



Service Center Initiative

Data Administration Program

January 1999

www.usda.gov/servicecenter

USDA Service Center Data Administration Program

- Infrastructure
- Roles & Responsibilities
- Standards & Procedures
- Tools

SCIT Infrastructure Established

- SCIT Infrastructure is being put in place
 - Common Computing Environment
 - LAN / WAN / Voice
 - Data Team has been established
 - Business Integration Center is operational
 - Pilot sites have been established
 - BPR projects are being piloted

Service Center Data Management Team

The Service Center Data Team (SCDT) has been established as a part of the Service Center Implementation Team (SCIT) to develop and implement a common data management infrastructure for the partner agencies.



Data Management Infrastructure

- Data Team has been building infrastructure
 - Data Management Framework established
 - Interim Data Management Policy is approved
 - Standards & Procedures are being developed
 - Central Metadata Repository is being established
 - CASE / Metadata collection tools are being defined/acquired/developed
 - Data administration roles have been defined

Technical Working Groups

- Broad scope of work to date
- Leadership & participation from all partner agencies

TWG 1
Data Management &
Administration Policy

TWG 4
Data Administration
Process

TWG 7
Training

TWG 2
Metadata &
Repository Tools

TWG 5
Data
Architecture

TWG 8
Database Administration
Process

TWG 3
Data Management
Tools

TWG 6
Data
Warehousing

TWG 9
Geospatial Data
Standards

What does this mean to me?

- Focus and scope are changing from an Agency to Enterprise (Service Center) perspective
 - Enterprise policy, standards & procedures
 - Define data to accommodate sharing/reuse throughout the Enterprise
 - Become knowledgeable of and reuse data available throughout the Enterprise
 - Use metadata tools that are integrated at Enterprise level



**Business Area
Data Stewards**

A Business Area Data Steward is a business-area expert who is responsible for the content of the database.

- Point of contact for all business-area decisions
- Develop business rules
- Certify data
- Ensure metadata collection

Project Data Administration Roles



**Project
Data Modelers**



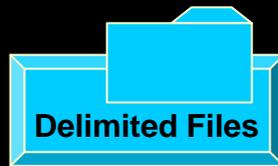
**Business Area
Data Stewards**

Project Data Modelers work with Business Area Data Stewards to document data and business rules for the application.

- Develops data dictionary and data model
- Coordinates with Business Area's Data Administrator

Metadata Collection Tools

Development
Center



Enter Metadata
Without CASE Tool



Business Area
Data Stewards



Project
Data Modelers

FSA
NRCS

Model
Updates

Model
Updates

RD



Tabular Metadata Collection "CASE" Tools

- Rural Development
- Farm Service Agency
- Natural Resource Conservation Service
- Projects without CASE Tool

