



## Desktop Software - Core Product Set

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**CTO/S5.1.1  
APPLICATIONS – BUSINESS –  
DESKTOP SOFTWARE – CORE PRODUCT SET**

**Government Standard on Information & Communication Technology**

**CTO/S5.1.1  
Applications – Business – Desktop Software – Core Product Set**

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Coverage:

The South Australian public authorities required to adhere to this Standard are defined in CTO/P1.1 Government Policy on Information & Communication Technology – Governance – Compliant Authorities.

This policy or standard is intended for use by South Australian Government agencies only. Reliance upon this policy or standard by any other person is entirely at their own risk and the Crown in the right of South Australia disclaims all responsibility or liability to the extent permissible by law for any such reliance.

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## 1. BACKGROUND

### 1.1 Context

Information technology platform standards support the public service strategies emanating from the ICT Directions vision. In particular they facilitate the:

- Consolidation, rationalisation and standardisation of IT infrastructure;
- Use whole-of-government purchasing to obtain best pricing for IT goods and services.

In this context, the South Australian Government has standardised on a common Microsoft-based software platform for desktops and notebook computers, using Windows desktop operating systems and Microsoft Office Personal Productivity suites to provide a common operating environment across Government. While it is understood that this standard is product specific, the consistent implementation across Government renders value added benefits of integration and consolidated purchasing.

### 1.2 Standard Statement

This document provides South Australian Government with an overview of the South Australian Government's desktop software standards.

Agencies will be required to incorporate these standards into their software deployment plans to ensure that the Government maintains a standard infrastructure platform.

All agencies are required to comply with the following:

1. The supported standards for desktop operating systems and personal productivity software for Government agencies are n and n-1 (see table below);
2. Agencies seeking to implement standards older than n-1 on new desktops and/or notebooks are required to seek exemption (refer to Exemption below). A list of dates for when products are no longer supported by Microsoft can be found at <http://support.microsoft.com/gp/lifeselect>

(1) Operating Systems	
n Standard	n-1 Standard
Microsoft Windows XP Professional	Microsoft Windows 2000 Professional
Personal Productivity	
n Standard	n-1 Standard
Microsoft Office 2003	Microsoft Office XP Microsoft Office 2000
Email (Client)	
n Standard	n-1 Standard
Microsoft Outlook 2003	Microsoft Outlook 2000

### 1.3 Rationale & Background

1. This standard is outlined to ensure that the Government maintains a standard infrastructure platform.
2. The purpose of standardising the desktop environment is to promote added business value via seamless and transparent information exchanges, and a compatible environment. As a result the Government IT infrastructure will be reformed to be independent of existing organisational and geographic boundaries.
3. The standardisation of the desktop environment provides the impetus for the creation of value-added applications and business solutions through the maximisation of the Government's investment in its desktops.
4. It is also an opportunity for the South Australian Government to take advantage of its collective purchasing power and create opportunities for agencies to reduce the total cost of ownership of their desktops, through strategic purchasing and management.
5. Having a desktop software standard will facilitate the transference of skills across the public sector, minimising the need to retrain staff in this area.

## 2. IMPLEMENTATION

Agencies are encouraged to minimise the complexity of their local environment by deploying the least possible number of different versions of each product type.

### 2.1 Exemptions

Advice regarding exemptions from these standards is provided in the Government Policy on Information and Communications Technology entitled 'CTO/P1.2 Governance – Exemptions'.

### **3. REFERENCES AND LINKS**

1. CTO/P1.2 Government Policy on Information & Communication Technology – Governance – Exemptions
2. CTO/P6.1 Government Policy on Information & Communication Technology –Information and Communication Technology (ICT) Infrastructure Standards
3. CTO/S6.2.1 Government Standard on Information and Communication Technology – Technology – Client Devices – Personal Computers and Notebooks.