



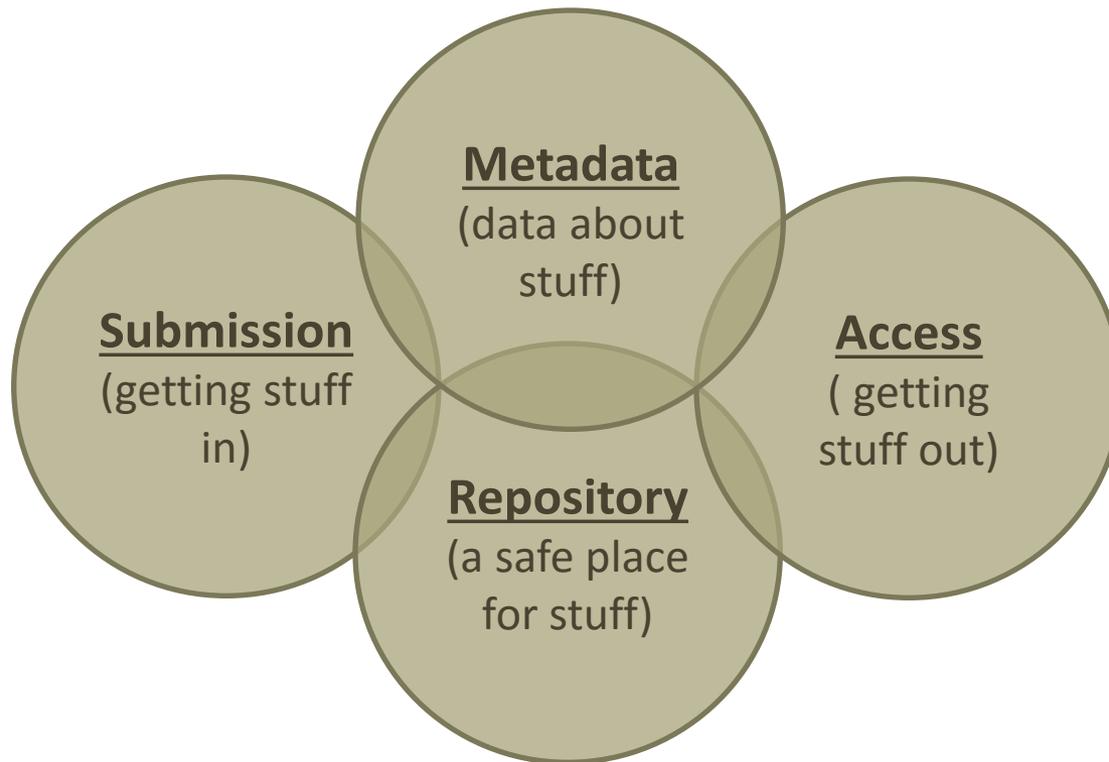
# Governance and Information Management

July 8, 2013

