FY 2007: E-Gov Initiatives

INITIATIVE	RATIONALE	PRIORITIZATION (TIMING & RESOURCES)	NEW, ENHANCED, OR ONGOING	MISSION IMPACT: LOW, MEDIUM, HIGH	IMPACT ON NIH MISSION
Expanded E-Gov					
Meet OMB mandated "Green" Standards for Success and Proud-To-Be 4 Goals.	PMA HHS Stragetic Plan Objectives	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
Has an Enterprise Architecture with a score of 4 in "Completion" section and 3 in both the "Use" and "Results" sections (FY 2007 Q2). *(See additional milestone requirements related below).*	GREEN Standards for Success	FY 2007 Qtr 2	On-going	Medium	Completion = 3 Use = 5 Results = 2 (Need to verify against % budget spent on IT, which could drive score higher.)
Prepares business cases for all major systems investments.	GREEN Standards for Success	FY 2007 Qtr 1	On-going	Medium	Scorecard rating; performance rating
Has demonstrated appropriate planning, execution, and management of major IT investments, using EVM or operational analysis, and has portfolio performance within 10% of cost, schedule, and performance goals.	GREEN Standards for Success NIH Director Performance Plan	FY 2007 Qtr 4	On-going	Medium	HHS has not provided guidance on operational analysis. Need to change timing
Inspector General or Agency Head verifies the effectiveness of the Department-wide IT security remediation process and rates the Department-wide certification and accreditation process as "Satisfactory" or better (FY 2006 Q1, reevaluate FY 2007 Q1). *(See additional milestone requirements related below).*	GREEN Standards for Success	FY 2007 Qtr 1	On-going	Medium	Scorecard rating; performance rating. NIH FISMA review is done by the IG in the 4th quarter of each year. The information from all HHS OPDIV FISMA reviews is rolled up into one overall HHS Annual FISMA report. The final report is sent to OMB in Q1 of every year.
Has 90% of all IT systems properly secured (certified and accredited) (FY 2004 Q3 and continuing). *(See additional milestone requirements related below).*	GREEN Standards for Success	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating. This is an ongoing initiative that NIH reports on quarterly and is evaluated by the IG during the Annual FISMA review which is completed by Q4 of each year.
Adhere to the agency-accepted and OMB-approved implementation plan for all of the appropriate eGov/Lines of Business/SmartBuy initiatives rather than creating redundant or unique IT projects and has transitioned and/or shut down investments duplicating these initiatives in accordance with the OMB-approved implementation plan (Ongoing).	GREEN Standards for Success NIH Director Performance Plan	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
Has ALL IT systems certified and accredited (FY 2006 Q3 and continuing). *(See additional milestone requirements related below).*	Standards for Success to MAINTAIN GREEN	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating. This is an ongoing initiative that we report on quarterly for FISMA systems and is evaluated by the IG during the Annual FISMA review which is completed by Q4 of each year.
Has IT systems installed and maintained in accordance with security configurations (FY 2007 Q1 and continuing). *(See additional milestone requirements related below).*	Standards for Success to MAINTAIN GREEN	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating. This is an ongoing initiative that we report on quarterly for FISMA systems and is evaluated by the IG during the Annual FISMA review which is completed by Q4 of each year.
Has demonstrated for 90% of applicable systems a Privacy Impact Assessment has been conducted and publicly posted (FY 2006 Q3 and continuing). *(See additional milestone requirements related below).*	Standards for Success to MAINTAIN GREEN	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating. 100% of NIH systems had PIAs conducted last year. NIH will review PIAs again this year and report compliance to HHS on the FISMA report. HHS will forward the information on the FISMA report to OMB by 30 Sep 07

