AGENDA

01   **Core Applications - Global Design Outcomes and Next Steps**

02   **Enterprise Data Warehouse - Global Design Outcomes and Next Steps**

03   **Risk Management – Your Role**

04   **Pulse Check**

Expected **Structure.** Unexpected *Flexibility.*

BAS
BUSINESS APPLICATIONS SOLUTION
One Commerce

EXPECTED STRUCTURE. UNEXPECTED FLEXIBILITY.

BAS PROGRAM TABLE TALK

PRESENTERS

Andy Blumenthal
BAS Deputy PM

Angela Hang
AFS EDW Lead

Dwight Whitted
AFS EDW Team Member

Mary Beth Torpey
AFS Functional Core Financials Lead

Rakesh Ramen
BAS Risk Lead

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Core Applications - Global Design Outcomes and Next Steps

BAS TABLE TALK – CORE APPLICATIONS
GLOBAL DESIGN OUTCOMES TO DRIVE COMMON SOLUTION

86 KEY DESIGN DECISIONS

- Confirmed **86** KDDs by workstream
- Identified differences among bureaus as part of workshops
- **CS Impact:** KDDs will drive CS business process recommendations which will be reviewed during Sprints.

96 BACKLOG

- From workshops, compiled a list of items to review during Common Solution
- **CS Impact:** Review any open backlog questions during Sprint sessions and drive deep dive discussions

1642 REQUIREMENTS

- Used **1642** requirements as baseline for GD
- Reviewed post-workshop to prepare for CS
- Identified a small subset (89) as requiring additional confirmation as part of CS
- **CS Impact:** At the end of each Sprint, we will review impacted requirements and submit through requirements review process.

101 EXIT CRITERIA

- Identified additional CS topics
- Established initial list of data calls to support configuration validations
- Identified **101** non-functional questions and pain points to support future discussions
- **CS Impact**: Leverage details from Exit Criteria to shape Deep Dives

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BAS TABLE TALK – CORE APPLICATIONS
COMMON SOLUTION WINS TO DATE

- Wonderful partnership and collaboration across different teams

- Confirmed BAS Account Code Structure

- DOC Ledger structure review – the foundation of the core financials

- Real Property for April deployment kickstart – 9 sessions in October alone!
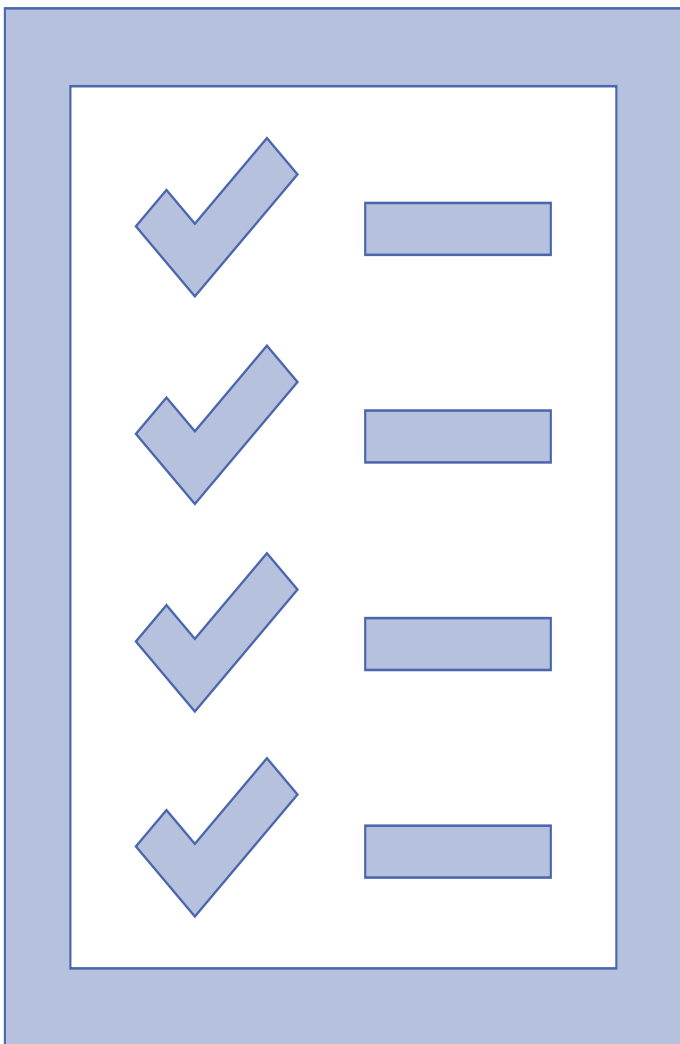
- Deep dive into Advanced Acquisition Planning – tackling complex policy decisions from Month 1

