

U.S. Department of Energy



E-Government Act Report

Fiscal Year 2009

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Section I: Transparency, Engagement, and Innovation

1. *Describe major transparency initiatives undertaken in the past year and major transparency initiatives planned for the coming year;*

The Department of Energy (DOE) has undertaken two major transparency initiatives:

The Open Energy Information Platform (www.openEI.org) - As part of our efforts to promote clean energy technologies nationally and globally, DOE has launched an open-source platform that will make DOE resources and open energy data widely available to the public. In coordination with the National Laboratories, DOE will open access to a collection of energy technology information that is free, editable and evolving that can be used by government officials, the private sector, project developers and others to help deploy clean energy technologies across the country and around the world.

National Assets Program - DOE is contributing various tools and data sets for the National Assets program (<http://www.data.gov/list/nationalassets>) being undertaken by a group of six departments and agencies across the federal government. This information will help innovators find the information they need and receive real-time updates, which can fuel entrepreneurial momentum, create new jobs, and strengthen economic growth.

2. *Do you have an innovation you would like to share with the public and the Federal workforce on the Innovations Gallery?*

DOE would like to share the following link with the public and the Federal workforce:

- http://en.openei.org/wiki/Main_Page

3. *How many data sets does your agency have on data.gov?*

DOE has published 27 data sets on data.gov.

4. *Describe your progress in complying with OMB requirements to post all spending data on usaspending.gov;*

In FY 2009, DOE continued to report the data to USASpending.gov for Contracts and Financial Assistance data as described further below. This is in accordance with OMB Directive M-08-12 issued March 6, 2008, which was replaced by Directive M-09-19 issued June 1, 2009.

DOE reports **Contract** data directly to Federal Procurement Data System (FPDS), which then provides the data to USASpending.gov. DOE reports the Program Source data for the contracts directly to USASpending.gov.

DOE reports **Financial Assistance** (Grants, loans, and other assistance) data directly to USASpending.gov. Data reported is consistent with the reporting format submitted to the Federal Assistance Award Database System (FAADS), for all financial assistance, with additional data elements required by the Transparency Act.

Prior to June 1, 2009, submissions to USASpending.gov were submitted monthly. Since June 1, 2009, submissions are submitted bi-monthly.

In FY 2009, DOE has continued to meet the USASpending.gov reporting deadlines.

5. *What tools is your agency using to advance citizen participation and engagement? Cite examples of how the agency has used citizen feedback*

DOE is utilizing new media tools to engage citizens and garner their feedback. Social media sites such as Facebook and YouTube have allowed the Department to connect directly with the public at little to no cost to the American taxpayer. The Department uses the medium to keep citizens abreast of our actions, highlight success stories and solicit citizen ideas on subjects such as energy efficiency. The best citizen-submitted suggestions are occasionally elevated within the Department or cited in future projects. DOE is actively working towards expanding this engagement in the coming year.

6. *Is your agency currently meeting all reporting requirements of M-09-19?¹ If not, what are your plans for becoming compliant?*

Yes, DOE is currently meeting all reporting requirements of M-09-19.

¹ OMB Memorandum M-09-19, "Guidance on Data Submission under the Federal Funding Accountability and Transparency Act (FFATA)," See: http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-19.pdf

Section II: Information & Information Technology Management

1. *How has the IT Dashboard impacted the investment management process at your agency?*

Prior to the implementation of the IT Dashboard process, DOE had implemented a Control Review process for collecting and reviewing cost, schedule, performance, security, project management qualification levels and earned value management compliance data for its major IT investments on a quarterly basis. The information was reported to the Department's Senior IT Management Governing Body [the IT Council (ITC)] for review. Select investments were required to report this information on a monthly basis, based on the level of requested development, modernization, and enhancement funding.