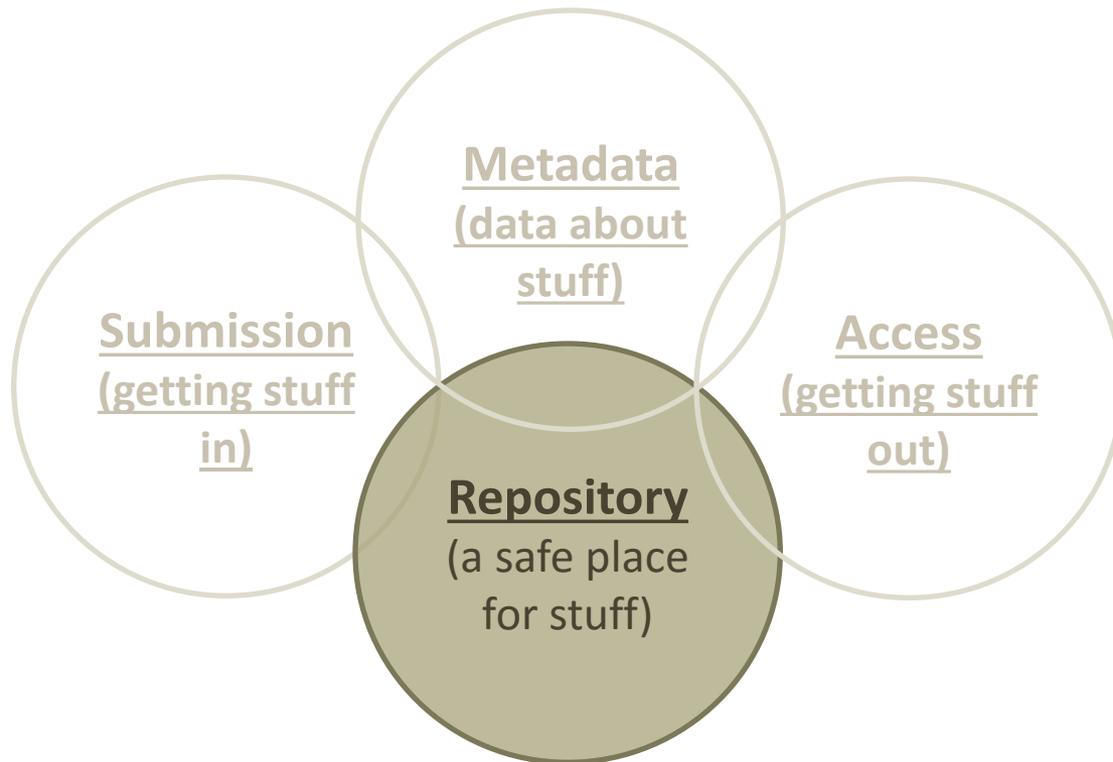
# Challenges

- 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

