

Case Study

University and Commercial partnership WARP registration application

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Keywords

[WARP, registration]

Version control

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If you find errors in the current document, please send your comment to editor@warp.gov.uk

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1 Scope

This document is an application form that is used by NISCC when evaluating requests to create a NISCC approved WARP.

The form has been structured around a series of approval criteria aimed at assessing the risk and likelihood that applicants will conform to the WARP Code of Practice [1] and the likelihood of success.

An example of a completed form (Case study – a WARP registration application [2]) can be found in the Toolbox.

Successful WARP registration will result in the applicant receiving a WARP registration certificate.

Given the importance of defining the WARP community in this application, this registration, if approved, only relates to that particular community. Any significant changes to the community in terms of size and/or makeup must be discussed with NISCC. These changes when agreed will be included in a new WARP registration certificate.

2 References

For the purposes of this document, the following references apply:

- [1] WARP Toolbox “reference” document WTB/04/025 “WARP Code of Practice” (V2.0) August 2004
- [2] WARP Toolbox “reference” document WTB/04/029 “Case study – a WARP registration application” (V3.0) March 2005

3 Abbreviations

For the purposes of this document, the following abbreviations apply:

- CNI: Critical National Infrastructure
- NISCC: National Infrastructure Security Co-ordination Centre
- WARP: Warning, Advice and Reporting Point
- XXX: Anonymised name of University/public service organisation/commercial partner etc and other details

4 Background

This completed application form will be used to help the assessor complete a risk assessment. Any supporting documentation should be attached to this application. Responses should be as comprehensive as possible and justify compliance against each factor. Any factor which is judged as having low compliance or which does not have an exemption will need further clarification before a registration is accepted. A section has been provided for claiming exemptions and can be found at the end of the application form. Potential applicants are recommended to submit a draft application prior to formal application, to obtain feedback.

5 WARP registration application form

Successful WARP registration will result in the applicant receiving a WARP registration certificate.

Use the “tab” key to progress through the form.

Applicant and contact details

Name of organisation applying to become a WARP provider

XXX University

Main switchboard telephone number of organisation

XXX

Date of application

XXX

Contact name of WARP applicant

Title	First name	Family name
Prof	XXX	XXX

Position in organisation

Director of XXX

Contact address

XXX

Contact telephone numbers

Landline XXX (direct line)

Mobile

Fax XXX

Contact email

XXX@xxx.ac.uk

Description and size of community to be served by WARP

Sector

Private Public Voluntary Other

Description The WARP community will include the public services **XXX**. Eventually other public services involved in **XXX**, will be encouraged to join.

Number of members

Initial number of WARP members 5

Target number of WARP members 15

Pre conditions

Agreement to terms and conditions of Toolbox

Tick this box if your organisation agrees to adhere to the [terms and conditions](#) stated in the WARP Toolbox <http://www.warp.gov.uk>



Agreement to abide by Code of Practice

Tick this box if your organisation agrees to abide by the [Code of Practice](#) published in the WARP Toolbox.



Provision of a business case

Tick this box to indicate that an Annex has been added to this application detailing a clear business case for provision of a WARP to your community. The business case should describe: Costs, Resources and Funding.



Information for publication in WARP Register

Note that the following information will be published on the WARP website www.warp.gov.uk and therefore public domain.

Two or three letter identifier for WARP

Each warp is identified by a two or three letter alphabetic prefix, or two letters followed by a number (e.g. AAWARP, ZZZWARP or ZZ4WARP). Please enter your chosen prefix below, plus one or two alternatives if possible, after checking in the [WARP Register](#) to ensure that your chosen combination is not already in use. NB. The identifier should be specific to your particular WARP and not generic. Some generic names may have been reserved by NISCC.

1st choice Alternative 1 Alternative 2

XXXWARP

Public URL of your WARP website

A public page should be available even though the members' area will normally be protected.

Very brief description of WARP (less than 75 characters).

See [WARP Register](#) for examples

The XXX WARP (XXXWARP) provided by XXX University.

Email address of the designated contact for the WARP when operational

enquiries@xxxwarp.org.uk

Detailed description of WARP

Each WARP will have a designated webpage with a link from the [WARP Register](#) where a fuller description of the WARP can be found. Please supply appropriate text for this description which should be no more than 250 words.

