

# TABLE OF CONTENTS

<a href="#"><u>DOMAIN TEMPLATE</u></a> -----	1
<a href="#"><u>DISCIPLINE TEMPLATE</u></a> -----	6
<a href="#"><u>TECHNOLOGY AREA TEMPLATE</u></a> -----	12
<a href="#"><u>PRODUCT COMPONENT TEMPLATE</u></a> -----	16
<a href="#"><u>COMPLIANCE COMPONENT TEMPLATE</u></a> -----	22

## *DOMAIN TEMPLATE*

### Template Sections

The Domain Template will include the following sections:

- 1 Definition
- 2 Boundary
- 3 Current Status
- 4 Associated Disciplines
- 5 Related Principles
- 6 Related Best Practices
- 7 Related Trends
- 8 State Contracts
- 9 Audit Trail

### Template Form Sample

The Domain Template provides a checklist for documenting the Domain details. A detailed description of each of the content areas follows the visual representation of the Domain Template provided here.



<b>DEFINITION</b>			
<i>Name</i>			
<i>Description</i>			
<i>Rationale</i>			
<i>Benefits</i>			
<b>BOUNDARY</b>			
<i>Boundary Limit Statement</i>			
<b>CURRENT STATUS</b>			
<i>Provide the status of this Domain</i>	<i>Under Review</i>	<i>Rejected</i>	<i>Accepted</i>
<b>ASSOCIATED DISCIPLINES</b>			
<i>List Disciplines under this Domain</i>			
<b>RELATED PRINCIPLES</b>			
<i>Reference #s, Statements or Links</i>	<i>Conflict</i>	<i>Relationship</i>	
<b>RELATED BEST PRACTICES</b>			
<i>Reference #s, Statements or Links</i>	<i>Conflict</i>	<i>Relationship</i>	
<b>RELATED TRENDS</b>			
<i>Reference #s, Statements or Links</i>	<i>Conflict</i>	<i>Relationship</i>	
<b>STATE CONTRACTS</b>			
<i>Planned Contracts</i>			
<i>Existing Contracts</i>			
<b>AUDIT TRAIL</b>			
<i>Creation Date</i>		<i>Date Accepted/Rejected</i>	

<i>Reason for Rejection</i>			
<i>Last Date Updated</i>		<i>Last Date Reviewed</i>	
<i>Reason for Update</i>			
<i>Updated By</i>			

## Template Detail

### 1 Definition

*Name:* Determine an appropriately descriptive name for the Domain.

*Description:* Supply a description of the Domain in a paragraph or two that provides sufficient clarity to reader about the Domain and what it covers.

*Rationale:* Provide a paragraph or two containing the reason or basis for inclusion of this Domain in the technology architecture.

*Benefits:* Provide a paragraph or bulleted statements that supply the benefits associated with the Domain.

### 1 Boundary

*Boundary Limit Statement:* The Boundary Limit Statement provides parameters for identifying the boundaries for the Domain. This section should contain statements about what is included, as well as items that are related to—but excluded from—the Domain. If excluded items are identified, it is beneficial to include a reference to the Domain where information can be found.

### 1 Current Status

Document the status of Domain, indicating whether the Domain is under review, rejected, or accepted.

Upon identifying changes to the Domain, the Current Status should be set to “Under Review.” After the suggested updates/modifications have been reviewed, the status will be updated to “Rejected” or “Accepted,” as appropriate.

### 1 Associated Disciplines

Provide a list of the Disciplines that are covered within this Domain. This provides an index for these Disciplines. The detailed documentation for each Discipline listed will be completed using the Discipline Template.

### 1 Related Principles

*References, Statements or Links:* The overarching general rules that hold true across the enterprise architecture. The principles are developed and documented as Business and Technology Drivers at the most global level of the enterprise architecture.

*Conflict:* Verify that the development of the Domain does not conflict with the established Business and Technology Driver Principles. This is a yes/no answer.

*Relationship:* The relationship should be documented for those principles that apply most directly to the Domain. Principles with the relationship left blank will indicate that the principle does not apply to this Domain.

### 1 Related Best Practices

Best Practices – Best practices identify industry processes related to the implementation of the enterprise architecture that will assist in the maintenance and expansion of an adaptive enterprise technical architecture. They are based on experience and proven results. The best practices are documented as Business and Technology Drivers and apply to the enterprise-wide concept of architecture.

*Conflict:* Verify that the development of the Domain does not conflict with the established Business

and Technology Driver Best Practices. This is a yes/no answer.

*Relationship:* The relationship should be documented for those best practices that apply most directly to the Domain. Best practices with the relationship left blank will indicate that the best practice does not apply to this Domain.

