

U.S. Department of Energy



E-Government Act Report

Fiscal Year 2006

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Section 1: Overview of the Department of Energy's Implementation of the Act

Department of Energy implements E-Government through:

- **The Innovative Department of Energy E-Government Applications (IDEA) Program:** In order to identify E-Government opportunities, Department of Energy (DOE) developed and implemented the Innovative Department of Energy E-Government Applications (IDEA) program. The purpose of the IDEA program is to identify new E-Government initiatives and investments. DOE originally identified nineteen initiatives as part of IDEA. Nine of these initiatives are operational, three are in progress, four are in the planning phase, and three were terminated by management decision. DOE conducts annual Strategic Portfolio Reviews to ensure the Department's existing information technology investments are in line with its strategic goals and missions, as well as to identify the next generation of E-Government investments.
- **Other E-Government Initiatives:** In addition to the Department-wide IDEA Program, DOE's program offices are focused on identifying and deploying innovative solutions leveraging technology to improve organizational efficiency, mission performance, and service to the citizen.
- **Implementation of a Robust Information Technology Governance Structure:** The Office of the Chief Information Officer (OCIO) has established an IT governance structure and process that enables sound management of all IT assets. Part of this process is to ensure that all major IT investments within the Department are justified with strong business cases that detail how these investments support the Department's overarching strategic plan, expand the Enterprise Architecture, and implement E-Government. The Department will launch an enterprise IT acquisition program that will govern Departmental IT acquisitions in accordance with SmartBUY, as well as other e-Government initiatives and Departmental cyber security and business requirements.
- **Participation in government-wide efforts:** DOE participates in sixteen of the twenty-four government-wide E-Government initiatives. The Department supports all nine of the Federal Lines of Business. DOE is currently implementing E-Government migration milestones and aligning its IT investments to the government-wide E-Government initiatives and Lines of Business, in accordance with the Department's OMB-approved E-Government Implementation plan.

Example of Participation in Government-wide Efforts:

Electronic DOE Integrated Security System (eDISS+)

Describe how the initiative is transforming agency operations. eDISS+ has transformed the DOE clearance processing function to reduce the time and costs associated with collection, processing, storing, and transfer of personnel security data for Federal staff and contractors. Furthermore, the system provides a central, complex-wide repository of personnel security data that supports access control at all DOE facilities. eDISS+ is also the basis for information submitted to the Office of Personnel Management's Clearance Verification System, linking agency data to clearance information throughout the Government. Enhancements in progress to eDISS+ will tie the existing personnel security and access control systems into a fully automated eDISS+ Case Management System. This system will link adjudicated case records and clearance information to biometric access control systems, badging databases, and human resources information systems.

Explain how your agency maintains an ongoing dialogue with interested parties to find innovative ways to use information technology for the initiative. DOE participates in the OPM Requirements Working Group for the next generation Clearance Verification System. In this forum, DOE works closely with OPM and other Federal agencies to leverage information technology in support of the eClearance initiative and to improve the overall Federal approach to clearance management. In support of component and system re-use, eDISS+ source code has been made fully available to other Federal agencies. Within DOE, the Office of Health, Safety, and Security sponsors the eDISS+ Users Group to collect best practices in clearance processing from across the complex. The eDISS+ team also conducts several training courses per year at DOE field sites. These classes provide a forum for interaction between the eDISS+ development team and personnel security specialists throughout DOE.

Identify external partners who collaborate on the initiative. eDISS+ supports the President's Management Agenda eClearance initiative by automating daily and monthly updates of clearance information to the Office of Personnel Management's Clearance Verification System for use government-wide. In addition, eDISS+ has implemented the OPM e-QIP E-Government solution and plans to deploy a third OPM module (Imaging) to achieve further process improvements and cost savings.

Identify improved performance by tracking performance measures supporting agency objectives and strategic goals. The eDISS+ team ensures performance goals of the project provide value to the agency by identifying specific system performance measures that link directly to the DOE Information Resources Management Strategic Plan as well as technical system performance measures related to availability, error rates, data quality, and system security. Through its interface and error resolution process with Clearance Verification System (CVS), eDISS+ supports more accurate and thorough clearance information within the CVS. eDISS+ also provides metrics in support of the Intelligence Reform and Terrorism Prevention Act, demonstrating the overall reduction of clearance adjudication time and supporting the goal of having 80% of cases completed within 30 days of receiving the investigation report.

Quantify the cost savings and cost avoidance achieved through implementing the initiative. By centralizing the DOE personnel security system in eDISS+, it is estimated that the Department will save or avoid \$7.6M in costs related to redundant systems development, duplication of IT infrastructure, and abatement of security threats. It is also estimated that the integration of eDISS+ with the OPM e-QIP system, an electronic version of the Questionnaire for National Security Positions, will save approximately \$500K over three years.

Describe how DOE ensures the availability of Government information and services for those without access to the Internet and for those with disabilities. Due to the classified nature of the data and functions related to eDISS+, system access is limited to appropriately cleared Federal staff and contractors. To ensure access for those with disabilities, all eDISS+ components are designed, implemented, and tested to comply with Section 508 of the Rehabilitation Act. eDISS+ user interfaces are designed around open source, browser-based standards that ensure maximum use of assistive technologies.

Section 2: Process for Determining Which Information Will Be Made Available on the Internet

This section of the report highlights the process DOE has established for determining which information will be made available on the Energy.gov website and all ancillary websites managed by the agency.

Describe the process for determining which Government information the agency intends to make available and accessible to the public on the Internet and by other means. DOE developed a 3-step process to determine what information will be made available to the public through the Internet.

