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1260.4B CIO Provisioning of Information Technology (IT) Devices

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Posted Date: 01/20/2023 **Status:** Validated **Outdated on:** 01/20/2030

GENERAL SERVICES ADMINISTRATION
Washington, DC 20405

CIO 2160.4B
January 20, 2023

GSA ORDER

SUBJECT: [Provisioning of Information Technology \(IT\) Devices](#)

1. Purpose. The purpose of this Order is to provide direction and guidance on the deployment of computer workstations, mobile devices, and printers for agency and designated contractor personnel.
2. Cancellation. This Order cancels [2160.4A CIO Provisioning of Information Technology \(IT\) Devices](#) dated January 19, 2016.
3. Background. With the consolidation of IT infrastructure operations, there is a need for standardization on the deployment of IT devices to facilitate asset management, improve security, limit environmental impacts, and manage costs.
4. Applicability. This Order applies to all GSA Service and Staff Offices (SSOs), Regions and business units. It also applies to all GSA employees and authorized users of accounts on the GSA IT Infrastructure.
 - a. Authorized users are employees of GSA and other Government organizations and those contractors, consultants, or other third parties who are specifically granted access to conduct business on behalf of or with GSA or other Government organizations supported by GSA.

b. This Order applies to the Office of Inspector General (OIG) to the extent that the OIG determines it is consistent with the OIG's independent authority under the IG Act and it does not conflict with other OIG policies or the OIG mission.

c. This Order applies to The Civilian Board of Contract Appeals (CBCA) only to the extent that the CBCA determines it is consistent with the CBCA's independent authority under the Contract Disputes Act and other authorities and it does not conflict with the CBCA's policies or the CBCA mission.

5. Explanation of Changes. This order provides for consistency with Federal requirements and program implementation changes. This order:

- a. Updates outdated links;
- b. Simplifies language; and
- c. Updates references.

6. Roles and Responsibilities.

a. The Office of GSA IT is responsible for:

(1) The procurement, management, and maintenance of IT Resources such as computer workstations, laptops, and mobile devices; and

(2) Providing network connectivity to print devices.

b. The Office of Administrative Services (OAS), in partnership with the Office of GSA IT and in accordance with [1860.1 OAS Print Management Policies and Practices](#) is responsible for:

(1) Internal agency policies regarding print output device acquisition, management, and use; and

(2) The acquisition of all print output devices.