#### COUNCIL OF THE DISTRICT OF COLUMBIA

NOTICE

D.C. LAW 5-168

"District of Columbia Automatic Data Processing Act of 1984".

Pursuant to Section 412 of the District of Columbia Self-Government and Governmental Reorganization Act, P. L. 93-198, "the Act", the Council of the District of Columbia adopted Bill No. 5-330 on first and second readings, December 4, 1984 and December 18, 1984, respectively. Following the signature of the Mayor on January 11, 1985, this legislation was assigned Act No. 5-233, published in the February 8, 1985 edition of the D.C. Register, (Vol. 32 page 721) and transmitted to Congress January 23, 1985 for a 30-day review, in accordance with Section 602 (c)(1) of the Act.

The Council of the District of Columbia hereby gives notice that the 30-day Congressional Review Period has expired, and therefore, cites this enactment as D.C. Law 5-168, effective March 15, 1985.

DÁVID A. CLARKE

Chairman of the Council

Dates Counted During the 30-day Congressional Review Period:

January 23,24,25,28,29,30,31

February 1,4,5,6,7,19,20,21,22,25,26,27,28

March 1,4,5,6,7,8,11,12,13,14

BATE MAR 1 5 1985

# D.C. ACT 5 - 233

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

## JAN 1 1 1985

To provide for uniformity and consistency in the policies for the management of automatic data processing equipment, the development of automated data systems and information systems; and for other purposes.

BE IT ENACTED BY THE COUNCIL OF THE DISTRICT OF COLUMBIA,
That this act may be cited as the "District of Columbia
Automatic Data Processing Act of 1984".

### Sec. 2. Definitions.

For the purposes of this act, the term:

- (1) "Automatic data processing" means the use of computers for the dissemination, storage, retrieval, and reporting of information associated with an administrative or managerial function.
- (2) "Automated data system" means a set of logically related computer programs designed to accomplish specific objectives or functions.
- (3) "Computer" means an electromechanical device capable of accepting information and data, performing logical and arithmetical operations, and reporting the results.
- (4) "Hardware" means input and output devices, arithmetic and control circuits, and memory devices.
  - (5) "Information systems" means a single network

New, D.C. Code, sec. 1-1134 (1985 supp.) or networks of steps for processing information that is associated with a particular operation or a set of related operations.

- (6) "Information systems technology" means the applied science associated with the development of networks for the processing of information.
- (7) "Software" means the procedures, instructions, code sets, assemblers, compilers, and all other associated supporting processes required to run a computer program on the equipment itself.
- Sec. 3. (a) To carry out the purposes of this act, the Mayor shall:

New, D.C. Code, sec. 1-1135 (1985 supp.)

- (1) provide direction and coordination for the District's automated data systems, information systems, automated data and word processing resources, and telecommunications systems;
- (2) reduce the duplication of data collection, storage, and reporting;
- (3) ensure, to the maximum extent possible, compatability of all new acquisitions of automatic data processing related, word processing, and telecommunications equipment with existing equipment and information systems;
- (4) remain abreast of new developments in automatic data processing, word processing, telecommunications, and information systems technology, and the extent to which these developments can benefit the needs of the District;
  - (5) perform evaluations and feasibility studies

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prior to the District's adoption of new information systems technology to ascertain the costs and benefits that will accrue to the District; and

- (6) establish and maintain an inventory of all data and word processing and telecommunications equipment, including hardware, software, and appropriate documentation for all major information systems.
- (b) The Mayor shall establish, maintain, and provide to all departments and agencies under the Mayor:
- (1) consistent policies, principles, standards, and guidelines for the acquisition, utilization, operation, and maintenance of automatic data processing, word processing, and telecommunications equipment and related information systems technology;
- (2) consistent policies, principles, standards, and guidelines for data and information collection, storage and reporting that facilitate the sharing of information among agencies and reduce duplicative efforts;
- (3) scientific and technical advisory services relating to automatic data processing, word processing, telecommunications, automatic data systems, and information systems, including the development of specifications for and the selection of all hardware, software, and the types and configurations of computers and related equipment that are needed;
- (4) consistent policies, principles, standards, and guidelines for the recruitment, classification, and training of persons in positions associated with automatic

data processing and information systems technology;

- (5) a multiyear comprehensive plan for meeting the needs of the District government regarding automatic data processing and information systems technology;
- (6) consistent policies, principles, standards, and guidelines for the security, protection, and preservation of automated data systems, automatic data processing equipment, and information systems, including contingency or backup plans for disaster and emergency recovery;
- (7) consistent policies, principles, standards, and guidelines for ensuring compatability in the acquisition of automatic data processing related resources with existing resources and data systems and information systems; and
- (8) consistent standards and requirements for agency audits of all major automated data systems and information systems.
- (c) The Mayor shall assign the responsibility for carrying out the provisions of this act to a single subordinate agency.
- Sec. 4. The Mayor may delegate to 1 or more District agencies the authority to purchase, lease, or maintain individual computer and information processing equipment, including hardware and software, when necessary for the orderly utilization of the equipment, and when in accordance with guidelines developed by the Mayor.
- Sec. 5. This act shall take effect after a 30-day period of Congressional review following approval by the

New, D.C. Code, sec. 1-1136 (1985 supp.) Mayor (or in the event of veto by the Mayor, action by the Council of the District of Columbia to override the veto) as provided in section 602(c)(1) of the District of Columbia Self-Government and Governmental Reorganization Act, approved December 24, 1973 (87 Stat. 813; D.C. Code, sec. 1-233(c)(1)).

Chairman

Council of the District of Columbia

Mayor

District of Columbia

APPROVED: January 11, 1985



## COUNCIL OF THE DISTRICT OF COLUMBIA

Council Period Five — Second Session

## RECORD OF OFFICIAL COUNCIL VOTE

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Secretary to the Council