

PM-01

State CIO Adopted: July 19, 2023

TSB Approved: September 14, 2023

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Replaces:
Policy 121
IT Investments Approval and Oversight
August 16, 2018

IT INVESTMENTS APPROVAL AND OVERSIGHT POLICY

See Also:

RCW [43.105.054](#) WaTech Governance

RCW [43.105.052](#) Powers and duties of agency—Application to higher education, legislature, and judiciary.

RCW [43.105.020](#) (22) "State agency"

RCW [43.105.255](#) Major technology projects & services-Approval

RCW [43.105.245](#) Planning, implementation and evaluation of major projects

[PM-01-01-S Project Go-Live Readiness Decision Governance](#)

[PM-01-02-S IT Project Charter Standard](#)

[PM-01-03-S Project Characteristics by Tier Standard](#)

[PM-01-05-S Feasibility Study Requirements for IT Investments](#)

[PM-01-06-S IT Investment Plan](#)

1. **WaTech will consider the investment size, risk, and expected impact on residents and operations to determine whether it qualifies as a major [Information Technology \(IT\)](#) investment requiring approval and oversight.**
2. **Agencies will submit investment details to WaTech in accordance with [PM-01-01-PR IT Investments Approval and Oversight Procedure](#) for every IT investment with:**
 - a. Total cost that includes a combined level of effort of more than \$500,000
OR,
 - b. Duration longer than 6 months.
3. **WaTech will make the final determination if the investment is or is not a major project subject to applicable oversight processes.**
 - a. WaTech will assess the project profile for risks and complexity and assign a Tier to all major projects subject to oversight processes in alignment with the Tiered Oversight Requirements Standard.
 - b. WaTech will share all required and recommended best practice documentation and processes applicable to the assigned Tier with the agency.
4. **Agencies will follow procedures WaTech establishes for the review, approval, and oversight of major IT investments.**

5. WaTech will employ Lean principles to implement this policy, continuously improving the procedure and related materials.
6. State agencies and WaTech will make critical documentation publicly available using the reporting tools provided by WaTech, in accordance with established procedures and [PM01-04-S Tiered Oversight and Reporting Standard](#).

REFERENCES

1. [Definition of Terms Used in WaTech Policies and Reports](#).
2. [PM-01-01-PR IT Investments Approval and Oversight Procedure](#).
3. [PM-01-04-S Tiered Oversight and Reporting Standard](#).

CONTACT INFORMATION

- For questions about this policy, please email the [WaTech Policy Mailbox](#).
- For technical assistance, please email the [WaTech Consultants Mailbox](#).