- 20+ Deep Dive Sessions across Core Applications

BAS TABLE TALK – CORE APPLICATIONS
OBSERVATIONS, QUESTIONS, MISPERCEPTIONS, AND PAIN POINTS

- Bureau experts provide great insights into the DOC way of doing business.

- December will bring us back together to show the Configuration Validation Sessions – we will walk through business processes and transactions together. This will help us see the previous concepts discussed in Sprint 1 in the system.

- Your excitement is wonderful – we are tracking your questions and asks to support future phases e.g. training. We share those with the other work streams like the Organizational Change Management team.

BAS TABLE TALK – CORE APPLICATIONS

CS SPRINTS PER APPLICATION

	SPRINT 1 FY2021 Q1	PLANNED OUTCOMES
PRISM	• Advanced Acquisition, Requisitions	• Confirmed template requirements to support Advanced Acquisition Planning • Standardized Requisition Numbering for all bureaus
EBS	• AP: Invoices, Approval Hierarchies, • AR: Reimbursables, Billing • GL: Ledger Overview, ACS, CVR • PA: Cost Allocation, BAS Data Standardization, Object Classes, Labor Costs	• Approval Hierarchies for transactions • Reimbursable and Billing Process (Pre G-Invoicing) • Confirmed One Ledger • Defined Account Code Structure • Standardized Object Class approach • Cost Allocation Methodology
SF	• Real Property: Acquisition, Utilization, Finance Treatment, Disposals, Reporting / Interfaces	• FRPM to SF Real Property busines process mapping • Required reports to support RP • April 2021 Go-Live Expectations
INT	• SAM • PRISM – EBS • Sunflower – EBS	• SAM Standardization • PRISM to EBS data validations and financial impact • To-be process for Sunflower Financial Treatment

BAS TABLE TALK – CORE APPLICATIONS
WORKING TOGETHER TO ACHIEVE COMMON SOLUTION SUCCESS

DEEP DIVE	OCTOBER	DATA CALLS	NOVEMBER	VALIDATION	DECEMBER

DEEP DIVE — OCTOBER

- Begin discussions related to policy and procedures impact
- Participate in the deep dive discussions to align configurations and business process to DOC policy requirements
- Confirm CS configurations with dedicated workshops to review policy and DOC requirements
- Perform and review initial configuration
- Discuss, review, and validate initial configuration settings and values

DATA CALLS — NOVEMBER

- Respond to data calls for Configuration Validation Sessions
- Identify process improvements and potential workarounds
- Prepare business process scenarios for system validation session / purposes to mimic real business cases
- Identify system configuration integration points
- Discuss, review, and validate transaction flow with SMEs
- Discuss and provide direction for configuration options
- Assess system roles and responsibilities and access
- Document To-Be Business Process