Enterprise

Metadata Collection Tools

Development
Center



Enter Metadata
Without CASE Tool



RD

FSA
NRCS

Model
Updates

Model
Updates



Feature
Updates



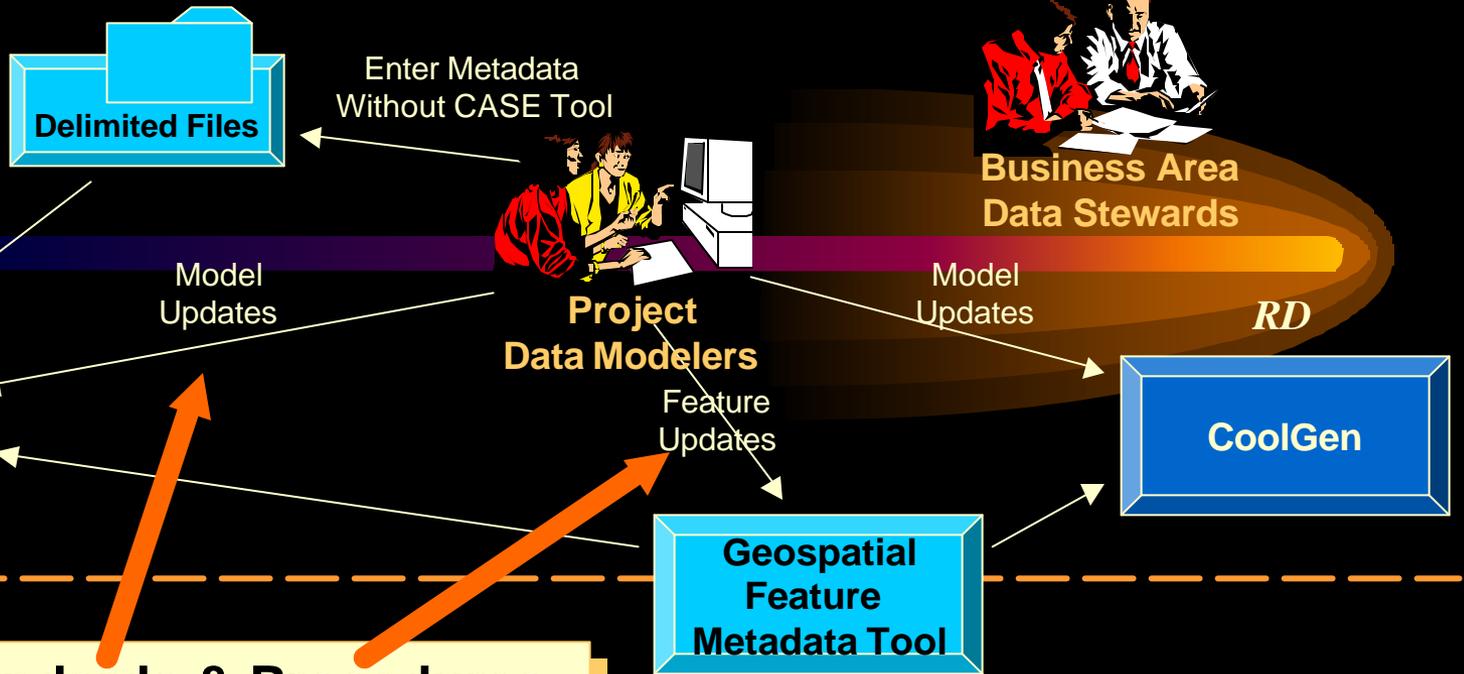
Enterprise

Geospatial Feature Metadata Collection Tool

- Used to specify feature metadata
- Feeds CASE tools

Data Administration Standards

Development
Center



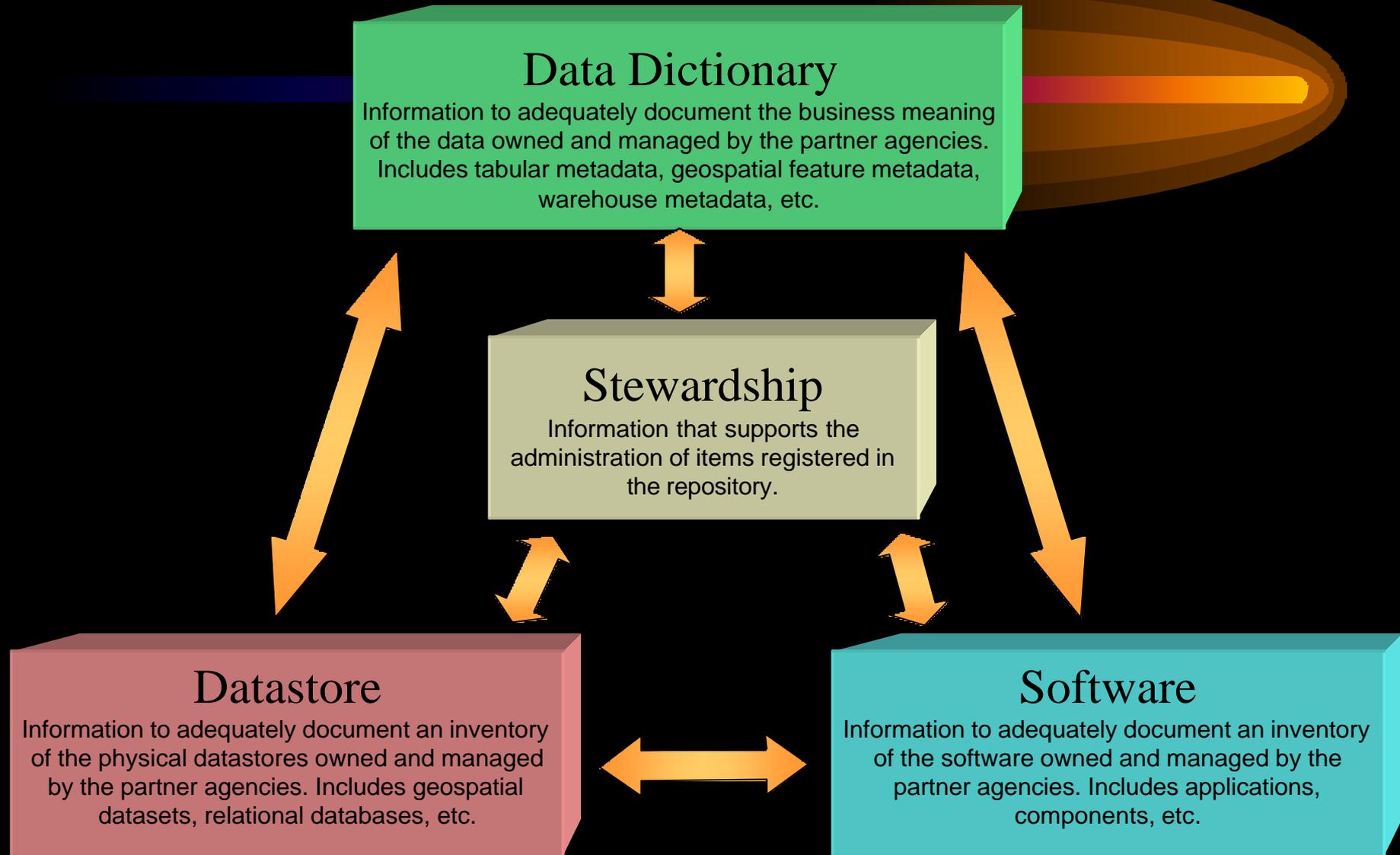
Enterprise

Standards & Procedures

- Metadata Standards (tabular & geospatial)
- Naming Standards
- Data Modeling Standards

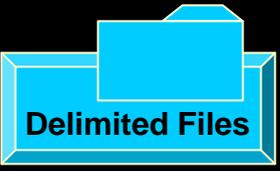
Standards govern what is entered into the metadata collection tools.

Repository Metadata Categories



Enterprise Data Administration Tools

Development Center

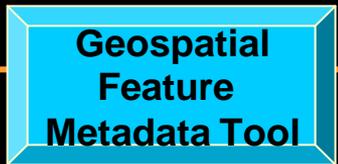


FSA
NRCS

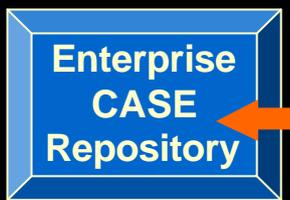
Project
Data Modelers

RD

Business Area
Data Stewards

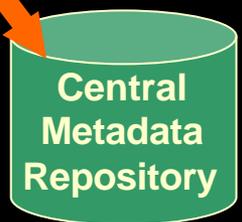


Enterprise



Enterprise Tools

- Enterprise CASE Repository
- Central Metadata Repository



