

U.S. DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C. 20250

DEPARTMENTAL REGULATION	NUMBER: DR 3185-003
SUBJECT: Enterprise Architecture IT Asset Data Element Requirements	DATE: February 23, 2021
OPI: Office of the Chief Information Officer, Information, Resource Management Center (IRMC)	EXPIRATION DATE: February 23, 2026

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1. PURPOSE

- a. This Departmental Regulation (DR) establishes the Enterprise Architecture (EA) Information Technology (IT) Asset Data Element Requirements for the Enterprise Architecture Visioning Environment (EAVE) for the United States Department of Agriculture (USDA).
- b. This regulation supports the governance and the implementation of the guidance issued by the United States Federal law, the Office of Management and Budget (OMB), and the National Institute of Standards and Technology (NIST), and meets the requirements of the following policy documents:
 - (1) [The Clinger-Cohen Act of 1996](#), 40 United States Code (U.S.C.) §11101 et seq. (formerly known as the *Information Technology Management Reform Act* (ITMRA)).
 - (2) OMB, [Circular A-130](#), *Management of Federal Information Resources*, July 28, 2018;

(3) NIST, [Special Publication \(SP\) 800-53 Rev. 5](#), *Security and Privacy Controls for Information Systems and Organizations*; and

(4) NIST, [SP 800-37 Rev. 2](#), *Risk Management Framework for Information Systems and Organizations: A System Life Cycle Approach for Security and Privacy*.

2. SCOPE

This DR applies to all USDA Mission Areas, agencies, staff offices, employees, and contractors working for or on behalf of USDA.

3. SPECIAL INSTRUCTIONS/CANCELLATIONS

This is a new regulation and will follow the 5-year review and update cycle.

4. BACKGROUND

USDA acknowledges the need to manage the IT assets used to support its mission. This DR provides guidance and standards for the Mission Areas, agencies, and staff offices regarding the EA IT Asset Requirements. These requirements establish the baseline guidance for the IT asset data elements being requested, captured, or modified within EAVE.

The stated IT asset data elements requirements provide a standardized baseline for collecting and reporting asset data. The baseline will change as applicable Federal law, guidance and standards change. Also, baseline changes may be necessary as EA asset requirements and USDA Mission Area, and staff business process change. In addition, this regulation will clarify compliance with internal mandates.

5. POLICY

- a. USDA's Office of the Chief Information Officer (CIO) selected and implemented an Enterprise Architecture tool referred to as EAVE. This tool will serve as the certified repository for EA IT assets. The repository will be used to capture, modify, and display IT asset data through dashboards, models, and analytical reports. Access to EAVE will be approved by USDA Mission Areas, agencies, and staff offices and be extended to approved staff within USDA Mission Areas, agencies, and staff offices.
- b. This DR provides baseline guidance for using EAVE. A Change Control Board (CCB) process will be implemented to sustain EAVE as regulatory and organizational changes occur. Members from Business and IT areas throughout USDA will comprise the Board and its governance process will be specified within [DR 3185-002](#), *Enterprise Architecture IT Asset Definitions* policy.

6. ROLES AND RESPONSIBILITIES

- a. The USDA Chief Information Officer (CIO) will:
 - (1) Be the final approving authority on the adoption of all EA IT Asset Requirements for USDA, with the goal of maximizing the benefit of technology purchases, and minimizing investment and operating expense; and
 - (2) Be the final reviewer and approver of exceptions to the EA IT Asset Requirements when requested by the Mission Areas, agencies and staff offices.
- b. The Information Resource Management Center (IRMC) Associate Chief Information Officer (ACIO) will:
 - (1) Develop policies, procedures, and requirements for the EA IT Asset Requirements.
 - (2) Provide management and oversight activities related to EA IT Asset Requirements, including but not limited to:
 - (a) Reviewing and monitoring compliance with established policy requirements and standards; and
 - (b) Reporting compliance and deviations to OMB.
- c. The Chief Enterprise Architect will:
 - (1) Manage and guide the required EA IT asset data requirement elements; and
 - (2) Manage the approval and disapproval process of EA IT asset requirement requests or modifications from Mission Areas, agencies, and staff offices.
- d. The Mission Areas, Agency, and Staff Office Enterprise Architects, or designated individuals, will:
 - (1) Assign an Enterprise Architect or designated individual point-of-contact to liaison with the EAD team;
 - (2) Assess, analyze, and provide new, modified, and existing required EA IT asset data requirement elements based on the EA IT Asset Policies;
 - (3) Analyze the disposition comments related to the new, modified, and existing required EA IT asset data elements based on the EA IT Asset Requirements;

- (4) Notify the Chief Enterprise Architect when development, modernization, and enhancements have modified existing EA IT asset data elements based on the EA IT Asset Requirements. The USDA system of record for IT Capital Planning and the USDA system of record for Enterprise Architecture will interchange data. OCIO EAD Director and OCIO IRMC CPIGD Director will coordinate schema changes that are needed to carry out their mutual functions; and
- (5) Access to EAVE will be approved by USDA Mission Areas, agencies, and staff offices and be extended to approved staff within USDA Mission Areas, agencies, and staff offices. Those requiring Architect access will be set up by EAD.

7. INQUIRIES

All USDA Mission Areas, agencies, and staff offices are to direct all questions and inquiries to the Office of the Chief Information Officer (OCIO), Information Resource Management Center (IRMC), Enterprise Architecture Division (EAD) via email at enterprise.architecture@usda.gov.

-END-

APPENDIX A

ACRONYMS AND ABBREVIATIONS

ACIO	Associate Chief Information Officer
CCB	Change Control Board
CIO	Chief Information Officer
DR	Departmental Regulation
EA	Enterprise Architecture
EAD	Enterprise Architecture Division
EAVE	Enterprise Architecture Visioning Environment
IRMC	Information Resource Management Center
IT	Information Technology
ITMRA	Information Technology Management Reform Act
NIST	National Institute of Standards and Technology
OCIO	Office of the Chief Information Officer
OMB	Office of Management and Budget
SP	Special Publication
U.S.C.	United States Code
USDA	United States Department of Agriculture

APPENDIX B

AUTHORITIES AND REFERENCES

The Clinger-Cohen Act of 1996, [40 U.S.C. § 11101](#), et seq., February 10, 1996

National Institute of Standards and Technology (NIST), [SP 800-37 Rev. 2](#), *Risk Management Framework for Information Systems and Organizations: A System Life Cycle Approach for Security and Privacy*, December 20, 2018

NIST, [SP 800-53 Rev. 5](#), *Security and Privacy Controls for Information Systems and Organizations*, September 2020

Office of Management and Budget (OMB), [Circular A-130](#), *Managing Information as a Strategic Resource*, July 28, 2016

USDA, DM 3185-001, *Enterprise Architecture Procedures*, forthcoming

USDA, [DR 3130-010](#), *United States Department of Agriculture Enterprise Information Technology Governance*, December 3, 2015

USDA, [DR 3130-013](#), *Information Technology Capital Planning and Investment Control*, July 8, 2016

USDA, [DR 3185-001](#), *Enterprise Architecture*, July 29, 2019

USDA, [DR 3185-002](#), *Enterprise Architecture IT Asset Definitions*, September 22, 2020