With the implementation of the monthly reporting requirement under OMB's IT Dashboard, all major investments are required to report project performance data on a monthly basis to the Chief Information Officer (CIO) for review and evaluation. Since the majority of the information requested by the Quarterly Control Review is now being requested by the IT Dashboard, the OCIO has combined the two processes. The monthly IT Dashboard data is compiled for the quarterly analysis, and presented to the ITC. The IT Dashboard allows the CIO and senior management to obtain investment performance data (i.e., cost, schedule, performance, acquisition, project manager qualification, risk management, etc.) on a more frequent basis to support IT decision making and oversight.

2. *Describe your agency's efforts in complying with reporting requirements for the IT Dashboard;*

DOE has implemented a process to track, monitor, and report IT Dashboard data for all major IT investments. Programs and Staff Offices (PSOs) with major IT investments must report information for select data fields on a monthly basis in the Electronic Capital Planning Investment Control (eCPIC) system by the tenth day of each month. The OCIO developed a module within eCPIC to collect the data to meet OMB reporting requirements.

Upon receiving the monthly data, the OCIO conducts an assessment of the investments' performance, provides comments and feedback to the PSO, and resolves any data issues with the PSO. The OCIO developed an automated scoring process in Excel to assist with the investment rating process and replicate OMB's scoring process to forecast monthly investment scores.

Once the data is finalized and the CIO has assigned a CIO Evaluation score to each major investment, the updated information is manually entered into the IT Dashboard website and submitted to OMB.

3. *Describe the process your agency is using to apply CIO Evaluations for your major IT investments;*

The Department's CIO Evaluation criteria are based on the criteria originally presented in the OMB's IT Dashboard guidance. The OCIO evaluates each investment against the following weighted factors:

- **Risk Management (25%):** Assesses the current process for identifying, prioritizing and managing risks on a regular and on-going basis. Evaluates whether an investment has updated its risk management plan within the past year, identified and prioritized risks, and developed mitigation plans to manage risks.
- **Requirements Management (15%):** Assesses the current process for developing and involving stakeholders in the requirements management process. Evaluates whether or not stakeholders participated in developing requirements and approved the final requirements.
- **Contractor Oversight (25%):** Assesses the level of government oversight of contractor performance. Determines how frequently Earned Value Management System (EVMS) reports, status reports and/or risk logs are submitted to the government project manager for review.
- **Historical Performance (25%):** Assesses the investment's overall scores from the prior year's quarterly Control Reviews. (Control Reviews assess cost, schedule, performance, security,

project manager qualification levels, and earned value management compliance.) Determines whether or not investment performance has met acceptable criteria for each of these categories on a quarterly basis.

- **Human Capital: Project Management Qualification (10%):** Assesses whether an investment has identified a project manager who meets the project management qualification levels as defined in the DOE Project Manager Qualification requirements.

All major investments are required to provide information on a monthly basis for each of these criteria. The OCIO then evaluates this information and assigns a CIO Evaluation score based on the data provided, as well as additional information about the investment that is available to the CIO. Each investment is scored and the appropriate Program and Staff Office is notified of the investment's rating for the month before finalizing the inputs to the IT Dashboard.

In addition, when field sites submit their monthly data, Program and Staff Offices are asked to self-assess their investments and provide any comments or corrective actions that might be planned to address any items.

4. *Provide your agency's Information Resources Management (IRM) Strategic Plan and EA Transition Plan;*

DOE's Information Resources Management (IRM) Strategic Plan is posted to:

- [http://www.cio.energy.gov/documents/Microsoft_Word_-_FINAL_DOE_IRM_Strategic_Plan_2009-2011_090808\(1\).pdf](http://www.cio.energy.gov/documents/Microsoft_Word_-_FINAL_DOE_IRM_Strategic_Plan_2009-2011_090808(1).pdf)

DOE's EA Transition Plan is posted to:

- <http://www.cio.energy.gov/enterprise-architecture.htm>

5. *Outline the progress of integrating the Enterprise Architecture and the Capital Planning and Investment Control processes and policies;*

In December 2008, the OCIO revised *DOE Order 200.1A: Information Technology Management*. The Order provides guidance for implementing a Department-wide Enterprise Architecture (EA) that supports mission needs and provides business value through collaboration among Departmental elements. The Order defines the objectives, components and responsibilities for integrating EA and CPIC processes across the Department to ensure the effective management of information and information systems.

