



SSA POLICY 8020.01

SELECTION, MANAGEMENT, & EVALUATION OF INFORMATION TECHNOLOGY INVESTMENTS

Originating Component: Office of Systems/Office of the Chief Information Officer

Effective: October 05, 2018 (Version 1)

Updated Version Effective: *January 15, 2020 (Version 2)*

Releasability: Cleared for public release.

Approved by: Rajive Mathur, Deputy Commissioner for Systems/Chief Information Officer

Updated Version Approved by: *Rajive Mathur, Deputy Commissioner for Systems/Chief Information Officer*

- 1. Purpose.** This policy formalizes the Information Technology Investment Review Board's (IT IRB) responsibility to select, manage, and evaluate IT investments.
- 2. Applicability.** This policy applies to all executives, managers, employees, and contractors involved in the progression of major and non-major software or infrastructure development investments or projects through the investment lifecycle.
- 3. Policy.**
 - a. Information Technology Investment Review Board (IT IRB)**
 - (1) In accordance with Chapter 3506 of Title 44, U.S.C., and as defined in SSA Directive 8000.01 and SSA Policy 8100.01, the CIO establishes a Capital Planning Investment Control (CPIC) process and chairs the agency's IT IRB.
 - (2) The IT IRB Charter governs the membership, roles, responsibilities, and activities of the IT IRB.

- (3) As defined in the IT IRB Charter, the IT IRB selects, prioritizes, manages, and evaluates the agency's IT investments.

b. Planning Investments

- (1) Executives, managers, or employees must identify a business need that may be fulfilled through an investment in information technology.
- (2) Executives, managers, or employees shall articulate the justification for an information technology investment in an investment proposal (business case).
- (3) The investment proposal must:
 - i. Provide sufficient information for decision-making and should demonstrate at a minimum the criteria defined in Office of Management and Budget (OMB) Circular No. A-130 and OMB Memorandum M-13-09.
 - ii. Follow the guidelines defined in SSA Policy 8040.05.

c. Selecting, Prioritizing, Managing, and Evaluating Investments

- (1) In accordance with Chapter 11312 of Title 40, U.S.C., the CIO will ensure implementation of procedures and standards for:
 - i. Selecting information technology investments.
 - ii. Comparing and prioritizing alternative information systems investments.
 - iii. Managing selected information systems investments.
 - iv. Evaluating the results of selected information systems investments.

4. Approval

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Rajive Mathur
Chief Information Officer

REFERENCES

Office of Management and Budget Circular No. A-130, "Management of Federal Information Resources," July 28, 2016

Office of Management and Budget Memorandum M-13-09, "Fiscal Year 2013 Portfolio Stat Guidance: Strengthening Federal IT Portfolio Management," March 27, 2013

SSA Directive 8000.01, "Chief Information Officer Responsibilities," January 15, 2020

SSA Manual, "Information Technology Investment Review Board (IT IRB) Charter," May 5, 2017

SSA Policy 8040.05, "Software Solutions Analysis," March 5, 2019

SSA Policy 8100.01, "Information Technology Capital Planning Investment Control," January 15, 2020

United States Code, Title 40

United States Code, Title 44



GLOSSARY

All definitions and acronyms can be found in SSA Manual 8200.01 Issuance Library Glossary.



CHANGE HISTORY

Version	Date	Description of Change
8020.01 V1	10/05/2018	Original CIO-Approved Version
8020.01 V2	01/15/2020	Added contractors to Applicability. Added reference to SSAPOL 8040.05. Updated publication dates on references.