*NOTE: Best Practices that are identified as specific to the Domain will be defined and documented as Compliance Components (guidelines or standards) at the Discipline level.*

## 1 Related Trends

Industry and technology trends have an effect on the deployment of information technology. Identifying these trends and having an awareness of their impact will allow IT decision makers to develop more informed, effective decisions. The trends are documented as Business and Technology Drivers and apply to the enterprise-wide concept of architecture.

*Conflict:* Verify that the development of the Domain does not conflict with the established Industry and Technology Trends. This is a yes/no answer.

*Relationship:* The relationship should be documented for those trends that apply most directly to the Domain. Trends with the relationships left blank will indicate that the trend does not apply to this Domain.

*NOTE: Business and Technology Trends that are identified as specific to the Domain will be further defined and documented at the Discipline level. This will allow the trends to be defined within the Discipline where they most appropriately apply.*

## 1 State Contracts

*Planned Contracts:* Provide a list of planned future contracts associated with this Domain.

*Existing Contracts:* Provide a list of existing contracts associated with this Domain.

## 1 Audit Trail

The Audit Trail is included at each level of the Architecture Blueprint. It provides the means to track changes made to each of the levels, identifies the date the level was last reviewed to assist in the Vitality Process, and identifies roles and/or individuals involved in the introduction or modification of the Blueprint information for historical purposes.

This information is extremely helpful for the vitality of the Blueprints, as well as invaluable to Project /IT Services Teams in their research when requesting a variance, and Documenters conducting research on related items across Domains.

*Creation Date:* Provide the date the Domain was created.

*Date Accepted/Rejected:* Provide the date the Domain was accepted into the architecture blueprint or rejected.

*Reason for Rejection:* If the Domain was rejected, document the reason for the rejection.

*Last Date Reviewed:* Document the most recent date the Domain was taken through the Architecture Blueprint Vitality Process.

*Last Date Updated:* Document the most recent date that any item in the Domain template was changed.

*Reason for Update:* Document the reason for the update to the Domain. **This information should be**

a detailed description of the change, for future reference.

*Updated By:* Provide the names of the persons responsible for the update to the Domain. This will be helpful information for future reference.

## *DISCIPLINE TEMPLATE*

### Template Sections

The Discipline Template will include the following sections:

- 1 Definition
- 2 Boundary
- 3 Associated Domain
- 4 Current Status
- 5 Critical References
- 6 Methodologies
- 7 Associated Compliance Components
- 8 Associated Technology Areas
- 9 Discipline Documentation Requirements
- 10 Audit Trail

### Template Form Sample

The Discipline Template provides a checklist for documenting the Discipline details. A detailed description of each of the content areas follows the visual representation of the Discipline Template provided here.



<b>DEFINITION</b>			
<i>Name</i>			
<i>Description</i>			
<i>Rationale</i>			
<i>Benefits</i>			
<b>BOUNDARY</b>			
<i>Boundary Limit Statement</i>			
<b>ASSOCIATED DOMAIN</b>			
<i>List the Domain Name</i>			
<b>CURRENT STATUS</b>			
<i>Provide the status of this Discipline</i>	<i>Under Review</i>	<i>Rejected</i>	<i>Accepted</i>
<b>CRITICAL REFERENCES</b>			
<b>Related Domains/Disciplines</b>			
	<i>Domain - Disciplines</i>		<i>Domain - Disciplines</i>
<b>Standards Organizations</b>			
<i>Name</i>		<i>Web Address</i>	
<i>Contact Information</i>			
<b>Government Bodies</b>			
<i>Name</i>		<i>Web Address</i>	
<i>Contact Information</i>			



<b>Stakeholders/Roles</b>	
<i>List Stakeholders</i>	
<i>List Roles (if stakeholder titles are not known)</i>	

<b>Discipline-Specific Trends</b>	
<i>List Discipline-specific Trends</i>	
<i>Trend Source</i>	
<b>METHODOLOGIES</b>	
<i>List methodologies followed</i>	
<b>ASSOCIATED COMPLIANCE COMPONENTS</b>	
<i>List Discipline-specific Compliance Component Names</i>	
<b>ASSOCIATED TECHNOLOGY AREAS</b>	
<i>List the Technology Areas associated with this Discipline</i>	
<b>DISCIPLINE DOCUMENTATION REQUIREMENTS</b>	
<i>Provide documentation requirements for this Discipline</i>	
<b>AUDIT TRAIL</b>	
<i>Creation Date</i>	<i>Date Accepted/Rejected</i>
<i>Reason for Rejection</i>	
<i>Last Date Updated</i>	<i>Last Date Reviewed</i>
<i>Reason for Update</i>	
<i>Updated By</i>	

## Template Detail

### 1 Definition

*Name:* Determine an appropriately descriptive name for the Discipline.