The Department's EA governance process embraces the architect, invest, implement approach to program and performance improvement. Through the Federal Segment Architecture Methodology (FSAM) and EA Segment Reports, DOE has aligned its entire IT portfolio to segment architectures. This has assisted with integrating investment performance into segment performance.

The Department has also utilized the segment architecture work in the investment review process. With the Exhibit 53, DOE reviewed its data to ensure architecture and CPIC processes aligned investments in the same way. Through the CPIC process, DOE reviewed investments to ensure the primary business function that the segment aligns to was represented through the segment architecture work.

In addition, the entire IT portfolio is represented in the Department's EA Transition Plan. This plan incorporates the investments and funding amounts required to transition the as-is architecture to the target architecture.

6. *Provide the status and maturity of your modernization roadmap (segment architecture) activity including use by major programs and alignment on shared target architectures;*

Through the EA governance processes, the Department has identified the segments that represent all of DOE's business areas. The OCIO has created a baseline segment architecture for nine segments and has developed more in-depth segments for five of the nine segments. In addition, the OCIO has developed a plan to move forward with maturing the remaining segments. As part of the maturation process, DOE is reassessing, based on new Departmental mandates and strategic direction, segments

that should be matured to move towards achieving DOE's strategic goals. Upon completing the segment prioritization process, the Department will continue to mature its segments.

7. *For each E-Gov initiative, provide the final determinations, priorities, and schedules. Also include your agency's information dissemination product catalogs, directories, inventories, and any other management tools used to improve the dissemination of and access to your agency's information to the public.*

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

- <http://www.energy.gov/webpolicies.htm>
- <http://cio.energy.gov/publications/web.htm>
- http://cio.energy.gov/policy-guidance/federal_regulations.htm
- <http://cio.energy.gov/policy-guidance/guidance.htm>
- http://cio.energy.gov/policy-guidance/omb_requirements.htm
- <http://www.osti.gov>
- http://management.energy.gov/foia_pa.htm

8. *Provide your agency's Freedom of Information Act (FOIA) handbook, the link of your agency's primary FOIA website, and the website link where frequent requests for records are made available to the public;*

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

- http://management.energy.gov/foia_pa.htm
- http://management.energy.gov/FOIA/freq_req_docs.htm

9. *Describe in brief your agency efforts to comply with Section 508 in regards to information management;*

The Office of the Chief Information Officer is responsible for promoting and providing Information Technology (IT) Services DOE-wide to persons regardless of disability, and providing Section 508 Compliance Assistance and Guidance where appropriate.

To date, the OCIO has established a designated Agency Overall Section 508 Coordinator responsible for providing a lead role in responding to ad hoc Section 508 requests and in establishing overall 508 Program implementation strategy. Recent efforts in bringing IT Field Sites and Headquarters under one DOE IT umbrella will enhance efforts necessary in establishing full Section 508 Compliance. Though DOE has experienced success, there have been challenges including enhancing current Policy, establishing DOE specific 508 Guidance, and establishing agreed and necessary funding. In an effort to meet this requirement, DOE must work closely with the established Section 508 Charter Working Group responsible for working with Headquarters and Field Site IT Management in meeting what is anticipated to be a larger scale effort necessary in ensuring full compliance.

10. *Provide a list of your agency's public websites disseminating research and development (R&D) information to the public, and whether or not each website provides the public information about federally funded R&D activities and/or provides the results of Federal research²;*

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

- <http://www.osti.gov>: Provides links to several resources containing the results of Federal research as well as information about R&D projects
- <http://www.scienceaccelerator.gov>: A single-query portal to a range of DOE R&D databases that OSTI maintains

² Your report does not need to address this area if your agency does not fund Federal (R&D) activities.

