

**SAM – INFORMATION TECHNOLOGY
(California Department of Technology)**

IT PROJECT OVERSIGHT
(Renamed and Revised 04/2017)

4940

Department of Technology project oversight is required for all Reportable Information Technology (IT) projects, unless otherwise exempted by the Department of Technology. IT Project Oversight is required to begin on the proposed project start date as identified in the Stage 4 approval letter and must continue through the duration of the project unless other direction is issued by the Department of Technology. Agency/state entity management must comply with IT Project Oversight Framework (see SIMM Section 45) throughout all project phases to ensure the appropriate level of independent project oversight, project management practices and project risk assessments. Compliance with the IT Project Oversight Framework may be required to begin as early as the Stage 3 Solution Development, as a condition of Stage 2 Alternatives Analysis approval.

The Department of Technology will conduct Agency/state entity, IT project management and oversight assessments designed to provide Agency/state entity management and the Department of Technology information on the progress of a project, including compliance with the minimum requirements for IT project management, project risk management, project oversight and project reporting activities at the Agency/state entity and control agency levels as outlined in the IT Project Oversight Framework (see [SIMM Section 45](#)). The Department of Technology will schedule assessments based on an established criteria.

The fundamental requirements for project oversight and evaluation are specified in SAM Sections [4819.31-4819.42](#). All projects, including projects delegated by the California Department of Technology to the Agency/state entity director, are subject to these review, reporting and evaluation requirements including the requirements of SAM Section 4940. Projects that have been delegated to the Agency/state entity director in accordance with SAM Section [4819.36](#) require appropriate project reporting by the project manager to the Agency/state entity director. Project oversight services contracted by Agency/state entities or the Department of Technology must comply with the IT Project Oversight Framework (see SIMM Section 45) and the requirements outlined in SAM Section 4910. The Department of Technology may conduct assessments to ensure compliance with minimum requirements.