Technology code of practice
Guidance for the approval of technology spending

The technology code of practice

For your project to proceed, you must demonstrate that you have met all applicable elements of this code – this will be verified through the following:

1. Ensure systems, information and processes are aligned to the digital activity of your organisation, including Departmental Business Strategy and EU Digital Strategy.
2. Demonstrate that your system incorporates accessible digital services, meeting the needs of disabled users.
3. All new or enhanced digital services must meet the Web Standards.

Guidelines for the approval of technology spending

1. The technology code of practice requires the Technology Committee to be satisfied that the project meets the following guidelines:

- Demonstrate that adequate capability is available in your organisation to work on the project.
- Plan on using an appropriate delivery model, with clear objectives and timeframes.
- Align to the Digital by Default Service Standard and the Greening Government ICT EUD strategy, design and demonstrate that the solution chosen represents best value for money.
- Ensure systems, information and processes are designed around the needs of users.
- Ensure that the commercial elements of your project are not undermined by technology risks.
- Identify and acquire reusable, open source software, email, scheduling and collaboration, where possible.
- Ensure a level-playing field for all suppliers.
- Ensure a transparent and fair process of procurement.
- Ensure value for money is achieved in your project.

2. For your project to proceed, you must demonstrate that you have met all applicable elements of the technology code of practice:

- The technology code of practice requires the Technology Committee to be satisfied that the project meets the following guidelines:

- Demonstrate that adequate capability is available in your organisation to work on the project.
- Plan on using an appropriate delivery model, with clear objectives and timeframes.
- Align to the Digital by Default Service Standard and the Greening Government ICT EUD strategy, design and demonstrate that the solution chosen represents best value for money.
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3. The technology code of practice requires the Technology Committee to be satisfied that the project meets the following guidelines:

- Demonstrate that adequate capability is available in your organisation to work on the project.
- Plan on using an appropriate delivery model, with clear objectives and timeframes.
- Align to the Digital by Default Service Standard and the Greening Government ICT EUD strategy, design and demonstrate that the solution chosen represents best value for money.
- Ensure systems, information and processes are designed around the needs of users.
- Ensure that the commercial elements of your project are not undermined by technology risks.
- Identify and acquire reusable, open source software, email, scheduling and collaboration, where possible.
- Ensure a level-playing field for all suppliers.
- Ensure a transparent and fair process of procurement.
- Ensure value for money is achieved in your project.

4. The technology code of practice requires the Technology Committee to be satisfied that the project meets the following guidelines:

- Demonstrate that adequate capability is available in your organisation to work on the project.
- Plan on using an appropriate delivery model, with clear objectives and timeframes.
- Align to the Digital by Default Service Standard and the Greening Government ICT EUD strategy, design and demonstrate that the solution chosen represents best value for money.
- Ensure systems, information and processes are designed around the needs of users.
- Ensure that the commercial elements of your project are not undermined by technology risks.
- Identify and acquire reusable, open source software, email, scheduling and collaboration, where possible.
- Ensure a level-playing field for all suppliers.
- Ensure a transparent and fair process of procurement.
- Ensure value for money is achieved in your project.

5. The technology code of practice requires the Technology Committee to be satisfied that the project meets the following guidelines:

- Demonstrate that adequate capability is available in your organisation to work on the project.
- Plan on using an appropriate delivery model, with clear objectives and timeframes.
- Align to the Digital by Default Service Standard and the Greening Government ICT EUD strategy, design and demonstrate that the solution chosen represents best value for money.
- Ensure systems, information and processes are designed around the needs of users.
- Ensure that the commercial elements of your project are not undermined by technology risks.
- Identify and acquire reusable, open source software, email, scheduling and collaboration, where possible.
- Ensure a level-playing field for all suppliers.
- Ensure a transparent and fair process of procurement.
- Ensure value for money is achieved in your project.

6. The technology code of practice requires the Technology Committee to be satisfied that the project meets the following guidelines:

- Demonstrate that adequate capability is available in your organisation to work on the project.
- Plan on using an appropriate delivery model, with clear objectives and timeframes.
- Align to the Digital by Default Service Standard and the Greening Government ICT EUD strategy, design and demonstrate that the solution chosen represents best value for money.
- Ensure systems, information and processes are designed around the needs of users.
- Ensure that the commercial elements of your project are not undermined by technology risks.
- Identify and acquire reusable, open source software, email, scheduling and collaboration, where possible.
- Ensure a level-playing field for all suppliers.
- Ensure a transparent and fair process of procurement.
- Ensure value for money is achieved in your project.