VALIDATION — DECEMBER

- Work with business community members to resolve Sprint Sessions parking lot items
- Review recommended business processes during Configuration Validation Sessions
- Conduct Configuration Validation Sessions based on CS configurations and confirmed business process flows
- Perform walkthrough of system transaction flow
- Provide configuration options and alternatives to meet requirements
- Discuss and agree on configuration options
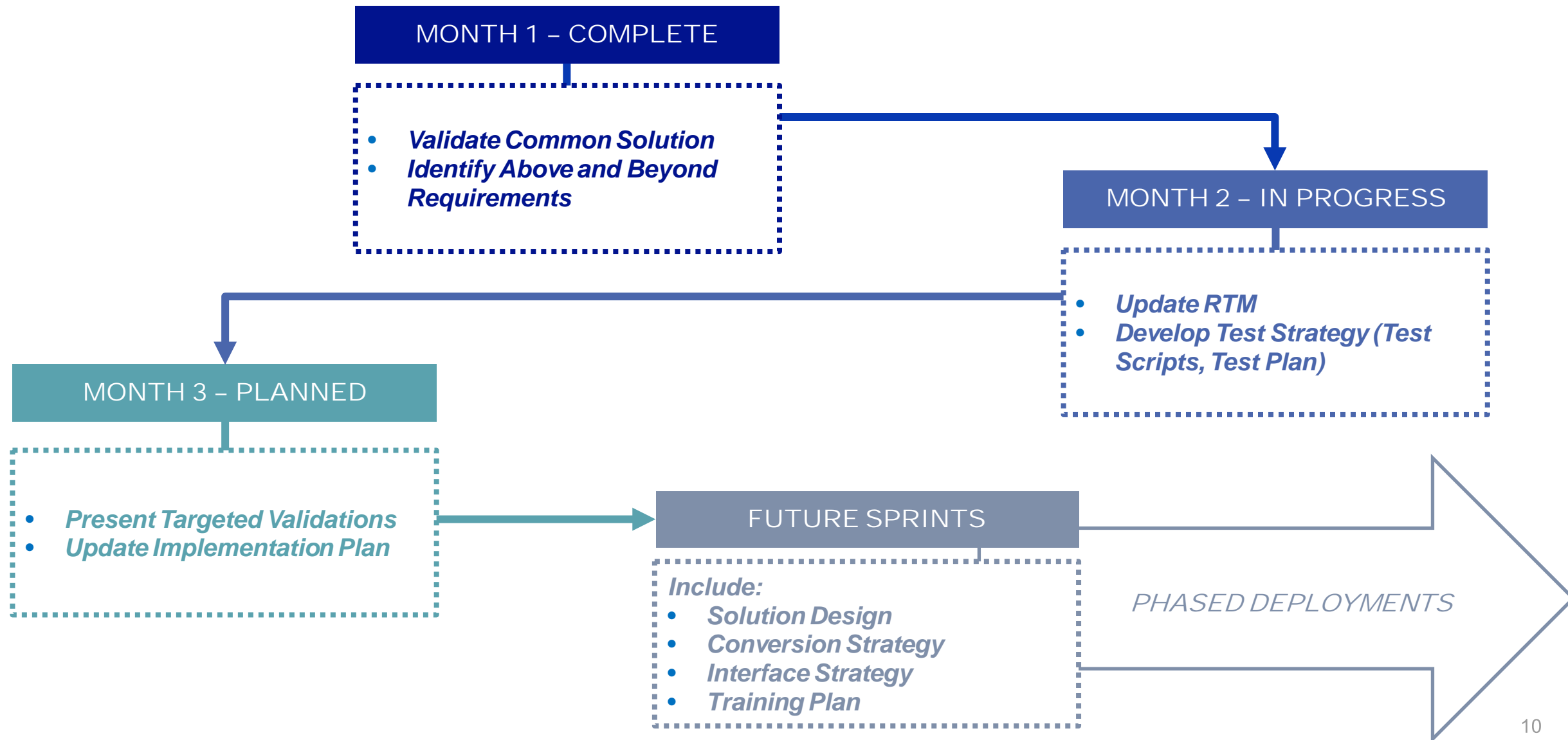- Update Requirements Traceability Matrix

BAS TABLE TALK – CORE APPLICATIONS
COMMON SOLUTION DELIVERABLE PROGRESS

MONTH 1 – COMPLETE

- *Validate Common Solution*
- *Identify Above and Beyond Requirements*

MONTH 2 – IN PROGRESS

- *Update RTM*
- *Develop Test Strategy (Test Scripts, Test Plan)*

MONTH 3 – PLANNED

- *Present Targeted Validations*
- *Update Implementation Plan*

FUTURE SPRINTS

Include:
- **Solution Design**
- **Conversion Strategy**
- **Interface Strategy**
- **Training Plan**

PHASED DEPLOYMENTS

Enterprise Data Warehouse - Global Design Outcomes and Next Steps

BAS TABLE TALK - EDW

GLOBAL DESIGN OUTCOMES

Objective

Provide the Department, Bureaus, Line/Lab/Program offices the tools and capabilities needed to manage their business, anchored on operating consistently as an enterprise.

