

NITC 01-103 (DRAFT)

Technical Panel
of the
Nebraska Information Technology Commission

Standards and Guidelines**Draft Document
30-Day Comment Period****Title: Waiver Policy**

Notes to Readers:

1. The following document is a draft document under review by the Technical Panel of the Nebraska Information Technology Commission (NITC). This document is posted at <http://nitc.ne.gov/standards/comment/>.
2. If you have comments on this document, you can submit them by email to rick.becker@nebraska.gov, or call 402-471-7984 for more information on submitting comments.
3. The comment period for this document ends on February 8, 2008.
4. The Technical Panel will consider this document and any comments received at a public meeting following the comment period, currently scheduled for February 12, 2008. Information about this meeting will be posted on the NITC website at <http://nitc.ne.gov/>.

**State of Nebraska
Nebraska Information Technology Commission
Standards and Guidelines**

NITC 01-103 (Draft)

Title	Waiver Policy
Category	General Provisions
Applicability	General applicability

1. Purpose

Some agencies may have special circumstances or requirements that justify non-compliance with a standard issued by the NITC. This document authorizes the Technical Panel to issue waivers relating to the requirements contained in any of the NITC Standards and Guidelines documents and establishes the procedures for the submission and review of waiver requests.

2. Policy

Upon a determination of good cause shown, the Technical Panel may grant a waiver from any requirement contained in any NITC Standards and Guidelines document. Section 3 establishes the procedures for the submission and review of waiver requests.

3. Waiver Process

3.1 Submitting a "Request for Waiver"

Any agency may apply for a waiver by submitting a "Request for Waiver."

The "Request for Waiver" should include the following information:

- Agency name
- Name, title, and contact information for the agency contact person regarding the request
- Title of the NITC Standards and Guidelines document at issue
- Description of the problem or issue
- Description of the agency's preferred solution, including a listing of the specific requirement(s) for which a waiver is requested
- Any additional information and justification showing good cause for the requested waiver

Requests should be submitted via email to: rick.becker@nebraska.gov.

3.2 Technical Panel Review and Decision

The Technical Panel will consider the "Request for Waiver" at their next regularly scheduled public meeting. The panel may request additional information from the submitting agency and may table their decision for one meeting. After reviewing the request, and any comments received, the panel may approve the request, approve the request with conditions, or deny the request.

3.3 Appeal to the NITC

A denial or an approval with conditions by the Technical Panel may be appealed to the NITC.

VERSION DATE: Draft - December 19, 2007
HISTORY:
PDF FORMAT: (to be added)

REPEAL CLAUSE

Language regarding exemptions and waivers contained in previously adopted NITC Standards and Guidelines documents is repealed.