

NGDA Dataset Report

Official NGDA Title: Military Installations, Ranges, and Training Areas

Metadata Record Title: Military Installations, Ranges, and Training Areas

A-16 NGDA Theme: Real Property

Executive NGDA Theme Champion(s):

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Metadata:

Registration Status: Complete

Registered on

GeoPlatform Link*: <https://www.geoplatform.gov/node/243/76c958d9-e9d2-4f00-b5ac-edcf372223e1>

Data.gov Metadata Link*: <http://catalog.data.gov/harvest/object/9411dcd3-144c-4f51-a336-9ef340952873/html>

*If the metadata has been updated and reharvested after publication of this report, the link may no longer be valid. The dataset may be searched for manually in Data.gov or GeoPlatform.gov.

NGDA Lifecycle Maturity Assessment (LMA) Report

Time Frame:

Baseline assessment responses include dataset activities from 2008 to 2015.

LMA Submission:

Status: Complete

Date: 9/30/2015

Extension Requested: No

LMA Reviewer(s):

Supervisor: Did not review

Theme Lead: Michel Kareis

Executive Champion: Did not review

SAOGI*: Did not review

Other: Did not review

LMA Verifier:

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Attachments:

To get access to any attachments referenced in the report, email the LMA Help Desk at NGDA_LMA_help@fgdc.gov. Please use the subject "Dataset Report Attachment(s)" and indicate the associated official NGDA title.

*Senior Agency Official for Geospatial Information (SAOGI)

Lifecycle Maturity Assessment (LMA) Summary

Overall Maturity:

Mature; Consistent

General Questions: 81%

Mature; Consistent

Stage 4 - Access: 100%

Optimized; Established

Stage 1 - Define/Plan: 88%

Mature; Consistent

Stage 5 - Maintain: 100%

Optimized; Established

Stage 2 - Inventory/Evaluate: 100%

Optimized; Established

Stage 6 - Use/Evaluate: 100%

Optimized; Established

Stage 3 - Obtain: 100%

Optimized; Established

Stage 7 - Archive: 33%

Transition; Transformation

NGDA Dataset Maturity Definitions:

How To Calculate Maturity: https://www.geoplatform.gov/sites/default/files/How_to_Calculate_Maturity.pdf

Maturity	Maturity Characteristics for All Lifecycle Stages
Optimized; Established Rank = 5	Dataset meets virtually all business needs of all users. The dataset is considered authoritative by owners and secondary users. It is curated across all stages of the approved lifecycle. Future needs are defined on a regular basis and resources for addressing both current and future business requirements are available.
Mature; Consistent Rank = 4	Dataset meets all the business needs of the primary owner and most of the secondary users. The dataset is curated and used as authoritative by the primary owner. Dataset is used widely by secondary users actively engaged in sustaining the dataset. Future needs are identified and steps are planned to address these. All stages are supported and reviewed on a recurring basis. The dataset is well managed in relation to the approved lifecycle.
Managed; Predictable Rank = 3	Dataset meets a significant number of the business needs of the primary owner and is widely used as an authoritative resource by secondary users. Benchmark activities are occurring in at least four of the approved lifecycle stages. Management practices in relation to the approved lifecycle is moderate but consistent. Dataset is integrating changing business requirements in lifecycle stages impacting overall maturity.
Transition; Transformation Rank = 2	Dataset meets business needs of the primary owner and has moderate use by secondary users. Benchmark activities are occurring in at least three stages. Efforts to integrate funding, include partners, and obtain data are not supported in a sustained manner. Management practices in relation to the stages of the approved lifecycle is limited.
Planned; Initial Development Rank = 1	Dataset limited in meeting business needs of the primary owner. Benchmark activities in the approved lifecycle are just starting to consider secondary uses, partnerships are forming to support additional dataset uses. Dataset development is in a very early stage. Minimal or limited management against the benchmarks in the approved lifecycle.
No Activity Rank = no activity	Dataset meets project or local business needs of the primary owner, secondary or additional uses or users were not considered, not recognized as an authoritative data or is part of a similar dataset. Not managed to any of the benchmarks in the approved lifecycle.

General Questions for All Stages

1) Is there a recurring process to obtain funding for all lifecycle stages of this dataset?

Answer: Funding support exists but is not adequate to meet known requirements, most lifecycle stages are supported.

Justification Comment:

Attachment(s): 0

Some but not all DoD Components have programmed budgets for this data. Several Components rely on end of year funds to support one or more lifecycle stages. The resources necessary to compile this data set are programmed but routinely threatened by the effects of Sequestration and mandatory across-the-board cuts being made to the Office of the Secretary of Defense.