- **Single standardized instance of enterprise data warehouse** - one-stop-shop for data needs – for use across the Department, Bureaus, Line/Lab/Program Offices as common ground for data and insights
- **Robust reporting tool that empowers users to build reports/dashboards the way they need it** – e.g. copy & customize, drill to detail, export, creation of team workspaces.
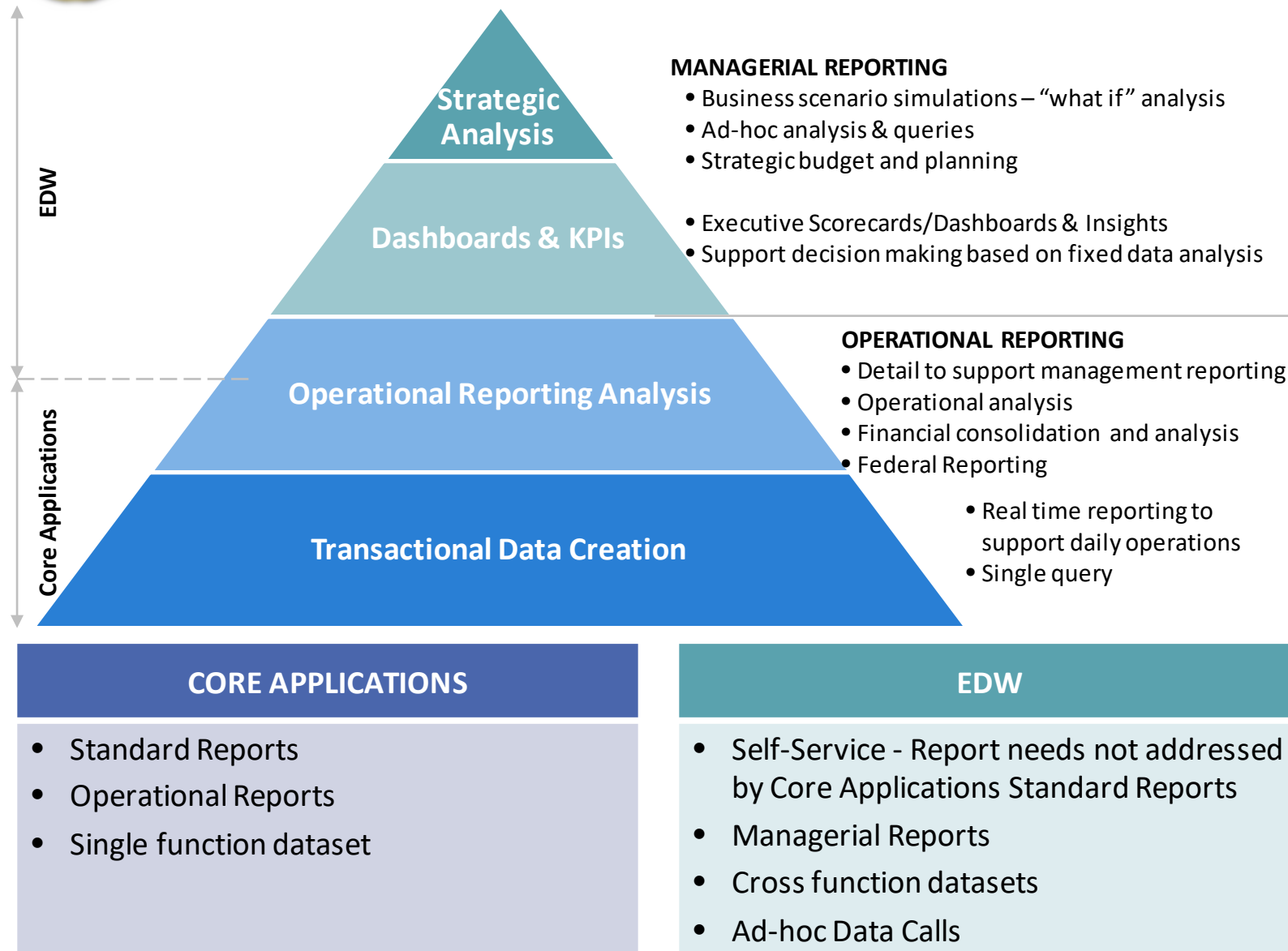
End-User Focus

- **BAS core applications offer a robust suite of operational reports** – learn about these throughout Common Solution. Additional reporting needs – operational, cross-business function, managerial – can be developed with EDW ad-hoc reporting capability. **BAS EDW will develop the data foundation** (data processes, integrated reporting tables, pre-joined datasets in the BI tool) **to support ad-hoc reporting.**
- **To drive towards operating as an enterprise, create "community focus" BI Marts organized by business function** (e.g. Finance, Budget, HR). BAS will work with each group to **identify Power Users and provide them training in how to develop and publish reports for their community.**
- The BAS program will also be developing priority **advanced analytics features** that require more complex logic and development.

