



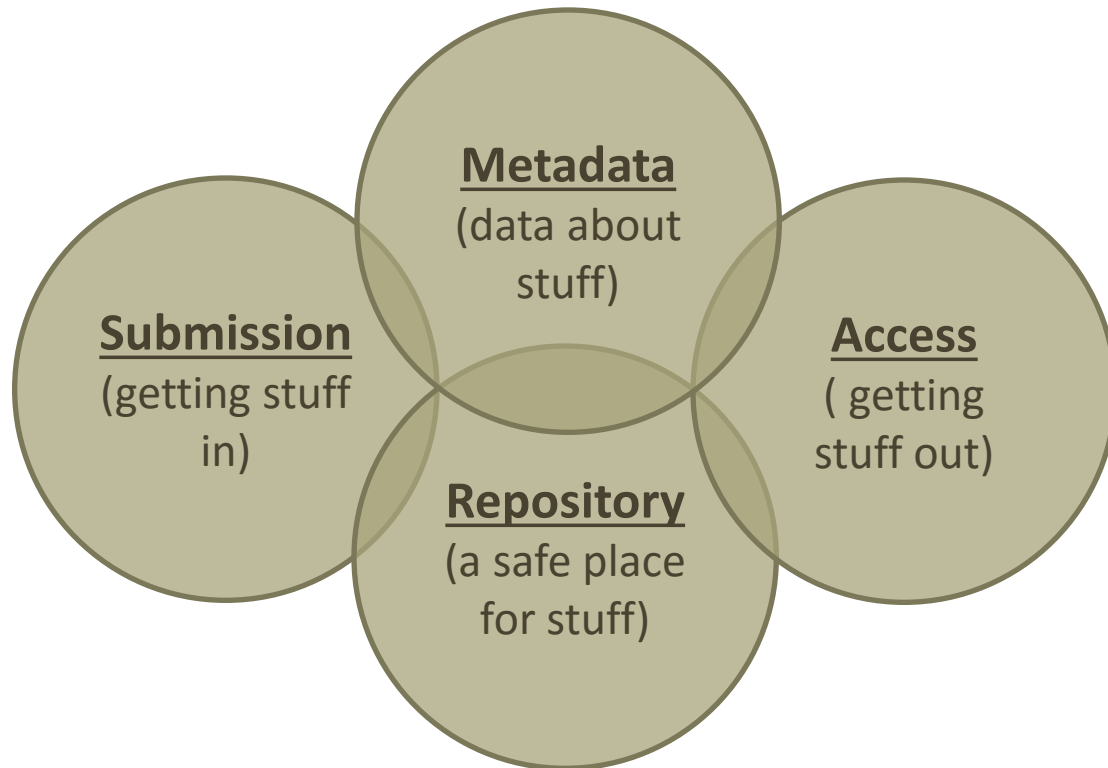
Governance and Information Management

July 8, 2013

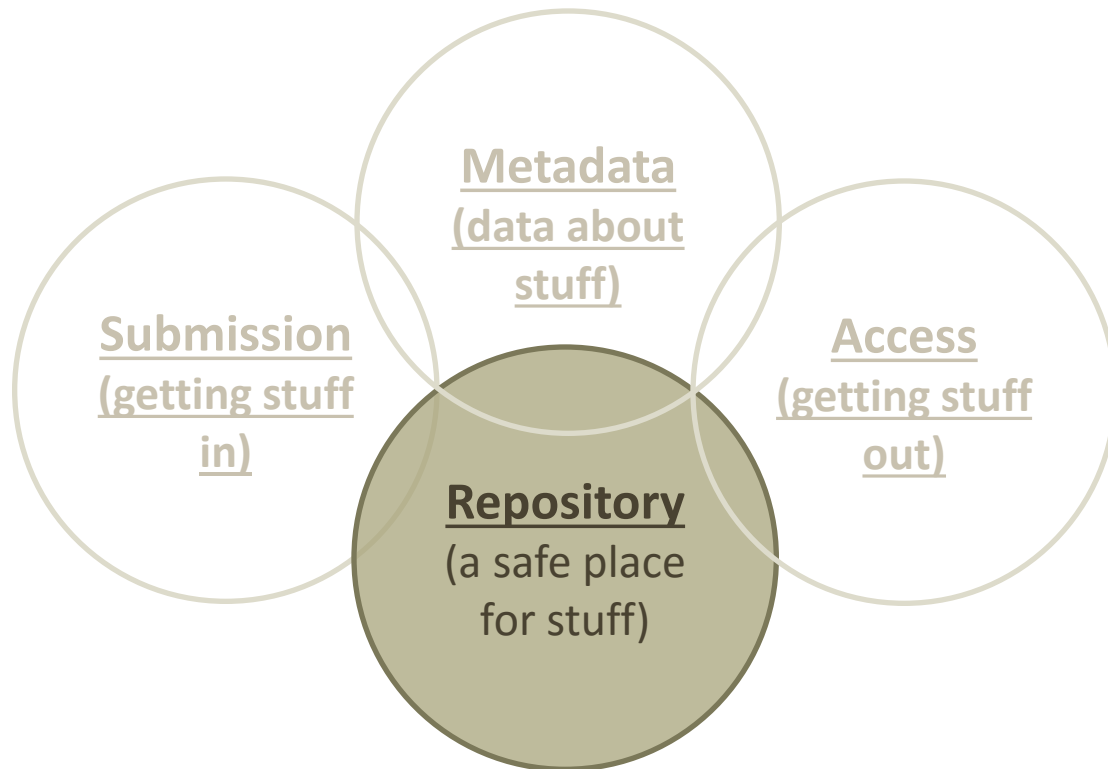
Challenges

- Establishing a trusted repository -- to store and preserve collections for the long term
- Providing access – information is widely expected to be available online
- Managing risks -- reduce data loss through digital preservation
- Being efficiency – collaborate with others

