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SOLUTION**

One Commerce

BAS

EXPECTED STRUCTURE. UNEXPECTED FLEXIBILITY.

**Department of Commerce
Business Applications Solution (BAS)**

News on the Go

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Leadership Corner

*by **Lindsay Hochberg, BAS Project Manager***

It has been a very busy few months for the BAS Program! We are pleased to announce that our Real Property (RP) users at DOC have successfully deployed to the BAS platform and are utilizing the Sunflower application for RP management. We continue to provide Hypercare support for that community as they continue getting acclimated to the new system. Congratulations to the Real Property users in the bureaus and to our collective program teams!

We are currently finishing up Sprint 3 in Common Solution and are moving into Sprint 4 for the remainder of the fiscal year. We are excited to keep working through configuration settings, integration components, and reporting information as our workstreams close out Common Solution. In the coming months, we will begin baselining our configuration settings in the core applications in preparation for the Phase 1 Implementation Year (NOAA/BIS/EDA).

Lastly, our Security Team has been working hard to obtain the initial BAS Authority to Operate (ATO) in August 2021. Once the ATO is received, we will be able to take the outcome/hard work from Common Solution and begin populating our environments in preparation for Sprint 5. During the initial phases of the implementation year, we will finalize our system configuration and begin deploying Conference Room Pilots to our users to test scenarios and get acclimated to our systems.

The next few months will be very busy for BAS and also very exciting as we close out one phase and begin another. Thank you all for your hard work and commitment to BAS; we are excited to continue working with you over the next few quarters!

State of BAS Integration

*by **Mark Del Grande, BAS Technical Project Manager, Pat Grimes, BAS Functional Project Manager***

A critical aspect of the BAS program is its integration across many Government-wide systems, DOC-specific systems, and within the BAS applications themselves. These systems, which have financial, acquisition or property related impacts to DOC data, play an important role in the lifecycle of the transactions processed and reported within BAS. During the Common Solution phase, the processes surrounding the use of common systems that all Bureaus use (e.g., CWT E2 Travel) are currently being reviewed to determine how they will work within BAS. In Sprint 4 (Q4 FY21), the team will be kicking off the Common Solution interfaces sessions. The substance for these data-driven discussions will identify the data elements for interfaces, transactional data needs to support business processes, compliance, and internal reporting. The discussions utilize components of the BAS solution that have been determined during functional process review sessions (e.g., ACS values, Acquisition processes).

In April 2021, the BAS Integration Team initiated Discovery As-Is sessions focusing on current bureau specific interfaces. These Discovery sessions are being used to confirm the As-Is Interface inventory matrix, identify data specifications, architectural capability, data flows and current technical specifications.

The goals for these technical discovery sessions have been to:
- Discover the current CBS interface landscape.
- Differentiate true bureau specific interfaces.
- Discuss and apply standardization where applicable.
- Crosswalk, update, apply BAS data elements to interfaces.
- Identify existing CBS component(s) to reuse in BAS architecture.

As we proceed through the Discovery-Design-Development phases, the team will continue to coordinate with the bureaus to gather information in support of the deep dive sessions and to communicate expectations of potential feeder system required updates. These deep dive sessions will include discussions around capabilities to synchronize reference data (e.g., employees, vendors, customers, items, locations) between internal/external source systems and the BAS system. These sessions will also help the BAS team to design the solution by keeping the existing or enhanced functionality and begin to determine any general testing timelines that will be required to support BAS integration.

For more detailed information about BAS integration, reach out to us at BASProject@doc.gov.
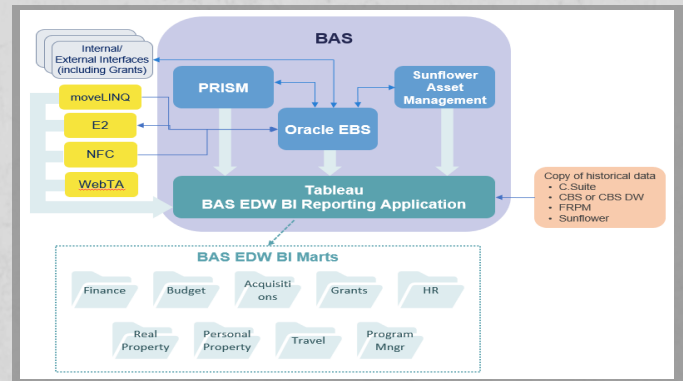
EDW - Early ATO and Initial Release

by Cori Wendel, BAS PMO EDW Lead

The Enterprise Data Warehouse (EDW) is a component of the BAS solution set that will integrate data from the BAS Financial (Oracle EBS), Acquisition (PRISM), and Property Management (Sunflower Asset Management) core applications, along with data from enterprise-wide administrative systems for Grants, HR, and Travel to enable cross-administrative application reporting.

