
U.S. Department of Energy

*Implementing the President's Management Agenda for Expanding
E-Government*

E-Government Strategic Action Plan:

*Following the Road Map –
A Progress Report on
Fiscal Year 2003 Activities*



Office of the Chief Information Officer
September 2003



Message from the Secretary of Energy

The Department of Energy (DOE) is pleased to present this update of its E-Government Strategic Action Plan - a progress report on Fiscal Year (FY) 2003 implementation activities that continue the Agency's commitment to the President's Management Agenda goal of expanding electronic government. The initial plan provided a road map for delivering services to our communities of interest in keeping with our core mission of enhancing national security.¹ The Agency's mission and priorities support the National Energy Policy, which describes ways in which to balance America's energy supply needs through technology, diversity of supply and conservation. In concert with the National Energy Policy, the strategic vision for transforming the enterprise through E-Government at DOE is to unify core applications through a secure environment and simplify access to energy-related government services.

To accomplish this, the Department's unique E-Government initiative, Project IDEA (Innovative Department of Energy E-Government Applications) focuses on reducing redundancies of effort, providing cost savings through streamlining activities, and guiding organizational realignments to maximize efficiencies. The Project IDEA initiatives address the four key areas for government reform through the use of E-Government as outlined in the President's Management Agenda: Government to Citizen (G2C); Government to Business (G2B); Government to Government (G2G); and Internal Efficiency and Effectiveness (IEE). In addition, DOE is excited about progress made through its lead or supporting partnership on a number of projects under the President's Quicksilver² initiative, E-Government projects that are being delivered across the Federal Government to significantly improve productivity and generate performance gains.

In following the road map established through DOE's Strategic Action Plan, much progress already has been made in accomplishing business transformation through DOE's innovative E-Government activities, which comport with the Clinger-Cohen Act and the E-Government Act of 2002, as well as other statutory requirements. With the passage of the E-Government Act (Public Law 107-347), signed by the President on December 17, 2002, the management and use of Internet-based information technology (IT) to enhance citizen access to Government information and services was codified into law. DOE is implementing the provisions of the E-Government Act in choosing IT investments through the Department's capital planning and investment control process, ensuring that such investments are part of the Agency's blueprint for modernizing its IT architecture and processes.

¹ See APPENDIX A: DOE Definitions of Government to Community "Communities of Interest"

² See APPENDIX B: Crosswalk of IDEA Initiatives with Quicksilver Initiatives; see www.whitehouse.gov/omb/egov/ for additional information about Quicksilver Initiatives.

In addition to modernizing DOE's enterprise architecture, key elements of DOE's Strategic Action Plan include enhancing the public trust, focusing resources, improving information technology security, addressing the requirements of the Government Paperwork Elimination Act, and managing change. DOE has made measurable gains in achieving its E-Government strategy with the success of key initiatives, such as:

- **eXCITE (Extended Common Integrated Technology Environment):** This project represents the combination of multiple existing steady state operations tasks under one umbrella and the extension of those services to all Headquarters elements. By extending the services, the Office of the Chief Information Officer (OCIO) will perform consolidation efforts that will impact the budgets of all the Headquarters elements. This is a multi-year program that is scheduled for completion in DOE Headquarters in FY 2004; and
- **I-MANAGE:** This initiative identifies Departmental business requirements needed to support managerial cost accounting and the integration of budget and performance measurement. The Cost Accounting and Performance Measurement initiatives are targeted for completion in October 2004 to coincide with the implementation of STARS and the I-MANAGE Data Warehouse.

As we move forward in implementing the Department's E-Government Strategic Action Plan, we are cognizant that technology is an integral tool to help us better meet the needs of our communities of interest in accomplishing our mission and ensuring ways in which to balance America's energy supply needs through that technology, diversity of supply and conservation. With your continued support, we look forward to fulfilling the DOE E-Government road map toward this end.



Spencer Abraham
U.S. Department of Energy

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I. Executive Summary

The Department of Energy (DOE) began its E-Government business transformation as a participating member of the government-wide Quicksilver Task Force convened by the President's Management Council and the Office of Management and Budget (OMB). Participants identified government projects to be delivered across the Federal Government to significantly improve productivity and performance. Of the 24 QuickSilver initiatives, DOE signed on as a participating partner agency on: (1) GovBenefits.gov (formerly Eligibility Assistance Online); (2) Geospatial Information One-Stop; (3) Grants.gov (formerly E-Grants); (4) E-Travel; and (5) E-Clearance (managing partner). DOE also has the management lead in the Correspondence Tracking sub-component within the Electronic Records Management Quicksilver initiative.

On a tactical level, in March 2002, DOE Secretary Abraham launched the Project IDEA Task Force and Steering Committee. The Task Force led DOE through its internal E-Government assessment and subsequent development of a comprehensive E-Government action plan and road map with valuable leadership and guidance from the IDEA Steering Committee. The Steering Committee included representatives from the Office of the Under Secretary for Energy, Science, and Environment; the Under Secretary for Nuclear Security/Administrator for Nuclear Security, National Nuclear Security Administration; the Administrator for Energy Information Administration; and the Chief Financial Officer.

Project IDEA focuses on five main objectives: (1) to complete an assessment of E-Government initiatives meeting President George W. Bush's goal of simplifying and reducing duplicative IT system investments; (2) complete the Department's enterprise architecture goal of unifying and simplifying investment and business process decisions; (3) integrate the capital planning and investment control process (CPIC) into the budget process; (4) integrate the Government Paperwork Elimination Act (GPEA) requirements into the E-Government initiatives; and (5) identify high value E-Government initiatives to DOE customers, while generating cost savings and improving effectiveness in order to achieve results through simplification and unification of work processes and information flow. Through FY 2003 implementation activities, the Department is making steady progress in achieving these objectives.

The IDEA Task Force conducted several interviews with DOE senior leaders to identify new and existing ways in which the Department could better perform its mission. As a result of the interview process, nineteen key initiatives/projects were selected and approved for development/implementation. The plan was to introduce these projects incrementally, beginning with initial implementation of five (5) of the 19 initiatives, followed by a cycling in of the next initiatives until all 19 have been initiated, pending funding availability.

The IDEA initiative, *New Departmental Web Presence*, organized around the principle of Departmental strategic objectives and standardizing the layout of individual program office web sites, has been implemented on schedule. The eXCITE initiative (Extended Common Integrated Technology Environment), which combines multiple existing steady state operations tasks under one umbrella has already shown progress in extending these services to several Headquarters elements. Scheduled for Headquarters completion in Fiscal Year (FY) 2004, these OCIO consolidation efforts will serve to positively impact the budgets of all Headquarters elements, increasing IT purchasing power, increasing cyber security protection, while simultaneously reducing overall IT expenditures.