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Has demonstrated for 90% of systems with personally identifiable information a system of records has been developed and published (FY 2006 Q3 and continuing).	Standards for Success to MAINTAIN GREEN	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating. 100% of NIH systems with PII had system of records (SORs) developed and published. NIH will review SORs again this year and report compliance to HHS. HHS will forward the information on the FISMA report to OMB by 30 Sep 07
Implement the HHS e-mail Consolidation goal.	PMA HHS Stragetic Plan Objectives NIH Director Performance Plan	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
Secure applications, data and systems to protect information entrusted to HHS, especially personally identifiable information.	PMA HHS Stragetic Plan Objectives NIH Director Performance Plan	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating. The OMB and HHS requirements for protecting PII are continually changing. The IG will be evaluationg the new requirements during the FY07 FISMA review.
Ensure adherence to security policies and procedures as well as the Privacy Act of 1974. Assist the Deputy CIO On the prevention and resolution of security issues and incidents. Assist the IC Privacy Act Coordinators or OMA on privacy issues and incidents. Implement the NIH security policy and information security awareness program. Promote awareness of IT security issues.	EOs and IC CIOs Performance Plans (OMA)	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
Prepare IT systems and processes for response to disasters, both to help respond to disasters and to ensure HHS business processes continue in the event of a disruption. *(See additional milestone requirements related below).*	PMA HHS Stragetic Plan Objectives	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
Proactively support the implementation of the NIH Vital Records Program within each IC/OD Office and integrate the general NIH Records Management Program into IC/OD Office operations and ensure compliance.	IC/OD Office Directors, EOs, SDs, Managers Performance Plans (OMA)	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
Incorporate the Vital Records Program into the COOP.	ORS, Security Emergency Response Program, Division of Emergency Preparedness and Coordination Performance Plans (OMA)	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
Ensure that IT systems that support critical business functions have appropriate Contingency and Disaster Recovery plans in place.	NIH Director, CIO, Deputy CIO, IC ISSOs Performance Plans (ODCIO)	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating This is an ongoing initiative that we report on quarterly for FISMA systems and is evaluated by the IG during the Annual FISMA review which is completed by Q4 of each year.

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DHHS Key Milestones: Strategic Planning (Outcome 1)					
Evaluate and update, as necessary, the HHS Enterprise IT Strategic Plan, which supports the HHS Strategic Plan mission and goals, in accordance with the HHS Strategic Plan.	PMA DHHS Proud To Be	By 1 Dec 06	On-going	Medium	This is an HHS initiative.
Review and update, as necessary, the Information Resources Management (IRM) Tactical and Performance Plan that will align with strategic plan and performance goals.	PMA DHHS Proud To Be	By 1 Dec 06	On-going	Medium	This is an HHS initiative.
DHHS Key Milestones: Enterprise Architecture (Outcome 2)					
Publish to the HHS EA website an updated release of the HHS Enterprise Architecture.	PMA DHHS Proud To Be	Quarterly (by 1 Dec 06, 15 Mar 07, 1 Jun 07, 5 Sep 07)	On-going	Medium	This is an HHS initiative.
Has an Enterprise Architecture with a score of 4 in "Completion" section and 3 in both the "Use" and "Results" sections.	PMA DHHS Proud To Be	By 15 Mar 07	On-going	Medium	Completion = 3 Use = 5 Results = 2 (Need to verify against % budget spent on IT, which could drive score higher.)
DHHS Key Milestones: CPIC (Outcome 3)					
Finalize revised CPIC/EVM processes to capitalize on the new EVM Tool.	PMA DHHS Proud To Be	By 1 Dec 06	On-going	Medium	Need to change date. Technical problems with distribution of EVM tool.
Demonstrate use of EVM variance data in IT management decision processes, including capital planning and budgeting.	PMA DHHS Proud To Be	By 1 Dec 06	On-going	Medium	This is an HHS initiative.
Resolve any remediation issues for acceptability of FY 2008 business cases.	PMA DHHS Proud To Be	By 1 Dec 06	On-going	Medium	Scorecard rating; performance rating
Eliminate reliance on omnibus annual review for quality in the FY 2009 budget cycle due to an increase in the rigor of quarterly reviews.	PMA DHHS Proud To Be	By 30 Aug 07	On-going	Medium	Scorecard rating; performance rating
100% of changes to major and tactical IT investment baselines are under IT governance control.	PMA DHHS Proud To Be	By 1 Jun 07	On-going	Medium	Scorecard rating; performance rating
Establish improved HHS ITIRB oversight over NIH CPIC processes and HHS ITIRB review of key NIH Investments.	PMA DHHS Proud To Be	By 1 Jun 07	On-going	Medium	Scorecard rating; performance rating
Formalize the CPIC/Budget formulation integration process.	PMA DHHS Proud To Be	By 1 Jun 07	On-going	Medium	Scorecard rating; performance rating