The EDW includes:

- Integrated data model with data from the BAS core applications and key enterprise-wide administrative systems.
- Tableau reporting tool, from which reports, charts, graphs, and dashboards can be developed by EDW Power Users for use by Power Users and General Users.
- Advanced Analytics and/or Department-wide prebuilt EDW reports to be developed by the BAS EDW Team (to be identified after completion of the Core Applications Common Solution Phase).

Throughout FY 2021, the BAS EDW Team has been working on its first two releases - the **Early ATO Release** and the **Initial Release**. The Early ATO Release is a technical BAS release (no end-user functionality included) that includes the initial ingestion of data from the E2 Solutions (MIS), moveLINQ, and WebTA (automated report downloads) applications along with the copy of historical Federal Real Property Management (FRPM) application into the EDW data lake.

The Initial Release aligns to Phase I BAS Implementation and supports NOAA, BIS, EDA, and a subset of OS users. It includes:

- Ingest of data from remaining EDW data sources (EBS, NFC, PRISM, and Sunflower) and integration of data (includes integrating data from the Early ATO release data sources).
- Development of derived tables that support key reporting needs and require joining data across data sources.
- Stand-up and configuration of Tableau to enable EDW Power User report creation.
- Copy of historical data from BAS legacy financial and acquisition management systems for NOAA (Legacy application data from NIST and Census legacy applications will be copied into the EDW in later years of the program).

Based on analysis, the Initial Release may also include:

- Potential limited outbound data service to support legacy or bureau application functionality that is outside the scope of BAS.
- Department-wide prebuilt reports as identified and prioritized for inclusion in the initial release. Identification of Department-wide prebuilt EDW reports to be developed by the BAS EDW Team will occur after the completion of the Core Application Common Solution Phase.

Please refer to the EDW Fact Sheet for more information on the BAS EDW, including EDW data sources, key terms, methodology, and more!

Upcoming BAS Initial ATO Milestone

*by **Ammar Ahmad, BAS Information Technology Security Officer***

Within the federal government, one of the biggest challenges in application development is the requirement for Authority To Operate (ATO). In this context, systems need to be pre-approved by an Authorizing Office (AO) against a set of risk controls before they can be used in an operational context. BAS plans to obtain its first ATO, BAS Initial ATO, Moderate classification, by mid-August 2021. In preparation for this ATO milestone, the Security Team has completed and submitted BAS privacy documentation, including *Privacy Threshold Analysis* (PTA) and *Privacy Impact Assessment* (PIA) to the Office of Privacy and Open Government (OPOG). The ATO boundary consists of multiple cloud service provider (CSP) offerings. For the current state of BAS, it will include 3 FedRAMP approved CSP solutions:
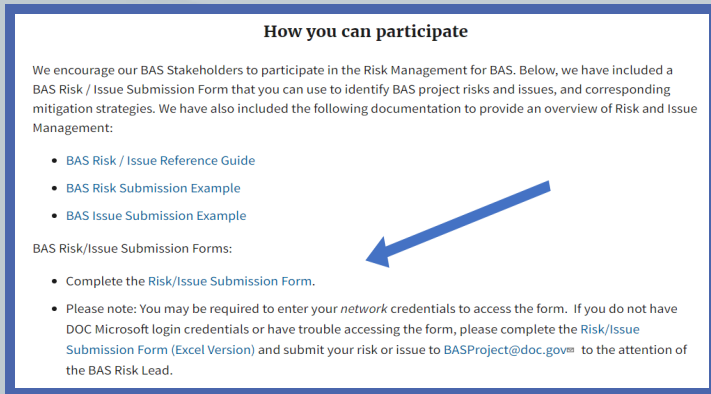
- **Enterprise Data Warehouse (EDW)** This platform will allow DOC to adopt Business Intelligence (BI) technology. Currently, the EDW will be the only BAS solution ingesting Privacy information.
- **ServiceNow (SNOW)** DOC will be utilizing a cloud instance of SNOW to serve as the Information Technology Service Management (ITSM) ticketing solution and the front-end portal for all BAS users. Authorized BAS users will access BAS through SNOW and authenticate via Identity and Access Management (IDM).
- **Accenture Extended Detection and Response** (XDR) This cloud-based tool provides BAS a 24x7 real-time security threat monitoring capability. XDR will provide an audit log review and incident detection for all BAS hosted cloud solutions. Logs will be sent to Enterprise Security Oversight Center (ESOC) for review of anomalies and incidents. XDR will also provide metrics and alerts to the BAS leadership via automated and dashboard reporting.

