

# U.S. Department of Energy



## E-Government Act Report

Fiscal Year 2007

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## Section 1: Agency Information Management Activities

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**1. Below are links to the Department of Energy's (DOE) website to obtain the following information as required by the E-Government Act of 2002 (P.L. No. 107-347) (Act):**

*A. The contents required of your agency's Information Resources Management (IRM) Strategic Plan per the Office of Management and Budget (OMB) Memorandum 06-02 "Improving Public Access to and Dissemination of Government Information and Using the Federal Enterprise Architecture Data Reference Model."*

The contents required of the Agency's IRM Strategic Plan are posted to:

- [http://www.cio.energy.gov/documents/DOE\\_IRM\\_Strategic\\_Plan\\_FY07-09\\_Final.pdf](http://www.cio.energy.gov/documents/DOE_IRM_Strategic_Plan_FY07-09_Final.pdf)

*B. Your agency's information dissemination product catalogs, directories, inventories, priorities and schedules, as well as any other management tools used to improve the dissemination of and access to your agency's information by the public.*

The Agency's information dissemination materials and other management tools are posted to:

- <http://www.energy.gov/webpolicies.htm>
- [http://www.management.energy.gov/privacy\\_act\\_063006.pdf](http://www.management.energy.gov/privacy_act_063006.pdf)
- [http://www.management.energy.gov/privacy\\_act\\_012704.pdf](http://www.management.energy.gov/privacy_act_012704.pdf)
- [http://management.energy.gov/contact\\_us/foia-pa.htm](http://management.energy.gov/contact_us/foia-pa.htm)
- [http://www.management.energy.gov/foia\\_pa.htm](http://www.management.energy.gov/foia_pa.htm)
- <http://www.emcbc.doe.gov/index.php>
- <http://www.osti.gov>
- <http://www.id.doe.gov>

*C. An inventory describing formal agency agreements with external entities (e.g., State and local governments, public libraries, industry and commercial search engines) complementing your agency's information dissemination program, explaining how each agreement improves the access to and dissemination of government information to the public.*

An inventory describing formal agency agreements with external entities is posted to:

- [http://www.management.energy.gov/documents/annual\\_reports.htm](http://www.management.energy.gov/documents/annual_reports.htm)
- [http://www.management.energy.gov/contact\\_us/foia-pa.htm](http://www.management.energy.gov/contact_us/foia-pa.htm)
- <http://www.osti.gov/alliances>
- <http://www.emcbc.doe.gov/index.php>
- <http://www.wapa.gov/es/pubs/esb/default.htm>
- <http://www.id.doe.gov>

*D. An inventory describing your agency's records schedules, including an assessment of whether each records schedule is scheduled and approved by the National Archives and Records Administration (NARA), and is effectively transferring electronic records requiring permanent retention to NARA, as appropriate.*

An inventory describing the Agency's records schedules is posted to:

- <http://www.cio.energy.gov/records-management/disposition.htm>

DOE records are scheduled and approved by the National Archives and Records Administration and will effectively transfer permanent electronic records to NARA as appropriate.

*E. Your agency's FOIA handbook, the link of your agency's primary FOIA website, and the website link where frequent requests for records are made available to the public.*

The Agency's FOIA handbook and links to FOIA information are posted to:

- <http://www.management.energy.gov/Handbook.pdf>
- [http://www.management.energy.gov/foia\\_pa.htm](http://www.management.energy.gov/foia_pa.htm)
- [http://www.management.energy.gov/FOIA/freq\\_req\\_docs.htm](http://www.management.energy.gov/FOIA/freq_req_docs.htm)

*F. A list of your agency's public websites disseminating research and development (R&D) information to the public, describing for each whether the website provides the public information about federally funded R&D activities and/or provides the results of Federal research.*

A list of the Agency's public websites disseminating R&D information to the public are posted to:

- [http://www.osti.gov/feature/RD\\_Results.html](http://www.osti.gov/feature/RD_Results.html)
- <http://www.osti.gov/rdprojects>
- <http://www.osti.gov/bridge>

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## Section 2: Implementation of Electronic Government Initiatives:

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- 2. The Savannah River Mission Support System (SR-MSS) was identified to support the requirements defined in the instructional memorandum supporting the annual E-Government Act report as required by the E-Government Act of 2002 (P.L. No. 107-347) (Act). This initiative was chosen based on the following criteria: a non-Presidential E-Government initiative or line of business and does not repeat any initiatives described in previous E-Government Act reports.**

*A. Describe how the project applies effective capital planning and investment control procedures.*

The Department of Energy (DOE) Savannah River Operations Office provides Project Management of the contractor's Capital Planning and Investment Control (CPIC) procedures for the Savannah River Mission Support Systems (SR-MSS) steady state investment through a Level 3 Certified Project Manager. The Project Manager is responsible for monitoring all aspects of the investment's business plan, including; budget performance, performance against Federal Enterprise Architecture (FEA) Performance Reference Model (PRM) metrics and milestones, opportunities for collaboration and reuse internally or with other Agencies, Acquisition/Contract Strategy, Security and Privacy Compliance, support of the FEA, and Risk Management Planning.