During FY 2003, some of the IDEA initiatives have been consolidated or deferred, while others scheduled for implementation in subsequent fiscal years have been moved into an earlier deployment schedule. For example, the Intellectual Property Portfolio Online initiative, originally scheduled for deployment in FY 2005 will be initiated one to two years earlier as the initiative is being consolidated with the New Departmental Web Presence initiative, which has been implemented in FY 2003. The Streamlined FOIA Processing initiative has been merged into the Integrated Document Management System initiative. Implementation of the I-MANAGE: e-Procurement module was deferred in FY 2003. Therefore, implementation of the e-Procurement initiative will not occur until FY 2006. Otherwise, initiatives scheduled for implementation in FY 2003 are proceeding in concert with the DOE IDEA Action Plan³ that outlines the deployment schedule for each initiative.

This progress report on the FY 2003 implementation activities initially discussed in DOE's 2002 E-Government Strategic Action Plan highlights continued success in contributing to the accomplishment of meeting the government reform goals of the President's Management Agenda (PMA). In concert with the PMA, one of DOE's Project IDEA strategic goals is to integrate GPEA⁴ requirements into the E-Government initiatives. On October 21, 1998, GPEA was signed into law. It is an essential piece of government information technology legislation that provides direction to Federal agencies in improving citizen service and internal efficiency and effectiveness.

GPEA requires agencies in the four years following its enactment on October 21, 1999, to refine internal business practices and utilize technologies to enable individuals or entities the opportunity to transact with the agency electronically. Furthermore, it mandates that agencies recognize electronic signatures as having the same effect as a written signature. During FY 2003, DOE has made progress in achieving the vision identified by the drafters of GPEA.

As the Department forges ahead in its implementation of Project IDEA, the original IDEA Task Force reconvened on June 4, 2003 to identify potential upgrades to the IDEA portfolio, as well as migration strategies for the FY 05-06 planning cycle; and to develop

³ See APPENDIX C: Project IDEA Action Plan: Following the Road Map

⁴ See APPENDIX D: Crosswalk of IDEA Initiatives with GPEA

suggestions, insights, and actions to ensure continued successful implementation of E-Government at DOE. Highlights of this strategic Task Force meeting are addressed in this progress report and focus on ways in which the Department, through E-Government, can continue to better serve its communities of interest in support of the President's Management Agenda and the DOE mission.

II. Mission, Role, and Strategic Vision

Mission. The Department of Energy's overarching mission is to advance the national, economic and energy security of the United States; to promote scientific and technological innovation in support of that mission; and to ensure the environmental cleanup of the national nuclear weapons complex.

The Department has four strategic goals toward achieving the mission:

Defense Strategic Goal: To protect our national security by applying advanced science and nuclear technology to the Nation's defense.

Energy Strategic Goal: To protect our national and economic security by promoting a diverse supply of reliable, affordable, and environmentally sound energy.

Science Strategic Goal: To protect our national and economic security by providing world-class scientific research capacity and advancing scientific knowledge.

Environment Strategic Goal: To protect the environment by providing a responsible resolution to the environmental legacy of the Cold War and by providing for the permanent disposal of the Nation's high-level radioactive waste.

National Energy Policy. The Department's mission and priorities strongly support the National Energy Policy, which describes ways in which to balance America's energy supply needs through technology, diversity of supply and conservation. The Nation continues to face the most serious energy shortage since the oil embargoes of the 1970s. This is the result of a critical imbalance between the supply and demand of energy. If allowed to continue, this imbalance will likely undermine our economy, standard of living, and national security.

E-Government Strategic Vision. The strategic vision for transforming the enterprise through E-Government at the Department is to unify core applications through a secure environment and simplify access to energy-related government services. Through the E-Government initiatives of its defense, energy, environmental, and science programs, DOE is meeting the challenges of enhancing the public trust and change management, addressing the requirements of the Government Paperwork Elimination Act (GPEA), developing the enterprise architecture, focusing resources and enhancing its capital planning and investment control process, and improving IT security.

III. Project IDEA: An Overview of the Nineteen Key Initiatives

The 19 IDEA projects that were approved by the DOE Management Council, IDEA Steering Committee, and Task Force will provide the greatest value to DOE's communities of interest. They will simplify and unify the Department's work processes and information flows and are intended to reduce multiple, unnecessary, and costly collections of information. In addition, these initiatives are intended to reduce redundancies of effort, provide cost savings through streamlining, and to guide organizational realignments to maximize efficiencies. Fiscal Year 2003 (and beyond) implementation of these initiatives is being linked to the Department's new enterprise architecture and is helping the agency continue to improve its compliance with GPEA.

The following 19 IDEA projects are being implemented incrementally⁵, based on guidance from the Office of Management and Budget (OMB). Pending funding availability, implementation costs of the first five initiatives are being spread over Fiscal Years 2002-2004. As some or all of the 5 initiatives are completed, additional initiatives will be cycled into the implementation phase.

Government to Citizen (G2C):

- **New Departmental Web Presence:** creation of a Departmental web site that is organized around the principle Departmental strategic objectives and standardizes the layout of individual program office web sites;
- **Streamlined FOIA Processing:** empowers citizens to make Freedom of Information Act (FOIA) requests and access documents released to the public through a common web site/portal;
- **Streamlining Departmental Grants Processing:** provides grant seekers access to all DOE grant solicitation notices from a common portal (energy.gov) and ability to electronically submit grant applications/proposals;
- **Energy Employees Occupational Illness Compensation Initiative (formerly known as E-Med Claims):** radically transforms the Department's ability to support worker claims (e.g., federal, contractor, or beneficiary) pursuant to the Energy Employees Occupational Illness and Compensation Program Act of 2000 (P.L. 106-398).

Government to Business (G2B):

- **e-R&D Portfolio Management, Tracking and Reporting:** provides a unified approach for performers to request funds and report progress to the Department;

⁵ See APPENDIX C: Project IDEA Action Plan: Following the Road Map for deployment schedule.

seamless information sharing across corporate systems; efficient disbursement of funds, work authorizations, and related guidance; and the capability to electronically score criteria for Applied R&D Investments;

- e-Assessment of Foreign Owned, Controlled or Influenced (FOCI) Companies: completes the automation of the Foreign Owned, Controlled, or Influenced Companies determination process; provide a comprehensive repository of requests and outcomes of foreign owned, controlled, or influenced company determinations; and will complete the implementation of the system to all operations offices. Implementation of this initiative aids the Department in reducing adverse security incidents and once the system is completed, it can be easily transferred to other federal agencies.
- Intellectual Property Portfolio Online: provides private industry (small business) a single point of entry to the Department's intellectual property portfolio that is available for licensing to enhance and accelerate transfer of technology developed by DOE-funded projects. Successful implementation of this initiative will provide benefits to the health of the national economy, strengthen security, and US leadership in international competitiveness.

Government to Government (G2C):

- e-Signatures: eliminates the need for manual signatures on official documents by integrating electronic signatures with business, administrative, and program office workflow applications throughout the Department;
- Nuclear Materials Accountability: reengineers business processes and integrate stand-alone systems to ensure complete nuclear materials accountability;
- CN e-Case Management System: provides a Department-wide view of common, but site-specific information for analysis purposes and permit information sharing on a need to know basis with the FBI and CIA;
- E-GOV Departmental Integrated Safeguards and Security+: allows for electronic receipt, processing, sharing, and archiving of clearance-related data, as well as an electronic signature capability; will also integrate personnel security data and clearance information with Departmental human resource and access control systems, and provide for secure information sharing and clearance reciprocity across agencies.

