Purpose
The purpose of this plan is to describe the framework the Department of Justice (DOJ) Chief Information Officer (CIO) will use to delegate specific authorities for decisions about information technology (IT) resources to other agency officials, such as bureau CIOs, governance boards or designated approving officials. This delegation of authority will be defined in policy in such a manner that the DOJ CIO retains accountability for those decisions and their outcomes.

Background
On June 10, 2015 the Office of Management and Budget issued OMB Memo M-15-14, Management and Oversight of Federal Information Technology as guidance to agencies for implementation of the Federal Information Technology Reform Act (FITARA) and related information technology (IT) management practices. The DOJ Office of the Chief Information Officer (OCIO) established a “Tiger Team” to assess alignment of the Department’s CIO roles and responsibilities and the guidance outlined in the Common Baseline defined in OMB M-15-14. This CIO Assignment Plan describes the delegations of authorities that are currently in effect or will be implemented to achieve alignment with the Common Baseline.

Objectives
The objectives to be met through this plan are:

1. Document the specific authorities and responsibilities that the DOJ CIO has chosen to delegate
2. Establish criteria by which those authorities are delegated
3. Ensure accountability for execution of those authorities through appropriate policy and procedures.

Scope and Applicability
This plan specifies the responsibilities of component CIOs for implementing and managing those elements of the Common Baseline that gain the greatest benefit in terms of effective and efficient management of IT through delegation of authority to appropriate component and agency officials. The delegations specified here apply to all Department components that directly manage IT programs and services.

Organization of the Plan
Specific delegations of authority are aligned with elements of the Common Baseline as defined in OMB M-15-14. Responsibility for and authority over elements of the Common Baseline not discussed in the table below are retained by the Department CIO.
**CIO Authorities Assignment Plan**
The Department of Justice CIO retains full responsibility and accountability for all roles outlined in the FITARA Common Baseline for IT Management with the following four exceptions:

<table>
<thead>
<tr>
<th>Common Baseline Role/Responsibility</th>
<th>Delegation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>E1. Ongoing CIO engagement with program managers.</strong> The CIO should establish and maintain a process to regularly engage with program managers to evaluate IT resources supporting each agency strategic objective. It should be the CIO and program managers’ shared responsibility to ensure that legacy and on-going IT investments are appropriately delivering customer value and meeting the business objectives of programs.</td>
<td>Component CIOs shall be responsible for establishing and executing an IT planning process that engages with mission program managers and includes reporting on the acquisition and use of IT in support of component mission needs. The Component CIO shall ensure that IT investments are well planned, deliver value and meet business objectives.</td>
</tr>
<tr>
<td><strong>I1. Shared acquisition and procurement responsibilities.</strong> The CIO reviews all cost estimates of IT related costs and ensures all acquisition strategies and acquisition plans that include IT apply adequate incremental development principles (see definitions).</td>
<td>Designated governance boards or reviewing official(s) shall be responsible for reviewing IT program / project cost estimates and acquisition plans and strategies for IT programs to ensure conformance with approved IT policies, Governance/Life Cycle management processes and IT acquisition/procurement processes. These governance boards and officials shall provide periodic reports to the Department CIO of programs examined and decisions rendered.</td>
</tr>
</tbody>
</table>
| **K1. CIO review and approval of acquisition strategy and acquisition plan.** Agencies shall not approve an acquisition strategy or acquisition plan (as described in FAR Part 721) or interagency agreement (such as those used to support purchases through another agency) that includes IT without review and approval by the agency CIO. The CIO shall primarily consider the following factors when reviewing acquisition strategies and acquisition plans:  
  • Appropriateness of contract type;  
  • Appropriateness of IT related portions of statement of needs or statement of work;  
  • Appropriateness of above with respect to the mission and business objectives supported by the IT strategic plan; and  
  • Alignment with mission and program objectives in consultation with program leadership. | 1. Department CIO retains authority for approving acquisition strategies/plans for major IT investments reported through the CPIC process.  
  2. Department CIO retains approval authority over all multiple award contracts for commodity IT products or IT services established within the department.  
  3. Component CIOs are delegated authority to approve individual procurement actions that fall within the scope of an approved acquisition plan for an investment.  
  4. Department CIO retains authority for approving procurement actions that are not part of an approved acquisition plan that have an IT component with a value greater than an amount to be specified in policy.  
  5. Approval authority is delegated to Component CIOs for procurement actions with an IT component with a value less than an amount to be specified in policy that are not part of an approved acquisition plan. |
<table>
<thead>
<tr>
<th><strong>P1. IT Workforce.</strong> The Department CIO and CHCO will develop a set of competency requirements for IT staff, including IT leadership positions, and develop and maintain a current workforce planning process to ensure the department/agency can (a) anticipate and respond to changing mission requirements. (b) maintain workforce skills in a rapidly developing IT environment, and (c) recruit and retain the IT talent needed to accomplish the mission.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department CIO shall establish core competency requirements for the department’s IT workforce, but delegates authority to component CIOs to establish additional IT competency requirements necessary to support unique missions or business needs.</td>
</tr>
</tbody>
</table>