The XXX WARP (XXXWARP) is operated by XXX University and supported by XXX commercial company. Its focus is on an existing community of public service IT Managers. This community includes sub-divisions such as XXX within the region. Such a community is suitably small and similar, in the spirit of initial WARP vision.

The community already operates within a culture of information sharing, meeting regularly through XXX and similar forums. The XXXWARP assists in the reduction of electronic attacks against XXX IT infrastructure by providing raised awareness of vulnerabilities to the users within the community. The partners in the WARP operation have considerable expertise and track record working in Information Assurance. Additionally, XXX University have as their core business activity the sharing of information, so there is a natural fit with the aim of WARP generally.

This WARP is ideally placed to link closely with related WARPs, both current and future, such as those in local government and other public sectors. XXX systems which are considered part of the CNI can benefit from the additional level of support offered by this WARP, over and above support from UNIRAS or other WARPs.

Operation of the WARP by XXX University with support from XXX commercial company adds further strength to the service by drawing on considerable and wide-ranging information assurance expertise. Both partners are committed to operating within the code of practice and contributing to the WARP Toolbox, and wider WARP vision.

Registration Details

Please explain how you will fulfil the following requirements to run an approved WARP

Code of Practice

No.	Code of Practice - Responsibilities	Details
1	Responsible use of the WARP brand.	The WARP will be provided in partnership between XXX University and XXX commercial company. Both partners understand and respect the importance of the WARP brand and agree to fully follow the Code of Practice and Toolbox guidelines.
2	Promote further WARPs. (Also mention any future plans to create other WARP communities)	<p>This would be the initial WARP provided by XXX University. If successful in application further WARPs would be sought, e.g. we are currently in discussion with XXX and XXX to implement a further WARP in 2006.</p> <p>XXX University would promote the WARP concept through existing academic activities (research, teaching and enterprise). XXX University has a wide community of working partners who may be interested in setting up their own WARP. Additionally XXX University organises conferences with attendees from academia and industry, all of whom would have some interest in WARP.</p>
3	Contribution to the WARP Toolbox.	<p>The development and implementation experiences of this WARP will be made available to other potential WARP providers. XXX University wider role as a UK University, are committed to open information sharing so will be committed to toolbox development. Additionally we will be committed to, and well placed for, technical contribution to the Toolbox. XXX University operate a number of undergraduate and graduate courses where students will find themselves able to have input. Our Masters programme in Computer Network Security could allow students to contribute more advanced material into the Toolbox.</p>
4	Co-operate with other WARPs.	<p>Co-operation with other WARPs is seen as essential to this WARPs successful operation. We have already contacted several existing WARP providers to seek advice and have been encouraged by their willingness to share. XXXWARP will collaborate in a peer-to-peer fashion with other WARPs, e.g. we have been advised</p>

		by XXX on various aspects, as well as participating in the regular WARP operators forum.
5	Do not compete aggressively.	At present there are no XXX WARPs in this area and XXX University has no reason to aggressively compete should any surface.
6	Not discourage their members joining other WARPs.	Members would be assisted in seeking related WARPs where appropriate, and for the benefit of the wider WARP concept.

No.	Code of Practice - Incident Reporting	Details
7	Establish trusted relationships to encourage reporting.	XXX WARP has trusted relationships with a number of the members of the community already, and is in a suitable position to encourage sharing and reporting of information throughout the community as a whole. XXX University and XXX commercial company have track records in working in information assurance so well understands the importance of trust its importance to working relationships in security. As a not-for-profit organisation whose core business is different from the community XXX University are ideally placed can mediate these trust.
8	Sharing with other WARPs and NISCC.	XXX University are committed to information sharing, so will be more than willing to encourage sharing with other WARPs, as well as feeding into NISCC to improve the operation and effectiveness of all WARPs.

