Department of Veterans Affairs

Memorandum

Date: MAR 0 3 2006

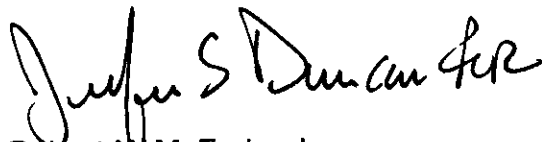From: Assistant Secretary for Information and Technology (005)

Subj: Release of the Federal Enterprise Architecture Records Management Profile (EDMS Folder 341653)

To: Under Secretaries, Assistant Secretaries, and Other Key Officials

1. The attached Federal Enterprise Architecture Records Management Profile was developed jointly by the National Archives and Records Administration (NARA), the Office of Management and Budget, and the Chief Information Officers Council in support of the President's Management Agenda for electronic government. The Profile contains a framework that relates to other Federal Enterprise Architecture reference models: the Business Reference Model, the Service Component Reference Model, the Technical Reference Model, the Data Reference Model, and the Performance Reference Model. It also explains how reference models provide context for embedding recordkeeping requirements and effective records management practices into an agency's business processes.

2. Please use the Profile to ensure that records management processes, procedures and practices are integrated into your work processes, architectures, capital planning and investment control processes and information systems. All business owners and IT program managers who make decisions about needs, risks and information technology services should follow this guidance. I have attached NARA Bulletin 2006-02, "NARA Guidance for Implementing Section 207(e) of the E-Government Act of 2002" to assist you with this implementation.

3. If you have any questions, please contact Jerrann Blount (005E3) at (202) 565-8936 or Martin L. Hill at (202) 565-8014.

Robert N. McFarland

Attachments