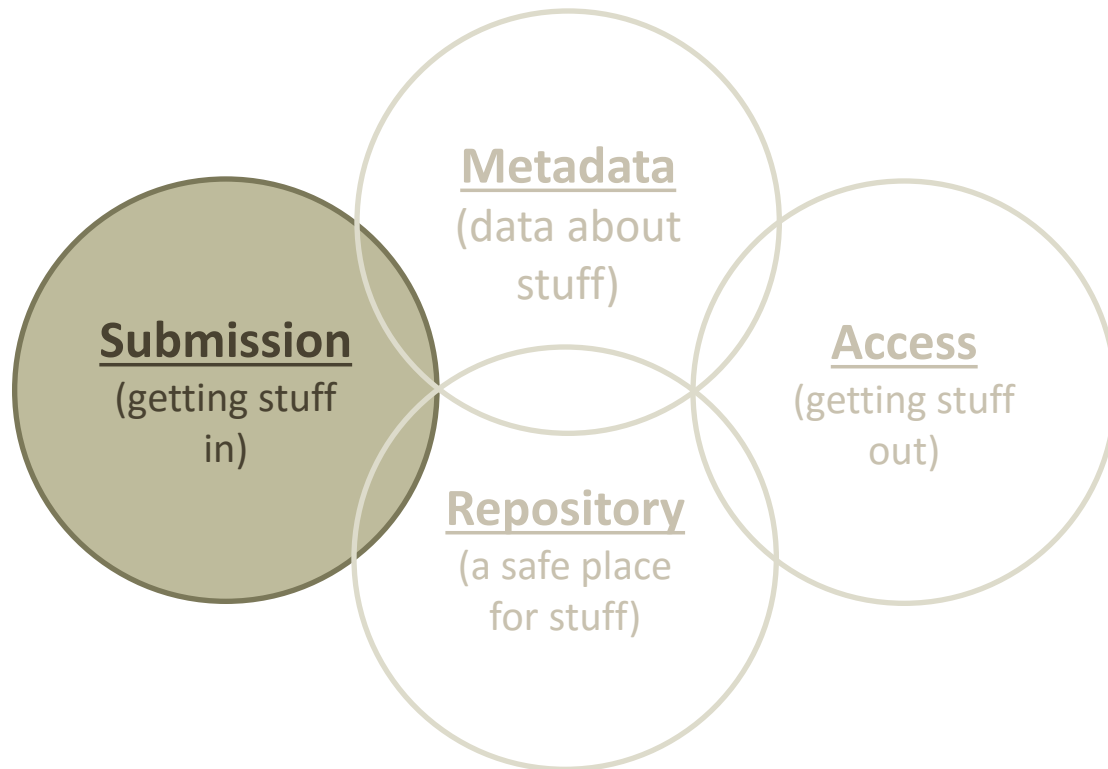
Information Management



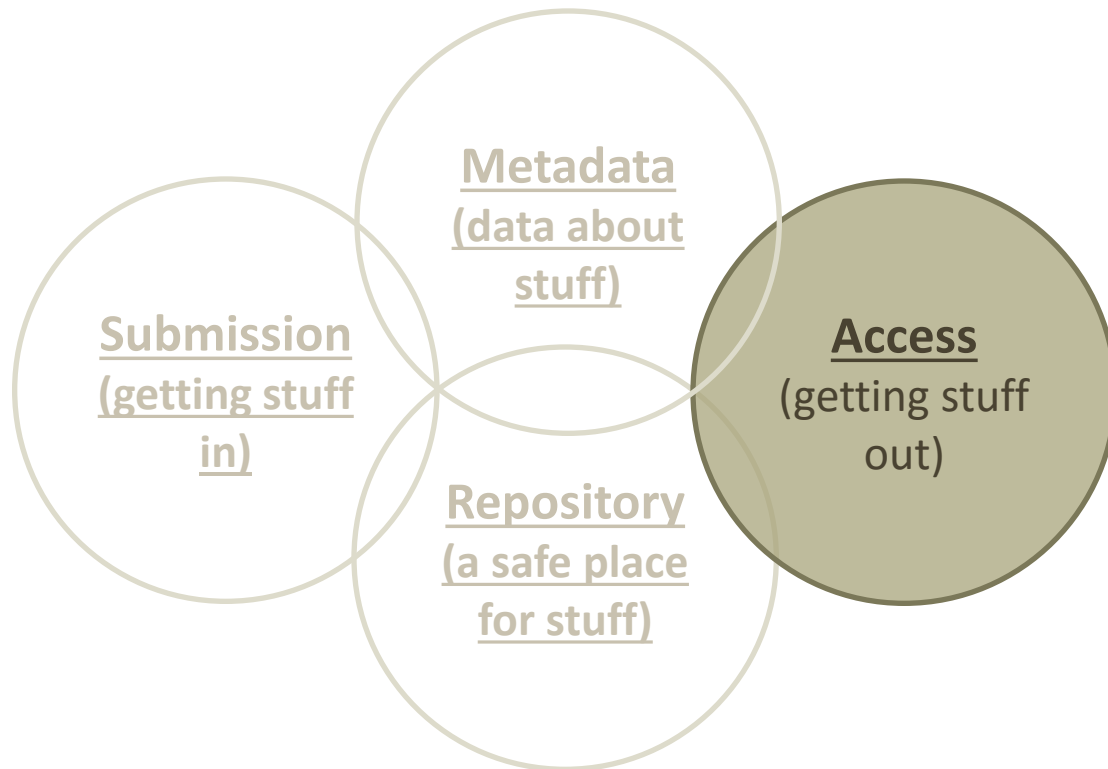