The Security Team has engaged Coalfire Federal Systems, Inc. for ATO assessment activities. The Coalfire team will assess and evaluate BAS security controls and posture to ensure that the system meets required National Institute of Standards and Technology (NIST) security control guidelines. After the assessment activity is completed, the AO will be requested to grant system to Go-Live based on implementation of an agreed-upon set of information security controls. For more information, please reach out to us at BAS_Security@doc.gov.

See a Risk - Identify the Risk

*by **Rakesh Raman, BAS PMO Risk Lead***

Risk Management is the process of identifying, evaluating, and prioritizing several factors that can potentially negatively impact the ability to meet critical milestones. While the Risk Management Team is key to tracking and managing a broad spectrum of risks, every individual within the organization plays an important part in identifying and reducing risks that could affect day-to-day operations. The fastest way to get risks into the BAS Risk Register is by using the Risk/Issue Submission Form on the BAS Website Risk Management section (screenshot below).

How you can participate

We encourage our BAS Stakeholders to participate in the Risk Management for BAS. Below, we have included a BAS Risk / Issue Submission Form that you can use to identify BAS project risks and issues, and corresponding mitigation strategies. We have also included the following documentation to provide an overview of Risk and Issue Management:

- BAS Risk / Issue Reference Guide
- BAS Risk Submission Example
- BAS Issue Submission Example

BAS Risk/Issue Submission Forms:

- Complete the Risk/Issue Submission Form.
- Please note: You may be required to enter your *network* credentials to access the form. If you do not have DOC Microsoft login credentials or have trouble accessing the form, please complete the Risk/Issue Submission Form (Excel Version) and submit your risk or issue to BASProject@doc.gov✉ to the attention of the BAS Risk Lead.

As shown in the screenshot, there are two ways to submit risks from the BAS Website:

1. Online Risk/Issue Form
2. Risk/Issue Submission Form (Excel Version)

All users are required to enter their DOC credentials in order to access the web-based form. This step is necessary since we are restricting the risk entering feature to DOC employees only. Once the completed form is submitted, the information is automatically routed to the BAS team for evaluation. The BAS Risk Lead reviews the submitted form and contacts the submitter if he has any questions regarding the risk.

Once the information is complete and clarified, the BAS Risk Lead enters the information into the BAS Risk Register where it is tracked and managed using the captured Risk Response plans.

Risk data shows that an increasing number of BAS stakeholders are identifying and submitting risks. The BAS PMO encourages all stakeholders to continue to take an active role in BAS Risk Management by identifying risks early using the Risk/Issue Submission Form.

Getting Your Questions Answered

*by **Andy Blumenthal, BAS Deputy Project Manager***

Moving toward a BAS enterprise-wide solution for the Department of Commerce's financial, procurement, asset management systems and data warehouse is a large, intricate, and collaborative endeavor. So of course, there are a lot of questions that come up about how this is all going to work and look. If you have a question about BAS, please check out the BAS Q&As on the BAS Website located under the Questions about BAS section. Over the past year, the OCM Team has collaborated with all workstreams to compile a comprehensive set of BAS Q&As asked by the user community. They include questions that have been answered during BAS engagement forums and solution meetings. To date, we have over **1000 questions** and the file continues to grow monthly! Currently, there are **16 Categories** of questions that span functional, technical, and programmatic areas. The file is in excel format, which allows for easy sorting, filtering and/or searching capabilities to retrieve the answer to a specific question.