BAS TABLE TALK - EDW
BAS REPORTING ARCHITECTURE

EDW

Core Applications

Strategic Analysis

Dashboards & KPIs

Operational Reporting Analysis

Transactional Data Creation

MANAGERIAL REPORTING
- Business scenario simulations – "what if" analysis
- Ad-hoc analysis & queries
- Strategic budget and planning

- Executive Scorecards/Dashboards & Insights
- Support decision making based on fixed data analysis

OPERATIONAL REPORTING
- Detail to support management reporting
- Operational analysis
- Financial consolidation and analysis
- Federal Reporting

- Real time reporting to support daily operations
- Single query

CORE APPLICATIONS	EDW
• Standard Reports • Operational Reports • Single function dataset	• Self-Service - Report needs not addressed by Core Applications Standard Reports • Managerial Reports • Cross function datasets • Ad-hoc Data Calls

BAS Core Applications offer robust suite of reports to handle day-to-day reporting needs. Learn about these operational reports throughout Common Solution sessions.

BAS EDW will provide self-service reporting capability to support development of any other operational reporting needs. Use cases are geared towards cross-function managerial reporting and analytics.

Single entry point and single sign-on for all BAS apps through the BAS Portal.

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BAS TABLE TALK - EDW
GLOBAL DESIGN OUTCOMES

Data Sources
- Prioritizing data feeds that meet cross-business function reporting objectives. Additional feeds can be added post-BAS implementation, based on need and value.
- **Early deployment of first half of data sets in FY22 Q1 to work through network connectivity and ATO.**

Retiring Current Systems
- Current financial/acquisitions/property systems data will be copied into the EDW Data Lake.
- Reviewing current reporting applications for functionality that support cross-function enterprise missions, to adopt into BAS EDW (e.g. MARS).

Architecture
- Designed for continued development of advanced BI and analytics capabilities in the future.
- Vendor hosted and managed. Fit-for-purpose tech stack – add/remove services as needed. Scale up/down on demand.

Security
- XDR for continuous security monitoring and vulnerability detection. Annual ATO review of security posture.