Feature
Metadata

Model
Metadata

Development Center

Enterprise Data Administration Roles

The Business Area Data Administrator coordinates integration of the data model within a specific business area (e.g., Eligibility and Compliance, Lending & Outreach, Conservation, Administration, etc.)

- Coordinate business area review of models
- Coordinate with enterprise data administrator



Project Data Modelers

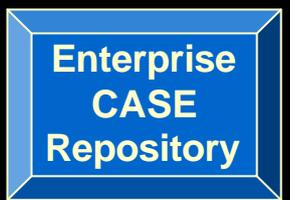


Business Area Data Stewards

RD



Enterprise



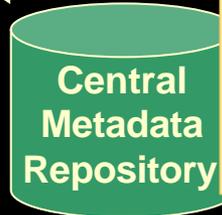
Business Area Data Administrators

Post Metadata & Model Image
Assign Stewardship

Manage Features

Move Project Models to Enterprise

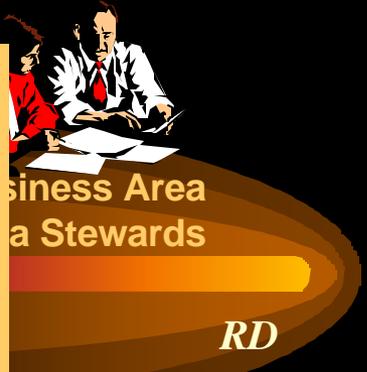
- Coordinate posting of metadata to repository
- Review other models for impacts to business area
- Manage change control process
- Ensure Service Center standards are being followed



Enterprise Data Administration Roles

The Enterprise Data Administrator maintains the Enterprise Data Model.