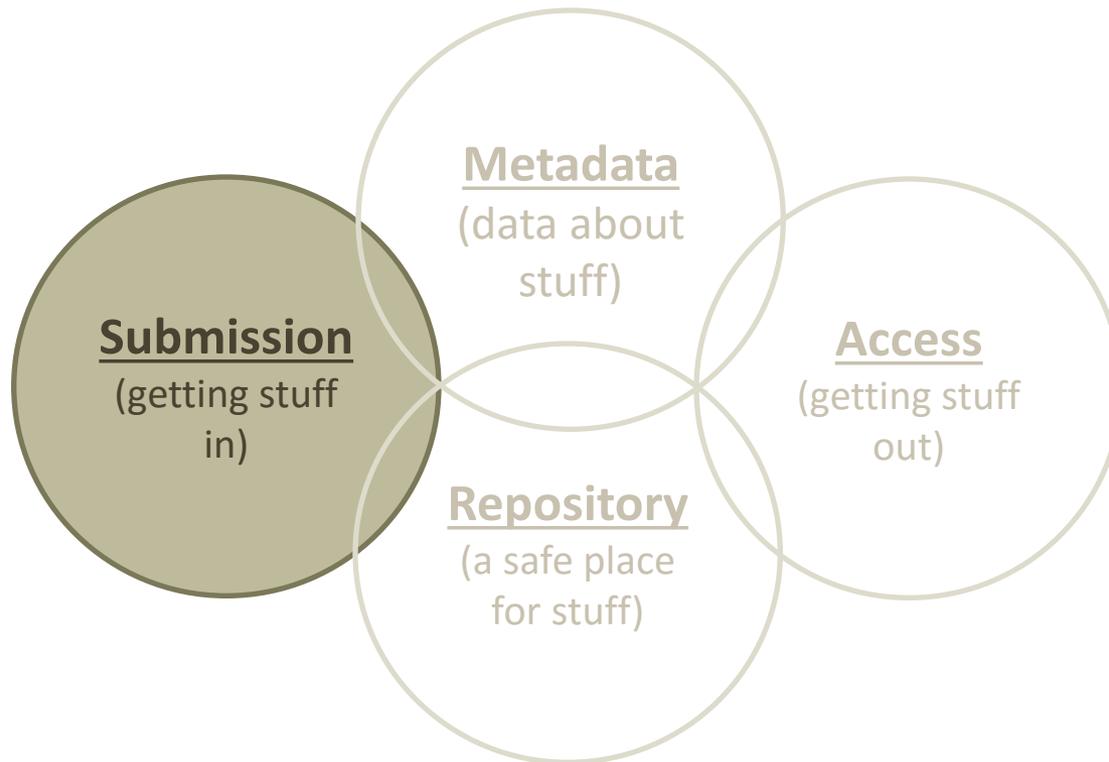
# Information Management



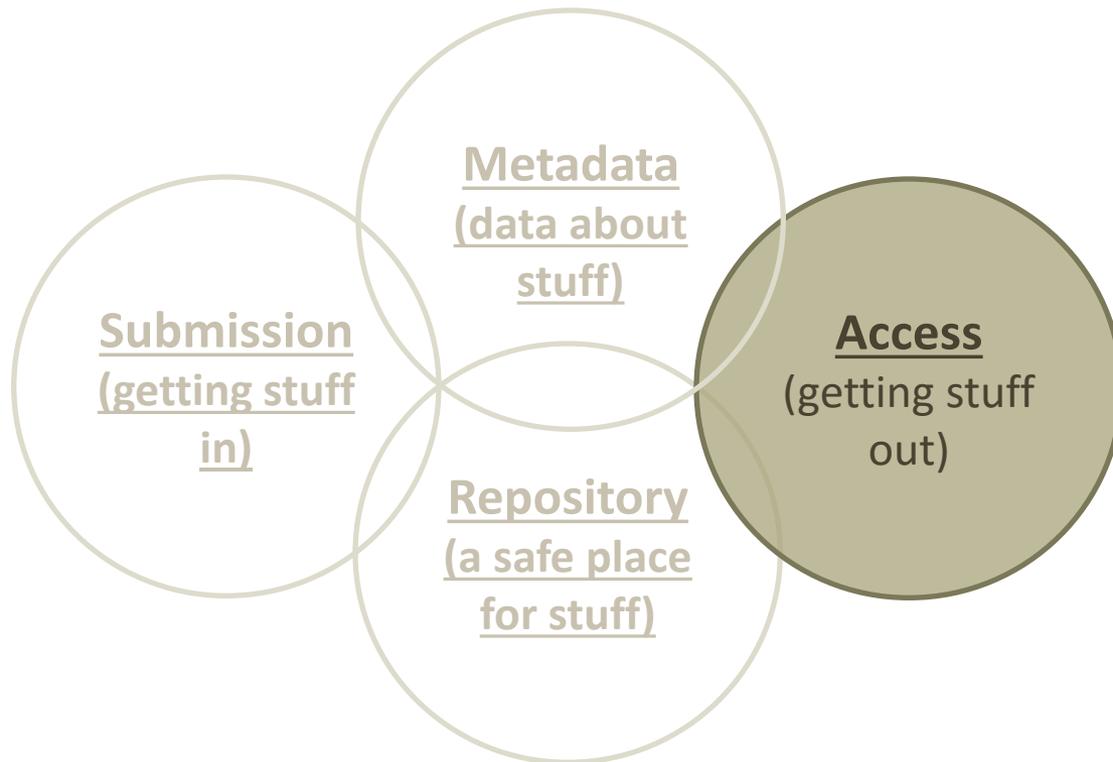
# Data Repository



