



DELAWARE STATE-WIDE INFORMATION TECHNOLOGY AND ARCHITECTURE STANDARDS

ID:	SE-VIDSURV-001
Title:	Video Surveillance Standard
Domain:	Security
Discipline:	Data Security
Revision Date:	9/27/2019
Revision no.:	1
Original date:	8/15/2014

I. Authority, Applicability and Purpose

- A. **Authority:** [Title 29](#) Chapter 90C Delaware Code, §9004C – General Powers, duties and functions of DTI “2) Create, implement and enforce statewide and agency technology solutions, policies, standards and guidelines, including as recommended by the Technology Investment Council on an ongoing basis and the CIO”
- B. **Applicability:** Applies to all State of Delaware communications and computing resources. DTI is an Executive Branch Agency and has no authority over the customers in Legislative and Judicial Branches, as well as School Districts, and other Federal and Local Government entities that use these resources. However, all users, including these entities, must agree to abide by all policies, standards promulgated by DTI as a condition of funding and continued use of these resources.
- C. **Purpose:** The management of physical security within the State is critical to the State’s business, which often involves the use of video surveillance. This standard defines the video formats and standards that are to be used by the State of Delaware when deploying and using video surveillance.

II. Scope

- A. **Audience:** This document is intended for organization facility managers, security managers, video contractors, video specialists and other authorized State of Delaware video surveillance personnel.
- B. **Applicability:** This standard will cover video surveillance products installed or in use by the State of Delaware. It does not apply to video surveillance equipment for public, traffic, Detention / Correctional, or law enforcement use.

III. Process

These standards are adopted by the Department of Technology and Information (DTI), through the Technology and Architecture Standards Committee (TASC), and are applicable to all Information Technology use throughout the State of Delaware. Any questions or comments should be directed to dti_tasc@state.de.us.



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- A. **Adoption:** These standards have been adopted by the Department of Technology and Information (DTI) through the Technology and Architecture Standards Committee (TASC) and are applicable to all Information Technology use throughout the State of Delaware.
- B. **Revision:** Technology is constantly evolving; therefore, the standards will need to be regularly reviewed. It is the intent of TASC to review each standard annually. TASC is open to suggestions and comments from knowledgeable individuals within the State, although we ask that they be channeled through your Information Resource Manager (IRM).
- C. **Contractors:** Contractors or other third parties are required to comply with these standards when proposing technology solutions to DTI or other State entities. Failure to do so could result in rejection by the Delaware Technology Investment Council. For further guidance, or to seek review of a component that is not rated below, contact the TASC at dti_tasc@state.de.us.
- D. **Implementation responsibility:** DTI and/or the organization's technical staff will implement these standards during the course of normal business activities, including business case review, architectural review, project execution and the design, development, or support of systems.
- E. **Enforcement:** DTI will enforce this standard during the course of normal business activities, including business case and architectural review of proposed projects and during the design, development, or support of systems. This standard may also be enforced by others during the course of their normal business activities, including audits and design reviews.
- F. **Contact us:** Any questions or comments should be directed to dti_tasc@state.de.us.

IV. Definitions/Declarations

A. Definitions

1. **Camera Specifications** - To understand what camera is needed in specific situations we need to define Surveillance Objectives: Detection, Recognition and Identification. Detection – ability to see something change or move. Recognition – ability to determine what changed or moved. Identification – ability to identify the object or person. Each objective requires a minimum number of pixels to perform each function. For example to detect a license plate movement requires a minimum of 6 pixels width. To recognize it is a license plate requires a minimum of 34 pixels width. To identify (or read) a license plate requires a minimum of 80 pixels width (or 12 inches). Other factors include different camera lens, camera zoom, lighting (indoor, outdoor) and environmental conditions like rain, snow, fog, camera angle, camera placement, etc. So as a base line assume a camera at a specific resolution will have a standard lens, no zoom and will be able to at a minimum perform facial identification in standard lighting conditions. This will require a minimum of 40 pixels width (or 6 inches) at the focus length required.

Cameras

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Format	Resolution	Megapixel	General	Facial	High Detail
CIF	320x240	0.1	16'	8'	3'
VGA	640x480	0.3	32'	16'	6'
WVGA	752x480	0.4	38'	19'	9'
720P	1280x720	0.9	64'	32'	16'
SXGA	1280x1024	1.3	64'	32'	16'
UXGA	1600x1200	1.9	80'	40'	20'
1080P	1920x1080	2.0	96'	48'	24'
QXGA	2048x1536	3.1	102'	51'	26'
QSXGA	2560x2048	5.2	128'	64'	32'

3. **ONVIF** – Open Network Video Interface Forum - ONVIF is an open industry forum for the development of a global standard for the interface of IP-based physical security products.
<http://www.onvif.org/>
4. **Resolution** – Recommended minimum resolution for all surveillance cameras - D1 resolution (704x480).
5. **SDI** – Serial Digital Interface

B. Declarations

1. Surveillance Video is classified as Confidential data, as such, it must be treated according to the applicable State of Delaware Policies and Standards
<http://dti.delaware.gov/information/standards-policies.shtml>
2. All IP surveillance cameras covered by this standard must belong to a protected VRF.
3. All captured video will be retained for no less than 30 days.
4. The recommended video retention period is 60 days, individual agency requirements may require a retention period of longer than 60 days.
5. In order to reduce the impact of account management when utilizing 16 or more cameras, Active Directory account management is advised



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V. Definitions of Ratings

Individual components within a Standard will be rated in one of the following categories.

COMPONENT RATING	USAGE NOTES
<p>STANDARD – DTI offers internal support and/or has arranged for external vendor support as well (where applicable). DTI believes the component is robust and solidly positioned in its product life cycle.</p>	<p>These components can be used without explicit DTI approval for both <u>new projects</u> and <u>enhancement</u> of existing systems.</p>
<p>DECLINING – Deprecated - DTI considers the component to be a likely candidate to have support discontinued in the near future. A deprecated element is one becoming invalid or obsolete.</p>	<p>Via the State’s waiver process, these components must be explicitly approved by DTI for <u>all projects</u>. They must not be used for <u>minor enhancement</u> and <u>system maintenance</u> without explicit DTI approval via the State’s waiver process.</p>
<p>DISALLOWED – DTI declares the component to be unacceptable for use and will actively intervene to disallow its use when discovered.</p>	<p>No waiver requests for new solutions with this component rating will be considered.</p>

- A. Missing Components** – No conclusions should be inferred if a specific component is not listed. Instead, contact TASC to obtain further information.

VI. Component Assessments

Standard Name	Ratings	Standard Reference
ONVIF	Standard	http://www.onvif.org/

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