- Maintains linkages between functional areas
- Provide liaison with department, inter-agency work groups and other data technical teams
- Participates with other standards groups (e.g. FGDC, ISO)
- Coordinates the Data Administration Program
- Coordinates metadata standards for this process



FSA
NRCS

PowerDesigner
DataArchitect

RD

CoolGen

Enterprise

Enterprise
CASE
Repository



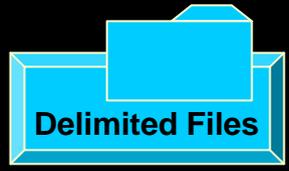
Maintain
Enterprise
Model

Enterprise
Data Administrator

Central
Metadata
Repository

Enterprise Data Administration Roles

Development Center



Business Area Data Stewards



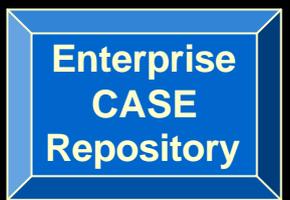
Project Data Modelers

RD

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Enterprise



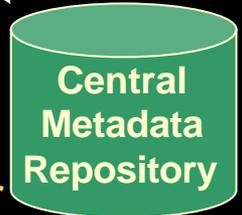
Business Area Data Administrators

The Central Repository Manager is responsible for system administration of the repository.

Enterprise Data Administrator



Central Metadata Repository Manager



Central Metadata Repository

Central Metadata Repository Access



Business Area Stewards

RD

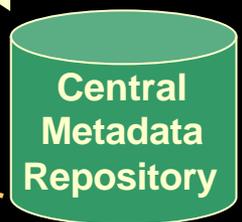
The Central Metadata Repository will be accessible via the World Wide Web.

- Supports USDA Service Center
 - Data Stewards / Executive Sponsors
 - Project Data Modelers
 - Project Developers
 - Business Area Data Administrators
 - Enterprise Data Administrator
- Makes metadata available outside SC
 - Other Government
 - Universities
 - Public



Service Center
Other Govt.
Universities
Public

Web Access
Search Data Dictionary
Print Data Dictionary
View Model Image
Print Model Image
Browser E-mail



Central Metadata Repository Manager

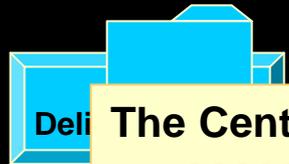


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NRCS



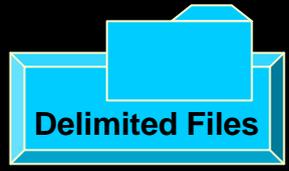
Enterprise Data Administrator

Development Center



SC Data Administration Program

Development Center



Enter Metadata Without CASE Tool



Business Area Data Stewards

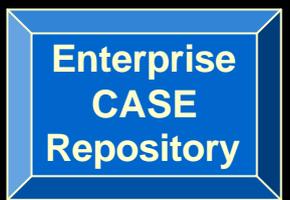


Project Data Modelers

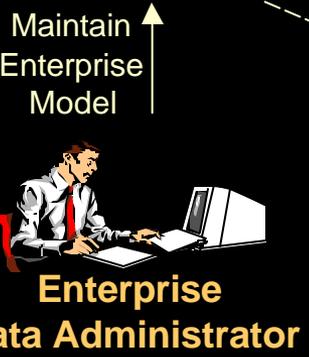
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Enterprise

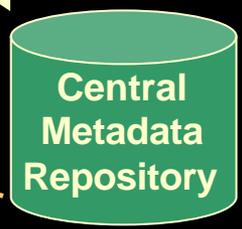


Business Area Data Administrators



Move Project Models to Enterprise

Manage Features



Central Metadata Repository Manager

Post Metadata & Model Image Assign Stewardship

Model Metadata

Feature Metadata

Web Access
 Search Data Dictionary
 Print Data Dictionary
 View Model Image
 Print Model Image
 Browser E-mail



**Service Center
 Other Govt.
 Universities
 Public**

Summary

- The Service Center Data Administration Program is being established
 - Focus and scope are changing from agency to enterprise perspective
 - Standards & Procedures are being developed
 - Central Metadata Repository is being established
 - CASE / Metadata collection tools are being defined/acquired/developed
 - Data administration roles have been defined

*USDA Service Center
Data Administration Program*