Internal Efficiency and Effectiveness (IEE):

- I-MANAGE: Budgeting (formerly known as Enterprise Financial Management): provides the Department with a modern, comprehensive and responsive financial management system that will electronically integrate budget formulation, budget

execution, accounting, financial reporting, activity based management/costing, and performance measurement;

- I-MANAGE: Enterprise Human Resources (CHRIS): streamlines employee and management personnel actions, training administration, competency skills management, online vacancy/recruitment, and employee self-service;
- Consolidated DOE Intranet (Superduper Portal): serves as a secure, single point of entry to all DOE information sources and provide a variety of web-based services such as collaboration, workflow and document management;
- eXCITE (Extended Common Integrated Technology Environment): consolidates all aspects of common IT systems throughout DOE as a way to improve services, increase IT purchasing power, and reduce overall IT expenditures;
- Integrated Document Management System: integrates the multiple components of correspondence, documents, and records management within the Department;
- Secure Network Services: improves on the overall security to large volumes of classified information that currently exist;
- I-MANAGE: e-Procurement: provides an integrated information technology solution that streamlines the procurement and financial assistance award and administration process. It also provides the ability to track personal property and gather more timely information on the contractor workforce; and
- I-MANAGE: Data Warehouse (formerly known as DOE Corporate Repository/Warehouse): maintains and integrates data essential for corporate reporting and management decision-making.

IV. Following the Road Map: Fiscal Year 2003 Implementation Activities

Table 1.0 provides an overview of Fiscal Year 2003 implementation progress to date. During FY 2003, some of the IDEA initiatives have been consolidated or deferred, while others scheduled for implementation in subsequent fiscal years have been moved into an earlier deployment schedule. For example, the Intellectual Property Portfolio Online initiative, originally scheduled for deployment in FY 2005 will be initiated one to two years earlier as the initiative is being consolidated with the New Departmental Web Presence initiative, which has been implemented in FY 2003. The Streamlined FOIA Processing initiative has been merged into the Integrated Document Management System initiative. Implementation of the I-MANAGE: e-Procurement module was deferred in FY 2003. Therefore, implementation of the e-Procurement initiative will not occur until FY 2006. Otherwise, initiatives scheduled for implementation in FY 2003 are proceeding

in concert with the DOE IDEA Action Plan⁶ that outlines the deployment schedule for each initiative.

TABLE 1.0
Following the Road Map: Progress to Date

Initiative	Fiscal Year 2003 Implementation Progress to Date
<p>New Departmental Web Presence creation of a Departmental web site that’s organized around the principle Departmental strategic objectives and standardizes the layout of individual program office web sites</p>	<ul style="list-style-type: none"> The New Departmental Web Presence initiative has been deployed and is fully operational.
<p>Streamlining Departmental Grants Processing (SDGP) provides grant seekers access to all DOE grant solicitation notices from a common portal (energy.gov) and to electronically submit grant applications/proposals</p>	<ul style="list-style-type: none"> The SDGP Project Team conducted a business process reengineering (BPR) for the “as-is” analysis of the current state of grants management at DOE and has conducted a workshop with program office representatives to develop recommendations for improving the grants process to be incorporated into the “To-Be” section of the SDGP BPR.
<p>Energy Employees Occupational Illness Compensation Initiative (formerly known as e-Med Claims) transforms the Department’s ability to support worker claims (e.g., federal, contractor, or beneficiary) pursuant to the Energy Employees Occupational Illness and Compensation Program Act of 2000 (PL 106-398).</p>	<ul style="list-style-type: none"> The Cyber Security Program Plan was approved internally and by the OCIO. The initiative’s Phase I System upgrades (User Functionality improvements) have been completed. In addition, functionality for stakeholders, such as DOE case managers, physician panels and other Federal agency users (DOL), has been accomplished.
<p>e-R&D Portfolio Management, Tracking and Reporting Provides one-stop virtual repository for the Department’s R&D portfolio.</p>	<ul style="list-style-type: none"> The I-MANAGE/ePME Executive Managers met and discussed various policy and systems issues. A MOU relative to the interaction of the I-MANAGE and ePME teams has been developed and is being finalized. The high-level interface diagram between I-MANAGE and ePME is also being edited. The ePME Team conducted Business Process Reengineering for Modules 1.1 and 1.2 (receipt of ongoing and new lab work). Requirements validation for Modules 1.1 and 1.2 has been

⁶ See APPENDIX C: Project IDEA Action Plan: Following the Road Map

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Initiative	Fiscal Year 2003 Implementation Progress to Date
	<p>conducted and the Requirements final report is being finalized. A pilot version of Module 1.1 and 1.2 is planned for release in March 2004. The module 2.2 business case is currently under way.</p>
<p>e-Assessment of Foreign Owned, Controlled or Influenced (FOCI) Companies Automates FOCI Companies determination process and aids the Department in reducing adverse security incidents.</p>	<ul style="list-style-type: none"> • New Authentix password software has been fully integrated into the FOCI Processing Site. In addition, efforts continue in the areas of graphics and related programming, Section 508 compliance, documentation of software development, and data entry for the historical FOCI determinations.
<p>Intellectual Property Portfolio Online (IPP Online) Provides private industry with a single point of entry to the Department’s intellectual property portfolio.</p>	<ul style="list-style-type: none"> • The Office of Science IDEA liaison and the IPP Online Project Lead continue to meet for updates of activities. The project team has completed the Technology Transfer website content and anticipates being able to complete the Technology Portfolio Virtual Library in FY04.
<p>e-Signatures eliminates the need for manual signatures on official documents by integrating electronic signatures with business, administrative, and program office workflow applications throughout the Department</p>	<ul style="list-style-type: none"> • Transitioning PKI into Operations; • Defining Roles and Responsibilities.
<p>Nuclear Materials Accountability reengineers business processes and integrates stand-alone systems to ensure cradle-to-grave nuclear materials accountability</p>	<ul style="list-style-type: none"> • A Nuclear Materials Accountability Executive Steering Committee has convened to directly support this initiative. The Committee has elected to create a NMA Working Group to further advance this effort.
<p>E-GOV Departmental Integrated Safeguards and Security+ allows for electronic receipt, processing, sharing, and archiving of clearance-related data, as well as an electronic signature capability; also integrates personnel security data and clearance information with Departmental human resource and access control systems, and provides for secure information sharing and</p>	<ul style="list-style-type: none"> • This initiative is completing deployment of the Regional Personnel Security Database at the remaining DOE sites.

