



Process ID	Owner	Process	Description
3.0	Commonwealth of Virginia (COV) CIO	Approve/Disapprove Changes to ITSP	The COV CIO reviews the necessary documentation and makes the determination as to whether the ad hoc change meets the requirements for approval.
3.1	ITIMD	Notify Agency of Approval/Disapproval of Changes	The ITIMD notifies the agency via email of the COV CIO’s decision on approval/disapproval of the ad hoc change.
3.2	ITIMD	Post Updated ITSP	The ITSP with the ad hoc changes incorporated is posted, thus replacing the previous version of the agency’s ITSP.