Data Repository



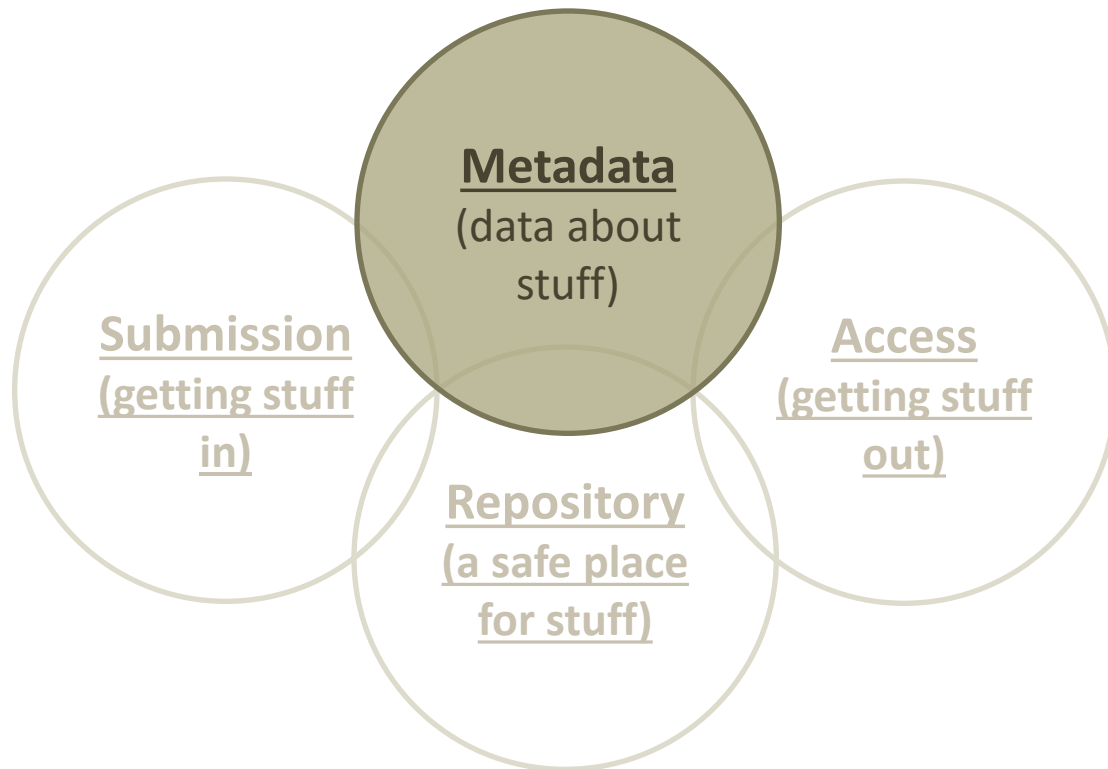
Submission