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Integrate the EVM and Portfolio Management Tools.	PMA DHHS Proud To Be	FY 2007 Qtr 4	On-going	Medium	Scorecard rating; performance rating
DHHS Key Milestones: Security and Privacy (Outcome 4)					
Provide HHS Annual FISMA Report and quarterly FISMA progress report, demonstrating all IT systems are secure, and installed in accordance with security configurations. In particular: - All systems reflected in system inventory remain fully certified and accredited; - IT systems are installed and maintained in accordance with security configurations; - At minimum 90% of applicable systems have requisite Privacy Impact Assessment conducted and posted; - At minimum 90% of systems with personally identifiable information have requisite systems of records developed and published; and - All systems retain a tested IT contingency plan.	PMA DHHS Proud To Be CIO, Deputy CIO, IC ISSOs Performance Plans	Quarterly (by 1 Dec 06, 15 Mar 07, 1 Jun 07, 5 Sep 07)	On-going	Medium	Scorecard rating; performance rating
Demonstrate 98% of all employees and contractors have received general security awareness training (FY 07 Q1 and continuing).	PMA DHHS Proud To Be NIH Director, CIO, Deputy CIO, IC ISSOs Performance Plans	Annually during the Q4 of each year.	On-going	Medium	Scorecard rating; performance rating
Demonstrate 90% of all employees and contractors identified with significant security responsibilities have received appropriate role-based training (FY 07 Q1 and continuing).	PMA DHHS Proud To Be CIO, Deputy CIO, IC ISSOs Performance Plans	Annually during the Q4 of each year.	On-going	Medium	Scorecard rating; performance rating
DHHS Key Milestones: eGov Initiatives (Outcome 5)					
Pending appropriations, approve required MOUs/MOAs with all e-gov initiatives in which HHS is a partner.	DHHS Proud To Be	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
Report status of migration to PMA e-gov solutions (milestones met and upcoming).	DHHS Proud To Be	Quarterly (by 1 Dec 06, 15 Mar 07, 1 Jun 07, 5 Sep 07)	On-going	Medium	Scorecard rating; performance rating
Provide HHS Annual E-Gov Report.	DHHS Proud To Be	By OMB Due Date	On-going	Medium	Scorecard rating; performance rating

