



United States Department of the Interior



FISH AND WILDLIFE SERVICE
Washington D.C. 20240

DIRECTOR'S ORDER NO. 216

Subject: Delegation of Authority to the Assistant Director – Information Resources and Technology Management for Certain Servicewide Requirements and Procedures

Sec. 1 What is the purpose of this Order?

- a. Through this Order, the Director delegates authority to the Assistant Director – Information Resources and Technology Management (ADIR) to establish Servicewide Information Technology (IT) requirements and procedures through various media, including IT Bulletins.
- b. These types of requirements and procedures are typically technical in nature, are first required by the U.S. Department of the Interior (Department) or another Governmental authority, and change frequently.
- c. These requirements and procedures supplement Fish and Wildlife Service Manual policy on IT. The ADIR will continue to develop national IT policy in Service Manual chapters, which Regions and programs will have the opportunity to review and the Director must approve.

Sec. 2 What are the authorities for this Order?

- a. [Department of the Interior's Federal Information Technology Acquisition Reform Act \(FITARA\) Common Baseline and Implementation Plan](#); Version 2.0; November 13, 2015.
- b. [381 DM 1](#), Information Resources Management, Directives Management.
- c. [M-15-14; Management and Oversight of Federal Information Technology; Office of Management and Budget \(OMB\)](#); June 10, 2015.

Sec. 3 What changes has the FITARA made to the way the Service does business?

- a. In response to the enactment of FITARA (National Defense Authorization Act for Fiscal Year 2015; Title VIII, Subtitle D; [Public Law 113-291](#)), the Department developed the FITARA Implementation Plan. The Plan outlines the strategy for meeting FITARA goals, the requirements of the Federal Information Security Management Act (FISMA), and other related OMB guidance, such as the Federal Data Center Consolidation Initiative, to better leverage IT to support mission programs.
- b. FITARA and OMB's guidance further support the Department's ongoing IT modernization efforts and cybersecurity goals. The Department established a position in each bureau/office to lead all IT for that bureau/office. These positions carry the title of Associate Chief Information Officers (ACIO). Currently, the ACIO for the Service is the ADIR. The ACIO serves as the senior leader and adviser over all IT resources within the bureau/office.
- c. Within the Service, to achieve the Department's strategy, we must strengthen the role of the ACIO and provide transparency on the management and governance of IT resources across the entire bureau. The Service's implementation Plan reinforces this role and authority by establishing an inclusive, integrated governance process that manages IT as a strategic resource.

Sec. 4 By what methods does the ACIO (currently the ADIR) communicate new or changes to IT requirements and procedures?

Because of the frequently changing nature of IT, the ACIO will communicate changes to IT requirements and procedures in the most appropriate media available to reach the majority of affected employees and IT professionals. These include:

- a. Memorandums uploaded into the Data Tracking System (DTS) and routed to Directorate members in Headquarters and the Regions and the program and Regional Chief Technology Officers,
- b. All-employee emails,
- c. IT Bulletins,
- d. Information Resources and Technology Management newsletters,

- e. The Service's IT intranet site, and
- f. Other available media channels, as appropriate.

Sec. 5 Are the requirements and procedures binding to all Service personnel? Yes. All affected personnel must follow the IT requirements and procedures established by the ACIO.

Sec. 6 When is this Order effective? This Order is effective immediately. It remains in effect until we incorporate it into the Fish and Wildlife Service Manual or until we

amend, supersede, or revoke it, whichever comes first. If we do not amend, supersede, or revoke it, the Order will expire in 18 months from the date it is signed.

Guertin

/sgd/ Stephen

DEPUTY DIRECTOR

Date: May 23, 2016

For more information about this policy, contact the Office of Information Resources and Technology Management. For more information about this Web site, contact [Krista Bibb](#) in the Division of Policy, Performance, and Management Programs.

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