

# EDMONTON

## ADMINISTRATIVE DIRECTIVE



### TITLE

**INFORMATION TECHNOLOGY HARDWARE &  
SOFTWARE NON-STANDARD REQUESTS**

### NUMBER

**A1442A**

### DELEGATED AUTHORITY

**BYLAW 12005, THE CITY  
ADMINISTRATION BYLAW**

### DEPARTMENT

**CORPORATE SERVICES**

### STATEMENT

The City of Edmonton (the "City") standardizes information technology hardware and software products and versions to support the business goals of the corporation. Hardware and software standards help the corporation meet its goals in a cost effective manner.

### PURPOSE

The purpose of this Administrative Directive is to establish guidelines and procedures for requesting non-standard information technology hardware and software which is intended to be connected to the City of Edmonton's computing environment.

### APPLICATION

This directive applies to all City departments reporting to the City Manager, and all City employees, including full-time, part-time, temporary and provisional employees and persons acting on behalf of the City such as contractors or consultants. This also applies to all employees in the Office of the City Auditor.

### LEGISLATIVE AND ADMINISTRATIVE AUTHORITIES

Code of Conduct Directive A1100C  
Discipline of City Employees A1102  
Acceptable Use of Communication Technology A1429C

APPROVED: LINDA COCHANE

DATE: SEPTEMBER 10, 2015

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*Linda Cochane*