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Initiative	Fiscal Year 2003 Implementation Progress to Date
clearance reciprocity across agencies	
<p>I-MANAGE: Standard Accounting and Reporting System (STARS) and I-MANAGE: Standard Budgeting System (SBS) (formerly known as Enterprise Financial Management)</p> <p>provides the Department with a modern, comprehensive and responsive financial management system that electronically integrates budget formulation, budget execution, accounting, financial reporting, activity based management/costing, and performance measurement</p>	<ul style="list-style-type: none"> • STARS: Baseline requirements and system design were revised to include managerial cost accounting and integration of budget/performance and approved by the I-MANAGE Executive Steering Committee on May 28, 2003. Project plans were re-baselined to reflect the expanded scope and the FY 2003 funding. Project teams have been staffed and are working to meet the October 1, 2004 implementation due date. • SBS: Representatives from the Headquarters Program Offices, Field Offices, and Integrated Contractors were interviewed. Requirements have been drafted and circulated for comments. The Baseline Requirements for the SBS are scheduled to be completed by September 30, 2003.
<p>I-MANAGE: Enterprise Human Resources (CHRIS)</p> <p>streamlines employee and management personnel actions, training administration, competency/skills management, on-line vacancy/recruitment, and employee self-service</p>	<ul style="list-style-type: none"> • As part of the success of this initiative, 80% of all recruitment actions were completed by automated system support. Additionally, interface was established with the President's E-Government Recruitment One Stop initiative. Project Management core competencies have been addressed. The transition of payroll to DFAS has occurred and Phase I skills assessment to support the PMA was completed.
<p>Consolidated DOE Intranet (Superduper Portal)</p> <p>serves as a secure, single point of entry to all DOE information sources and provides a variety of web based services such as collaboration, workflow and document management</p>	<ul style="list-style-type: none"> • A market survey of portal solutions is being conducted as part of this initiative's advancement.
<p>eXCITE (Extended Common Integrated Technology Environment)</p> <p>consolidates all aspects of common IT system throughout DOE as a way to improve services, increase IT purchasing power, and reduce overall IT expenditures</p>	<ul style="list-style-type: none"> • The majority of Headquarters Program Offices have signed eXCITE MOAs and have completed migration or scheduled to within six months.

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Initiative	Fiscal Year 2003 Implementation Progress to Date
<p>Integrated Document Management System (includes Streamlined FOIA Processing) integrates the multiple components of correspondence, documents, and records management within the Department. Empowers citizens to make Freedom of Information Act (FOIA) requests and access documents released to the public through a common web site/portal.</p>	<ul style="list-style-type: none"> On August 13, 2003, a decision was made to merge the Streamlined FOIA project into this project. Interviews with stakeholders to discuss project scope and demonstrations from vendors are ongoing.
<p>Secure Network Services improves on the overall security to large volumes of classified information that currently exists</p>	<ul style="list-style-type: none"> This initiative currently is awaiting funding.
<p>I-MANAGE: e-Procurement provides an integrated information technology solution that will streamline the procurement and financial assistance award and administration process and provides the ability to track personal property and gather more timely information on the contractor workforce</p>	<ul style="list-style-type: none"> Project deployment has been deferred from FY 2004 until FY 2005-2006. The Plan of Action and Milestones reflects a Fiscal Year 2004 project initiation start date with a corresponding deployment date of December 2005 for the E-Procurement project. A feasibility study was completed and a determination made that a commercial-off-the-shelf application is the best alternative to pursue. High-level requirements were identified by the team that conducted the study.
<p>I-MANAGE: Data Warehouse (formerly known as DOE Corporate Repository/Warehouse) maintains and integrates data essential for corporate reporting and management decision-making</p>	<ul style="list-style-type: none"> Representatives from the Headquarters Program Offices and Field Offices were interviewed. Requirements have been drafted and circulated for comments. The Baseline Requirements for the Data Warehouse are scheduled to be completed by September 30, 2003.

V. Change Management: Implementation Challenges and Forging Ahead

The Task Force Reunion Meeting. On June 4, 2003, members of the original Project IDEA Task Force reconvened to identify potential upgrades to the IDEA portfolio, as well as migration strategies for the FY 05-06 planning cycle; and to develop suggestions, insights, and actions to ensure continued successful implementation of E-Government at DOE. There was a clear acknowledgment among the Task Force members that year one IDEA implementation activities have already made a deep impact in managing technology to increase efficiency, improve resource management, simplify processes, and unify information flow across the Department's business lines. At the same time, the group also recognized that managing change presents its challenges. Specifically, the Task Force members highlighted the following areas in need of improvement to move beyond some of these challenges:

- A need for improved communications and public relations to better articulate the benefits of Project IDEA, clarify how to do more with less, and minimize the concerns about job security that often go hand in hand when using technology to streamline functions;
- A need to expand the E-Signatures initiative;
- A need to clarify the Energy Employees Occupational Illness Compensation Initiative (EEOICI);
- A need to better educate managers and budget personnel on the E-Government process;
- Better information sharing;
- Development of Project management skills enterprise-wide (This area is being addressed to ensure that all Project Managers, as identified on the OMB Budget Exhibit 300s are qualified Project Managers, and IT professionals across the enterprise are being encouraged to sharpen their project management skills); and
- Increased understanding of where resources come from and integration opportunities with the capital planning investment control (CPIC) process.

Task Force recommendations included:

- Revisiting the original list of more than 300 possible E-Government projects at DOE to assist in the examination of the portfolio of the current IDEA initiatives;
- IDEA projects with a "status pending" notation need to be addressed and the Program Leads for those projects need to be contacted; and

- The DOE E-Government Strategy needs to be more broadly disseminated,⁷ and ownership and accountability for the strategy needs to be more fully embraced.

Future IDEAs . A number of possible new initiatives were discussed. These included, but were not limited to:

- E-Initiative Clearing House;
- E-Property;
- E-Press Release;
- Visa tracking;
- Headquarters Smart Card identification cards;
- Emergency Planning and Communication; and
- E-Libraries.

Several initiatives that could be combined also were identified:

- Intellectual Property Portfolio-Online and the New Departmental Web Presence (status: As of June 20, 2003, the Intellectual Property Portfolio Online was originally planned to begin in FY05. However, an Office of Science Project Manager was identified for this year and a team was quickly assembled. The team developed a conceptual project plan and worked with the OCIO to join forces with the Departmental Web Presence project to start and implement the IPP Online initiative one to two years earlier than initially planned. This is a direct result of the OCIO's redevelopment of energy.gov and the OCIO has agreed to include the technology transfer website and IPP Online that development.);
- DOE Intranet (Portal), Integrated Document Management System (IDMS), FOIA, E-Library, Congressional Information and Records Management (or a subset of these projects) [status update: as of August 21, 2003, the Streamlined FOIA Processing project has been merged into IDMS.];
- Directives, and E-Rulemaking; and
- CN eCase Management, and Secure Network Services.

Discussions are ongoing about combining initiatives and the Task Force anticipates moving forward in this direction as it looks for continued opportunities to streamline

⁷ The 2002 DOE E-GOV Strategic Action Plan is available on the Internet at <http://cio.doe.gov/Documents/egreport.pdf>

functions. As part of IDEA's next steps, the IDEA Management Team is examining proposed E-Government initiatives and is selecting a process to determine which efforts to focus on developing further.