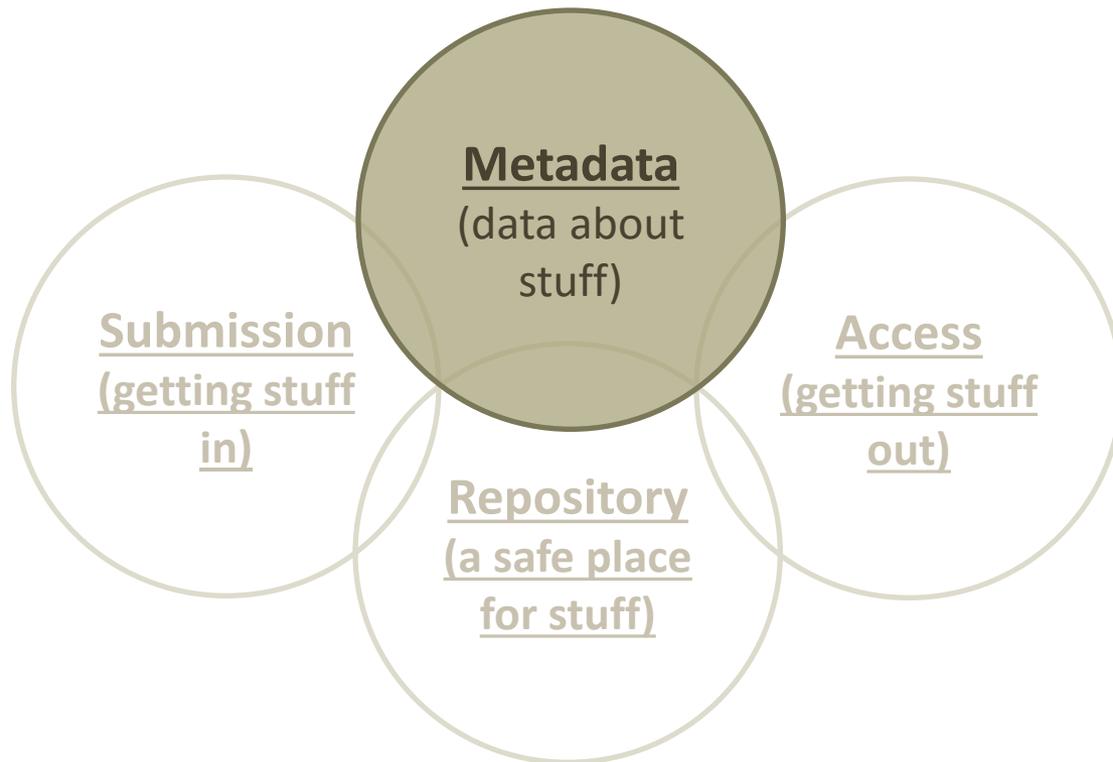
# Submission



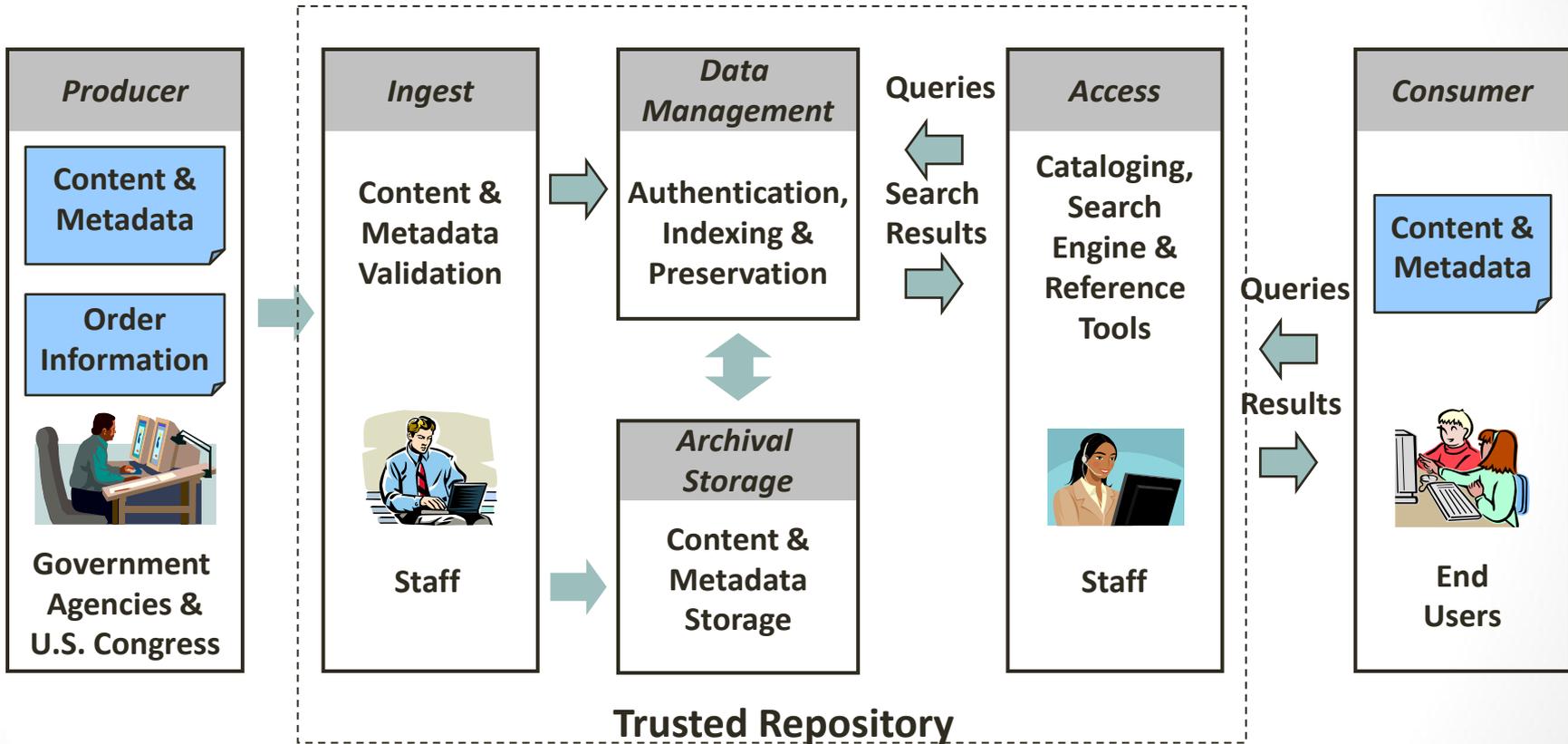
# Information Management