BAS TABLE TALK - EDW
SCOPE & SCHEDULE

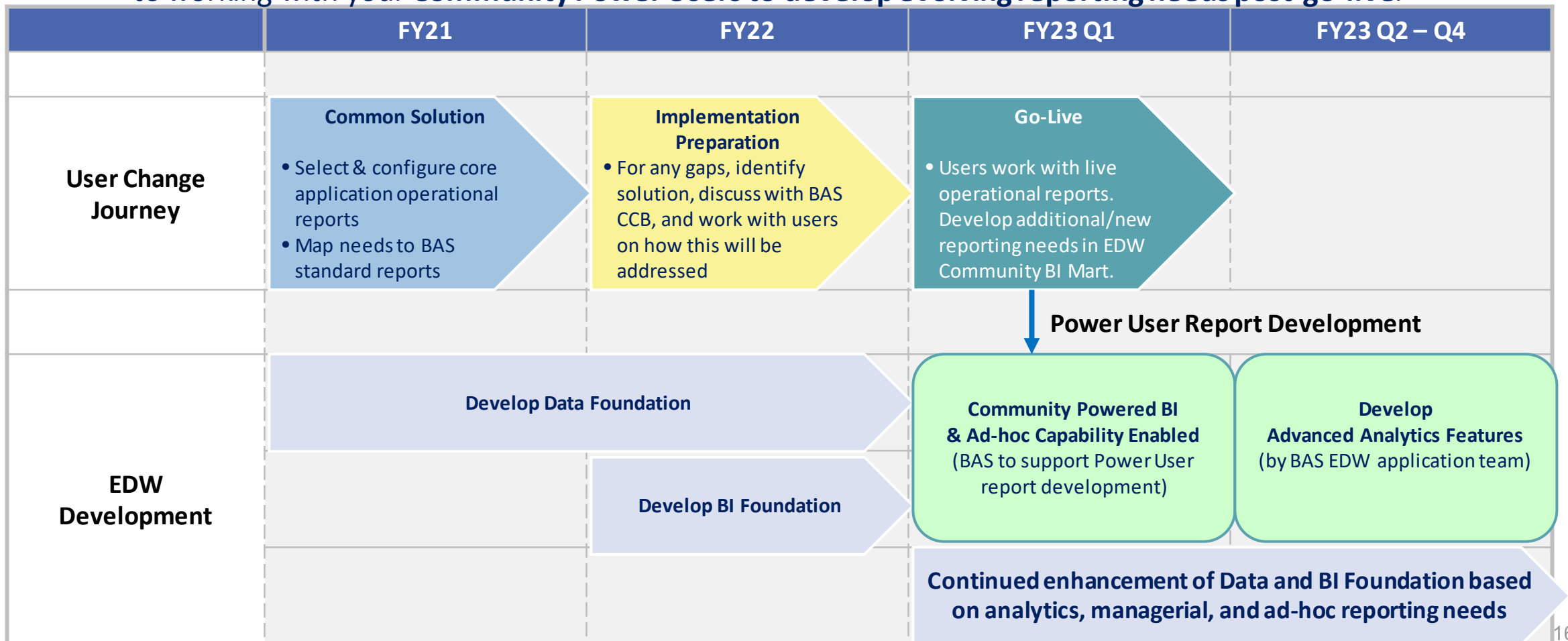|	FY21 (Go-Live 10/1/21)	FY22 (Go-Live 10/1/22)	FY23 (Go-Live 10/1/23)	FY24 (Go-Live 10/1/24)	NOT IN SCOPE
DATA	**Inbound Data Ingest & Transformation into Integrated Data Model** (starting from point of Go-Live; no historical data load)**:**				
	Travel: • E2 MIS • mLINQ HR/Payroll: • NFC • WebTA Grants • Grants Online • OPCS	• BAS Financial • BAS Acquisition • BAS Property	• Grants: GMIS • USPTO		• Inbound data ingest & transformation from **data sources not identified for EDW during program planning.**
	Copy full history of Current System data into the Data Lake (data copy starts 10/1; 8 – 12 weeks pending data volume and network)**:**				
	• FRPM	• NOAA CBS • NOAA C.Suite	• NIST CBS • NIST C.Suite • OS ES C.Suite	• Census CBS • Census C.Suite • Legacy Sunflower	• **Conversion of current system data beyond standard core applications conversion** (open transactions only)
	Outbound BAS Data Service (e.g. EBS integration or EDW extract of financial data) **to support out of scope functionality** (e.g. custom data entry projection tool dependent on financial data**)**				• Outbound data service to other systems for purposes redundant with BAS enterprise objectives (e.g. budget planning)
		• MARS (NOAA)	• (NIST TBD)	• (Census TBD)	
BI REPORTING	**Data universes for Community Powered BI Marts** (Ad-hoc Reporting)**:**				• **Data entry** to create / update operational or reference data (e.g. updating Table of Organization)
		• Program Manager • Finance • Budget • Acquisitions • Grants • HR • Property • Travel			
	Advanced Analytics Features				• **100% replication of current reporting systems** (functionality specific to a program may persist)
		• Acquisitions / Agreements 360 Dashboard	• Spend Planning • Budget & Position Planning		
ARCHITECTURE & SECURITY					
	• AIP Infrastructure: AWS • Security: Controls & ATO	• AIP Infrastructure: Tableau • Security: Controls & ATO			

BAS TABLE TALK - EDW
REPORTING CHANGE JOURNEY

The following shows the journey from **learning about BAS operational reports during Common Solution**, to working with you on **how to address additional reporting needs during Implementation Preparation**, to working with your **Community Power Users to develop evolving reporting needs post-go-live**.

