



eRA Paperless Business Practices Work Group

Date: July 23, 2002
Time: 3:00–4:30 pm
Location: Rockledge 2, Room 3087
Advocate: Steve Hausman
Analyst: Mike Cox

Next meeting: September 24, 2002, Rockledge 2, Room 3087, 3:00–4:30 p.m.

Commons

Jerry Stuck discussed the eRA Commons, version 2, deployment. The new version of the eRA Commons should be available within the next few weeks. Currently, an October deployment is planned for e-SNAP and non-competing activities. In approximately a year from now, the e-Grants applications submission will be accessible online.

Jerry said that he was impressed with the scanning project and the grants folder. However, he said that the current challenge is records management. He talked to the archives division and that they are working towards being paperless by developing ways to archive electronic files.

Digital Rights Management

Greg Milman gave a presentation on Digital Rights Management and the procedures for applying permissions to CD documents.

Public Key Infrastructure

Steve Hausman spoke about the Public Key Infrastructure (PKI). He suggested that they do a pilot using the legacy file scan. Steve discussed the draft proposal of the Records Management. He stated that he is searching for volunteers to scan files.

Questions	Answers
<i>The following questions are in regard to Jerry Stuck's NSF experience.</i>	
1. What is the quality of the print in regards to pictures?	600 dpi
2. How many NSF reviewers are printing?	All are printing.
3. Are there instances where the primaries and secondaries do not receive paper?	Paper is standard.
<i>The following questions are in regard to the eRA Commons.</i>	

Questions	Answers
4. In Sept./Oct. 2003, if someone goes into the grants folder, will the grant submission be assembled there and will it look like the paper copies?	Yes, it will generate in PDF files.
5. Is e-SNAP on schedule for October?	It is currently on schedule.
6. When the electronic receipts come in, will there be any embedded PDF files?	Yes, that is the plan.
7. Is the Appendix a PDF file?	Jerry will have to check on this.
<i>The following questions are in regard Digital Rights Management.</i>	
8. Authentica: When the administrator wants to change the access rights to the CD, how will the access be restricted?	It is possible to have the users check in once a week or have the passwords expire on a certain date.
9. How is the security of the CD?	The security is better than the paper copies and the CD is only accessible to the user. It should cut costs and eliminate time.
10. Will there be a pilot in the fall?	That is currently the plan.
11. Are there any other vendors who have the same product as Authentica?	Yes, although Authentica seems to be the best for the pilot, there are also similar products called Seal Media, File Open and Content Guard. For a complete list, contact Greg Milman.
<i>The following questions are in regard to PKI.</i>	
12. Are there any encryptions on the Public Key?	No, there are no encryptions.
13. Will there be a central repository?	Most likely there will be a central repository.
14. Does the public key have a digital signature so that users are able to know when it is digitally scanned?	There is a timestamp on it. That way, the user is able to know who last changed the file or if it was changed at all.

Attendees

Agresti, Margaret (OD)

David, Bobbi (CSR)

Carter, Dave (OD)

Christian, Vonetta (LTS/OCO)

Colbert, Penny (NICHD)

Coombs, Roger (Quality Assoc.)

Courtney, Don (NCI)

Cox, Michael (OD)

Fitzgerald, Steve (RN Solutions)

Hausman, Steve (NIAMS)

Kruemmel, Gil (OD)

Liberman, Ellen (NEI)

Mason, Melvin (CIT)

McKay, Richard (CSR)

Milman, Gregory (NIAID)

Panniers, Richard (CSR)

Patel, Kalpesh (OD)

Remondini, David (CSR)

