority to Establish State Enterprise Information Technology \(IT\) Policy, Standards and Guidelines](#).

3.0 Scope

This Policy applies to ITS and ITS supported agencies.

4.0 Information Statement

4.1 Data Transfer and Sharing Justification

Business data transferred, or shared, from one system/application to another must be authorized by the information owner. The information owner may be a State Entity (SE)

or an individual. A risk analysis must be performed by SE executive management before a data transfer is designed and developed.

4.2 Acceptable System Integration Patterns

There are three (3) acceptable system integration patterns for inter-application communication:

- A service interface built in accordance to the Service Oriented Architecture (SOA) Standard.
- File transfer executed through the ITS supported managed file transfer services.
- Data migrations executed through the ITS supported Extract, Transform and Load (ETL) services.

For the purposes of this document, an application is a collection of software and hardware assets that implement a business capability.

These system integration patterns only apply to the transfer of business data (this policy does not apply to system level information).

5.0 Compliance

This policy shall take effect upon publication and compliance is required. ITS may amend its policies and standards at any time; compliance with amended policies and standards is required.

If compliance with this policy is not feasible or technically possible, or if deviation from this policy is necessary to support a business function, an exception may be requested through the Chief Technology Office's exception process.

6.0 Definitions of Key Terms

Except for terms defined in this policy, all terms shall have the meanings found in <http://www.its.ny.gov/glossary>.

7.0 Contact Information

Submit all inquiries and requests for future enhancements to the policy owner at:

Chief Technology Office
Reference: ITS-P20-001
NYS Office of Information Technology Services
State Capitol, ESP, P.O. Box 2062
Albany, NY 12220
Telephone: (518) 402-7000
Email: CTO@its.ny.gov

Statewide technology policies, standards, and guidelines may be found at the following website: <http://www.its.ny.gov/tables/technologypolicyindex>

8.0 Revision History

This policy shall be reviewed at least once every two years to ensure relevancy.

Date	Description of Change	Reviewer
10/26/2020	Issued policy	Chief Technology Office

9.0 Related Documents
