

**TOWN OF DRUMHELLER
INFORMATION 2000 PROJECT**

Policy # A-5-98

APPLICATIONS DEVELOPMENT STANDARDS

POLICY STATEMENT:

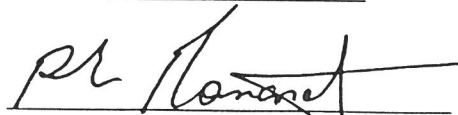
1. Applications that are purchased or developed will be Y2K compliant.
2. There will be a strong bias toward purchasing applications which require minimal customization, rather than developing. Custom development will be considered when off-the-shelf applications will not meet strategic requirements of the Town.
3. Applications will be purchased or developed that are user friendly and easy to learn. The Windows standard user interface will be specified for new software developed or purchased.
4. Applications should be easily maintained and supported.
5. All applications will have the ability to work together.

APPLICATIONS DEVELOPMENT STANDARD

Off-the-shelf applications that are purchased and custom applications that are developed will conform to the following standards:

1. Open system concepts will be applied, meaning that operating systems should support applications that are portable, scaleable, interoperable and compatible.
 - Standard database products will be ODBC and SQL standard compliant. Supported products should be Microsoft Access and SQL Server.
 - Standard development environment will be OLE/COM and/or CORBA compliant. Supported products should be Microsoft Visual Basic or PowerBuilder.
2. Client/server technology will be used for application and database development.
3. A common GUI should be used to integrate end-user applications, and will preferably use one or more of the industry-leading standards, such as Windows.
4. Data storage and database access will use relational or object-oriented technology.
5. Communications will adhere to national and international standards for network protocols and messages. Novell Netware will be used for internal LAN communications and TCP/IP for external communications.
6. Data will be captured once at its source and shared among applications.
7. Software should be administered centrally and maintained for shared access.
8. Integrity, recoverability and security of data will be assured at all times without placing an undue burden on end-users.
9. The ability to access external information resources (eg. Microsoft Office) should be supported.
10. Non-standard applications may be considered, but must have Management Team approval.

Adopted by Muni2000 Steering Committee:
Dated: December 2, 1998



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Chief Administrative Officer