



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503

MEMORANDUM FOR CHIEF INFORMATION OFFICERS

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SUBJECT: Planning Guidance for Trusted Internet Connections (TIC)

As follow-up to Office of Management and Budget (OMB) Memorandum M-08-05, this memo provides additional guidance for agencies as you develop your comprehensive plan of action and milestones (POA&M) for TIC, as well as, identify, analyze, resolve, and document the resulting impacts on existing plans and agency architecture. It is crucial agencies conduct their planning activities holistically, leveraging their architectural planning, IT policy and governance, capital planning, and procurement review activities to optimize implementation success of TIC. Furthermore, agencies need to analyze and resolve relationships between TIC and other related cross-government and agency-specific Information Technology initiatives including, but not limited to, the Information Systems Security (ISS) and Information Technology Infrastructure (ITI) Lines of Business (LoBs), the NETWORKX contract, and Federal Desktop Core Configuration (FDCC).

Per OMB M-08-05, initial agency POA&M submissions are due to the Department of Homeland Security's (DHS) National Cyber Security Division (NCSA) by January 8, 2008, for review and agreement with OMB, DHS, and the agency. Additionally, agencies are currently updating their enterprise architecture to support the architect – invest – implement performance improvement lifecycle for the annual assessment by OMB starting March 1, 2008. The POA&Ms provide the specific commitments and plans for implementing TIC. The architecture activities are the vehicle for identifying, analyzing, resolving, and documenting impact of TIC and placing it in proper context across the agency.

Background

In the government-wide meeting on November 30, 2007, a notional construct for government-wide, large agency, small agency, and internet portal were presented. The key ideas presented include:

1. Consolidating to a smaller number (target of 50) standardized and optimized external connections including Internet access using “internet portals”;
2. Monitoring, incident notification, and response support leveraging these standardized and optimized portals by US-CERT using the Einstein technology and supporting processes;
3. Continuing agency and trusted service provider network and security operations including defense-in-depth, incident response, and direct operational support; and
4. Ensuring performance-based security and service level agreements between all parties.

The approach provides economies of scale and knowledge for cyber security perimeter defense.

Planning Guidance

Agency planning activity should include the following five steps. Attachment A contains more information on the specific subset of agency POA&M information to be included in the submission to DHS.

1. **Inventory and Document the Current External Connections.** This foundational step comprehensively quantifies and characterizes the “As Is” external connections, including Internet connections, managed by the agency.
2. **Assess Current State of Architecture Plans, Policy, Governance, Enforcement, and Implementation Results to Date.** Agencies shall refer to their enterprise architecture, and determine the extent to which they have adequate agency-wide plans in place. Agencies shall further determine the extent to which these plans are aligned with TIC. Specifically, this assessment should refer to agency:
 - a. Infrastructure, security, information sharing or other appropriate segment architectures within the agency enterprise architecture to the extent they have been developed and approved;
 - b. Related Exhibit 300s;
 - c. Plans and commitments concerning related cross-agency initiatives such as those mentioned in the preamble. This aspect of the assessment should include alternatives analysis. In particular, agencies without appropriate capabilities in place or in development, should look to partner with trusted service providers;
 - d. Current and developing network and security operations and management tools, infrastructure, operations, policy, and performance assessments (including operational and mission performance); and
 - e. Existing policy support, governance processes, and enforcement mechanisms such as procurement controls.

Across all elements above, agencies should identify gaps, if any, and use these to inform development of their POA&M. Agencies should also identify and plan updates as needed to capital planning documents, governance activities, appropriate segment architectures within their enterprise architecture, and other areas as needed.

3. **Define the Target Inventory and Architecture.** Agencies must determine the “To Be” target number, architecture, internal application connectivity, and related details. All identified gaps should be addressed via normal update and configuration management processes.
4. **Determine the TIC POA&M.** The POA&M must show specific milestones and activities for each element of the “As Is” Inventory, showing its transition from the current to the “To Be” target as well as material underlying dependencies such as those identified in the Step (2) assessment.
5. **Complete and Submit the POA&M Template.** Agencies will satisfy their January 8th reporting requirement by completing and submitting the attached POA&M template to isslob@dhs.gov by January 8, 2008 at 5:00 PM EST.

DHS and OMB will review these submissions and follow-up with agencies as necessary. A key aspect of this review and follow-up will be identifying the target government-wide TIC solution and integrating the same into updates to agency POA&M and architecture. The intent is to align the review and feedback process, and in particular decisions regarding the target, to the activities and governance processes of the ISS LoB, in order to insure appropriate agency representation in this process. Finally, OMB will work with agencies to integrate the agreed upon control milestones from the final agency plans and enterprise architecture transition strategy and sequencing plan into the agency's President's Management Agenda (PMA) scorecard.

