

**Department of
Veterans Affairs**

Memorandum

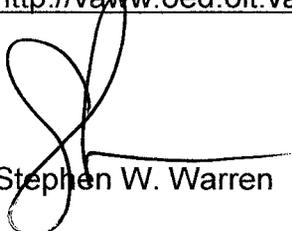
Date: DEC 12 2011

From: Principal Deputy Assistant Secretary for Information and Technology (005A)

Subj: ProPath Implementation (VAIQ #7160278)

To: See list attached

1. Effective immediately, this memorandum overrides the previous ProPath implementation memo, dated October 28, 2009, and mandates the implementation of processes documented in ProPath and its future releases. ProPath is the means by which OIT implements standard, end-to-end repeatable processes across the organization. Compliance with ProPath ensures VA delivers quality and timely service to our Nation's Veterans and to other OIT stakeholders. Benefits of the use of ProPath include: improved workforce productivity, compliance with standards and regulations, reduced rework, and enhanced ability to meet cost and schedule commitments.
2. VA project management practices are documented in ProPath. Use of ProPath is required for the management of all IT projects regardless of the organization responsible for the successful completion of the project. As such, ProPath templates must be used, processes followed, standards adhered to, and artifacts developed. As an example, project schedules must include tasks and timelines to produce the project artifacts identified in ProPath.
3. In 2011, additional processes required to be documented in ProPath include but are not limited to: Acquisition Management, Change Management, Asset Management, Financial Management, Capital Planning, and Investment Control. The remainder of the core processes will be added during FY 2012 through FY 2014.
4. This mandate builds on previous work and furthers our long-term investment in ProPath. All OIT employees shall implement the standardized processes in ProPath.
5. If you have any questions, please contact Kelli B. Montali, Director of OIT Process Management, via the mail group Process Management Service. Additional information about OIT ProPath is available at <http://vawww.oed.oit.va.gov/process/propath/>.



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