



THE CITY OF NEW YORK
OFFICE OF THE MAYOR
NEW YORK, N.Y. 10007

EXECUTIVE ORDER NO. 35

January 27, 1992

OFFICE OF INFORMATION TECHNOLOGY MANAGEMENT
IN THE MAYOR'S OFFICE OF OPERATIONS

WHEREAS, it is necessary to plan, promote, and coordinate the use of information technology in order to support the operations of City government and achieve both citywide and agency specific objectives; and

WHEREAS, it is necessary to develop information technology policies that will foster the development of a coordinated citywide information technology infrastructure, the cost-effective procurement of information technology goods and services, and a broad exchange of electronic data among City agencies; and

WHEREAS, it is necessary to promote a greater understanding among City agency personnel of the benefits which information technology can provide as an aid to efficient agency operations;

NOW THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered:

Section 1. Office Established. There is hereby established in the Mayor's Office of Operations an Office of Information Technology Management, as successor to the Office of Computer Plans and Controls. The Office shall promote the use of information technology by City agencies in a manner that is consistent with citywide and agency specific objectives, and that will enable the City to improve the productivity of its work force and enhance the delivery of services. The Office shall have the following functions and duties:

- (1) To advise the Office of the Mayor regarding the establishment of citywide strategies and policies and appropriate funding levels for the development of information technology in the City;
- (2) To develop an information technology strategy which will advance the City's management objectives;
- (3) To facilitate the development of strategic application systems that meet agency, multi-agency and citywide needs, to coordinate multi-agency system development efforts, and to facilitate resolution of multi-agency information technology issues;
- (4) To review agency information technology plan strategies;
- (5) To evaluate the merits of agency information technology projects, with a focus upon costs and benefits, timetables for implementation, and their functional and informational implications;

- (6) To promote the sharing of electronic data among City agencies and between City agencies and other entities through the development of a coordinated citywide information technology infrastructure;
- (7) To evaluate the potential benefits of new information technologies upon government operations;
- (8) To provide technical consultation upon request to agency management information systems staff;
- (9) To promote the education of the City's executive management staff regarding the potential uses of information technology;
- (10) To provide a forum for the exchange of information among City agencies, and between the City and the vendor community, regarding innovations in information technology;
- (11) In conjunction with the Department of Personnel, to provide City agencies with guidance regarding the development of programs and activities to foster City careers in information technology;
- (12) To conduct and publish an annual review and assessment of information technology issues and developments within City government;
- (13) In conjunction with the Mayor's Office of Contracts, the Department of General Services and the Procurement Policy Board, to undertake initiatives which will foster the cost-effective procurement by


City agencies of information technology goods and services;

(14) To coordinate the establishment of uniform information technology guidelines among City agencies; and

(15) To develop policies regarding the strategic deployment of information technology hardware, software and communication resources for use by City agencies.

Section 2. Prior Order Repealed. Executive Order No. 100, dated September 5, 1986, is hereby repealed.

Section 3. Effective Date. This Order shall take effect immediately.



David N. Dinkins
M A Y O R