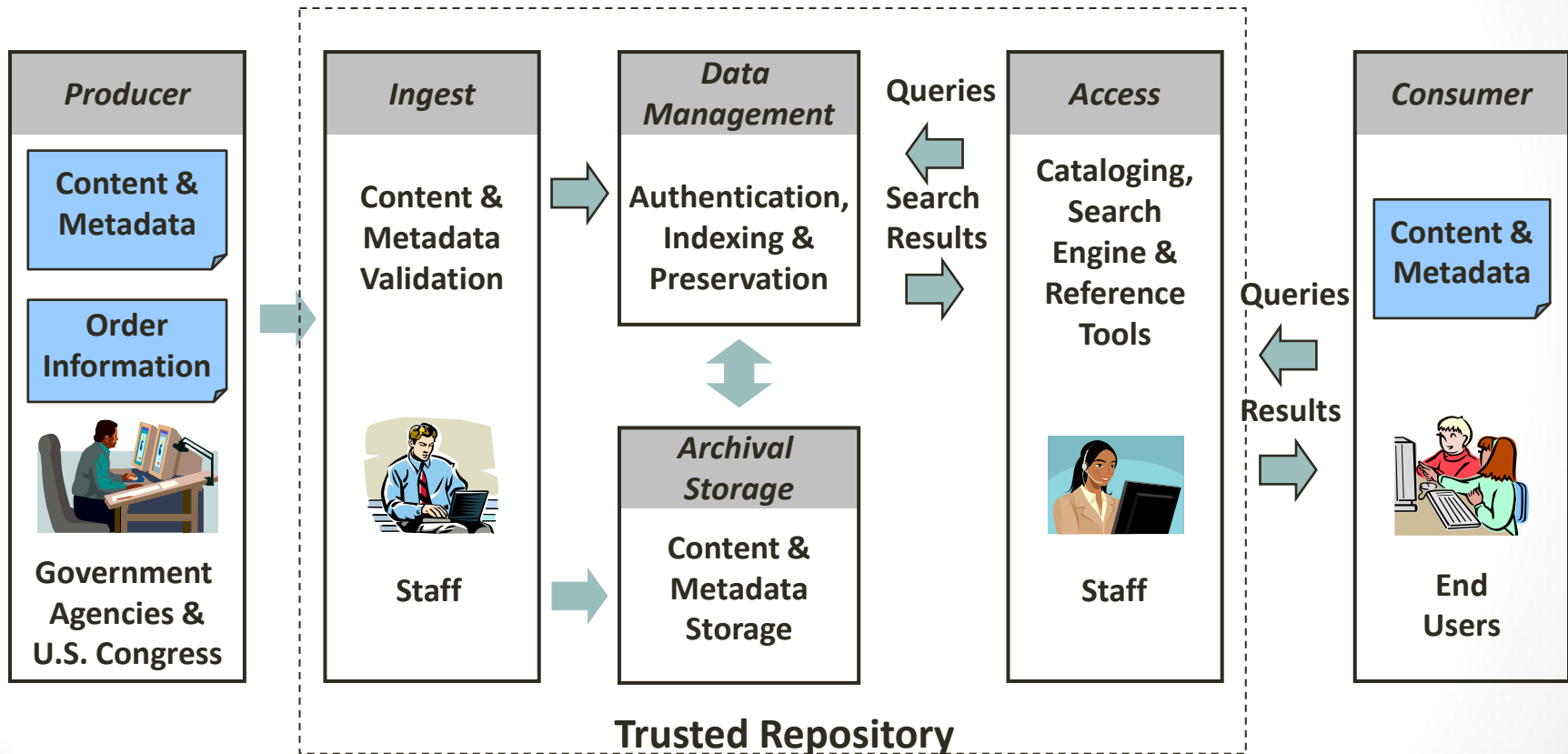
Information Management



