

<b>CALIFORNIA DEPARTMENT OF TECHNOLOGY</b> <b>TECHNOLOGY LETTER</b>	NUMBER: <b>TL 14-06</b>	DATE ISSUED: <b>DECEMBER 2014</b>
SUBJECT: <b>MOBILE COMPUTING DEVICE REQUEST</b>	REFERENCES: Government Code Sections 11545, 11546 State Administrative Manual (SAM) Sections 4989, 4989.1, 4989.2, 4989.3, 4989.8, 4900, 5350.1, 5360.1, 5360.2 and 5320.2 Statewide Information Management Manual (SIMM) Sections 47 and 48  Supersedes Technology Letter 12-12	

## BACKGROUND

With enhanced enterprise capabilities, mobile computing devices have increasingly become essential in supporting Agency/state entity's programmatic functions and business needs. Currently, SAM Section 4989 delegates the authority to Agencies/state entities<sup>1</sup> to acquire desktop and mobile computing commodities necessary to support the Agency/state entity's programmatic functions and business needs. This includes acquiring desktop and mobile computing commodities to support increased staffing, as well as the ongoing replacement of obsolete or nonfunctioning desktop and mobile computing commodities. Historically, SIMM Section 47 requires all tablet computing device (tablet) purchases to be approved by the California Department of Technology (Department of Technology). As the capabilities and value of mobile computing devices increase, the State's policies that govern such devices must be updated to provide access to tools that improve operations while ensuring the highest value.

## PURPOSE

The purpose of this Technology Letter (TL) is to announce:

- Tablet device acquisition authority has been integrated into the Desktop and Mobile Computing Policy (SAM Section 4989).
- Authority to acquire desktop and mobile computing commodities, including tablet devices, is delegated to Agencies/state entities that have the following:
  - Acceptable Technology Recovery Plans or Technology Recovery Plan Certifications.
  - Maintain compliance with all applicable state IT security provisions as defined in SAM Section 5300-5399, specifically sections 5350.1 Encryption, 5360.1 Remote Access, 5360.2 Wireless Access, and 5320.2 Security and Privacy Training.
  - Appropriate plans for the use of desktop and mobile computing commodities as expressed in the Agency/state entities current Agency Information Management Strategy (AIMS) as defined in SAM sections 4900.2-4900.6 Information Management Plan.

<sup>1</sup> **State entity:** Includes every state office, officer, department, division, bureau, board, and commission, including Constitutional Officers. "State entity" does not include the University of California, California State University, the State Compensation Insurance Fund, the Legislature, or the Legislative Data Center in the Legislative Counsel Bureau.

- Acquisitions of mobile computing devices which result in a net increase to an Agency/state entity's overall desktop computer and mobile computing inventory must be approved by the Department of Technology as defined in SIMM 47.
- Wholesale replacement or upgrade of an Agency/state entity's mobile computing devices must be approved by the Department of Technology as defined in SIMM 47.
- SIMM Section 47 has been renamed the "Mobile Computing Justification".
- For the purposes of this TL, mobile phones are not considered mobile computing devices and follow a separate approval process outlined in SIMM 48A.

## QUESTIONS

Questions should be directed to your Department of Technology Information Technology Project Oversight and Consulting (ITPOC) Manager; assignments can be found at:

[http://www.cio.ca.gov/Contact\\_Us/staff\\_assignments.asp](http://www.cio.ca.gov/Contact_Us/staff_assignments.asp)

## SIGNATURE

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/s/

Carlos Ramos, Director  
California Department of Technology