

Automated Information System Accreditation

System Name: _____

Name of System Owner: _____

Name of System Security Manager: _____

IT Capital Planning

I have exercised due diligence to assure that this system is managed in accordance with 270 FW 2 (“Automated Information System Capital Planning and Management”) and with all the life cycle policies therein. This system supports Service mission goals and objectives, and accomplishes them in a cost-effective manner.

IT Security

I have exercised due diligence to assure that this system is managed in accordance with 270 FW 7 (“Automated Information System Security”) and with all policies and guidelines therein, including the requirement for a written system security plan. The costs of security controls are understood and are explicitly incorporated in the planning of the system’s life cycle. The system is periodically reviewed for risks, and security controls are commensurate with the risk and magnitude of harm. Users have been informed of their security responsibilities and have signed Statements of Responsibilities as per Exhibit 1, 270 FW 7. This system has a written, tested, and implemented security plan which adequately protects the system and its data. I believe that the security provisions for this system are adequate to protect the information processed and to provide an appropriate level of service. The system is authorized for use.

IT Architecture

To the best of my knowledge this system is managed in accordance with the Service Information Technology Architecture (SITA) described and referenced in 270 FW 1 (“Service Information and Technology Architecture”).

A-130 Compliance

I have exercised due diligence to assure that this system is managed in accordance with OMB Circular A-130 (“Management of Federal Information Resources”) and to the best of my knowledge this system complies with the policies therein.

A-127 Compliance (Financial Systems only)

Is this system a financial system (see the definition in the body of the chapter)?

____ Yes ____ No

If yes, then the following statement applies.

I have exercised due diligence to assure that this system is managed in accordance with OMB Circular A-127 and Service Manual Chapter 260 FW 2, and to the best of my knowledge this system complies with the policies therein.

Software Capitalization

I have exercised due diligence to assure that this system is managed in accordance with the Service's software capitalization policy issued in a memorandum dated July 9, 2001 from the Service's Acting Deputy Director, and to the best of my knowledge this system complies with the policies therein.. Software capitalization policy requires that internal use software, whether it is commercial off-the-shelf (COTS), contractor developed, or internally developed, will be capitalized if the Service incurs \$100,000 or more in cumulative per unit costs to implement the software, and the software is considered to have an useful life greater than two years, those costs will be capitalized. For existing software, costs should only be capitalized if the per unit cost is equal to or greater than \$100,000 and is considered an enhanced version to the system. Minor enhancements or ongoing maintenance to a system are not subject to capitalization.

Privacy and records management

If this system permits access by the public or other organizations, I have exercised due diligence to assure that the system has effective security controls and authentication tools to protect privacy and that the processing of personal information is in compliance with the Privacy Act of 1974 and other relevant government-wide and agency policies.

Government Paperwork Elimination Act (GPEA)

If the project provides for transactions with the public or other non-Federal organizations, I have exercised due diligence to assure that I have considered feasibility of an option to conduct those transactions electronically and to maintain electronic records of the transactions. If electronic transactions are not feasible, explain why it is not practicable to do so.

If information is, or will be, collected from more than 10 members of the public, I have exercised due diligence to assure that OMB approval has been obtained by the Service's Data Collection Officer.

Section 508

To the best of my knowledge this system complies with Section 508 of the Rehabilitation Act Amendments of 1998, which requires that information technology be accessible to disabled employees as much as practicable

Exceptions: Indicate any exceptions and special provisions here or on a separate page.

Name (print): _____

Signature: _____

Title: _____

Date: _____