

GENERAL SECRETARIAT
EXECUTIVE ORDER No. 17-02

SUBJECT: ESTABLISHMENT OF THE INFORMATION TECHNOLOGY GOVERNANCE COMMITTEE

THE SECRETARY GENERAL,

In the exercise of the powers conferred upon him by Articles 109 and 113 of the OAS Charter and Articles 4, 8, 12, and 14 of the General Standards to Govern the Operations of the General Secretariat of the Organization of American States, and

CONSIDERING:

That in the Report to the Permanent Council Annual Audit of Accounts and Financial Statements for the years ended December 31, 2010 and 2009, the Board of External Auditors (BEA) lists as recommendation 1.9: "The Board recommends that an IT Governance Board should be established and empowered with the authority of the Secretary General";

That in the Report to the Permanent Council Annual Audit of Accounts and Financial Statements for the years ended December 31, 2011 and 2010, the BEA lists as recommendation 1.10: "The Board recommends that the IT Governance Committee establish formal operational structure policies and procedures, including the documentation of strategic decisions";

That as of April 2012 an informal Information Technology Governance Committee started working, chaired by the Secretary General's Chief of Staff and composed by the Secretary for Administration and Finance, the Secretary of External Relations, and certain Senior Advisors to the Secretary General, with the Director of the Department of Information and Technology Services acting as Technical Secretary and the Inspector General as observer;

That this informal Information Technology Governance Committee made strategic recommendations and decisions regarding critical areas of the General Secretariat's Information technology, including: modernization of information technology and implementation of VOIP (Voice over IP telephony); redefinition of the OAS Enterprise Resource Planning System (Oracle Electronic Business Suite upgrade); approval for the Information Technology Disaster Recovery and Business Continuity Plan; analysis of IT governance policies and procedures; formulation of the Bring Your Own Device (BYOD) policy and procedures; redefinition of the OAS disaster survival/recovery internet topology; migration from Verizon land lines telephone services to digital carriers and change of all General Secretariat phone numbers; and formulation of the policies and procedures regarding what has been known as "shadow IT"; and


That the initial justifications for an Information Technology Governance Committee remain valid and that the accomplishments of the informal Information Technology Governance Committee have demonstrated the value of such a committee,

RESOLVES:

1. To establish the Information Technology Governance Committee ("ITGC"), which shall be chaired by the Chief of Staff of the Secretary General and composed by the Secretary for Administration and Finance, the Senior Advisor for Strategy and Organizational Development, and the Secretary for Legal Affairs. The Department of Information and Technology Services (DOITS) shall operate as the Technical Secretariat of the ITGC and shall be responsible for submitting Information Technology projects to the ITGC in accordance to the SAF/DOITS Strategic Development Plan for review. The Inspector General shall serve as an observer to the ITGC.
2. To entrust the ITGC with responsibility for analyzing and determining the strategic-level direction for information technology programs within the General Secretariat.

ABROGATION AND ENTRY INTO FORCE:

1. This Executive Order shall replace any contrary provision or practice of the General Secretariat.
2. This Executive Order shall enter into force on the date it is signed.



Luis Almagro
Secretary General

April 6, 2017
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