

Approval process for concept note / feasibility study [Mandatory]

The Chief Digital Officer/Head of IT Unit should take the lead in developing the concept note or feasibility study. The identified project should be in line with the institution's IT blueprint and roadmap.

The concept note or feasibility study should be approved by the Head of the institution/Chief Budget Manager before submission to RISA for approval along with the ICT Needs Planning Template.

For more details on the submission and approval process for new software projects please refer to the ICT Spend Control Guidelines for Public institutions.

Outputs: Project concept note or Feasibility study

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