	FY21	FY22	FY23 Q1	FY23 Q2 – Q4
User Change Journey	**Common Solution** • Select & configure core application operational reports • Map needs to BAS standard reports	**Implementation Preparation** • For any gaps, identify solution, discuss with BAS CCB, and work with users on how this will be addressed	**Go-Live** • Users work with live operational reports. Develop additional/new reporting needs in EDW Community BI Mart.	
			Power User Report Development	
EDW Development	**Develop Data Foundation**		**Community Powered BI & Ad-hoc Capability Enabled** (BAS to support Power User report development)	**Develop Advanced Analytics Features** (by BAS EDW application team)
		Develop BI Foundation		
			Continued enhancement of Data and BI Foundation based on analytics, managerial, and ad-hoc reporting needs	

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Risk Management – Your Role

BAS RISK MANAGEMENT
KEY DEFINITIONS

Risk – Potential for loss, harm, or missed opportunity due to uncertainty

Issue – A risk that has been realized

Risk Statement – Concise statement using IF… THEN…

Risk/Issue Owner – Individual responsible for tracking and monitoring risk/issue

Trigger Date – Date when risk becomes an issue or date issue must be resolved to minimize further negative impacts to the project

Response Plans – Actions needed to mitigate the risk or resolve an issue

Risk Management Plan – Document with the processes, tools etc. needed to implement risk management at DOC

Risk/Issue Registers – Repository to gather and track risks and issues

BAS RISK MANAGEMENT
RISK SUBMISSION AND UPDATE PROCESS

Risk/Issue Submission Process

| Risk/Issue Submitter /Owner completes the online form. | → | Risk Lead receives the information, reviews the risk/issue for completeness and relevancy. | → | Risk Lead contacts the owner and the submitter for additional details/clarification. | → | Risk Lead enters the risk/issue in the register. |
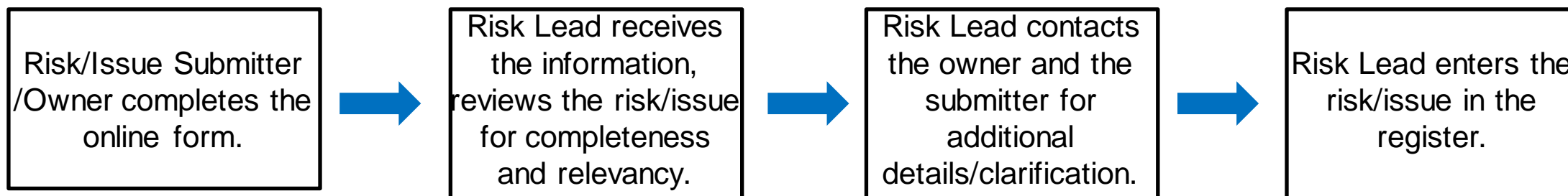
Risk/Issue Update Process

| Risk Owner contacts Risk Lead if there are material changes to risks/issue. | ⟷ | Risk Lead contacts Risk Owners monthly for updates. | → | Risk Lead updates the Risk Register. |
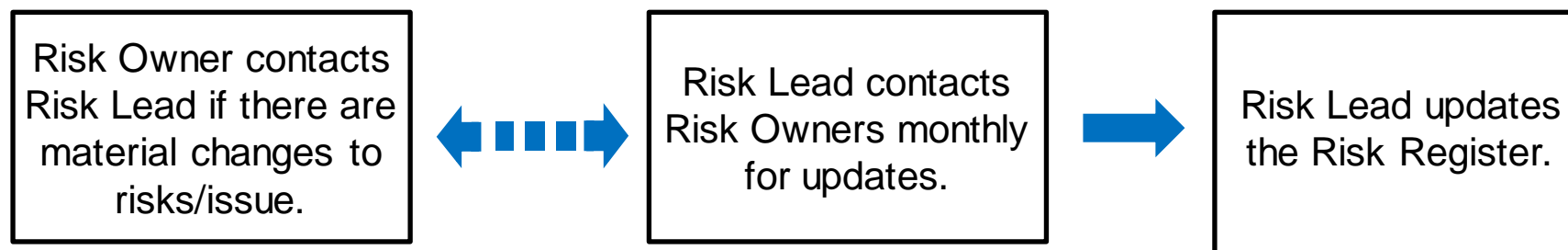
- Critical risks
- Risks with upcoming trigger dates

BAS RISK MANAGEMENT
RISK CATEGORIES

Risks are currently spread across all categories.

