

**ARIZONA DEPARTMENT OF ADMINISTRATION
ARIZONA STRATEGIC ENTERPRISE TECHNOLOGY**

**CLOUD SMART POLICY
EXCEPTION FORM
FY ##**

This form is to be used to document, justify and formally accept an exception to the State of Arizona Cloud First Policy. The Budget Unit is responsible for writing the justification.

Requestor:

Request Date: mm/dd/yyyy

Email Address:

Phone Number:

1. IDENTIFY THE CATEGORY FOR EXCEPTION - CHECK ONE BOX (COMPLETED BY BUDGET UNIT)

Arizona Revised Statute (ARS)

Technical

Other Legal Assertion

Resource Constraints

Budget

*explain in detail

2. IDENTIFY THE RESOURCES FOR EXCEPTION - CHECK ONE BOX (COMPLETED BY BUDGET UNIT)

Application

Storage Device

Server

Tape Backup

Network Appliance

Specialized Equipment*

*explain in detail

3. IDENTIFY THE EXCEPTION TYPE - CHECK ONE BOX (COMPLETED BY BUDGET UNIT) Exception explanations - Temporary (Used for platforms that are undergoing modernization or migration to a cloud platform) **Permanent** (Used for platforms that must remain on prem for physical reasons, Arizona Revised Statute (ARS) or Legal Assertion.

Temporary

Permanent

Exception Acceptance End Date

This date will be completed by State CIO as to when the Exception should be reviewed or resubmitted by the agency.

First
Exception

Second
Exception

Third
Exception

4. HAS THE BUDGET UNIT SUBMITTED THEIR CLOUD SMART PLAN?* (REQUIRED). (COMPLETED BY BUDGET UNIT)



Yes



No



In Progress*

*Anticipated
Submission Date

The following items must be completed (include as much detail as possible):

5. LIST THE SPECIFIC EXCEPTION, ASSOCIATED APPLICATION AND PROVIDE A DETAILED EXPLANATION. ATTACH A LOGICAL ARCHITECTURE DIAGRAM TO THE SUBMISSION (REQUIRED). (COMPLETED BY BUDGET UNIT)

6. LIST THE REMEDIATION PLAN AND/OR JUSTIFICATION AS TO WHY REMEDIATION IS NOT POSSIBLE AND PROVIDE A DETAILED EXPLANATION. (REQUIRED). (COMPLETED BY BUDGET UNIT)

We acknowledge and understand if a BU needs an exception from the Statewide Cloud First Policy, they must request and obtain approval from both the State Chief Information Officer (CIO) and State Chief Technology Officer (CTO). If approved, the exception is allowed for up to 24 months. At the expiration of the exception term, the BU must reassess moving the listed exception to the cloud or seek a renewal exception from the State CIO and State CTO. This applies to all hardware refreshes, software applications and any other IT spending.

Exception Acceptance End Date

- First Exception Second Exception Third Exception

7. EXPLANATION OF DENIAL AND/OR APPROVAL CONDITIONS (COMPLETED BY ADOA DIRECTOR OF CLOUD)

APPROVAL SIGNATORIES

Budget Unit Director (sign above line)	Print Name	Email Address	Date
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Budget Unit Chief Information Officer (sign above line)	Print Name	Email Address	Date
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ADOA ASET Director of Cloud Operations	Print Name	Email Address	Date
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Accept Deny

(sign above the line and indicate acceptance/denial)

ADOA ASET Chief Operating Officer	Print Name	Email Address	Date
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Accept Deny

(sign above the line and indicate acceptance/denial)

State Chief Information Officer	Print Name	Email Address	Date
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Accept Deny

(sign above the line and indicate acceptance/denial)