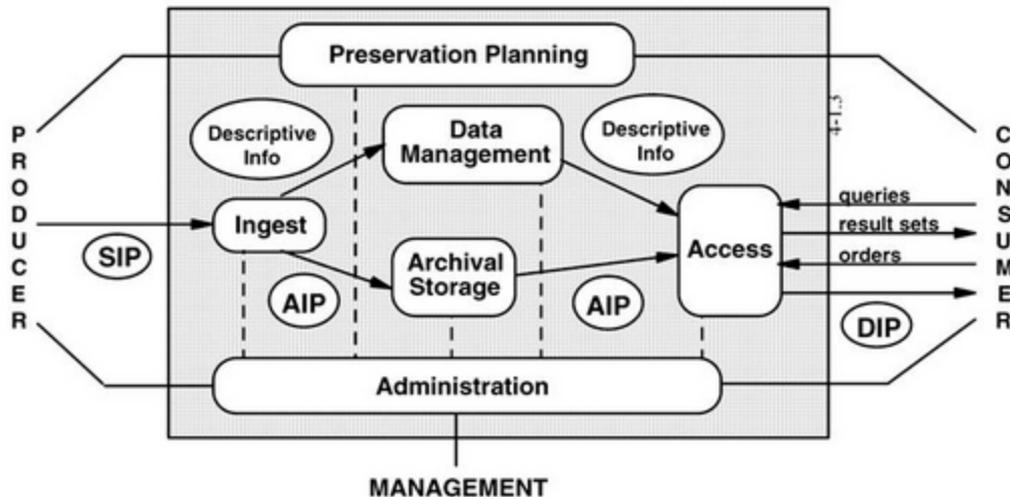
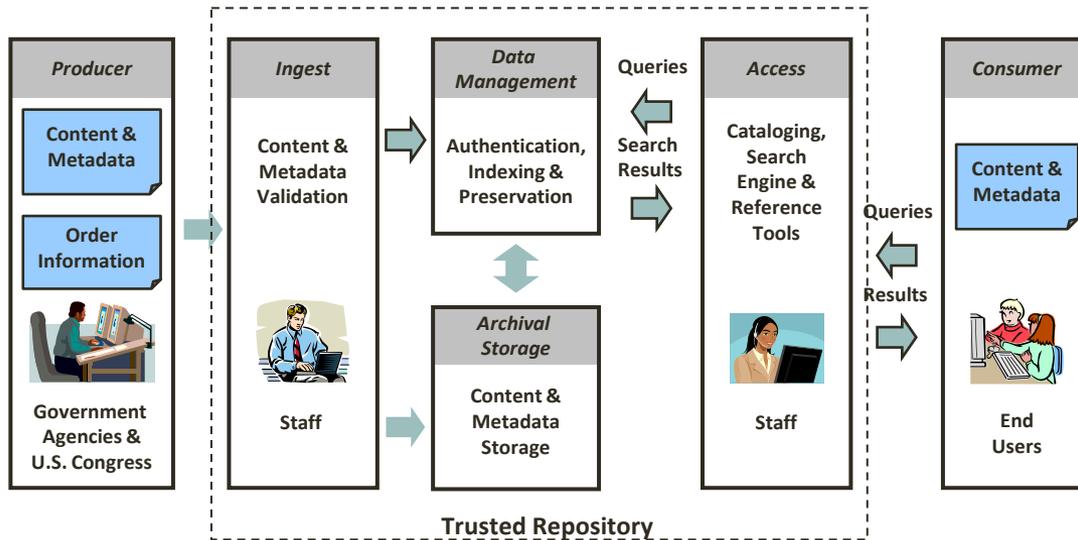
# Information Management