VI. Performance Improvement in Service Delivery Through Project IDEA and Related Activities

Table 1.1 provides a crosswalk of IDEA initiatives with the Department's corporate management goals and objectives and their corresponding performance metrics. DOE will report the status of these performance metrics in its December 2003 Annual E-GOV Act status report to the Office of Management and Budget (OMB). In the meantime, in concert with its Fiscal Year 2003 Project IDEA implementation efforts, the Department has already realized performance improvements through related activities, including developments in its IT Enterprise Architecture and Capital Planning and Investment Control (CPIC) program that address identified deficiencies in DOE's IT management practices.

There are two principal elements in this project:

- IT Planning (including Capital Planning and Investment Control, Business Case development, life-cycle project management, IRM strategic planning, management and reporting tools such as I-TIPS, IT portfolio management); and
- A DOE Enterprise Architecture (including an IT standards program, and E-Government policy development as part of the PMA, and an IT software quality program.)

Governance structures are being developed and are being put in place to oversee IT management activities. It is recognized that developing and instituting an integrated IT management process is an extensive, long-term challenge. It will have to be implemented in a series of stages over several years. The integrated process will apply DOE-wide and is designed for implementation that is fully coordinated with the PMA, the Department's strategic planning, budgeting, E-Government initiatives, project management, and procurement processes so that duplicative, non-value added activities are avoided. For example, in FY 2003, the OCIO successfully implemented a Project Management certification initiative to ensure that all project managers identified as such on key OMB Budget Exhibit 300s are "qualified" project managers, with experience and training to support their certification as project managers.

Completing the Department's enterprise architecture will help to unify and simplify investment and business process decisions, while improving delivery of services to DOE's communities of interest. In addition, the Department's E-Government portfolios will continue to be key components of the DOE IT Enterprise Architecture and help to guide future technology investments.

Part of improving delivery of services to DOE’s communities of interest necessitates enhancing the public’s trust about information it shares with the Federal Government. DOE’s E-Government initiatives are designed to ensure privacy for personal information that is shared with the Federal Government. Effective security controls in government processes and systems also must be deployed. The Department is leveraging emerging information and communication technologies to ensure privacy and data protection.

Cyber Security. The mission of DOE’s Cyber Security and Secure Communications Program is to provide consistent principles and requirements for cyber security that Departmental organizations can implement for the protection of classified and unclassified information as required by national laws and policies. DOE’s performance improvement in service delivery in this arena has been enhanced in FY 2003 through development and issuance of risk management-based policies for the protection of both classified and unclassified information; expansion of its cyber security training effort with deployment of Department-wide training to improve the cyber security skills and knowledge of systems administrators, managers, and contractor personnel; enhancement of the Department’s incident response capability (Cooperative Protection Program); and continued expansion of the Public Key Infrastructure (PKI) initiative, as well as upgrades to DOE site cyber security protections. These enhancements to DOE’s Cyber Security and Secure Communications Program continue to build the public’s confidence in the Department’s ability to handle sensitive health, exposure and employment information through its E-Government initiatives.

**Table 1.1:
 Crosswalk of IDEA Initiatives with DOE Strategic Corporate Management Goals &
 Objectives & Corresponding Performance Metrics (FYs2003-2004)**

Initiative	DOE Strategic Corporate Management Goals & Objectives	Initiative Performance Metrics
<p>New Departmental Web Presence creation of a Departmental web site that’s organized around the principle Departmental strategic objectives and standardizes the layout of individual program office web sites</p>	<p>CM2: Advocate and implement E-Government citizen service delivery (project completed in FY 2003).</p>	<ul style="list-style-type: none"> · 50% increase in number of user’s sessions in the first six months of operation over the existing energy.gov usage, 100% increase at the conclusion of the first year, and a 200% increase by the end of the second year of operation · reduction of 50% in request for users request for general information (vice detailed information) submitted to the DOE Webmaster within six months of operation, 75% reduction by the end of the first year of operation · in the first six months of operation, program offices will submit collectively, on average, one article per day for posting to the new Departmental site, an average of two submittals per day at the end of the first year of operation, three per day by the end of the first year of operation · public can find 95% of all information they seek on Departmental services and data within three clicks

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Initiative	DOE Strategic Corporate Management Goals & Objectives	Initiative Performance Metrics
<p>Streamlined FOIA Processing empowers citizens to make Freedom of Information Act (FOIA) requests and access documents released to the public through a common web site/portal</p>	<p>Goal #15: Implement the President's E-Government initiative.</p>	<p>Information not available.</p>
<p>Streamlining Departmental Grants Processing provides grant seekers access to all DOE grant solicitation notices from a common portal (energy.gov) and to electronically submit grant applications/proposals</p>	<p>CM2: Advocate and implement and E-Government citizen service delivery office (2003/2004).</p>	<p>One hundred percent of DOE grant-issuing offices will institute the requirements and streamlined processes.</p>
<p>Energy Employees Occupational Illness Compensation Initiative (formerly known as e-Med Claims) transforms the Department's ability to support worker claims (e.g., federal, contractor, or beneficiary) pursuant to the Energy Employees Occupational Illness and Compensation Program Act of 2000 (PL 106-398).</p>	<p>FY03: N/A CM4: Manage information technology systems and infrastructure to improve the Department's efficiency and effectiveness (2004)</p>	<p>Planned Performance Metric: Reduce administrative costs by 20% each fiscal year.</p>
<p>e-R&D Portfolio Management, Tracking and Reporting Provides one-stop virtual repository for the Department's R&D portfolio.</p>	<p>CM3: Ensure secure, efficient, effective and economical operations of the Department's IT Systems and Infrastructure (2003/2004); CM4: Manage information technology systems and infrastructure to improve the Department's efficiency and effectiveness (2003/2004)</p>	<p>Planned Performance Metric: Increase efficiency of FWP submissions for ongoing work by 25%; Increase R&D project information availability by 10%; Same as above.</p>
<p>e-Assessment of Foreign Owned, Controlled or Influenced (FOCI) Companies Automates FOCI Companies determination process and aids the Department in reducing adverse security incidents.</p>	<p>CM4: Manage information technology systems and infrastructure to improve the Department's efficiency and effectiveness (2003/2004)</p>	<p>Planned Performance Metric: FY03: database 04: database populated 50%, analytical tools work begins, all submission types accommodated; electronic signatures added to system.</p>