Step 1 - Identify the audience. The Department determines audiences by listing and ranking who visits the agency website, who should visit the agency website, and/or who might visit the agency website.

Step 2 - Develop an inventory of information by answering questions for each audience group:

- What does this audience group want to know about this agency?
- What does this agency need to tell this audience group?

Step 3 - Review the gathered results to determine which information already exists on the website, exists in another format, but not on the website, or requires development.

Include a copy of the priorities and schedules for making your information available and accessible. Each item is then ranked using the following priorities:

- **Priority 1:** Required by law, regulation, Presidential directive or other directive, or to ensure national security
- **Priority 2:** Mission-critical and essential for program operations, but not required by law, regulation, or Presidential directive.
- **Priority 3:** Frequently requested information or services that would improve organization business processes and/or customer service to the public.
- **Priority 4:** Other information

Explain how and when such final determinations, priorities, and schedules were available for public notice and comment. The priorities and schedules for the agency website were posted to www.energy.gov for public comment. The priorities and schedules for the Department's Program Office websites were made available for

public comment by the statutory December 17, 2004 due date. DOE has not received any public comments to date. However, the public are still encouraged to provide any comments they may have in the future.

Provide a link where final determinations, priorities, and schedules can be found on your principle federal agency public website. The priorities and schedules for the agency website are posted to <http://www.energy.gov/webpolicies.htm>.

Identify progress to date for permitting searching of all files intended for public use on the website, displaying search results in order of relevancy to search criteria, and providing response times appropriately equivalent to industry best practices. DOE redesigned the departmental website to improve usability and access to information. As part of this project, implementation of a Google Search Appliance permits searching all of DOE's websites and allows the search results to be displayed in order of relevancy to the search criteria. The new site and search capability were launched January 11, 2006.

Section 3: Process for How Information Dissemination Activities are Coordinated with FOIA Operations

In accordance with Executive Order 13392, "Improving Agency Disclosure of Information," the Department of Energy issued its Freedom of Information Agency Improvement Plan in June 2006. The agency plan was developed by a Task Force appointed by the Chief FOIA Officer at the Department. The Task Force, which was chaired by the Headquarters Freedom of Information Act (FOIA) Officer, included representatives from the Office of Management, Office of General Counsel, Office of Hearings and Appeals, Office of Security and Safety Performance Assurance, Office of Chief Information Officer, National Nuclear Security Administration (NNSA), NNSA Service Center Albuquerque, and the Oak Ridge Operations Office. The agency plan focuses on increasing awareness and knowledge of FOIA requirements among DOE program and contractor personnel; improving the processing of FOIA requests and reducing the agency backlog; improving communications with FOIA requesters; and providing greater consistency in content and presentation on DOE websites about the FOIA program and the type of information available through web sites.

To accomplish these goals, DOE focused the agency plan for Fiscal Year 2006 and Fiscal Year 2007 on six improvement areas. These areas are training, processing of requests, communication with requesters, backlog reduction, electronic FOIA requests, and overall web improvements. In implementing the plan, the Department seeks to provide more timely responses to FOIA requesters and to make more information available to the public. In accordance with the FOIA, DOE makes certain documents available through its reading rooms at DOE Headquarters and in the field. These electronic reading rooms are accessed through the FOIA web pages of the Department. For example, on the FOIA web page for DOE Headquarters, the electronic reading room maintains the "a(2)" documents required by the FOIA. A search for particular "a(2)" documents can be conducted by category of records or a full text search.

To improve the FOIA web pages and to provide greater consistency in the electronic FOIA Reading Rooms, DOE will issue guidance in December 2006 on the types of documents that should be maintained in the electronic FOIA reading rooms. In addition, DOE has initiated an effort to link all of the FOIA web pages that maintain electronic reading rooms. This will increase the public's awareness of the information available at the various DOE FOIA Reading Rooms, and permit the public to access more easily information at other electronic FOIA Reading Rooms maintained by the Department. To facilitate access to documents that are not available through the Internet, the Department also is developing a standard electronic FOIA request form that will be placed on DOE FOIA web pages. The electronic form will help DOE obtain the necessary information from a requester to comply with the requirements of a proper FOIA request. This also will permit timely processing of the request.

Provide a link where the agency's Information Resources Management (IRM) Strategic Plan and FOIA Improvement Plan can be found on your principle federal agency public website.

The Information Resources Management (IRM) Strategic Plan is posted to http://cio.doe.gov/Publications/DOE_IRM_Strategic_Plan_2005_2007.pdf. The FOIA Improvement Plan is posted to <http://www.mbe.doe.gov/execsec/FOIAPlan.pdf>.

Describe specifically how you are fulfilling your responsibilities under three provisions of the Act.

Section 207(d), "Categorizing of Information" and Section 207(e), "Public Access to Electronic Information"

As discussed above, both the DOE agency website and the FOIA website have been improved to provide better access to the public. One aspect of these improvements has been the addition of electronic search capabilities that are capable of both record category and full text searches.

[Section 207\(g\), "Access to Federally Funded Research and Development"](#)

The DOE Office of Scientific and Technical Information (OSTI) has established an electronic Information Bridge website that is publicly available and contains a specific link to Science.gov. The Bridge contains documentation on DOE Federally-funded scientific research that is categorized, searchable and consistent with legislative requirements.

OSTI staff participated in the development of Science.gov. Science.gov was developed by an interagency working group comprised of seventeen scientific and technical information organizations from twelve major science agencies to enhance access to science information. These participating agencies are committed to the information needs of the citizen, including science professionals, students, educators, business entrepreneurs, and members of the public with an interest in science.