# **Attachment C: Template for Agency Common Baseline Self-Assessment and Plan**

OMB will issue revised IDC reporting instructions that describe how agencies shall submit their self-assessment and plan using the below template or another template approved by OMB. Each element of the Common Baseline will be evaluated, along with accompanying evidence and steps to close the incompletely addressed areas.

|  | **Overall Rating**  **(1-3)\*** | **Agency Explanation for Overall Rating** | **Agency Action Plans**  (provide for ratings of 1 & 2) | **Agency Evidence of Complete Implementation**  (provide for ratings of 3) |
| --- | --- | --- | --- | --- |
| **Budget Formulation and Planning.** FITARA: “The CIO has a significant role in the decision processes for all annual and multi-year planning, programming, budgeting, and execution decisions.” | | | | |
| **A** |  |  |  |  |
| **B** |  |  |  |  |
| **C** |  |  |  |  |
| **D** |  |  |  |  |
| **Acquisition and Execution.** FITARA: “The CIO has a significant role in the decision processes for all annual and multi-year planning, programming, budgeting, and execution decisions; management, governance and oversight processes related to IT; and certifies that IT investments are adequately implementing incremental development as defined in OMB capital planning guidance.” | | | | |
| **E** |  |  |  |  |
| **F** |  |  |  |  |
| **G** |  |  |  |  |
| **H** |  |  |  |  |
| **I** |  |  |  |  |
| **J** |  |  |  |  |
| **K** |  |  |  |  |
| **L** |  |  |  |  |
| **Organization and Workforce.** FITARA: “The CIO reports to the agency head (or deputy/COO) and assesses the requirements established for agency personnel regarding knowledge and skill in information resources management and the adequacy of those requirements for facilitating the achievement of the established IRM performance goals; and assesses the extent to which the positions and personnel at the executive and management levels meet those requirements.” | | | | |
| **M** |  |  |  |  |
| **N** |  |  |  |  |
| **O** |  |  |  |  |
| **P** |  |  |  |  |
| **Q** |  |  |  |  |