2) Is there a process in place to ensure that open government and transparency guidelines are followed in all lifecycle stages for this dataset?

Answer: Process is published as appropriate with respect to sensitivity requirements, process is transparent, published appropriately.

Justification Comment:

Attachment(s): 0

The DoD Open Government Plan 2.1, August 31, 2012 requires all DoD Components to implement the President's Open Government Policy. In addition, according to DoDI 8320.02 "Data Sharing in a Net-Centric DoD," it is DoD policy that data, information, and IT services are considered enablers of information sharing to the DoD. Data, information, and IT services will be made visible, accessible, understandable, trusted, and interoperable throughout their lifecycles for all authorized users. Authorized users include DoD consumers and mission partners, subject to law, policy, data rights, and security classifications.

<http://dtic.mil/whs/directives/corres/pdf/832002p.pdf>

3) Are there processes and tools in place so that staff are sufficiently knowledgeable to ensure a continuity of the dataset for all stages of the lifecycle, especially during staffing transitions?

Answer: Processes and tools to ensure dataset continuity are defined and beginning to be implemented.

Justification Comment:

Attachment(s): 0

A new DoD policy (DoDI 8130.01) was just issued in April, 2015 that requires the collection of the source data for this data set. According to the policy, for each installation, the Components will "establish a trusted authoritative data source (ADS) for all geospatial data and products produced, acquired, or maintained to fulfill EI&E missions." The policy also established the requirement for Components to "provide for the creation and maintenance of geospatial data describing the location and extent of all DoD real property as required by DoDI 4165.14." (DoDI 8130.01, Section 7)

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

We have just begun implementing further processes to ensure data set continuity. The data set step-by-step creation and coordination process is documented in an internal DISDI Program Standard Operating Procedure (SOP) Fall 2015 (Section 3.1.3)

STAGE 1 - Define/Plan

4) Are user and business requirements defined and formalized?

Answer: A recurring process exists for gathering partners/ stakeholders requirements is in place and is in the beginning stages of implementation.

Justification Comment:

Attachment(s): 0

A new DoD policy (DoDI 8130.01) was issued in April, 2015 that requires the collection of the source data for this data set. According to the policy, for each installation, the Components will “establish a trusted authoritative data source (ADS) for all geospatial data and products produced, acquired, or maintained to fulfill EI&E missions.” The policy also established the requirement for Components to “provide for the creation and maintenance of geospatial data describing the location and extent of all DoD real property as required by DoDI 4165.14.” (DoDI 8130.01, Section 7)

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

DoD uses its membership on the FGDC to gather feedback from other agencies, and we use an organizational “help desk” email address to gather user and business requirements (osd.pentagon.ousd-atl.mbx.disdi-help-desk@mail.mil). Since 2010 we have used these methods to evaluate internal and external needs, timeliness, dataset resolution or scale needed, dataset geographic extent, users’ business requirements and data quality requirements, and to weigh these against DoD sensitivity requirements and records management processes.

5) How are partners/stakeholders involved in the requirements collection process?

Answer: A recurring process exists for gathering partners/ stakeholders requirements is in place and is in the beginning stages of implementation.

Justification Comment:

Attachment(s): 0

A new DoD policy (DoDI 8130.01) was just issued in April, 2015 that requires the collection of the source data for this data set. According to DoDI 8130.01, the IGI&S Governance Group will “establish guidelines for IGI&S portfolio management to ensure that existing and future EI&E functional business mission spatial information resources are identified, qualified, catalogued, and made visible and accessible to authorized DoD users by creating and associating metadata, including discovery metadata.” We have just begun implementing further processes to address user and business requirements more formally.

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

6) Is there a quality assurance process for the dataset?

Answer: Quality assurance published as appropriate with respect sensitivity requirements.

Justification Comment:

Attachment(s): 0

The Defense Installations Spatial Data Infrastructure (DISDI) Program completes all necessary quality assurance actions for this data set. Internal documentation exists for these actions in the DISDI Standard Operating Procedure (SOP) Fall 2015 (Section 3.1.3). According to DoDI 8130.01, The EI&E Geospatial Information Officer (GIO) maintains and issues the Common Installation Picture (CIP) dataset, which is the source data for this dataset, including applicable data standards, business rules and metrics to assess the quality and completeness of data.

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

7) Is there a process to evaluate the sensitivity, privacy, and confidentiality of this dataset?

Answer: Sensitivity, privacy, and confidentiality evaluations fully implemented, reviewed and updated on a recurring basis.