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Initiative	DOE Strategic Corporate Management Goals & Objectives	Initiative Performance Metrics
<p>Intellectual Property Portfolio Online (IPP Online) Provides private industry with a single point of entry to the Department's intellectual property portfolio.</p>	<p>CM4: Manage information technology systems and infrastructure to improve the Department's efficiency and effectiveness;</p> <p>CM5: Use appropriate oversight systems to promote the efficient, effective, and economical operation of the Department of Energy.</p>	<ul style="list-style-type: none"> · Planned Performance Metric: FY04: within 12 months of system implementation, the private sector value of current licenses today will increase by \$4M; total private sector value of and number of licenses will double within 5 years.
<p>e-Signatures eliminates the need for manual signatures on official documents by integrating electronic signatures with business, administrative, and program office workflow applications throughout the Department</p>	<p>Consolidated with OMB e-Authentication in BY 05 – Need 04BY 300.</p>	<ul style="list-style-type: none"> · increase number of documents using electronic signature · reduce paper copies with manual signature · increase number of processes that are totally electronic
<p>Nuclear Materials Accountability reengineers business processes and integrates stand-alone systems to ensure cradle-to-grave nuclear materials accountability</p>	<p>CM1: (2003/2004)</p> <p>CM4: Manage information technology systems and infrastructure to improve the Department's efficiency and effectiveness (2003/2004)</p> <p>CM5: (2003/2004)</p>	<ul style="list-style-type: none"> · Information not available. · Information not available. · Information not available.
<p>CN e-Case Management System provides a department-wide view of common, but site-specific information for analysis purposes and permits information sharing on a need to know basis with the FBI and CIA</p>	<ul style="list-style-type: none"> · Information not available. 	<ul style="list-style-type: none"> · Information not available.
<p>E-GOV Departmental Integrated Safeguards and Security+ (e-DISS+) allows for electronic receipt, processing, sharing, and archiving of clearance-related data, as well as an electronic signature capability; also integrates personnel security data and clearance information</p>	<p>CM1/2: Achieve efficient and effective management of the Department by implementing the President's Management Agenda initiatives on Strategic Management of Human Capital and expanding E-Government</p> <p>CM3: Ensure secure, efficient, effective and economical operation of the</p>	<ul style="list-style-type: none"> · Deploy the Regional Personnel Security II (RSP-II) at 10 DOE Operations Offices/Sites; eliminate the need for manual processing SF-86 data: all DOE Operations Offices will use this new workflow by the end of CY 2003;transmit SF-86 forms and fingerprint images to OPM from 5 DOE Operations Offices/Sites; · 50% reduction in repetitive data entry among DOE HR and Security databases; approved path

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Initiative	DOE Strategic Corporate Management Goals & Objectives	Initiative Performance Metrics
with Departmental human resource and access control systems, and provides for secure information sharing and clearance reciprocity across agencies	<p>Department's information technology systems and infrastructure(2004);</p> <p>CM6: Operate a robust review program and provide timely performance information and recommendations to facilitate the integrity of the Federal and contractor workforce.</p>	<p>forward for interagency reciprocity;</p> <ul style="list-style-type: none"> · Enhanced the Visitors Access database to compliment Central Personnel Clearance Index (CPCI): 25% reduction in repetitive data entry among DOE HR and Security databases; approved path forward for interagency reciprocity;
<p>I-MANAGE: STARS and I-MANAGE: Budgeting (formerly known as Enterprise Financial Management)</p> <p>provides the Department with a modern, comprehensive and responsive financial management system that electronically integrates budget formulation, budget execution, accounting, financial reporting, activity based management/costing, and performance measurement</p>	<p>CM1-3: Manage the Department's financial resources and other assets (2003/2004)</p> <p>CM1-3: Obtain an unqualified opinion by independent auditors of the Department's annual financial statements (2003/2004).</p> <p>CM1-3: Integrate financial, budget, and program information.</p> <p>CM1-4: Fully integrate the Department's budget and performance by FY 2004.</p>	<ul style="list-style-type: none"> · Planned Performance Metric: implement major project development/implementation milestones on schedule and within budget · Planned Performance Metric: obtain an "unqualified" audit opinion on the Department's Financial Statements by independent auditors. · Planned Performance Metric: Demonstrate integration by eliminating redundant data files, crosswalk tables, and manual interfaces. · Demonstrate a powerful, automated solution that provides scheduled and ad-hoc analysis and decision support capabilities for project, site program, and Departmental performance; elimination of non-integrated, redundant Program Office budget and financial systems; ability to determine cost of doing business and focus management attention on activities where most cost savings can be realized; IOMANAGE Budget Formulation system data is integrated with operational data, the directly indexed to Departmental Performance Measures.
<p>I-MANAGE: Enterprise Human Resources (CHRIS)</p> <p>streamlines employee and management personnel actions, training administration, competency/skills management, on-line vacancy/recruitment, and employee self-service</p>	<p>Human Capital Management (2003)</p> <p>Human Capital Management (2004)</p>	<ul style="list-style-type: none"> · 97% system uptime during prime working hours; 30% of sub agencies covered by workflow;40% of transactions using workflow; · 99% system uptime during prime working hours;50% of sub agencies covered by workflow; 85% of transactions using workflow.
<p>Consolidated DOE Intranet (Superduper Portal)</p>	<ul style="list-style-type: none"> · Information not available. 	<ul style="list-style-type: none"> · Information not available.

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Initiative	DOE Strategic Corporate Management Goals & Objectives	Initiative Performance Metrics
serves as a secure, single point of entry to all DOE information sources and provides a variety of web based services such as collaboration, workflow and document management		
eXCITE (Extended Common Integrated Technology Environment) consolidates all aspects of common IT system throughout DOE as a way to improve services, increase IT purchasing power, and reduce overall IT expenditures	CM3: Ensure secure, efficient, effective and economical operations of the Department's IT Systems and Infrastructure (2004); CM4: Manage information technology systems and infrastructure to improve the Department's efficiency and effectiveness; Goal 13: Management Effectiveness (2004);	<ul style="list-style-type: none"> · Planned Performance Metric: Increased number of COTS being used and number of helpdesks; · Reduction in average ticket closeout times (electronic measure); reduction in support staff through consolidation; reduction in total annual software and hardware costs.
I-MANAGE: Integrated Document Management System integrates the multiple components of correspondence, documents, and records management within the Department	CM2: Implementation of the President's E-Government Initiative (2003) CM2: Implementation of the President's E-Government Initiative (2004)	<ul style="list-style-type: none"> · Planned Performance Metric: Complete customer acceptance test with 75% customer satisfaction; not funded, so the measurements were not completed. · Planned Performance Metric: Complete one or more pilots; one pilot completed and lessons learned have been shared.
Secure Network Services improves on the overall security to large volumes of classified information that currently exists	CM4: Manage information technology systems and infrastructure to improve the Department's efficiency and effectiveness.	<ul style="list-style-type: none"> · This initiative is not scheduled for implementation until FY 2006, pending funding availability.
I-MANAGE: e-Procurement provides an integrated information technology solution that will streamline the procurement and financial assistance award and administration process and provides the ability to track personal property and gather more timely information on the contractor workforce	CM1-5: Improve the efficiency and effectiveness of DOE's contract management to become a model for government; CM2-1: Advocate and implement and E-Government citizen service delivery office in FY 2003.	<ul style="list-style-type: none"> · Implementation of the e-Procurement module was deferred in FY 2003. Therefore, implementation will not occur until FY 2006, according to the existing program schedule.
I-MANAGE: Data Warehouse (formerly known as DOE Corporate Repository/Warehouse)	CCM3: Ensure secure, efficient, effective and economical operations of the Department's IT Systems and Infrastructure (2003);	<ul style="list-style-type: none"> · % of administrative data included in I-MANAGE Data Warehouse; 50% of data calls eliminated because information is retrieved from I-MANAGE Data Warehouse;

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Initiative	DOE Strategic Corporate Management Goals & Objectives	Initiative Performance Metrics
maintains and integrates data essential for corporate reporting and management decision-making	CM4: Manage information technology systems and infrastructure to improve the Department's efficiency and effectiveness; Goal 13: Management Effectiveness (2004); Goal 15: Information Management (2004)	· Senior management utilizes the Data Warehouse for formulating information making decisions based on that information; · 60% of administrative data included in Data Warehouse.