No.	Code of Practice - Governance	Details
9	Run on a not-for-profit or cost recovery basis.	XXX University is a not-for-profit entity and the WARP will be run on a cost-recovery basis. XXX commercial company will offer support to XXX University to help reduce the business risks for the WARP. The XXX WARP will seek to be funded entirely by membership subscriptions and sponsorship. XXX commercial company are able to demonstrate that their involvement is on this basis, if required. We are offering a place on our WARP review board to NISCC and CSIA to help ensure appropriate governance.
10	Ensure growth is	Membership will be limited to the XXX community, expanding initially to include other XXX IT. We plan to

	constrained.	propose and register additional WARPs, and membership of these will be defined carefully so as to limit membership to a manageable size, based on experience. Potential members not fitting criteria will be assisted in locating a more appropriate WARP, with the option of joining at a later date if necessary. Maximum membership of the XXX WARP is currently therefore limited to 15 members viz: XXX , XXX If appropriate, according to the review board, we will consider expanding the membership further to include closely related services, e.g. such as XXX .
11	Risks to NISCC, the WARP brand and its principles.	The status and track record of both XXX University and XXX commercial company in Information Assurance reduces the risk to NISCC and WARP. Our commitment to the WARP concept, and specifically to the Code of Practice, further reduces any risk.

WARP community factors

No.	WARP community factors	Details
12	Demonstrate a clear understanding of their target community.	Both XXX University and XXX commercial company have an understanding of the XXX community, having maintained a working relationship for a number of years, relating to IT issues. XXX University also have a long-standing link with XXX .
13	Have a good and trusted relationship with their community.	See above.

Capability factors

No.	Capability factors	Details
14	Brief summary of business case to create a WARP . Please attach the full business case (which should address sustainability) in the Annex to this application.	<p>Costs</p> <p>We have estimated our WARP will cost £30K to set up and run for the first year. Follow on years will cost an estimated £25K each.</p> <p>Funding</p> <p>The first year will be funded in part by a grant with running costs in year two onwards funded through subscriptions. With 15 members this would require an annual subscription per member of £1667. Sponsorship for the WARP will be sought in order to reduce this amount.</p> <p>Resources</p> <p>XXX University will recruit high-calibre students from undergraduate and postgraduate courses to work on the WARP set-up and operation. XXX commercial company have offered to support resources by hosting the WARP securely. Help from members will be strongly encouraged.</p>
15	Existing infrastructure – ICT, marketing team etc which could be used by the WARP.	<p>XXX University is a large organisation with considerable IT, marketing and personnel infrastructure that can be used to support the WARP. Hosting cannot take place within XXX University since JANET prohibits the hosting of non-education commercial web sites, and those that may lead to compromise of JANET. In light of this, XXX commercial company have offered to provide secure hosting service for the WARP.</p>
16	Good understanding of security issues.	<p>XXX University and XXX commercial company are involved in security issues on a daily basis, and have a track record in solving such problems. XXX University has an international research reputation in security and also run a number of graduate and postgraduate level courses in security. XXX commercial company is a well respected player in Information Assurance with several decades experience working at the highest levels with government and industry on such issues.</p>
17	Existing ICT/Security skills which could be deployed in the WARP.	<p>XXX University operates a number of courses, including a Masters programme in Computer Network Security that could serve as a source for skills to be deployed short (or long) term in the WARP. Additionally PhD students working on security and</p>

		academic staff with relevant expertise at XXX University will be available are a resource to draw upon and are keen to take a role in the WARP (and its wider concept) development.
18	Offer related services where WARPs add further value.	XXX University and XXX commercial company are in the process of establishing a research centre for Computer Security and Information Assurance activities. This WARP is an integral part of this centre's business case. The centre would perform a range of activities from pure academic research, through industrial development and collaboration, to consultancy.
19	Recognised champion who is committed to making the WARP work.	Prof. XXX , Dean of XXX , XXX University. Mr XXX , Director, commercial company Ltd.

WARP registration exemptions

Tick this box if exemptions are being requested against any of the WARP registration criteria.

Provide supporting comments for any exemptions requested.

Request for further information

Software

Tick this box if you require further information on the WARP Filtered Warning Application (FWA) software described in the WARP Toolbox.

Other

Please specify any other information you require

When complete, “save” the completed form and email, together with the business case Annex, to enquiries@warp.gov.uk

Annex

Full business case for the XXXWARP registration application

The following aspects of the XXXWARP business case have been considered, based on an analysis of the business case guide in the WARP Toolbox;

<http://www.warp.gov.uk/BusinessCase.htm>

Costs:

Manpower: The WARP Toolbox suggests £48k for 2 FTEs. XXX University hopes to significantly reduce this figure to £20k of new money by using post-graduate students and staff-time contribution from within forming a virtual team.

