

## Policy Circular

### Enterprise Apple Developer Account

19-01-NJOIT

#### PURPOSE

*This Circular outlines the process for Executive Branch departments and State agencies to follow to upload applications to the Apple Store exclusively to the centralized State of New Jersey's Enterprise iOS Developer Account.*

#### SCOPE

All Executive Branch departments and State agencies (Agencies) are directed to cooperate fully with the NJOIT and the CTO to implement the provisions of the Policy, and to ensure effective use of information technology within the Executive Branch of State Government.

#### POLICY

The Chief Technology Officer (CTO) and The New Jersey Office of Information Technology (NJOIT) have created an enterprise Apple Store account for the centralized submission and upload of applications. Centralized submission ensures that the State of New Jersey is designated as the publisher for applications developed for Agencies by contractors, as well as applications developed by Agency teams themselves.

Use of NJOIT's centralized enterprise Apple account does not transfer ownership of the application to NJOIT. The Agency or its contractor(s) remain solely responsible for the content of the application, as well as the upgrading, monitoring, and maintenance of the application. While the Apple Developer Agreement does not permit contractors (Service Providers) to upload applications directly to the Apple Store on behalf of the State, contractors may still maintain and administer the applications consistent with the terms and conditions in the Apple Developer Agreement.

#### PROCEDURE

The Director of the Department of the Treasury, Division of Purchase and Property (Director), has authorized and delegated acceptance of the Apple Developer Agreement terms and conditions to the CTO. Under the authorization and delegated authority from the Director, the

CTO has created and maintains the centralized enterprise Apple Store account for the Executive Branch.

1. Agencies may submit applications for upload to the State's Apple Store account once the Agency determines that the application is adequately tested, complete, and in compliance with the Apple Developer Agreement terms and conditions, as well as the corresponding Documentation and Program Requirements, as these terms are defined in the Apple Developer Agreement. The Apple Developer Agreement, Documentation, and Program Requirements are available upon request by email to the address set forth below.
2. NJOIT may approve requests from Agencies either to establish user accounts in the enterprise Apple account for Agency, or for contractor management of applications and/or for the submission of new applications. Agency requests should specify the role and permissions required for each user account, following the principle of least privilege. Agencies are solely responsible for managing their approved users, as well as the contents submitted under authorized user accounts.
3. Any costs incurred to the enterprise Apple Store account shall be reimbursed to NJOIT by the Agency incurring the cost.
4. All existing published applications must be transferred to this new centralized enterprise Apple Store account.

## RELATED FORMS AND DOCUMENTS

Contact [sonj-apple-dev-admin@tech.nj.gov](mailto:sonj-apple-dev-admin@tech.nj.gov) for a current copy of the Apple Developer Agreement.

## COMPLIANCE AND ENFORCEMENT

### Exceptions

There are no exceptions to this Policy. Applications published to the Apple Store outside the of the *State of New Jersey' Enterprise iOS Developer Account* may be rejected by Apple.

## AUTHORITY

New Jersey Statutes Annotated (N.J.S.A.), Sections [C.52:18A-224 through C.52:18A-234](#), known as "*The Office of Information Technology Reorganization Act*."

NJOIT reserves the right to change or amend this Policy to comply with changes in agency procedures. Any changes or amendments will be announced and made available on NJOIT's Intranet under Policies. Changes in this Policy will be effective upon such publication or distribution and will not require employee sign-off.

## TERMS AND DEFINITIONS

In addition to the terms provided by Apple in the documents noted above, definitions for additional terms in this Policy can be found in the NJOIT Policy Glossary located at:

<http://www.nj.gov/it/business/index.shtml#glossary>

## DOCUMENT HISTORY

*Printed copies of this document are uncontrolled; please refer to the NJOIT website for the current version in effect. Please visit our website <https://www.nj.gov/it/index.shtml>*

Approved by: Christopher J. Rein, Chief Technology Officer, NJOIT

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