11. *Provide an inventory of formal agency agreements (e.g., contracts, memorandum of understanding, partnerships) with external entities (e.g. partnerships with State and local governments, public libraries, industry and commercial search engines) complementing your agency's information dissemination program, with a brief explanation of how each agreement improves the access to and dissemination of government information to the public; and*

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

- <http://www.osti.gov/alliances>

12. *Provide an inventory that describes your agency's NARA-approved records schedules(s) or the link to the publicly-posted records schedules(s), and a brief explanation of your agency's progress to implement NARA Bulletin 2006-2. For the brief explanation please report the number of systems for which a record schedule was submitted to NARA in FY 2008 and the number of systems still requiring records schedules.³*

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

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

DOE has implemented NARA Bulletin 2006-02 completely, and NARA has approved records schedules for all but two DOE electronic information systems. DOE has submitted schedules to NARA for those two systems, and NARA's approval is pending. DOE did not submit any schedules for electronic systems to NARA in FY 2008.

³ See the National Archives and Records Administration's Bulletin 2006-02 "NARA Guidance for Implementing Section 207(e) of the E-Government Act of 2002," at <http://www.archives.gov/records-mgmt/bulletins/2006/2006-02.html>

Section III: Implementation of E-Government Initiatives

The Integrated Management (iManage) initiative was identified to support the requirements defined in the instructional memorandum supporting the annual E-Government Act report as required by the E-Government Act of 2002 (P.L. No. 107-347) (Act). This initiative was chosen based on the following criteria: a non-Presidential E-Government initiative or line of business that does not repeat any initiatives described in previous E-Government Act reports.

1. Describe the initiative, the methodology for identification of the initiative, and how the initiative is transforming agency operations;

iManage, launched in 2003, is unifying disparate corporate financial and business systems into one architecture sharing common data. Redundancies and discrepancies are eliminated by completing the replacement of multiple, stand-alone corporate business management systems maintained by DOE staff and program offices with a single integrated DOE umbrella system.

When fully implemented, iManage will support the accomplishment of DOE's Strategic Plan theme "Management Excellence" by standardizing and integrating administrative systems/processes throughout DOE. iManage is the Department's risk adjusted solution for managing enterprise-wide systems initiatives to achieve improved financial and business efficiencies, integrate budget and performance, improve decision making, enhance security posture, and expand transparent electronic government capabilities in support of Presidential priorities. The iManage vision is "connecting our people", "simplifying our work" and "liberating our data". The iManage Program incorporates enterprise-wide DOE projects from the Office of the Chief Financial Officer, Office of Human Capital Management, and Office of Management.

The core subsystems or projects of the iManage program define the scope:

- CHRIS: The Corporate Human Resource Information System is the human-resources component of iManage. CHRIS is operational and supports human resource information and processing, and is the official system of record for employee information.
- STARS: The Standard Accounting and Reporting System is the financial management component of iManage. STARS provides a comprehensive, and responsive financial management system that is the foundation for linking budget formulation, budget execution, accounting, financial reporting, cost accounting, and performance measurement.
- IDW/iPortal: The iManage Data Warehouse component is the enterprise-reporting facility for iManage. IDW migrates critical information from multiple systems, such as human resources, payroll, procurement, and financial management. This data is then aggregated and summarized to provide mission critical reporting and query capability. The IDW provides a single point for reporting. The iPortal aspects are improving the user interface via a paradigm shift to a desk-top Portal concept that connects DOE's people, simplifies the work and liberates the data.
- STRIPES: The Strategic Integrated Procurement Enterprise System initiative is the procurement component of the iManage program, and encompasses both acquisition and financial assistance actions.
- iBudget: iBudget is the budget formulation and execution component of iManage. As it replaces legacy systems, iBudget will standardize budget formulation and streamline execution processes, integrate and consolidate budget and performance data and support the preparation of the annual budget submission to OMB as well as the budget execution of appropriated funds.