This memo and the attached template are also available on the E-Government website at: <http://www.whitehouse.gov/omb/egov/c-6-6-its.html>.

The Federal CIO Council will be hosting a meeting on December 10, 2007 at the General Services Administration (GSA) Auditorium from 1:30 p.m. to 3:30 p.m. as follow-on to the government-wide meeting recently held. If you have questions regarding this planning guidance, please contact Cheri McGuire at isslob@dhs.gov.

Attachment A – TIC DRAFT POA&M Reporting Templates

The accompanying Excel workbook provides the template for agencies to use in responding to the January 8, 2008 POA&M requirement. The intent is to review this template in the upcoming December 10, 2007 government-wide TIC planning meeting and finalize it based on feedback in that forum.

The template is locked down and contains controlled vocabulary and data entry format fields. Please identify any issues with this approach and be prepared to discuss in the December 10th meeting. We intend to import this data into a database to enable timely and effective data analysis and feedback to the agencies. Data quality is paramount in enabling this approach so we have limited the available responses via Excel's validation process.

The template has three data entry areas: a "status" block asking for overview information about the agency report, a "self assessment" block asking the agency to qualify its planning, and a main "inventory" block detailing the As Is and To Be information.

Status Block:

- Agency Name – please choose the appropriate agency name from the list (list is based on Circular A-11 Appendix-C)
- As Of Date – please enter in the date of submission of the template in the form mm/dd/yyyy.
- Quarter – please pick the quarter from the list in which the template is being submitted (Q1 FY2008, has been pre-selected)
- Prepared By – Please enter the name and contact information of the person submitting and to whom any follow-up on the submission and its contents should be directed.

Self Assessment Block:

- Are your existing plans and activity around external Internet Connectivity aligned with the TIC Initiative and its notional architecture – please select Yes or No
 - If Yes – please select your total target number of Internet portals (this should include all target portals, include your own in this count if you are planning to building your own portal(s)).
 - If Yes – please enter your current projected completion date of your transition to the target portals above in the form mm/dd/yyyy
- Will you have a segment architecture in your upcoming enterprise architecture submission (end of February 2008) whose scope includes the scope of TIC – please select Yes or No
 - If Yes – please provide the name of the segment.

- Do you have gaps in your current agency-wide policy, governance, or enforcement mechanisms that are roadblocks to your successful implementation of TIC – please select Yes or No
 - If Yes – please select Yes or No to the following question: Have you put forward milestones to close these gaps in your agency POA&M?

Inventory Block:

- Name of Interconnection – Please enter the unique name of your current connection within your agency
- Current Vendor / Provider Name – Please include the vendor/name of the procurement vehicle as well as the provider if a consolidated vehicle such as NETWORKX was used
- Type of Connection – Please select the value that is closest to the actual connection capacity you currently have
- Approx. Normal Bandwidth (Mbps) – Please enter the approx. normal bandwidth used on this connection.
- Approx. Peak Bandwidth (Mbps) - Please enter the approx. peak bandwidth used on this connection.
- Redundant Connections – Please select Yes or No to indicate if this connection is only used for back-up or for single connection (ONLY Select "Yes" if the current connection has redundancy including in this row)
- Bureau / Sub-Agency supported by the connection – Please select the value that is appropriate (list is based on Circular A-11 Appendix-C), leave blank if the connection supports more than one Bureau or Sub-Agency
- UPI Code – Please enter the UPI code for the agency investment that funds the operation or development of this point of presence, this should be consistent with the UPI used for the FY 2009 Budget Submissions
- Estimated Annual Spend – Please enter in US\$ an estimate of the subset of the total investment dedicated for this specific internet connection, also include a brief footnote if any special assumptions are used to generate the estimate annual spend
- Period of Contract – please enter in the date range for the main underlying contract supporting this internet connection in the form mm/dd/yyyy – mm/dd/yyyy
- Target Interconnections – please enter in the unique name of the target Internet connection
- Procurement Vehicle – please select if the target is being procured via NETWORKX or Other
- Internal / External Provider – Please select the appropriate descriptor for the target connection: internally provisioned by the agency or using an external trusted service provider
- Date of Completion of Migration – Please enter the completion date for the migration to the target for the specific current interconnection in the form mm/dd/yyyy