

Appendix A: Clarity Project ID Naming Conventions

Position	Use	Code	Description
1	IT Division	D T	Application Services, CLEMIS, Internal Services Technical Systems & Networking
2	IT Team	B C E F G H J L N P O R S T U 1 3 4 5 6 7 9	Courts/Justice Administration Internal Services eGovernment CLEMIS - Public Safety Applications CLEMIS - Support Services Internal Services - PMO eCommerce CLEMIS - Radio Communication Workstation Services Network Services Operations Service Center SEP Enterprise Architecture TSN Support Services Infrastructure & GIS DBA CLEMIS - Corrections/Biometric Applications Public & Environmental Services Server Administration 365 Communication and Collaboration Assessing & Taxation
3	Last digit of the year project is created		2024 = 4
4 - 6	Customer Number		Refer to <i>Appendix H: Customer Codes</i> , for more information.
7 - 8	Project Name Acronym		Any 2 characters to be assigned by <i>Project Manager</i> .

Note: *Project ID* should contain all capital letters. Once a *Project ID* is assigned and the project is financially enabled, the *ID* cannot be changed.