2. *Quantify the cost savings and cost avoidance achieved through implementing the initiative (e.g. reducing or eliminating other investments in information technology);⁴*

Realized and projected Cost savings and cost avoidances are:

For BY 2008 and in accordance with the capability area of OMB's FEA (*Federal Enterprise Architecture Program EA Assessment Framework 2.2, October 2007, page 22*), the Business Support Services (BSS) Segment, which incorporates iManage has documented results in performance improvement and cost savings/cost avoidance. This has occurred as iManage projects have progressed through their respective life cycles. As an example, documented in the BY 2008 iManage Exhibit 300, the alternative analysis section estimates a risk adjusted lifecycle intangible benefit cost reduction and/or avoidance of \$49 million.

For BY 2010 a federal quantitative benefits analysis was performed using the alternatives analysis information. This latest analysis is projecting budgeted cost savings/cost avoidance totaling \$89.86 million. The increase from FY 2008 to FY 2010 is the result of STRIPES moving to the operational aspect of its life cycle; the iPortal concept materializing; and management's final decision on the iBudget architecture. One of the Exhibit 300's yearly performance elements is tracking the reduction of administrative expenses for individual procurement actions. This reduction reported for FY 2009 has been from \$2,170 to \$347. As STRIPES has moved to operational status, both at Headquarters and field sites, over 30 redundant systems have either been replaced or are in the process of being replaced.

With the enactment of the American Recovery and Reinvestment Act came increased reporting and transparency requirements to adequately track its funding. STARS and IDW/iPortal with their open architectures were able to incorporate these reporting requirements without additional investment modifications.

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

The iManage program manager, the individual project managers, along with staff from the Project Management Office, the Office of Human Capital Management, and the Office of Management are members of the various Federal Lines of Business committees as well as other peer groups both federal and industry. The Headquarters Office of the CFO has periodic meetings of the field sites and energy laboratories' CFOs, as well as participation in the yearly Information Management Conference sponsored by the Office of the CIO. This dialogue includes conference calls, video conferences and one-on-one discussions related to all CPIC issues.

Customer surveys are an integral part of the CPIC process, and are done yearly to see what additional areas, if any, are needed, or changes in approach of current areas are warranted. FEA PRM based metrics are used to evaluate performance from the customer's perspective and obtain feedback for innovative improvements. Also periodic follow-up telephone calls are made to customers that have contacted the iManage hotline for assistance.

Periodic reviews of other agency A-11 Exhibit 300 submissions are made to look for additional innovative approaches and architectures.

Through these interfaces as well as OMB direction, the Department maintains the ongoing dialogue to find innovative ways to use information technology as it relates to the core subsystems and administrative functions supported by iManage.

⁴ Section 300 of OMB Circular A-11, "Preparation, Submission, and Execution of the Budget" provides instructions for developing baselines and calculating cost savings and cost avoidance for information technology investments (e.g., the Presidential E-Government and Lines of Business. See: http://www.whitehouse.gov/omb/circulars/a11/current_year/s300.pdf

4. *Identify improved performance (e.g., outcome measures, quantifiable business impact) by tracking performance measures supporting agency objectives and strategic goals;*

As iManage is a key element in what can be termed administrative infrastructure it supports all of the Department's goals to some extent. The main thrust of iManage is in support of Theme 5: Management Excellence, enabling the mission through sound management. The following are the key strategic goals supported by iManage:

ARRA GOAL 1 - To preserve and create jobs and promote economic recovery.

- ARRA funding has allowed increased efforts in the iManage program.

GOAL 5.2 Human Capital - Ensure that DOE's workforce is capable of meeting the challenges of the 21st Century by attracting, motivating, and retaining a highly skilled and diverse workforce to do the best job.