Justification Comment:

Attachment(s): 0

Existing DoD policy covers the steps and actions required for this question (DoD Directive 5205.02E, “DoD Operations Security Program”, June 20, 2012 (see link below), and WHS Operating Instruction 40-2, “Operations Security (OPSEC) Program” (not publicly available)). The DISDI Program follows these policies and ensures the DoD Components also take appropriate actions when providing the source data. The data set undergoes an extensive security review, coordinating with both OSD and

Component-level organizations. Based on national security and data sensitivity reviews, the published data set reflects those sites for which a clear need-to-know is balanced by the security risk factors assessed by DoD.

<http://www.dtic.mil/whs/directives/corres/pdf/520502e.pdf>

This process is also documented in the DISDI Standard Operating Procedure (SOP) Fall 2015 (Section 3.1.3).

8) Are defined data standards used in collecting, processing, and/or rendering the data?

Answer: Standards fully implemented documented and published as appropriate.

Justification Comment:

Attachment(s): 0

The DoD IT Standards Registry contains an acquisition-binding standard for this data. The Spatial Data Standards for Facilities, Infrastructure, and Environment (SDSFIE) is used to the greatest extent practicable, as is the Real Property Inventory Information Model (RPIM).

<http://www.sdsfieonline.org>

STAGE 2 - Inventory/Evaluate

9) Is there a process for determining if data necessary to meet requirements already exist from other sources (either within or outside the agency) before collecting or acquiring new data?

Answer: Process for determining appropriate data is being reused fully implemented, reviewed, and updated on a regular basis.

Justification Comment:

Attachment(s): 0

This data set is comprised of the authoritative data from each DoD Component. It would not be appropriate to obtain this data from an external data source.

A new DoD policy (DoDI 8130.01) was just issued in April, 2015 that requires the collection of the source data for this data set. According to the policy, for each installation, the Components will “establish a trusted authoritative data source (ADS) for all geospatial data and products produced, acquired, or maintained to fulfill EI&E missions.” The policy also established the requirement for Components to “provide for the creation and maintenance of geospatial data describing the location and extent of all DoD real property as required by DoDI 4165.14.” (DoDI 8130.01, Section 7)

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

STAGE 3 - Obtain

10) Is there a process for obtaining data in relation to this dataset?

Answer: Process is fully implemented, reviewed and updated on a regular basis.

Justification Comment:

Attachment(s): 0

A new DoD policy (DoDI 8130.01) was just issued in April, 2015 that requires the collection of the source data for this data set. According to the policy, for each installation, the Components will “establish a trusted authoritative data source (ADS) for all geospatial data and products produced, acquired, or maintained to fulfill EI&E missions.” The policy also established the requirement for Components to “provide for the creation and maintenance of geospatial data describing the location and extent of all DoD real property as required by DoDI 4165.14.” (DoDI 8130.01, Section 7)

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

The process for coordinating and compiling the dataset is also documented in the DISDI Standard Operating Procedure (SOP) Fall 2015 (Section 3.1.3).

11) Is the metadata in a FGDC endorsed geospatial metadata standard?

Answer: Metadata is available in a format endorsed by the FGDC, it fully describes the dataset and provides all the information required to make the dataset discoverable, accessible, and usable.

Justification Comment:

Attachment(s): 0

We use a valid Class 2 profile of ISO 19115. This standard is known as SDSFIE-M (for Metadata), v 1.0.2 and can be found on the link below:

<http://www.sdsfieonline.org>

12) How complete is the geographic coverage as defined in the requirements for the dataset?

Part 1 Answer: Business requirements for cyclic updates identified and a process is in place.

Part 2 Answer: Dataset has presently attained the greatest geographic coverage as defined by the current requirements or roughly 100%.

Justification Comment:

Attachment(s): 0

The intended geographic coverage of this data set is all DoD real property sites which are recorded in the Department's official real property inventory. Based on national security and data sensitivity reviews, the published data set reflects those sites for which a clear need-to-know is balanced by the security risk factors assessed by DoD.

STAGE 4 - Access

13) Do you have a process for providing users access to the data in an open digital machine readable format?

Answer: User access process is fully implemented, data is available, process is reviewed and updated on a recurring basis.

Justification Comment:

Attachment(s): 0

This dataset is available on the DISDI public web site and Data.gov

<http://www.acq.osd.mil/ie/bei/disdi.shtml>

STAGE 5 - Maintain

14) Is there a maintenance process for updating and storing the dataset?

Answer: Dataset maintenance process is fully implemented and processes are reviewed and periodically updated.