Risk Category	# Risks (10/23/2020)
Budget	3
Enterprise Data Warehouse	1
Functional – Core Apps	18
Integration	2
Migration (includes data conversion, testing, Go-Live)	14
Organization Change Management	9
Program Management (includes resources, schedule, scope, reporting)	23
Security	5
Technical (includes hosting, infrastructure, networking etc.)	13

Risk/Issue Closure Process

| Risk Owner submits information via email to the Risk Lead for closing a risk. | → | Risk Lead reviews the details. | → | Risk Lead contacts the owner for additional details/clarification. | → | Risk Lead enters the relevant information in the register and indicates the risk as closed. |
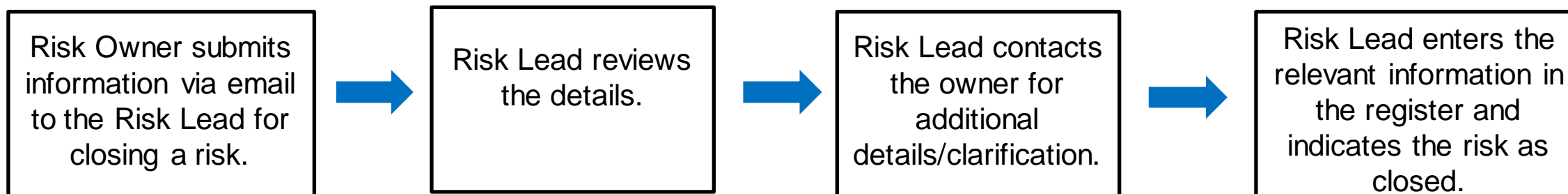
BAS RISK MANAGEMENT
ROLES AND RESPONSIBILITIES

Risk Owners	Risk Lead
Accountable for the risk and its impacts, including implementation and performance of the risk response plan	Facilitates the risk management process, assists with identifying risks, logs the risks/issues in the register, and facilitates the risk meetings
Escalates risk if existing mitigation is not effective or if decisions or additional resources etc. are needed to manage the risk	Provides guidance and technical assistance to BAS risk owners so they have sufficient knowledge and resources to manage their risks
Provides updates to the risk and participates in regularly scheduled risk meetings	Connects stakeholders and builds support for implementing an evidence-based approach to BAS Risk Management

BAS RISK MANAGEMENT
SOME COMMONLY ASKED QUESTIONS
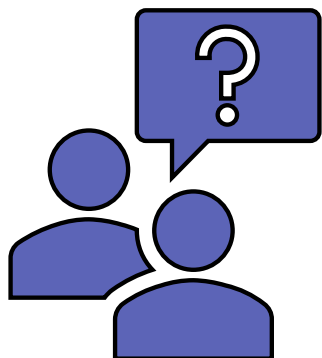
Why is it important for me to submit a risk?

Is the Risk Submitter the same as the Risk Owner?

If I identify a Training Risk, what category would I put it in?

What's the best way for me to find out if a risk I want to submit has already been submitted?

If a risk turns into an issue, does it automatically move to the most serious risk in the Risk Register (red in the heat map)?

BAS RISK MANAGEMENT
RISK MANAGEMENT ON THE BAS WEBSITE

https://www.commerce.gov/ofm/bas-homepage/business-applications-solution-bas

Because this is an open website, you may be asked to sign in for security purposes.

BAS PROGRAM TABLE TALK
NEXT EVENT

Town Hall -

- **Program Status Update**

- **January 25, 2021 (NOAA and NIST)**

- **January 26, 2021 (Census and HCHB)**

BAS PROGRAM – TABLE TALK

HAVE A QUESTION ABOUT THE BAS PROGRAM?

Q&A

Several ways to get your question answered:

- Use the chat window for this event.

- Type your question in the Menti.com survey – last question.

- *NEW* Use the "Submit a BAS Question" feature in the "<u>Questions about BAS</u>" section of the website.

BAS PROGRAM UPDATE
WE NEED YOUR INPUT

We'd like your input using Menti.com (authorized by DOC for use at these events).

- **Sign in using your computer, phone, or other electronic device.**
  www.menti.com

- **Enter the passcode when prompted.**
  82 87 51 7 (NOAA and NIST)
  25 58 76 9 (Census and HCHB)

- **Answer the question that appears – all responses are anonymous.**