Overhead: £16k overhead is shown against the £48k in the WARP Toolbox. Under the proposed manpower usage above XXX University already pay overhead costs so no new money is required.

External: in the Toolbox a figure of £11k plus £15k running costs is suggested. XXX commercial company are offering to securely host the WARP so this reduces the costs significantly. Other costs such as training and marketing will be absorbed by XXX University to the effect that the proposed costs will be £5k for set up costs and £5k running costs.

The total costs required for setting up the WARP and year one operation is therefore £30K, and £25 for each subsequent year of operation. A spreadsheet detailing these costs is attached with this annex.

Funding:

It is proposed to offer the Filtered Warning Service free of charge within the WARP during the first year of operation, as an inducement to grow the community to a sustainable size. The funding of the £30k needed for the first year is therefore expected to come from:

1. Grant £25k (funding secured)
2. XXX University additional year 1 support £5k

Revenue:

If all the members of the community join during the first year then the subscription would be calculated at £1667 (£25k/15). Although this is considered reasonable there are some options for reducing this fee considerably.

The first option is to expand the community geographically. E.g. doubling the membership by creating XXX scope would result in fees of £834.

The second option is to operate multiple WARPs based on the same infrastructure. Each additional WARP may cost approximately 50% less, i.e. £12.5k. Running three WARPs of the same size, for instance, would result in fees across all three communities of £555 (£25k/45).

With the planned introduction of the Research Centre, members will also have access to other related services, hopefully encouraging members to see the WARP fee as effective.

Please enter the full business case for establishment of the WARP in this Annex into the above field.

Indicative WARP costings (Year 1)	Running Costs	XXX / Other - Contrb
Manpower costs		
Academic - Proj XXX (2 @ £40,000 - 5% time)		£4,000.00
Salary (1 FTE Administrator)	£8,333.33	
NI & pension @ 20% of salary	£1,666.67	
Salary (1 FTE Semi-Technical)	£8,333.33	
NI & pension @ 20% of salary	£1,666.67	
Subtotal (a)	£20,000.00	£4,000.00
Staffing Overhead		
Overhead, includes provision of:		£11,040.00
Accommodation		
Office furniture & support services		
Office consumables		
Fixed telephone/fax services		
HR & payroll support		
PC and Network support		
Hosting of meetings		
Subtotal (b)	£0.00	£11,040.00
External expenditure (capital)		
Hosted dedicated Win 2003 Server		£3,600.00
Managed firewall/backup service		£2,400.00
Hosting and management of Website		£1,000.00
Digital certificate	£350.00	
Domain registration & search engines	£100.00	
Desktop PC (Admin FTE)	£800.00	
Laptop PC (Semi-technical FTE)	£1,200.00	
Printer/Scanner/Copier	£250.00	
VPN and virus software (includes SSL)	£400.00	
Mobile	£300.00	
MS SQL Server Standard Edition	£1,250.00	
Dreamweaver	£400.00	
Graphics software	£200.00	
Other software + support		£2,000.00
Travel & subsistence	£1,000.00	
Marketing events	£3,750.00	
Subtotal (c)	£10,000.00	£9,000.00
Total Requested Funds	£30,000.00	
Total XXX/Other	£24,040.00	
WARP Cost Year 1	£54,040.00	

Year N projection	Running Costs	XXX Contribution
Manpower	£20,000.00	£4,000.00
Overhead		£11,040.00
Hosted dedicated Win 2003 Server		£3,600.00
Managed firewall/backup service		£2,400.00
Digital Certificate	£350.00	
Domain Registration	£100.00	
Mobile	£300.00	
Software + support		£1,000.00
Travel + subsistence	£1,000.00	
Marketing events	£3,250.00	
Total	£25,000.00	£22,040.00
Yearly Running Cost*	£25,000.00	
XXX/Other Cost	£22,040.00	
WARP Cost Year N	£47,040.00	

* Note: £25K running cost will be shared by subscriptions from WARP community members and sponsorship.
Subscription cost will depend on amount raised from sponsorship.

* Note: cost in year 1 is higher due to setup costs.
These costs are not incurred in subsequent years