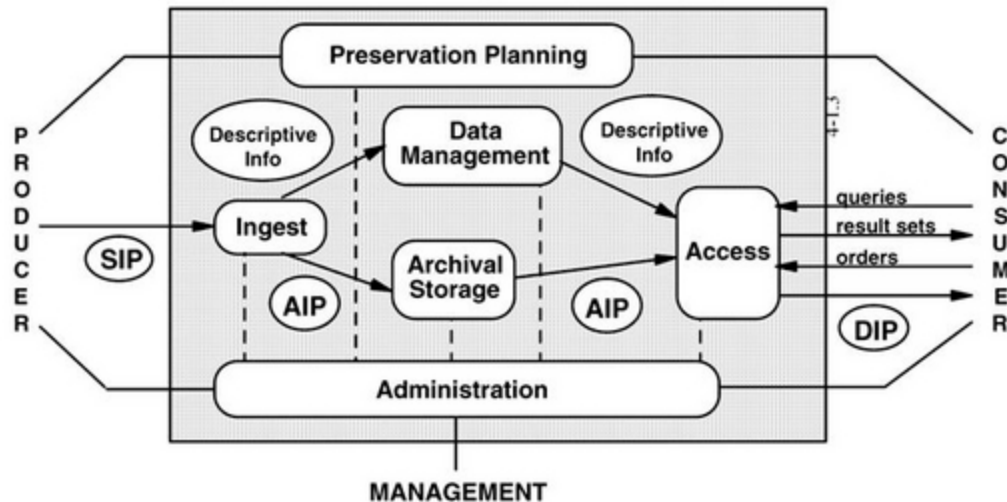
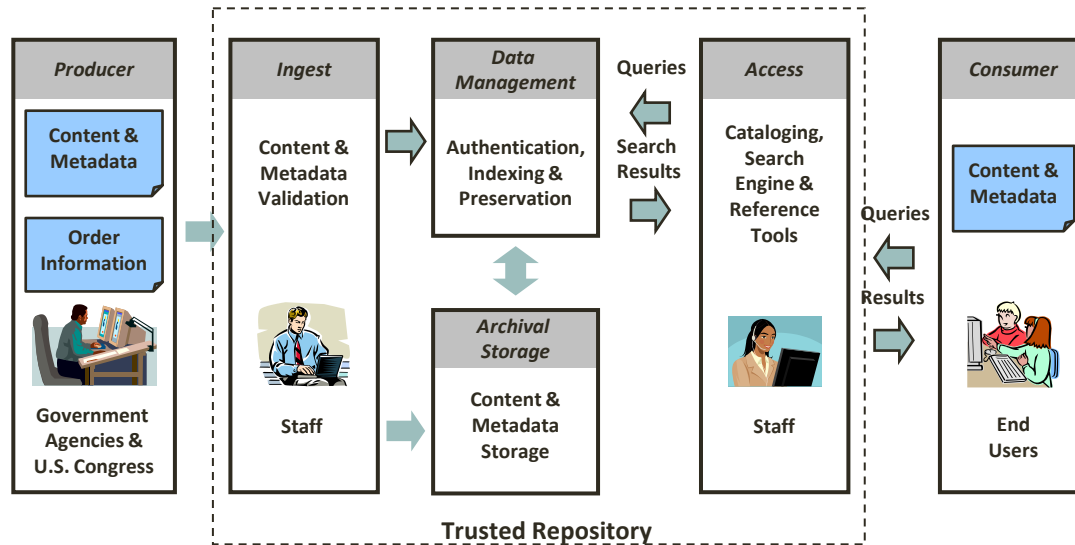
Information Management



