

Broward County Apps Protocol

This sets forth the policy and procedure for the development and publication of applications (“apps”) for Broward County in the app stores, including without limitation the app stores of Apple (Apple App Store or iTunes Store) and Google (Google Play).

App Development. ETS shall serve as the gatekeeper for any apps developed by or on behalf of the County for publication with any app store. Any app that is developed for a using agency in the County shall be submitted to ETS for technical and security review.

App Store Terms of Use. The Director of Purchasing shall review and is authorized to approve the terms of use agreements, license agreement, developer agreement, privacy policies, and any other agreements necessary for distribution of apps, as well as any amendments or modifications of any of the foregoing, for app developer accounts and for any apps developed by or on behalf of the County. ETS shall periodically review the terms of use of the app stores and developer accounts, and shall work with the County Attorney’s Office to notify the Director of Purchasing of any material changes to the terms. The Director of Purchasing is authorized to direct the suspension or terminate of any app agreements as deemed appropriate in the Director of Purchasing’s judgment.

Click Thrus. To the extent any terms of use or other agreement must be approved by click thru agreement (e.g., check a box to agree, click a button to approve, etc.), the terms must first be reviewed by the County Attorney’s Office and approved by the Director of Purchasing. Only the CIO, his or her designee, or other person expressly designated by the Director of Purchasing shall be authorized to approve a click thru for an app.

App-Related Accounts. All app-related accounts, such as Google Play Developer, Apple Developer Enterprise Program (DEP), Apple Volume Purchase Program (VPP), and Apple Developer Program accounts, will be controlled by ETS on behalf of Broward County. Unless otherwise approved by ETS, ETS shall be the primary account holder for all the aforementioned accounts.

In-App Policies and Standards. Any apps developed by or on behalf of the County shall comply with the Broward County Website Policies and Standards (to the extent applicable). Any marketing or advertising within the app must comply with the Broward County Advantage Marketing Policy. The using agency shall coordinate with the Office of Public Communications to ensure compliance with any applicable County standards for the look and feel of the app.

In-App Terms of Use. The using agency shall work with the County Attorney’s Office to develop the terms of use for each app, based upon the facts and uses of the app at issue. No app may be made available on behalf of Broward County until the County Attorney’s Office has reviewed and approved the in-app terms of use.

Inventory of County Apps. ETS shall serve as the primary gatekeeper for the development and publication of County apps. Whether developed in-house or by a contractor, ETS shall review each app periodically for continued compliance with appropriate standards of functionality, security, and compatibility.