

**OFFICE OF THE CHIEF INFORMATION OFFICER**  
**OPM ADMINISTRATIVE HISTORY**  
November 15, 2000

**PROGRAM**

Our information technology (IT) program delivers critical IT support and services to all OPM program offices and supports our Chief Information Officer (CIO) in providing our senior managers with IT advice and oversight in accordance with the Clinger-Cohen Act.

**SUPPORT AND SERVICES**

- We provide operational management of our agency-wide IT infrastructure including personal computers, local area and data communications networks and web sites.
- Our IT program also provides a broad spectrum of technical consultation that supports OPM's programs in enhancing their service delivery and simplifying and improving their business processes through IT. These services include:
  - Overseeing IT security;
  - Establishing agency-wide IT policy, plans, standards and budgets;
  - Coordinating IT capital investments;
  - Developing and maintaining an integrated agency-wide IT architecture; and
  - Promoting improvements in work processes through the prudent use of IT.
- We respond to agency-wide information resources management requirements and reports imposed by law and central management agencies.
- We provide agency-wide policy, advice and services on Freedom of Information Act, Privacy Act, and reports, forms, and records management.

**RECENT ACCOMPLISHMENTS**

Recent major accomplishments include:

- Developed an agency-wide IT architecture that would result in compatibility of IT resources across the entire agency.
- Oversaw the migration of our IT environment to the agency-wide IT architecture.
- Developed and achieved consensus for an agency-wide IT use policy that permits limited personal use of Government office equipment. Our policy was based on

the model policy developed and approved by the Federal Government's Chief Information Officers (CIO) Council.

- Guided the agency through a successful Y2K conversion.

## **ORGANIZATION STRUCTURE**

