

## Authority to Operate (ATO) Letter

[Organization Letterhead]

Date: [Insert Date]

Ref: [Unique Reference Number]

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To: [System Owner Name, Title]

From: [Authorizing Official Name, Title]

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Subject: Authority to Operate – Cloud-Based HRMS

Based on the review of the System Security Plan (SSP), Security Assessment Report (SAR), and Plan of Action and Milestones (POA&M) for the Cloud-Based Human Resource Management System (HRMS), I have determined that the residual risk is acceptable in accordance with the NIST Risk Management Framework (RMF).

I hereby grant Authority to Operate the Cloud-Based HRMS system, hosted on [Cloud Provider], for a period of [e.g., 3 years], effective [start date] through [end date], subject to:

1. Continuous monitoring of security controls.
2. Annual security reviews and risk reassessment.
3. 24-hour reporting of security incidents to the CISO/SOC.
4. Compliance with data residency and access control policies.

Failure to meet these conditions may result in suspension or withdrawal of this authorization.

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Authorizing Official:

[Name]

[Title]

[Signature]

[Date]

Distribution: CISO, CIO, System Owner, DPO, Risk Management, Internal Audit, HR Director, IT Operations