

## **List of IT Policies for OPM**

1. [Electronic Signature Policy](#) [267 KB]: policy on using electronic signatures for business applications and information collections.
2. [Email Policy](#) [38 KB]: policy on email management.
3. [Forms Management Guide](#) [778 KB]: establishes policy, defines roles, assigns responsibilities, and provides specific procedures for the Office of Personnel Management (OPM) Forms Management Program.
4. [IT Baseline Management Policy](#) [711 KB]: implements OMB's memorandum for Chief Information Officers, M-10-27
5. [IT Procurement](#) [273 KB]: policies and procedures covering all IT-related procurements.
6. [OPM Cost Estimation and Assessment Policy](#) [1.31 MB]: establishes Agency policy to apply the principles, methods and best practices contained in the GAO Cost Estimating and Assessment Guide.
7. [OPM System Development Life Cycle Policy and Standards](#) [1.45 MB]: the SDLC policy applies to all OPM and contractor personnel who are developing systems, acquiring systems, managing new systems, and making modifications or enhancement of existing systems.
8. [Paperwork Reduction Act Guide](#) [1.01 MB]: guide to assist you in determining if an existing or new information collection meets the requirements of the Paperwork Reduction Act (PRA), and in preparing the documents required to obtain clearance.
9. [Procedure for User Access Review – Data Set Review](#) [34 KB] gives direction to all mainframe Data Owners, Designated Security Officer/ Security Officer (DSO/SO), Supervisors, and those involved with determining access authorization for users of the OPM's mainframe applications.

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10. [Records Management Handbook](#) [1.53 MB]: mandatory guidelines for managing and disposing of OPM records.
11. [Section 508 Policy](#) [309 KB]: requires IT that is subject to Section 508 of the Rehabilitation Act to be accessible to persons with disabilities.
12. [Social Media Policy](#) [1.0 MB]: establishes policy for use of social media by employees on behalf of the Agency.
13. [Strategic IT Plan 2014](#) [2.68 MB]: our Strategic Information Technology (IT) Plan is organized around the concept of an "HR lifecycle IT framework."
14. [Web Publishing Policy](#) [250 KB]: policy on publishing to the Web to promote a citizen-centered government.