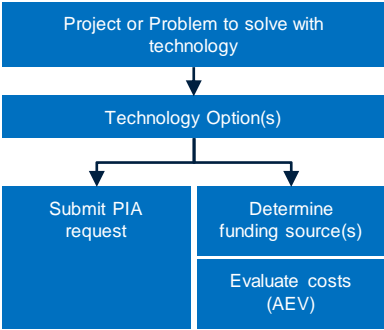


FoM & UBC IT Governance: Approvals



All IT projects at UBC are governed in accordance with the [Capital Projects Policy FM11](#). This UBC-wide policy applies to both Building Infrastructure Development and Information Technology (IT) projects.



The Policy applies to all IT projects regardless of size, originating unit, or availability of funding.

It provides a definition of what constitutes an IT project, specifies approval thresholds, and identifies what must be included in the costing of an IT project.

AEV: Aggregate Estimated Value

This number or range includes **all estimated costs** to the acquisition or development of the asset (e.g. software)...

[includes: purchase, licenses, maintenance and support, implementation, configuration, integration, etc.)

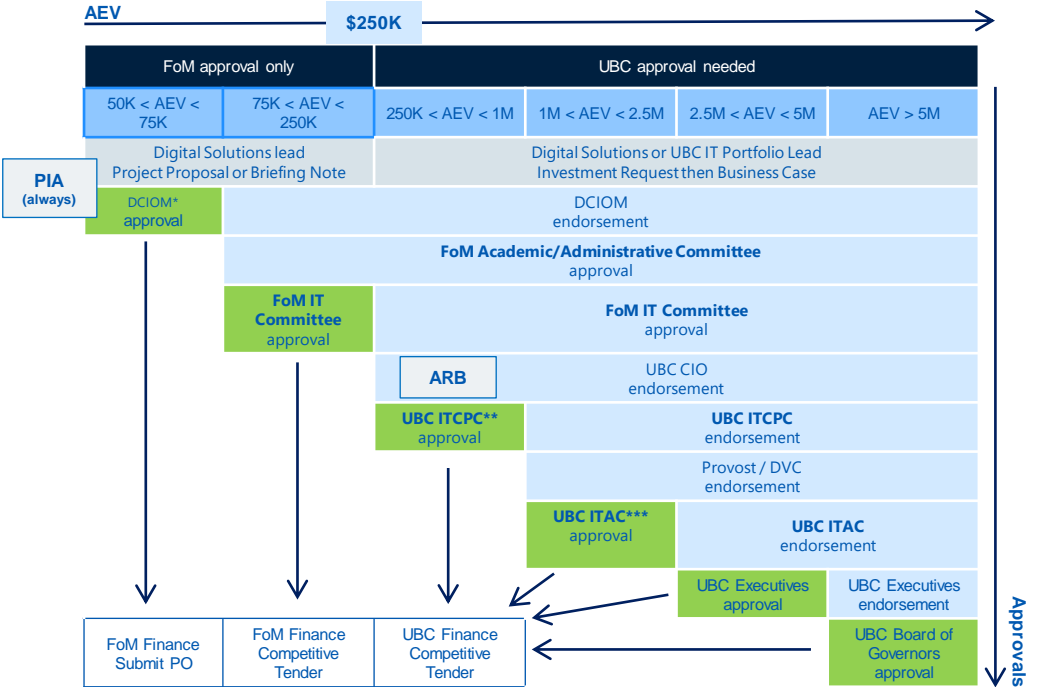
... over the **duration of the initial term** of the contract(s).

QUICK REFERENCE AEV THRESHOLDS FOR APPROVALS

Under 250K: Faculty approval only
under 75K – DCIOM
over 75k and up to 250K - Managing Director / Dean via ITC + notify procurement officer

Over 250K: Institutional (UBC) approval needed
up to 1M – CIO via ITCPC
up to 2.5M – Provost / DVC via ITAC
up to 5M – UBC Executives
over 5M - UBC board

Purchasing with UBC Finance:
under \$3500: regular procurement
between \$3500 and \$75K: PO needed
above \$75K: UBC competitive tender process



* DCIOM: Deputy CIO Medicine
 ** UBC ITPC: UBC IT Capital Planning Committee (up to \$1M)
 *** UBC ITAC: UBC IT Advisory Council (up to \$2.5M)