Producers and Consumers



Relationship → OAIS

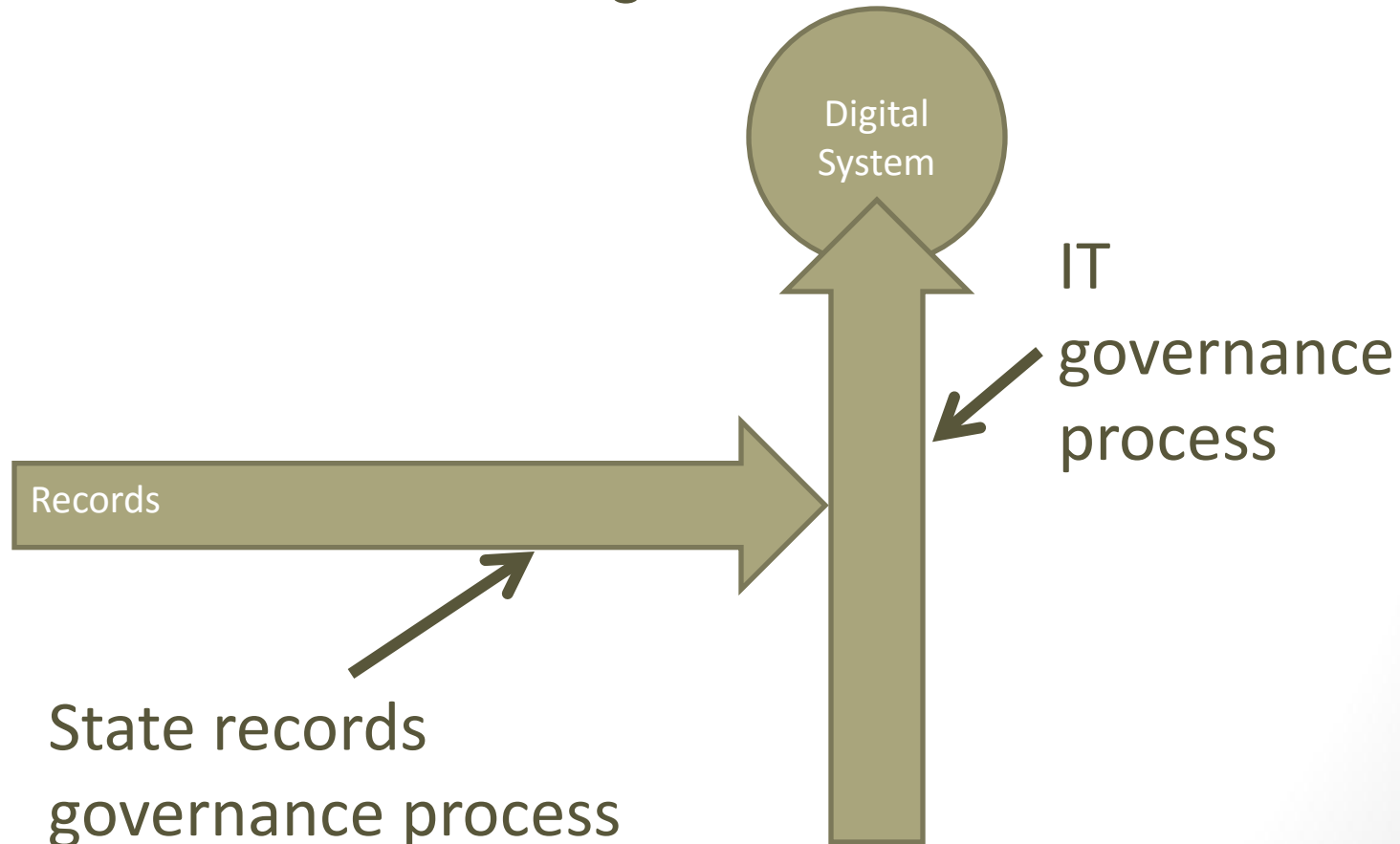


Governance

- A governance framework reflects that information and preservation requires consistency and care across entire lifecycle → this can not be achieved in isolation!
- Governance is a process by which
 - authority is assigned,
 - rules are made, and
 - these rules are enforced and modified as required.
- Thus, understanding governance requires an identification of both the rulers and the rules, as well as the various processes by which they are selected, defined.

Governance

- Two dimensions of governance to consider



State Governance Process

- Processes within a state to release records
- Potential variables and watch points
 - Record schedules
 - Legal transfer of records to an archive
 - Location of records
 - Transferred or remain at agency

IT Governance

- Maintaining the environment to manage electronic records
 - Infrastructure – on premise and/or cloud
