Schedule of Records (SOR)
Visualization to Understand Expenditures in Information Technology (VUE-IT) Application

Purpose

The purpose of this Schedule of Records is to define the records retention policy for the VUE-IT application.

System Name

Visualization to Understand Expenditures in Information Technology (VUE-IT)

Categories of Records in the System

Records utilized by the VUE-IT system consist of information technology (IT) investment data submitted by federal agencies through a process independent of the VUE-IT system. This data is collected in accordance with the Office of Management and Budget (OMB) Circular A-11, in conjunction with the annual IT portfolio management and capital planning process. Specifically, this data is reported through annual agency submissions of the OMB Exhibit 53 (IT Investment Portfolio) and Exhibit 300 (Investment Business Case). Records include current fiscal year IT budget requests by investment; investment outlays for development, modernization, and enhancement (DME); and steady-state (SS) costs for each major agency IT investment reported to OMB. The site will present public-use data for the current fiscal year and will be available to the public free of charge. Prior to presentation through the system, records are aggregated by lines of business, functional areas, agencies, and bureaus. In addition, records within the system are aggregated based upon individual investments classified by OMB as high-risk or management watch list candidates. At each hierarchical level of aggregation, summary statistics on DME/SS spending, number of investments, and investment percentages are prepared and presented.

Policies and Practices for Records Management

Storage:

The records utilized by the VUE-IT system are stored on redundant storage architectures and on computer tape files backed up on a nightly basis.

Retrieval:

The records in the system are retrieved by computer through searches on the fields highlighted above. The records presented by the system will be refreshed coincident with each quarter of the fiscal year (or as necessary to present current public information).

Access:

The data presented through the VUE-IT system is considered to be public use data and is accessible by the public free of charge. Data within the VUE-IT system will be accessible for the current fiscal year.

Retention:

All records presented on the VUE-IT system will be retained within the back end data systems used for data retrieval by the VUE-IT system.

Disposal:

There are no plans to dispose of historical data other than to correct data discrepancies.