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Other Milestones					
In accordance with OMB Federal Enterprise Architecture, NIH will ensure compliance with the DHHS Enterprise Architecture goals as directed.	CIO and Enterprise Architect Performance Plans (CIT)	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
In accordance with OMB Circular A-11, ensure that NIH has current, accurate and complete business cases for all major system investments.	CIO, Deputy CIOs, EOs, etc. Performance Plans (ODCIO)	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
In accordance with OMB Circular A-11, NIH will demonstrate appropriate planning, execution, and management of major IT investments, using EVM or operational analysis, and has portfolio performance within 10% of cost, schedule, and performance goals.	CIO, Deputy CIOs, EOs, etc. Performance Plans (ODCIO)	By 30 Sep 07	On-going	Medium	Scores impact funding via the OMB passback
Based upon recommendations from the IG, ensure adherence to the Department-wide IT security remediation process and IG rating of the Department-wide certification and accreditation process as "Satisfactory" or better.	CIO, Deputy CIO, IC ISSOs Performance Plans (ODCIO)	By 30 Sep 07	On-going	Medium	Scorecard rating; performance rating
Business Case for all major IT investments (CPIC)					
Compliant EVMS on Tier 1 projects - Submit Exhibit 300's for FY2008 planning and for OMB quality scoring criteria - Tier 1 IT projects are within 10% of cost, schedule and performance objectives	PMA HHS Stragetic Plan Objectives		On-Going	High	Scores impact funding via the OMB passback
As needed, update the Concept of Operations ("CONOPS") document to be available for 100% of "Major" IT projects	PMA HHS Stragetic Plan Objectives		On-going	Low	Scores impact funding via the OMB passback
Establish standard work breakdown structure templates	PMA		New	High	This is an HHS initiative. This line can be deleted.
IT Security & Privacy requirements					
Develop and implement close scrutiny of security measures for systems and data and effect quick resolutions to identified problems. Communicate changes and practices to CIT and customer groups to enhance security awareness NIH-wide. o Conduct vulnerability assessments of IT systems and ensure that vulnerabilities are remediated commensurate with risk. o Conduct penetration tests of all critical infrastructure systems and develop corrective action plans as appropriate. o Identify, track, and report 100% of all security incidents to HHS and conduct remediation as appropriate.	PMA HHS Stragetic Plan Objectives	By 30 Sep 07	On-going	High	The HHS IT Strategic Plan calls for OPDIV IT security programs to protect their IT infrastructure against potential threats and vulnerabilities. Protecting the security of the unique multi-platform computing environment of NIH plays a vital role in facilitating the NIH mission of uncovering knowledge that will improve public health. NIH must provide the tight controls needed to assure protection of information assets while facilitating the free flow of information so important to conducting research.

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Improve FISMA security report for FY07, resulting in zero Significant Deficiencies at NIH and a 25% reduction in prior year reportable conditions	PMA HHS Stragetic Plan Objectives	By 30 Sep 07	On-going	Medium	Compliance with FISMA will improve the overall NIH IT security posture to protect confidentiality, integrity, and availability of IT resources. A significant deficiency is defined as one that "significantly restricts the capability of the agency to carry out its mission or compromises the security of its information, information systems, personnel, or other resources, operations, or assets." (OMB A-123).
Other IT Security Initiatives					
Implement government-wide security configurations for XP and VISTA PCs to comply with OMB Memorandum M-07-11 and subsequent HHS directives	Improve computer security by reducing vulnerabilities, save money in the long term by adopting standard configurations	By 1 Feb 08	New	Medium	Instituting this initiative at NIH by Feb. 1, 2008 may require significant attention and resources in the short term because it requires that a government-wide security configuration be applied for all XP and VISTA PCs. This standard IT security baseline level will reduce the risk from threats and vulnerabilities but may require changes in how some ICs configure and manage their computers. Generally standard configurations are applied only to business and commodity systems, not scientific machines. It is unclear at this time if OMB or HHS intends this to be implemented on scientific systems. If it does apply to all systems, the impact will be higher because as a rule scientific systems are not subject to centralized management now. However, standard configuations and centralized management for all machines would improve the security of network and computers at NIH.
Encryption of all laptops and portable media and encryption of all sensitive data at rest on servers and non-portable computers to comply with OMB Memorandum M-06-16 and subsequent HHS directives	Implement appropriate safeguards for the protection of sensitive information and personally identifiable information (PII)	Laptops by March 31st, others TDB	New	Medium	Encryption of laptops will be approximately 1/2 complete by the March 31st deadline. All laptops with PII and sensitive information must be encrypted by March 31st and the remainder in the IRP are covered by an HHS extension for the Intramural Reseach Program to allow more testing and consideration for scientific machines, deadline TDB. Encryption of senstive data at rest will be an ongoing effort that will principally impact business systems that contain PII and other sensitive data (contracts, payments, tech transfer, etc). An SD subcommittee has been formed to examine the impact on the scientific community. Several waivers for scientific systems have already been submitted to HHS, no word yet on whether they have been approved.

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