Resources and Performance Improvement in Service Delivery Through Project IDEA. Critical to improving performance through E-Government or any initiative is having the available resources to do so. Since 1995, DOE has reduced federal staff and as a consequence, the average age of DOE employees has increased over the last seven years, with an increasing number of staff eligible for retirement. Separations from the federal workforce at DOE are expected to exceed new hires by almost 3 to 1.

DOE is moving resources to programs with the greatest return and citizen impact. Performance measures are being set up-front and the Department is using them to monitor implementation of DOE's Project IDEA E-Government initiatives. Project IDEA initiatives that incorporate the mission and goals of the Department, the Administration's Energy Policy, and the PMA are enabling the Agency to follow the road map for delivering services to DOE's communities of interest through FY 2004 and beyond.

APPENDIX A

DOE Definitions of Government-to-Community (G2C) “Communities of Interest

DOE Employees

- *DOE Employees*: all current and retired Federal Departmental employees.
- *National Laboratory and Contractor Employees*: all current and retired National Laboratory employees, M&C contractor and sub-contractor employees, and federal support service contractors.
- *Non-DOE Government Employees*: employees of other federal agencies who have an interest in DOE activities, such as the Departments of Transportation, Defense, and Labor.
- *Former Employees*: all retired federal departmental employees, as well as retirees from National Laboratory and DOE contractors.

American Public

- *Energy Concerned*: individuals concerned about the price of energy and its impact on their household budgets, i.e., the price of gas, heating oil, natural gas, etc.
- *Energy Efficient*: individuals interested in learning about energy efficient technology and how they might apply it in everyday life.
- *Environmentally Conscious*: individuals concerned about the effects of current energy sources on the environment. Individuals seeking information on environmentally friendly energy sources, such as nuclear power, renewable energy, and alternative energy. Individuals concerned about the actions taken by the Department to resolve the environmental legacy from Cold War weapons production.
- *Transportation Conscious*: individuals interested in utilizing alternative forms of transportation or transportation fuels.
- *Voting Public*: individuals who utilize the Internet to learn more about a specific subject in order to make more informed voting decisions.
- *Limited Access*: individuals who do not have Internet access and rely upon public Internet terminals. Individuals who have limited knowledge of the Internet and how to use it to find and access information they need.
- *Disabled Community*: individuals who utilize assistive technologies to access information on the Internet.

- *Low Literacy Readers:* individuals who have only a rudimentary level of English comprehension.

Local Residents of DOE Facilities: Neighboring residents of local DOE facilities and family members of facility employees who are interested in the day-to-day activities of the facility and its future plans.

Indigenous Population: Native American tribes interested in utilizing Departmental sponsored technology, such as solar energy, wind turbines, and improved oil recovery systems to improve their standard of living.

Energy Community:

- *Trade Groups:* individuals interested in promoting specific energy sources, such as alternative and renewable energies, fossil fuels, and nuclear power
- *Producer:* individuals involved in the purchase, transportation, and distribution of energy supplies

Scientific Community: individuals interested in advances in science and technology and how the advances might be applied to their everyday life.

Environmental Community: individuals concerned about the effects of current energy sources on global climate change.

Educational Community:

- *Student:* students of all ages seeking information related to science and technology, as well as energy sources, production techniques, and supplies. Graduate and research students seeking information on research opportunities and grants.
- *Teachers:* individuals seeking information on science and technology, as well as energy sources, production techniques, and supplies for use in classroom projects.
- *Parents:* individuals seeking information to help their children in school projects, or to identify scholarship and fellowship opportunities.
- *College and Universities:* individuals seeking information on science and technology research grant opportunities.

News Organizations: individuals seeking information on the latest activities of the Department, advances in science and technology, and on fuel supplies and prices in support of planned news articles.

Representative Arms of Government:

- *Federal:* representatives and their support staff seeking information on DOE activities in their jurisdictions or under their purview.
- *State and Local:* representatives and their support staff seeking information on DOE activities in their jurisdictions, or DOE initiatives or sponsored technologies that might be utilized to benefit their constituents.

International Citizens and Organizations: individuals living outside the United States interested in U.S. activities concerning energy choice, energy supplies, and advances in science research and technology application.

APPENDIX B
Crosswalk of IDEA Initiatives with Quicksilver Initiatives

IDEA Initiatives		QuickSilver Initiatives	
New Departmental Web Presence Streamlined FOIA Processing Streamlining Departmental Grants Processing e-Med Claims	G2C	1	Recreation One-Stop
		2	Gov Benefits
		3	Online Access for Loans
		4	USA Services
		5	EZ Tax Filing
Intellectual Property Portfolio Online e-Assessment of Foreign Owned, Controlled or Influenced (FOCI) Companies e-R&D Portfolio Management, Tracking and Reporting	G2B	6	Online Rule Making Management
		7	Expanding Electronic Tax Products for Businesses
		8	Federal Asset Sales
		9	International Trade Process Streamlining
		10	One-Stop Business Compliance
		11	Consolidated Health Informatics
e-Signatures Nuclear Materials Accountability CN e-Case Management System e-Departmental Integrated Safeguards and Security +	G2G	12	Geospatial Information One-Stop
		13	Disaster Management
		14	SAFECOM
		15	e-Vital
		16	Grants.gov (formerly e-Grants)
Enterprise Financial Management Enterprise Human Resources Consolidated DOE Intranet (Superduper Portal) eXCITE (Extended Common Integrated Technology Environment) Integrated Document Management System Secure Network Services	IEE	17	e-Training
		18	Recruitment One-Stop
		19	Enterprise HR Integration
		20	e-Clearance
		21	e-Payroll
		22	e-Travel

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IDEA Initiatives		QuickSilver Initiatives	
e-Procurement		23	Integrated Acquisition
DOE Corporate Repository/Warehouse		24	e-Records Management
25: e-Authentication (Cross-cutting QuickSilver Initiative)			