 - Interfaces to the environment
 - Software license management
 - Application management

Question: who rules the electronic records system configuration? What is DOIT's role?

NARA's IT Governance

Steering Committee

- Reviews investment associated with projects and programs
- Ensures strategic alignment
- Approves Information Systems projects

Architecture Review

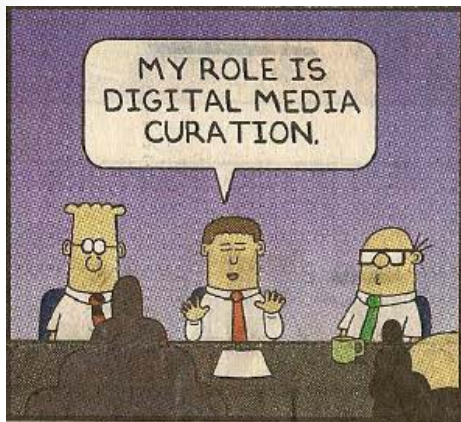
- Responsible for business architecture and technical architecture
- Manages systems and technologies throughout lifecycle

Requirements Group

- Captures and prioritizes requirements based on business needs
- Tracks progress toward delivering requirements

Project Teams

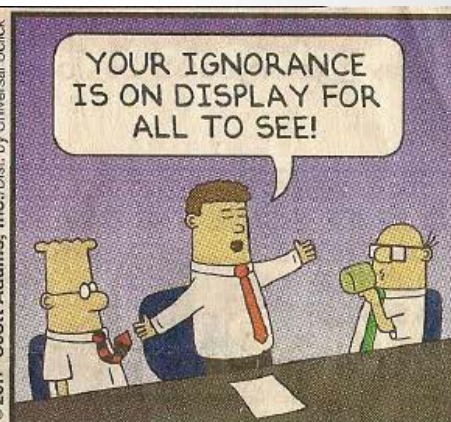
- Teams established to deliver approved projects and requirements



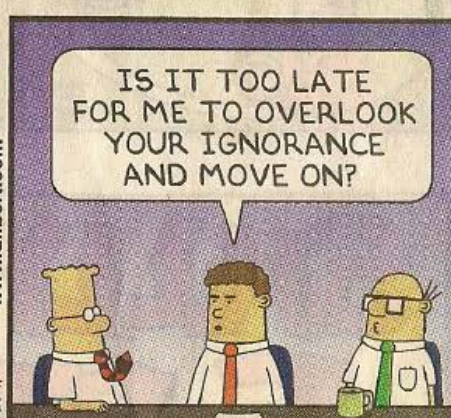
DilbertCartoonist@gmail.com



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NATIONAL
ARCHIVES

Mike Wash

michael.wash@nara.gov

301.837.1992