

Department of Veterans Affairs

Memorandum

Date:

From: System Owner:

Subj: System Name:

To: Designated Approving Authority (DAA); Chief Information Security Officer (CISO)

1. As the System Owner for the subject system specified above, and working with the Information Security Officer (ISO), I hereby attest to the following:

- A. All required security and privacy artifacts are uploaded, or in the process of being created and accessible, in the Governance, Risk and Compliance (GRC) tool, or that a Plan of Actions and Milestones (POAM) is identified.
- B. All control implementation statements are accurate and that any control that is not fully in place or any security risks have a POAM with Findings and Responses, inclusive of a Deficiency statement(s), Scheduled Completion Date, Milestone Start Date, Milestone End Date, points of contact, committed staffing and funding resources, source of finding (for example, OIG Audit, SCA), and current status.
- C. I, or my designate, shall develop the POAM, and shall track and monitor the progress of each POAM, updating it as necessary, until it is fully implemented.
- D. I understand that if the POAMs are not completed by the specified dates and required artifacts are not completed and uploaded into GRC, I could be directed to disconnect or restrict system access until such time the risk mitigation is completed.

2. As system owner, I, or my designate, shall mitigate any high or critical risk items in a timely manner, or Severity 1 or 2 security problems within the service level agreement.

3. I will ensure this memorandum and the System Security Plan are uploaded to the documents tab of the system in RiskVision.

System Owner Signature

As the System Owner, I attest, to the best of my knowledge, to the statements above

Name: _____

Date: _____

Email: _____

Phone: _____

ISO Signature

As the Information Security Officer, I have verified the accuracy of the statements above

Name: _____

Date: _____

Email: _____

Phone: _____