APPENDIX C
Project IDEA Action Plan: Following the Roadmap

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Start Date	Rank	Initiative Name	Duration (Months)	Lead Partner	Supporting Partner	In Process (x)	In FY04 Budget	0-6 Months	6-12 Months	12-18 Months	18-24 Months	24-36 Months	36-48 Months	48-60 Months
FY02	1	New Departmental Web Presence	6	PA	CIO, SO	X								
FY02	2	eXCITE (Extended Common Integrated Technology Environment)	24	CIO	ME & LPSOs		✓							
FY02	3	IMANAGE: DOE Corporate Repository	18	ME	SO, NNSA, SC, EM, CIO		✓							
FY02	4	e-Signatures	18	CIO	ME, (specifically Executive Secretariat)		✓							
FY02	5	eR&D Portfolio Management Tracking and Reporting	36	SC	CIO, ME, NNSA, EE, EM, FE	X	✓							
The following 6 projects are on-going operations as defined below,														
FY02	On-going operations	IMANAGE: eProcurement	24 (LBC) 152 (300)	ME	NNSA, SC, EM, CIO	X	✓							
FY02	On-going operations	IMANAGE: Enterprise Human Resources	14	ME	NNSA	X	✓							
FY02	On-going operations	IMANAGE: STARS & IMANAGE: Budgeting	24+	ME	SC, EM, NNSA	X	✓							
FY02	On-going operations	Streamlining Departmental Grants Processing	12	SC	EE, ME	X	✓							
FY02	On-going operations	eGov DOE Integrated Security Systems+ (eDISS+)	36	SO	NNSA, ME	X	✓							
FY02	On-going operations	Secure Network Services	24	NA	SO, IN, CIO, CN	X	✓							
Phase II														
FY03	6	Consolidated DOE Intranet (Superduperportal)	24	CIO	ME		✓							
FY03	7	Nuclear Materials Accountability	36	NA	EM, SC, SO, NE, RW	X	✓							
FY03	8	Integrated Document Management System (IDMS)	18+	ME	CIO, EH, RW, EM		✓							
FY03	9	CN eCase Management System	6	CN	SO, IN	X	✓							
FY03	10	e-Assessment of Foreign Owned, Controlled, or Influenced (FOCI) Companies	24	SO	NNSA		✓							
Phase III														
FY05	11	Energy Employees Occupational Illness Compensation Initiative	36	EH	NNSA	X								
FY05	12	Intellectual Property Portfolio - Online (IPP Online)	18	SC	GC									
FY05	13	IDMS: Streamlined FOIA Processing	24	ME	PA									

; Existing efforts that are underway and must remain flexible to maintain consistency with DOE's corporate direction

Link Key:

Stand Alone
Corporate Repository

Corporate ArelE-Procurement
eR&D/Grants Document Management

APPENDIX D
Crosswalk of IDEA Initiatives with the
Government Paperwork Elimination Act (GPEA)

Initiative	GPEA
New Departmental Web Presence	<ul style="list-style-type: none"> · By providing the public with an easy to use, single entry point to public Departmental information, the Department should experience a decline in request for paper documents. Therefore, this initiative is supportive of GPEA.
Streamlined FOIA Processing	<ul style="list-style-type: none"> · Implement compatible standards and technology for electronic signature used in commerce by industry and state and federal governments. · Utilize Commercial Off the Shelf Software (COTS) packages to promote interoperability and standardization. · Ensure that electronic signatures are reliable as appropriate and provide grounds for technical non-repudiation. · Implement automated technologies that ensure security and authenticity of electronic transactions. · Provide electronic acknowledgment of electronic forms that are successfully submitted · Provide an electronic solution for obsolete paper-driven processes.
Streamlining Departmental Grants Processing	<ul style="list-style-type: none"> · Implement compatible standards and technology for electronic signature used in commerce by industry and state and federal governments. · Utilize COTS. · Ensure that electronic signatures are reliable as appropriate and provide grounds for technical non-repudiation. · Implement automated technologies that ensure security and authenticity of transactions. · Provide electronic acknowledgment of electronic forms that are successfully submitted. · Provide an electronic solution for obsolete paper-driven processes.
Energy Employees Occupational Illness Compensation Initiative (formerly known as e-Med Claims)	<ul style="list-style-type: none"> · Establish a compatible and standard format for health, exposure, and employment records. · Provide electronic workflow that includes electronic transfer, receipt, and signature of worker claims.
e-R&D Portfolio Management, Tracking and Reporting	<ul style="list-style-type: none"> · This project replaces the manual, paper-based processes for R&D management and reporting throughout the DOE complex. Paper Work Authorizations and Field Work Proposals or equivalent will be replaced as well as paper-based program/project guidance. Potential replacement of paper-based deliverables as well.
e-Assessment of Foreign Owned, Controlled or Influenced (FOCI) Companies	<ul style="list-style-type: none"> · The initiative enhances an existing system designed to eliminate a paper intensive process.

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Initiative	GPEA
Intellectual Property Portfolio Online (IPP Online)	<ul style="list-style-type: none"> Since the initiative would rely on XML based data interchange with existing automated systems for the bulk of its data, it supports GPEA.
e-Signatures	<ul style="list-style-type: none"> This project supports electronic transactions by standardizing electronic signatures within the Department. It is documented in the GPEA plan as a supporting initiative.
Nuclear Materials Accountability	<ul style="list-style-type: none"> This project supports GPEA by integrating several disparate systems, many of which already support electronic transactions and record keeping. Additionally, the initiative seeks to reduce paperwork by automating current manual tracking and inventory processes.
CN e-Case Management System	<ul style="list-style-type: none"> This is an electronic case management system, meeting the guidance from the Office of Management and Budget (OMB) regarding implementation of GPEA.
E-GOV Departmental Integrated Safeguards and Security+	<ul style="list-style-type: none"> In the context of OMB's GPEA guidance, the transactions and record keeping processes associated with granting a security clearance are covered by GPEA. Based on this, a fundamental reengineering of the security clearance process initiative is highly supportive of the Department's GPEA plan.
I-MANAGE: STARS and I-MANAGE: Budgeting (formerly known as Enterprise Financial Management)	<ul style="list-style-type: none"> Electronic signatures and automated routing/workflow will be used to eliminate paper and streamline processes as much as possible. No bulk report printing is planned. Tools will be made available for customers to query/retrieve and view all information online.
I-MANAGE: Enterprise Human Resources (EHR)	<ul style="list-style-type: none"> EHR will be the official system of record for the DOE for human resource information. It will include the electronic workflow capabilities for both training and personnel actions initiated by managers and employees. Workflow functionality will dramatically reduce the amount of paperwork associated with human resource management.
Consolidated DOE Intranet (Superduper Portal)	<ul style="list-style-type: none"> Portal technology supports electronic workflow record keeping as well as electronic signatures.
eXCITE (Extended Common Integrated Technology Environment)	<ul style="list-style-type: none"> IT integration and consolidation supports electronic workflow record keeping as well as electronic signatures.
Integrated Document Management System	<ul style="list-style-type: none"> GPEA mandates that the Department provide the capability to transact business electronically by October 2003. The ability to create, fill, save, and send forms electronically is therefore, necessary. An integrated solution will reduce duplicate and redundant systems and reduce the time spent managing documents and records, thus, making personnel more productive.
Secure Network Services	<ul style="list-style-type: none"> Secure network technology supports electronic workflow record keeping as well as electronic signatures.

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Initiative	GPEA
I-MANAGE: e-Procurement	<ul style="list-style-type: none"> · The current procurement and financial assistance process is largely a paper process. This initiative will use electronic forms, electronic filing, electronic signatures, and electronic processes to store these records to eliminate paper as required by GPEA.
I-MANAGE: Data Warehouse (formerly known as DOE Corporate Repository/Warehouse)	<ul style="list-style-type: none"> · Both the legacy financial system and the new Enterprise Financial Management system support electronic transactions for DOE Federal and contractor transactions and not the general public; therefore, the legacy systems are not included in the Department's GPEA plan.