



Information Technology Related Reports

The following information technology (“IT”) related reports have been identified as being required to be submitted to the Office of Management and Enterprise Services (“OMES”). The table below represents an attempt to capture all required reports but the information below is not provided as legal advice or a substitute for an independent review by/for the Regents for Higher Education or Higher Education institutions. Likewise, with respect to each report, it is recommended that the statute and any corresponding rule be reviewed to determine which entities are encompassed by references to reporting by an “agency”. Also, other required reports may not have been identified or may be required in the future.

Report	Description	Due Date/ Submission Method
Statewide Telecommunications Network Plan	The Oklahoma State Regents for Higher Education shall submit all plans for the enhancement of the State Regents Educational Telecommunications Network to OMES for review and approval within the context of the statewide telecommunications network. 62 O.S. § 34.23.B.1	Prior to enhancement <i>Submit to:</i> The Chief Information Officer via e-mail to CIReports@OMES.OK.Gov
IT and Telecom Transfer, Coordination and Modernization Assessment	Provide IT and telecommunication systems information of all Higher Education institutions, Regents and OneNet to the Chief Information Officer for inclusion in the annual assessment of the implementation of the transfer, coordination, and modernization of all IT and telecommunication systems of state agencies. 62 O.S. § 34.11.1.D.	July 1 <i>Submit to:</i> The Chief Information Officer via e-mail to CIReports@OMES.OK.Gov
Telecommunications Plans	The Oklahoma State Regents for Higher Education shall submit a report annually to the Chief Information Officer identifying the telecommunications plans for each member of The Oklahoma State System for Higher Education. 62 O.S. § 34.23.D.1.	July 1 <i>Submit to:</i> The Chief Information Officer via e-mail to CIReports@OMES.OK.Gov



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<p>Telecommunications Plans</p>	<p>The chief administrative officer of each state agency of the executive branch shall submit a plan annually to the Chief Information Officer identifying the telecommunications needs of the state agency, including, but not limited to, Internet, eGovernment, any interactive video plans, the purchase of informational data bases, software for manipulation of bibliographic records, and the use of telecommunications equipment or services. 62 O.S. § 34.23.D.1.</p>	<p>July 1</p> <p><i>Submit to:</i> The Chief Information Officer via e-mail to CIOReports@OMES.OK.Gov</p>
<p>Web Base Licensing Reports</p>	<p>Each entity responsible for licensing or permitting shall make available to OMES on a yearly basis a report describing the number of licenses issued, license renewals and permits issued as well as an estimate of the amount of savings incurred by the entity as a result of the online licensing and permitting process. 62 O.S. § 34.24.1.</p>	<p>August 1</p> <p><i>Submit to:</i> The Chief Information Officer via e-mail to CIOReports@OMES.OK.Gov</p>
<p>EITA Compliance</p>	<p>Require state agencies to submit evidence of assurance of compliance with state standards on accessibility of information technology for individuals with disabilities developed in accordance with this section. 62 O.S. § 34.28.C9.</p> <p>Proposed Rule Change for 2015: OAC 260:15-1-5. Report due by Oct 1</p>	<p>October 1</p> <p><i>Submit to:</i> The Chief Information Officer via e-mail to CIOReports@OMES.OK.Gov</p>
<p>Annual EITA Complaint Report</p>	<p>The Appointing Authority shall maintain summary and statistical information about the number, nature, and outcome of all formal complaints filed. A complaint report for the prior stat fiscal year containing such information shall be provided to the State CIO on October 1 each year.</p>	<p>October 1</p> <p><i>Submit to:</i> The Chief Information Officer via e-mail to CIOReports@OMES.OK.Gov</p>



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	260:15-1-9	
Any Required Information	Each state agency shall immediately furnish the Director of OMES any information concerning their respective affairs or activities, upon request and in such form as directed. 62 O.S. § 34.35	As requested <i>Submit as directed</i>
IT Inventory	OMES shall maintain a current inventory of tangible assets owned by state boards, commissions, institutions, agencies and the institutions comprising The Oklahoma State System of Higher Education and the University Hospitals Authority. 74 O.S. § 110.1. All agencies must submit to OMES an annual report of current inventory of tangible assets owned by the agency as of June 30 of the preceding fiscal year. OAC: 260:110-3-1	August 15 <i>Submit to:</i> The Chief Information Officer via e-mail to CIOReports@OMES.OK.Gov
Information Technology Accessibility Complaint Report	The Appointing Authority shall maintain summary and statistical information about the number, nature, and outcome of all formal complaints filed. A complaint report for the prior stat fiscal year containing such information shall be provided to the State CIO on October 1 each year. OAC: 260:15-1-9	October 1 <i>Submit to:</i> The Chief Information Officer via e-mail to CIOReports@OMES.OK.Gov
Oklahoma State Government Open Documents Initiative - Documents.ok.gov	Each state agency, board, commission, and public trust having the State of Oklahoma as a beneficiary shall submit a searchable electronic version of each publication to the "documents.ok.gov" website. Procedures promulgated by the Chief Information Officer shall require submission to the site of all publications otherwise required by law to be submitted to either the Publications Clearinghouse of the Department of	Ongoing online reporting <i>Submit as statutorily directed</i>



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	<p>Libraries, the Governor, the Speaker of the House of Representatives or the President Pro Tempore of the Senate. The procedures shall require the electronic documents to be provided in an indexed format which enables the document to be searched by specific term.</p> <p>62 O.S. § 34.11.3</p>	
<p>Oklahoma State Government Forms One-Stop Initiative - Forms.ok.gov</p>	<p>Each state agency, board, commission, and public trust having the State of Oklahoma as a beneficiary shall submit a searchable electronic version of each form to the "forms.ok.gov" website. Procedures promulgated by the Chief Information Officer shall require the forms to be provided in an indexed format which enables the form to be searched by specific term.</p> <p>62 O.S. § 34.11.4</p>	<p>Ongoing online reporting</p> <p>Submit as statutorily directed</p>
<p>Oklahoma State Government Security Breach Transparency Initiative – Security.ok.gov</p>	<p>For each security breach of a system for which notification may be required of any state agency pursuant to Section 3113.1 of Title 74 of the Oklahoma Statutes or any other applicable Oklahoma or federal law, rule or regulation, the state agency shall immediately notify the Chief Information Officer of the breach and fully cooperate to provide all information related to the breach that is requested by the Chief Information Officer.</p> <p>62 O.S. § 34.11.10</p>	<p>Immediately after knowledge of breach that may require notice</p> <p>The Chief Information Officer via e-mail to CIORReports@OMES.OK.Gov</p>