



FOREIGN AFFAIRS MANUAL

VOLUME 5 – Information Management

Transmittal Letter: IM-29

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5 FAM 600

INFORMATION TECHNOLOGY SYSTEMS

MAJOR CHANGES

1. 5 FAM 600 is a new policy, which establishes Department of State standards for project management, using the Managing State Projects (MSP) concept. It concentrates on the minimum requirements for new IT system development, integration, and maintenance projects.

2. This new issuance also equips project managers with clearly defined leadership roles and responsibilities for effective and efficient use of resources, including the new acquisition reform initiative for contractor services.

3. This chapter also establishes the policy for project disciplines, i.e., quality assurance, configuration management, and what is required in looking at business alternatives and comparing costs with the benefit cost analysis process.

4. Under the Foreign Affairs Reform and Restructuring Act of 1998, Public Law 105-277, the functions of the U.S. Information Agency related to international broadcasting are transferred to the Broadcasting Board of Governors. Accordingly, all provisions of the FAM previously applicable to USIA continue in effect with respect to the BBG until further notice.

5. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

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2. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, then fill in the entry line for TL:IM-29, and initial

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(IRM/APR/RG)