



Table 2: The CPIC Process

A Mandatory Reference for ADS Chapter 577

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Table 2 – The CPIC Process

Stage	Roles and Responsibilities	Actions	Outputs
Pre-Selection	Executive Sponsor	Formulate investment concept Discuss investment idea with CIO or designee Determine potential investment level Prepare investment proposal documentation as required by Table 1	Investment proposal documentation as required by Table 1
	M/CIO	Check proposal for architectural compatibility and security compliance	Decision on congruence of project with architecture requirements
Selection	CIO or designee	Assess each investment to finalize appropriate level for processing	Investment level determination feedback to Executive Sponsor
		Review investment documentation for Level I and II investments	Level I and II investment approval or disapproval
		Assess impact on current portfolio	Portfolio impact assessment document.
	Executive Sponsor	Prepare investment proposal presentation	Investment presentation material
		Present proposal to ITSS for Level III and IV reviews	Presentation
	ITSS	Review Level III and IV investments for recommendation to BTEC	Ranking of Level III and IV investments, including comments on each investment
BTEC	Review Level III and IV investment proposals	Approval or disapproval of Level III and IV investments	

Control	Executive Sponsor and Project Manager	Oversee management of investment Report on status of investment, including corrective actions as required by Table 1	Status reports to CIO and/or ITSS as required by Table 1
	CIO	Review status of Level I and II investments Assess portfolio performance	Decision on whether to continue, modify, or cancel Level I and II investments Recommendations to ITSS on portfolio balancing
	ITSS	Review status of Level III and IV investments Recommend decisions to continue, modify, or cancel Level III and IV investments	Recommendations to BTEC to modify or cancel Level III and IV investments
	BTEC	Review ITSS recommendations on Level III and IV investments	Decision on whether to modify or cancel Level III and IV investments
Evaluation	Executive Sponsor	Assess success of investment	Implementation Review report provided to the ITSS for Level III and IV investments and to the CIO for all other investments
	CIO	Review Level I and II reports	Comments to the Executive Sponsor
		Determine lessons learned; incorporate into CPIC process	Updated ADS 577 and process documentation
ITSS	Review Level III and IV reports	Comments provided to the Executive Sponsor, CIO, and BTEC	

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