CPIC procedures are institutionalized into the site contractor's work processes at Savannah River Site with repeatable processes and procedures established and monitored. Starting with the DOE's Strategic Goals, performance measures are established using the FEA PRM which maps all measurement indicators to each of the corresponding measurement areas (customer results, mission and business results, processes and activities, and technology). Annual Operating Plan budgets are established for each fiscal year with estimate at completion financial reviews conducted each month. Performance monitoring against metrics is performed on a monthly basis. Performance against milestones identified in the Exhibit 300, Section III.D.2 is monitored on a quarterly basis. The Risk Management Plan is updated annually (with a monthly review of risks, plans of action, and milestones in the Electronic Risk Assessment Management System (eRAMS)).

Information from these reviews is used to evaluate the performance of the SR-MSS against baseline requirements and evaluate the need for changes. The need for system upgrades, or Development Modernization Enhancement, is driven by the Risk Management Analysis, as well as performance metrics from customer surveys. Risks are identified and rated by severity, and remediation Plans of Action and Milestones (POAMs) are developed, as required, and entered into eRAMS for acceptance and tracking. Systems identified at risk have "performance gaps" with the enterprise architecture in one or more of the following areas: software supportability hardware obsolescence, technology obsolescence, support personnel availability and flexibility to meet customers' business requirements. In general, software and operating systems are upgraded where cost effective or where required in order to maintain vendor support. Applications are continuously maintained and upgraded to ensure that the risk of failure, system security, or outage is minimized.

*B. Describe how the initiative is transforming agency operations.*

The DOE SR-MSS initiative is transforming agency operations through its support of the FEA Business Area, Management of Government Resources, and DOE's Environment and Defense LoBs and Missions of the Savannah River Site. SR-MSS provides accelerated clean up of legacy nuclear waste and facilities, supplies nuclear materials for the nations programs, offers logistic support for the nation's non-proliferation policies, helps map staffing assignments to work schedules for optimum resource utilization, provides security controls to subcontracted systems, and monitors and controls processes to comply with technical baseline requirements.

*C. Explain how your agency maintains an ongoing dialogue with interested parties to find innovative ways to use information technology for the initiative.*

Environmental Management (EM), DOE-SR and the contractor share information on other Agency-wide systems through use of the Enterprise Architecture Transition Plan and Department of Energy Enterprise Architecture Repository reports. Information is also shared through regular discussions with Agency-wide Information Technology resources. Headquarters (HQ) EM facilitates discussions with the field sites on a routine basis to discuss innovative ways to use information technology. This dialogue includes conference calls, video conferences and one-on-one discussions between HQ-EM and site representatives related to all CPIC issues. The SR-MSS project team has also participated in training sessions with OCIO and EM IT resources on the CPIC process, which included dialogue on innovation with the SR-MSS initiative.

At the SR-MSS system performance level, customer surveys are an integral part of the FEA PRM based metrics to evaluate system performance from the customer's perspective and obtain feedback for innovative improvements.

In addition, DOE has recently reviewed the contracting strategy associated with SR-MSS and implemented a strategy to contract IT Systems performance through a small business prime contractor (separate from the M&O contractor) with significant experience with other federal agencies, in part, to bring in outside innovation and expertise to Savannah River Site.

*D. Identify external partners who collaborate with your agency on the initiative.*

The SR-MSS leverages existing components and/or applications across the Government by reuse of EM's System, Hercules, for Continuous Asset Management, in collaboration with Site Infrastructure components to enhance the security profile of the investment.

*E. Identify improved program performance by tracking performance measures supporting agency objectives and strategic goals.*

The SR-MSS initiative ensures performance goals of the project provide value to the agency by automating nuclear facility maintenance activities and ensuring compliance with site technical and nuclear safety requirements, maintaining technical baseline(s) of the sites facilities, and ensuring computer security support, certification and authorization for operation for systems supporting EM missions. SR-MSS also supports the Presidents Management Agenda of Human Capital, Real Property Asset Management, Competitive Sourcing, expanded E-Government in support of operations of the site's nuclear processing facilities, and DOE's Core Mission of Site and Facility Remediation as described in the DOE Enterprise Architecture Transition Plan.

*F. Identify how the initiative achieves cost savings and cost avoidance.*

Cost savings and cost avoidance were evaluated as part of the initial alternatives analysis for each of the SR-MSS sub-investments. On an on-going basis, productivity and efficiency improvements are evaluated to facilitate re-deployment of resources to Agency missions of accelerated clean up of legacy nuclear waste and facilities supporting the nation's non-proliferation policies, and supplying nuclear materials for the nation's defense programs.

For example, two (2) refreshes were pursued in FY2007 in the areas of productivity and efficiency:

- 1) Increase the number of work orders/work requests in the PassPort archive warehouse by running the work order and work request archive to reduce the size of the production databases, and;
- 2) Implement Indus Connect with the Equipment Business Object to interface PassPort with AIM to reduce the manual equipment data loads into PassPort.

*G. Describe how DOE ensures the availability of Government information and services for those without access to the Internet and for those with disabilities.*

The current steady state systems were designed and developed to comply with Section 508. This investment uses several tools such as Bobby (Watchfire), InFocus (SBB Technologies) and STEP508 to ensure that web applications and web sites are accessible to people with disabilities. All users of the SR-MSS have access to the Internet.