- CHRIS: The Corporate Human Resource Information System is the human-resources component of iManage. CHRIS is operational and supports human resource information and processing, and is the official system of record for employee information.

GOAL 5.4 Resources - Institutionalize a fully integrated resource management strategy that supports mission needs and postures the Department for continuous business process improvement.

The core subsystems or projects, listed below, of the iManage program describe the various administrative areas that have been integrated to improve Departmental performance:

- CHRIS: The Corporate Human Resource Information System is the human-resources component of iManage. CHRIS is operational and supports human resource information and processing, and is the official system of record for employee information.
- STARS: The Standard Accounting and Reporting System is the financial management component of iManage. STARS provides a comprehensive, and responsive financial management system that is the foundation for linking budget formulation, budget execution, accounting, financial reporting, cost accounting, and performance measurement.
- IDW/iPortal: The iManage Data Warehouse component is the enterprise-reporting facility for iManage. IDW migrates critical information from multiple systems, such as human resources, payroll, procurement, and financial management. This data is then aggregated and summarized to provide mission critical reporting and query capability. The IDW provides a single point for reporting. The iPortal aspects will improve the user interface via a paradigm shift to a desk-top Portal concept that connects DOE's people, simplifies the work and liberates the data.
- STRIPES: The Strategic Integrated Procurement Enterprise System initiative is the procurement component of the iManage program, and encompasses both acquisition and financial assistance actions.
- iBudget: iBudget is the budget formulation and execution component of iManage. As it replaces legacy systems, iBudget will standardize budget formulation and streamline execution processes, integrate and consolidate budget and performance data and support the preparation of the annual budget submission to OMB as well as the budget execution of appropriated funds.

5. *Explain how this initiative ensures the availability of government information and services for those without access to the Internet and for those with disabilities;*

iManage is fully 508 compliant to satisfy the access requirement for those with disabilities.

iManage and the investment applications that comprise it are for internal use by the Department, and thus have no external access that would be an availability requirement to those without access to the Internet. However, iManage has some data that ultimately is citizen centric. This data, such as STRIPES data on

procurements and CHRIS data on job opportunities, is passed to other organizations whose responsibility it is to satisfy this availability to those that lack Internet access. These organizations are responsible for providing the single governmental interface to the citizens.

6. Identify external partners (e.g. Federal, State or local agencies, industry) who collaborate on the initiative;

As mentioned, iManage interfaces to the citizens through other organizations primarily with procurement and human resource data. These organizations are responsible for providing the single governmental interface to the citizens.

The latest external partner is the Treasury Department. iManage has entered into a Memorandum of Understanding to use Treasury's Budget Formulation and Execution Module (BFEM) for the formulation aspects of DOE's iBudget project. The BFEM module will execute at the Environmental Protection Agency (EPA).

7. Explain how the project applies effective capital planning and investment control procedures;

The Office of the Chief Information (OCIO) establishes the Departmental capital planning processes and procedures. iManage is fully compliant with all OCIO established processes and procedures. iManage is also compliant with all aspects of the Departmental Order 413.3A; Program and Project Management for the Acquisition of Capital Assets, which provides project management direction for the acquisition of capital assets to insure that they are delivered on schedule, within budget, and capable of meeting mission performance.

Business justification cases were conducted on all projects within the iManage program. The latest analysis resulted in the Department aligning the iBudget project with an existing E-Gov Line of Business (LoB). This is all within the Select phase of capital planning.

iManage has received a passing mark at every OCIO quarterly control review. iManage also makes extensive use of Earned Value Management (EVM) data, performance element data, and program milestone data to effectively manage the program. Each year iManage submits and updates A-11 Exhibit 300 as part of the Departmental budget process. These aspects are within the Control phase of capital planning.

