# Office of Administration, Office for Information Technology official logo

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| Information Technology Policy | |
| ***IT Policy Waiver Attestation*** | |
| ITP NumberOPD-BUS004A | **Effective Date**  May 25, 2018 |
| CategoryBusiness | **Supersedes**  None |
| Contact [RA-ITCentral@pa.gov](mailto:RA-ITCentral@pa.gov) | **Scheduled Review**  May 2019 |

1. **Policy**   
   Agencies are required to attest to the validity and accuracy of all IT Policy waiver requests prior to submission for COPPAR review. Use this form to complete the attestation by checking the box next to each role below when approval to proceed is received. Attach a .pdf copy of the completed form to the waiver request prior to submitting into COPPAR.  
     
   The following roles are required to review and approve IT Policy waiver requests.

For agencies with Delivery Centers:

Delivery Center Chief Information Officer (DC-CIO)

Delivery Center Chief Technology Officer (DC-CTO)

Delivery Center Chief Information Security Officer (DC-CISO)

Delivery Center Solutions Manager or designee (DC-SM) (*Required for Business (BUS) and Software (SFT) based ITP domains only*)

For independent agencies:

Agency Chief Information Officer (A-CIO)

Agency Chief Technology Officer or designee (A-CTO)

Agency Chief Information Security Officer or designee (A-CISO)

Agency Solutions Manager or designee (A-SM) (*Required for Business (BUS) and Software (SFT) based ITP domains only*)

1. **Publication Version Control**

It is the user’s responsibility to ensure they have the latest version of this publication, which appears on [https://itcentral.pa.gov](https://itcentral.pa.gov/) for Commonwealth personnel and on the Office of Administration public portal: <http://www.oa.pa.gov/Policies/Pages/default.aspx>. Questions regarding this publication are to be directed to [RA-ITCentral@pa.gov](mailto:RA-ITCentral@pa.gov).

This chart contains a history of this publication’s revisions:

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| --- | --- | --- |
| **Version** | **Date** | **Purpose of Revision** |
| Original | 05/25/2018 | Base Document |