Despite the size of the Q&A file, a search can highlight specific Q&As of interest. For example, a search on the key words "commitment accounting" currently produces 5 Q&As related to this topic. If the specific information you are seeking is not in the file, you can use the BAS website "Submit a BAS Question" (located under Questions about BAS) to ask the BAS team your question.

Is Commitment Accounting included in EDW reports?
Commitment accounting will occur in the core application. There will be standard reports that you are able to pull from PRISM depending on your reporting needs. Other reporting needs will be provided based on the reporting requirements.

Another opportunity to ask questions is at the quarterly BAS Q&A Office Hour (next one on August 16). The BAS Q&A Office Hours provide an interactive forum to answer all questions that have been submitted via the "Submit a Question" function on the website or real-time during the session. Team members from each of the BAS workstreams participate and are ready and eager to help you and answer all your questions!
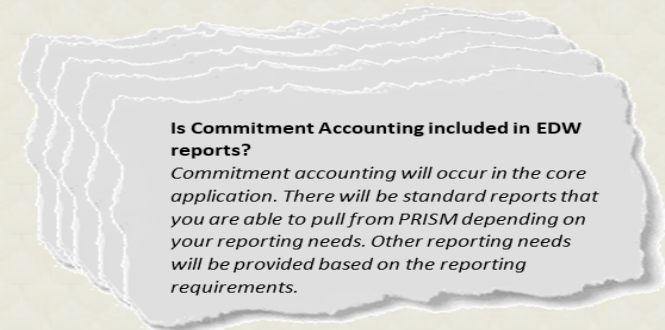
Meet the Team

The PMO staff is growing! Meet two members of the BAS PMO Team.

Cori Wendel

BAS PMO EDW Lead

Cori is the lead for the BAS Enterprise Data Warehouse (EDW) team where she leverages her knowledge of the NOAA and NIST reporting environments to help with the design and build of the BAS EDW. Prior to joining the BAS PMO, Cori was a Project Manager in NOAA's Office of the Chief Financial Officer, Financial Systems Division, where she managed business process re-engineering and systems integration projects related to NOAA's financial system and financial management processes.

Ammar Ahmad

IT Security Officer (ITSO)

As the Information Technology Security Officer (ITSO), Ammar will be overseeing the BAS Cybersecurity program and functions including working across the Office of Chief Information Officer (OCIO). Before joining the Department of Commerce (DOC), Ammar served as CISO and CIO at the Department of Health and Human Services (DHHS). Ammar has a Bachelor's degree in Information systems from University of Maryland and a Master's degree from Johns Hopkins University in Information Technology.

Upcoming
BAS Events

To keep informed about what's happening with BAS or to get more involved, consider attending one or more of the upcoming events. For more information on an event, visit the BAS website Event Calendar.

EVENT	DATE	TIME
Town Hall Program Status Update	July 21, 2021	1:00 - 2:30 PM
Q&A Office Hour	Aug 16, 2021	1:00 - 2:00 PM

We've also updated the upcoming Common Solution Communication Events to the BAS website. Check it out for more details.

New Information Available

Several resources have been posted on the CSC Portal to provide additional information on the BAS program.

BAS Documentation
- EDW Fact Sheet
- Requirements Traceability Matrix (February 2021)
- 3 Global Design Outcome Documents

Common Solution Sprint 1 Outcomes
- 7 Business Process Videos and Reference Guide
- 13 Supporting Business Process Documents

Common Solution Sprint 2 Outcomes
- 7 Business Process Videos and Reference Guide
- 13 Supporting Business Process Documents

Real Property Training and Deployment Documentation
- 5 Training videos, covering 5 days of training material
- Real Property (RP) Training Material
- 16 Sunflower RP "How to…" guides, e.g., How to create Real Property records, How to create a complex
- 3 Additional RP Training and Deployment materials - FAQs, User's Guide, Teacher Presentations
- 4 Self-Service Products for RP users

DESIGNED FOR STANDARDIZATION - ENGINEERED TO LAST