# Producers and Consumers



# Relationship → OAIS

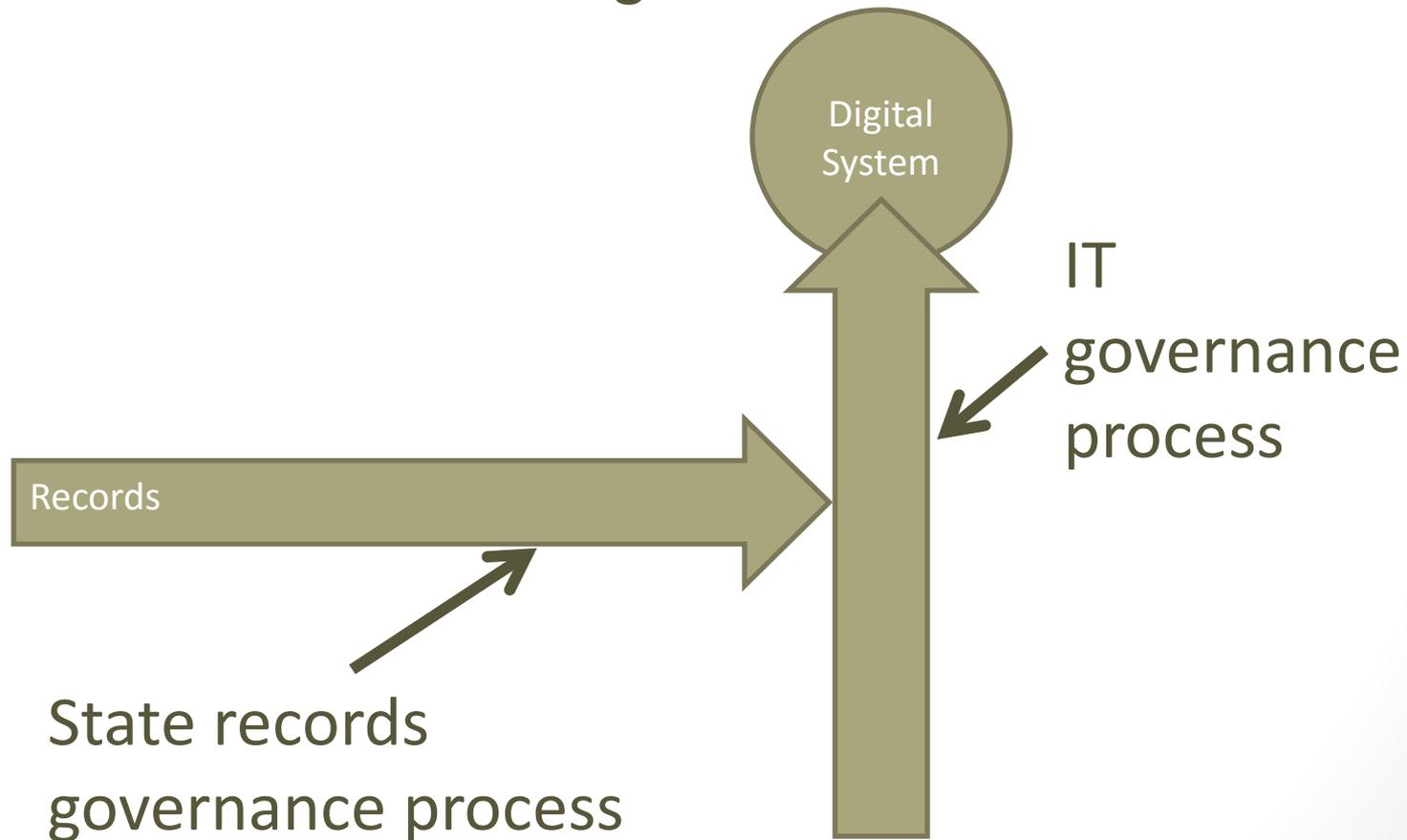


# Governance

- 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

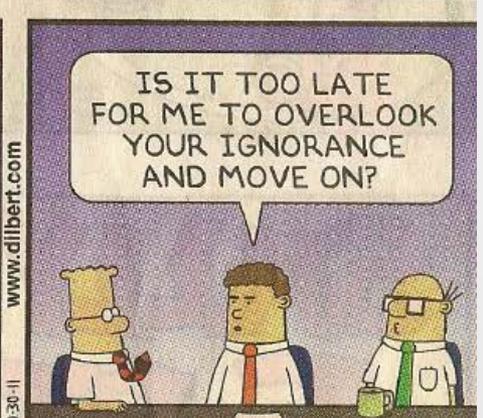
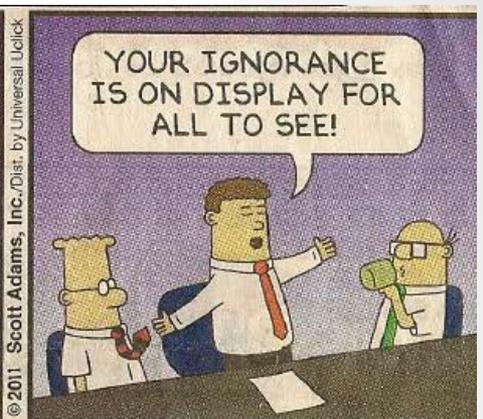
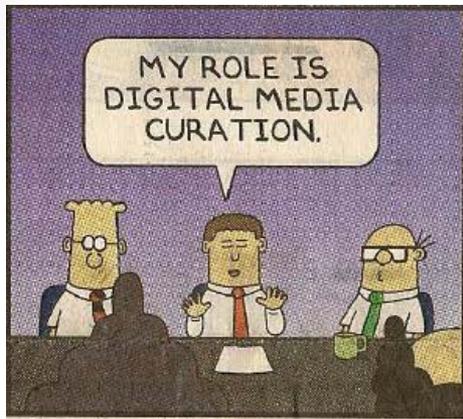
- Responsible for business architecture and technical architecture
- Manages systems and technologies throughout lifecycle

## 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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7-30-11



NATIONAL  
ARCHIVES

Mike Wash

[michael.wash@nara.gov](mailto:michael.wash@nara.gov)

301.837.1992