AGENCY INFORMATION OFFICER AND STATE ENTITY CHIEF INFORMATION OFFICER RESPONSIBILITIES – 4815

(Revised: ~~09/2016~~ 07/2026)

Within the authority of Government Code ~~(GC)~~ Sections 11545 and 11546, the Director of the California Department of Technology (~~CDT~~Department of Technology) shall be responsible for providing technology direction to Agency Chief Information Officers (AIOs) and state entity Chief Information Officers (CIOs) to:

1. Integrate statewide technology initiatives.~~,~~
2. Ensure Agencies/state entities are in compliance with Information Technology (IT) and ~~securitypolicies~~security policies and standards.~~, and~~
3. Promote the alignment and effective management of ~~ITresources~~IT resources.~~.~~

Agency Information Officers

All ~~Agency Information Officers (~~AIOs~~)~~ are responsible for overseeing the management of IT assets, projects, data systems, infrastructure, services and telecommunications through the oversight and management of Agency-affiliated ~~S~~state ~~E~~entity CIOs. Each AIO is responsible for developing an Agency Enterprise Architecture to rationalize, standardize and consolidate IT infrastructure, data, and procedures for all state entities within their Agency. ~~-~~Additionally, AIOs have been delegated ~~CDT~~Department of Technology approval authority for Project Delivery Lifecycle IT Project Journeys~~XXX~~ or, if used, for the Project Approval Lifecycle (PAL) Stage 1 Business Analyses prepared by Agency-~~-~~affiliated ~~S~~state ~~E~~entities.

Specific responsibilities for the AIOs are published in the State Administrative Manual (SAM), Technology Letters (TLs), and the Statewide Information Management Manual (SIMM). ~~Each AIO must be compliant with the responsibilities as described in SAM, SIMM, and TLs.~~

Chief Information Officers

State entity CIOs are directly responsible for all IT activities within the state entity. CIOs are responsible for all IT systems, assets, projects, purchases, and contracts and will ensure state entity conformity with the Agency Enterprise Architecture. ~~-~~State entity CIOs are also responsible for:

- Portfolio management of the state entity's technology initiatives.
- Operational oversight of IT functions, IT personnel and operations including:
  - Web application development~~;~~
  - Application and database management~~;~~
  - Security administration~~;~~
  - Telecommunications~~;~~
  - Project planning, consulting, and management~~; and~~
  - Help desk and customer service management~~.~~

AIOs and CIOs must be in compliance with state IT policies and procedures as described in SAM, SIMM and Technology Letters.

Non-Affiliated Chief Information Officers

With the exception of the responsibilities related to the oversight of Agency-affiliated state entity CIOs, non-affiliated Agency/state entity CIOs have the same responsibilities as AIOs. In addition, non-affiliated Agency/state entity CIOs also have the same responsibilities as Agency-affiliated state entity CIOs.

Reporting

AIOs and CIOs are accountable to the Director of the Department of Technology with respect to technology direction, including, but not limited to, IT policy, planning and management.

All state employees in IT classifications, and all other state employees or contractors performing IT activities and/or functions, must be in a direct reporting relationship to the appropriate AIO or CIO.

Consistent with the federated governance model, the Department of Technology will work with the Agencies/state entities to implement this operating model in a way that aligns with their ~~businessoperations~~business operations.