Justification Comment:

Attachment(s): 0

A new DoD policy (DoDI 8130.01) was just issued in April, 2015 that requires the collection of the source data for this data set. According to the policy, for each installation, the Components will "establish a trusted authoritative data source (ADS) for all geospatial data and products produced, acquired, or maintained to fulfill EI&E missions." The policy also established the requirement for Components to "provide for the creation and maintenance of geospatial data describing the location and extent of all DoD real property as required by DoDI 4165.14." (DoDI 8130.01, Section 7)

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

The process for coordinating and compiling the dataset is also documented in the DISDI Standard Operating Procedure (SOP) Fall 2015 (Section 3.1.3).

15) Is there an error correction process as part of dataset maintenance?

Answer: Error correction process includes user notification, process reviewed on a recurring basis.

Justification Comment:**Attachment(s):** 0

Quality control checks are completed to identify and correct any database errors. The process for completing these checks is documented in the DISDI Standard Operating Procedures (SOP), Fall 2015 (Section 3.1.3).

According to DoDI 8130.01, The EI&E GIO maintains and issues the Common Installation Picture (CIP) dataset, which is the source data for this dataset, including applicable data standards, business rules and metrics to assess the quality and completeness of data.

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

DoD uses its membership on the FGDC to gather feedback from other agencies, and we use an organizational “help desk” email address to gather user comments on errors (osd.pentagon.ousd-atl.mbx.disdi-help-desk@mail.mil). Any changes to new versions of the data set are documented in the metadata as well as our release notes, published with the data set on our public web page:

http://www.acq.osd.mil/ie/bei/opengov/release_notes.pdf

STAGE 6 - Use/Evaluate

16) Is there a process to determine if the dataset meets user needs?

Answer: Process is fully implemented and repeated on a recurring basis.

Justification Comment:**Attachment(s):** 0

DoD uses its membership on the FGDC to gather feedback from other agencies, and we use an organizational “help desk” email address to gather user needs (osd.pentagon.ousd-atl.mbx.disdi-help-desk@mail.mil). Since 2010 we have used these methods to evaluate internal and external requirements, timeliness, dataset resolution or scale needed, dataset geographic extent, users’ business requirements and data quality requirements, and to weigh these against DoD sensitivity requirements and records management processes.

17) Is there a process to provide users information on how to access and properly use the dataset?

Answer: Process is fully implemented supporting access and proper use, process is reviewed on a recurring basis.

Justification Comment:**Attachment(s):** 0

This dataset is delivered with extensive metadata and an additional release notes file that contains extensive explanatory information about the dataset. The release notes file is also available on the DISDI website:

http://www.acq.osd.mil/ie/bei/opengov/release_notes.pdf

18) Are the business processes and management practices assessed to meet changing technology?

Answer: Assessment process is fully implemented for taking advantage of changing technology, process is reviewed on a recurring basis.

Justification Comment:**Attachment(s):** 0

The data set is evaluated prior to each update with respect to its format and whether greater value might be gained from implementing it in a new or emerging technology (e.g. geodatabase or web services). The process for completing this evaluation is included in the DISDI Standard Operating Procedures (SOP), Fall 2015 (Section 3.1.3), and is prescribed as a responsibility of the EI&E GIO under DoDI 8130.01 (the EI&E GIO maintains and issues the Common Installation Picture (CIP) dataset, which is the source data for this dataset, including applicable data standards, business rules and metrics to assess the quality and completeness of data).

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

DoD uses its membership on the FGDC to gather feedback from other agencies, and we use an organizational “help desk” email address to gather user needs (osd.pentagon.ousd-atl.mbx.disdi-help-desk@mail.mil). Since 2010 we have used these methods to evaluate such technology appropriateness issues as submitted by users or other agencies.

STAGE 7 - Archive

19) Is there an archiving process for the dataset?

Answer: Archival and/or disposition processes are in development.

Justification Comment:

Attachment(s): 0

The applicable DoD policy is DoD Instruction (DoDI) 5105.02, “DoD Records Management Program”, February 24, 2015.

<http://www.dtic.mil/whs/directives/corres/pdf/501502p.pdf>

A new DoD policy (DoDI 8130.01) was just issued in April, 2015 that requires the collection of the source data for this data set. According to the policy, for each installation, the Components will “establish a trusted authoritative data source (ADS) for all geospatial data and products produced, acquired, or maintained to fulfill EI&E missions.” The policy also established the requirement for Components to “provide for the creation and maintenance of geospatial data describing the location and extent of all DoD real property as required by DoDI 4165.14.” (DoDI 8130.01, Section 7)

www.dtic.mil/whs/directives/corres/pdf/813001p.pdf

We have just begun implementing further processes to address archiving of this data set.