

**SAM – INFORMATION TECHNOLOGY  
(California Department of Technology)**

**MAINTENANCE AND OPERATIONS PLAN POLICY**

**4946**

(Revised 6/2015)

The Maintenance and Operations ([M&O](#)) Plan provides an orderly, cost effective and planned process for ongoing routine M&O activities of implemented IT systems.

The California Department of Technology (Department of Technology) may request Agencies/state entities to submit an M&O Plan for IT projects. Agencies/state entities requested to submit an M&O Plan must have the plan approved by the Department of Technology before commencing M&O activities. Once an M&O Plan is approved, Agencies/state entities must provide the Department of Technology annual updates. The Department of Technology can suspend or withdraw its approval of the M&O Plan to respond to changing circumstances.

See [SIMM Section 160](#) Maintenance and Operations Plan Guidelines.