

Format and minor grammatical changes have been made to all pages included in this revision package. Revision bars are not inserted for format changes, non-substantial technical changes, and fully rewritten chapters. Revision bars appear on the right sides of all pages. Vertical (addition) bars indicate added and rewritten matter, and horizontal (deletion) bars indicate deleted matter.

NOTE: SAM is currently being reviewed and revised from the front to the back. We realize this will take a few years but with patience and fortitude it will happen. Therefore, you will see SAM Sections marked as “Reviewed” and the reviewed date in the “Revised” sections of SAM. Example: (Reviewed 9/04)

ITEM **SUMMARY**

Subject Index	Subject Index , removed deleted section from Page 1, added Section 5300.4 Definition to Page 9, added sections to the Information Technology Chapter, on page 10, removed deleted section from page 13, added Consultant Services 5222 Section to page 14, and added 5300 et seq. to Security Chapter on page 16 of Subject Index
Chapter 1700 Addendum	1700 Addendum , Update information and place after page 1740 and before 1900 Index.
Chapter 4800 through 5180	Complete Chapter re-writes , Global-Changed “Finance” to “the OCIO” & changed references from 4840-4845 to 5300-5399 per MM 08-02.
	4800 – Language added clarifying that project approvals or conditions made by the Department of Finance prior to January 1, 2008, remains in effect unless otherwise notified.
	4810 – Changed to reference the Government Code describing the OCIO’s authority and responsibilities.
	4819.2 – Added IT Policy Letter to the list of definitions. Plus, clarified the SIMM definition that non budget related references to Finance are now OCIO.
	4819.3 – State Information Management and Authority. Changed language to match change made to 4810.
	4819.31 – Inserted a new #4 regarding preparation of the IT Capital Plan. With new item #4, subsequent items are renumbered. New #5 (old #4), changed “funds” to “resources”.
	4819.32 – Changes exclusions to match GC 11548.
	4819.34 – Changed “expenditures” to “resources” in first paragraph.
	4819.42 – Changed BCP review to “from all IT components” to “IT projects”. Split OCIO responsibilities in MM from Finance budget responsibilities in Budget Letter. Changed placeholder FRS/SPR “will be returned” to “may be returned”.

<p>Chapter 4800 through 5180 (Continued)</p>	<p><u>4851</u> – Changes the statutory references to reflect the legislation that established the OCIO and expanded its authority.</p>
	<p><u>4904</u> – Added this new SAM Section which discusses the IT Five Year Capital Plan.</p>
	<p><u>4982 and 4982.1</u> – Changed TDC and HWDC references to DTS, and references from three state data centers to two state data centers.</p>
	<p><u>4982.2</u> – Added language to point to SAM Section 6780. Deleted remaining language since it is duplicated in SAM Section 6780.</p>
<p>5320.5</p>	<p><u>Classification of Information</u>, Update policy to reflect that recent changes in the Information Practices Act that require all planned releases of personal information to the University of California, or to a non-profit educational institution conducting scientific research, to be reviewed and approved by the Committee for the Protection of Human Subjects of the California Health and Human Services Agency.</p>
<p>8776.6</p>	<p><u>Non Employee Accounts Receivable</u>, Departments are required to review their accounts no less than quarterly to identify receivables for discharge. Also, section updated to provide additional alternatives to locating debtors when the address of the debtor is unknown.</p>

REVISION SEQUENCE INSTRUCTIONS

The SAM is undergoing a format transition. Therefore, page numbers are either at the center bottom or upper right corner of the page.

Remove Page (s)	Consecutive Number of Sheets	Insert Page (s)	Consecutive Number of Sheets
Subject Index Page 1	1	Same	1
Subject Index Page 9	1	Same	1
Subject Index Page 13 through 16	2	Same	2
New, Chapter 1700 Addendum	7	New, place after page 1740 and before 1900 Index.	7
Page 4800 Index through page 5179 (Cont. 1)	27	Same	27
Page 5320.2 through page 5335	2	Same	2
Page 8776.12 through Page 8776.6 (Cont. 2)	2	Same	2