



The President
Palikir, Pohnpei
Federated States of Micronesia

November 14, 2022

MEMORANDUM

November 14, 2022

TO: All Departments, Offices and Agencies

FROM: The President

SUBJECT: Administrative Directive

In this Administrative Directive, I am reiterating and re-affirming the policy directions for this Administration and direct all Departments, Offices, and Agencies to proactively work together on all FSM's Digital initiatives through the FSM Department of Transportation, Communications and Infrastructure Digital FSM Office (DFO) to implement said order, dated November 22, 2019, effectively. The Digital FSM Office (DFO) is the new name for the former ICT Unit established in the Department of TC&I.

The DFO is primarily accountable for

- Centralised functional leadership of the FSM Digital strategy, policy, architecture and security Governance is exercised to provide comprehensive FSM-wide outcomes in a managed fashion,
- Coordination, prioritisation, development and implementation of the FSM Digital Strategy and ICT requirements across all FSM programs of work within a program management framework,
- Capability roadmaps to lift digital literacy, including collaborating with the Gender office to assess the impact of digital transformation, is in place,
- Coordinate the enablement of all FSM government system-wide assurance frameworks with stakeholders. Collaborating with federal agencies, state governments and the private sector to harmonise other government strategies and plans to achieve coherent outcomes for FSM. (Cyber, Security, Sovereignty, Data).

To ensure that the DFO achieves its mandate as enumerated above, in the timeframes, I am further directing the following transformations, **effective immediately**:

- Establishment of the DFO Office in place of the ICT Unit as a directorate under Secretary TC&I,



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- Appointment of Assistant Secretary Mr Edward Albert as the head of the DFO with delegated authority as the FSM Chief Digital Information Officer (ASCDIO),
- Establishment of government-wide Governance through the DFO to preside over the FSM Digital Strategy, Policy and Legal frameworks to enable digital transformation,
- DFO's Central authority over all National FSM Digital policies, standards and architectural direction, including but not limited to other partner strategies; Cyber security is an example.
- Central Coordination and Engagement point for all FSM government requirements for the international donor and aid communities for future needs.

Accordingly, this Administration herewith directs all Departments, Offices and Agencies to proactively work together in the area of Information and Communication Technology (ICT) toward achieving the restructuring of government IT services and in support of the upcoming Digital FSM project over the next eighteen (18) months.

- Establishment of FSM Digital project management office to coordinate, prioritise and direct the efforts for all FSM digital and ICT projects, to be fully functional **no later than July 2023**
- All ICT-related roles across the federal agencies are transferred to the DFO, with an agreed operating model **no later than June 2023**
- ALL agency Digital and ICT-related projects lodged with the DFO's portfolio management office **no later than July 2023**.
- Achieve a complete transition of the FSM national government to a single Microsoft information domain, email and collaboration services environment through the FSM Mail and Collaboration Suite Rollout (FSMMCR) Project **no later than December 2023**

Thank You.

A handwritten signature in blue ink, appearing to read "David W. Panuelo", written over a horizontal line.

David W. Panuelo

Copies: All FSM National Departments, Offices and Agencies