As the various projects have transitioned to operational status, they have undergone a Post Implementation Review (PIR). These reviews have resulted in all projects being approved by the Information Technology Committee, which is the governing body of Information Management investments for the Department. After transitioning and successfully completing the PIR process, the projects are incorporated into the yearly Operational Analysis (OA) processes of the iManage program. This is within the Evaluate phase of the capital planning process.

8. Describe the established business process your agency has in place for the continued ongoing process of identification of initiatives;

As part of the budget development process, the Office of the Chief Financial Officer distributes a field budget call to request budget inputs from DOE's field locations. The OCIO provides input to the budget call, indicating the timeline and high-level reporting requirements for IT investments requesting funding for the budget planning year. The OCIO then releases follow-up guidance to the CFO budget call and provides more detailed reporting guidance to the Program and Staff Offices (PSOs).

As part of the budget calls, field locations are requested to identify any new and on-going IT investments that will require funding. The field sites conduct a pre-selection to determine which investments are approved for funding, and the request is submitted to the appropriate Headquarters PSOs for final approval. The PSOs then review the requests and develop a final Program Office budget request, which is submitted to the OCIO for review and submission to OMB.

9. *Quantify the cost savings and cost avoidance achieved through implementation of new IT programs;*

As a result of the Office of the Chief Information Officer's A-76 implementation, the IT Operations Program has experienced roughly \$160M in cost savings/avoidance from inception (FY06) to date (FY09). The projected costs to perform the IT functions prior to A-76 implementation were about \$621M. Actual costs incurred were nearly \$329M.

10. *Describe your efforts to consolidate, or collaborate with other agencies, to reduce the number of Federal data centers; and*

At close of the 2009 fiscal year, DOE Office of the Chief Information Officer (OCIO) successfully shut down the Forrestal (FORS) Building data center.

This initiative has helped DOE OCIO to achieve a higher level of green IT by consolidating services from three data center locations down to two data centers. Also, DOE OCIO strives to offer our customers the highest level of service at the lowest possible cost and this helps to maintain our vision. This consolidation also positions DOE OCIO in direct compliance with federal Trusted Internet Connections (TIC) requirements (2 data entry points Germantown and Albuquerque data centers).

Likewise, iManage through its use of Treasury's BFEM application is using one of the E-Gov Line of Business service centers. This service center concept is reducing the number of Federal data centers.

11. *Describe the telework program at your agency, including your plans to increase your employees' ability to use Web 2.0 tools to work-at-a distance.*

The DOE-Flex program assumes that some office workers who would normally be spending most or all of the regular work week working at a DOE facility will now spend some portion of that work week working from home or elsewhere off site during normal working hours.

More information regarding Handbook on DOE's Flexiplace Program:

- <http://humancapital.doe.gov/resources/doeflex.pdf>

The DOE has several Remote Access Services (RAS) in place that have increased our employee's ability to work-at-a-distance. Employees are able to access email via a DOE assigned blackberry (if they have one) or Outlook Web Access (OWA). Those employees requiring access to DOE/EITS network-based resources can use Citrix, a remote access software, to access the network. If an employee is using a public computer or one on which they cannot install any software, and they need access to DOE/EITS network-based resources (e.g. my documents folder, shared drives or folders, DOEnet or internal DOE only web-based content) they can use WebVPN. For those employees who are system administrators and require access to DOE or EITS network-based resources (separate from those listed above), they can use Virtual Private Network (VPN).

More information regarding DOE Remote Access Services:

- http://www.cio.energy.gov/services/remote_access.htm

One of the objectives of iManage was to implement a state-of-the-art integrated program. One aspect of this state-of-the-art concept was web-based architecture. This web-based architecture technically supports work-at-a-distance. Those projects within the iManage program that have been implemented currently support the work-at-a-distance capability, using the OCIO secure network remote interface. With iBudget, there will be no requirement to be co-located at EPA or the Treasury Department to use BFEM. In this case, the work-at-a-distance location will be their normal office setting and making use of the secure communications capability of EPA or Treasury.