*Description:* Supply a description of the Discipline in a paragraph or two that provides sufficient clarity about the Discipline and what it covers.

*Rationale:* Provide a paragraph or two containing the reason or basis for inclusion of this Discipline in the architecture blueprint.

*Benefits:* Provide a paragraph or bulleted statements that supply the benefits associated with the Discipline.

### 1 Boundary

*Boundary Limit Statement:* The Boundary Limit Statement provides parameters for identifying the boundaries for the Discipline. This section includes statements about what is included, as well as items that are related to—but excluded from—the Discipline. If excluded items are identified, it is beneficial to include a reference to the Domain and Discipline where information can be found.

### 1 Associated Domain

Provide the name of the Domain with which this Discipline is associated. This provides the appropriate mapping between Domain and Disciplines.

### 1 Current Status

Document the status of Discipline, indicating whether it is under review, rejected, or accepted.

Upon identifying changes to the Discipline, the Current Status should be set to “Under Review.” After the suggested updates/modifications have been reviewed, the status will be updated to “Rejected” or “Accepted,” as appropriate.

### 1 Critical References

*Related Domains/Disciplines:* Provide a list of the Domains and underlying Disciplines that will have an affect on, or be affected by changes within this Discipline. These references provide coordination points for critical decisions. The Domain-Discipline Intersection Matrix, provided in the Technology Samples section of this Tool-Kit, can be a helpful tool to easily identify these coordination points. If your organization chooses to use such a tool, it should be updated with the new information as well.

In the Discipline template provided, the names of the related Domains/Disciplines have been omitted. Please note that once you have determined the Domains and Disciplines for your organization, the template can be customized to include your information.

*Standard Organization/Government Bodies:* Provide a list of the various standards organizations and/or government bodies that affect this Discipline. Provide URLs for reference whenever possible. These organizations can affect the Discipline in various ways. Some will have authority to dictate certain decisions, while others may only provide an influence to decision within the Discipline.

*Stakeholders/ Roles:* Provide a list of Stakeholders for this Discipline. Stakeholders are those who are affected by, or will affect the Discipline.

If stakeholder title is not known, provide a description of the role the person or group performs in the

roles section. Roles ensure the accountability of all IT components, ensure IT efforts support the needs of the business, and increase quality of IT solutions within the Discipline.

*Discipline-specific Trends:* Add any Discipline-specific Industry or Technology Trends. Industry and technology trends have an effect on the deployment of information technology. IT decision makers will develop more informed, effective decisions if they are aware of the impact of the trends related to both business and technology.

Some key questions that should be considered when identifying the trends include:

- What trends and events will drive new business investment in IT?
- What technology advances or changes will impact IT deployment decisions?
- How can the organization exploit IT, while facing a complex and volatile environment?

In addition to the trends, provide the source of each trend for reference/historical purposes. This section can include references to organizations like Gartner Group, or they can include the name of the person who proposed the trend. URLs may also be included if applicable.

#### 1 Methodologies

Provide a list of methodologies followed in developing or supporting this Discipline as appropriate.

#### 1 Associated Compliance Components

Provide a list of Compliance Components that are specific to the Discipline level. The detailed documentation for each component listed will be completed using the compliance component Template.

#### 1 Associated Technology Areas

Provide a list of the technology areas that are covered within this Discipline. This provides an index for these technology areas. The detailed documentation for each technology area listed will be completed using the Technology Area Template.

#### 1 Discipline Documentation Requirements

As the enterprise architecture continues to mature, a variety of subject matter experts will serve as Documenters. The transfer of knowledge and the reasoning behind previous additions and modifications, which is not always obvious, can be invaluable to them.

The Documenters should use this section to document the quality assurance criteria for the Discipline and express their expectations for how the Discipline is to be maintained.

#### 1 Audit Trail

*Creation Date:* Provide the date the Discipline was created.

*Date Accepted/Rejected:* Provide the date the Discipline was accepted into the architecture blueprint or rejected.

*Reason for Rejection:* If the Discipline was rejected, document the reason for the rejection.

*Last Date Reviewed:* Document the most recent date the Discipline was taken through the Architecture Blueprint Vitality Process.

*Last Date Updated:* Document the most recent date that any item in the Discipline template was

changed.

*Reason for Update:* Document the reason for the update to the Discipline.

*Updated By:* Provide the names of the persons responsible for the update to the Discipline. This will be helpful information for future reference.

## *TECHNOLOGY AREA TEMPLATE*

### Template Sections

The Technology Area Template will include the following sections:

- 1 Definition
- 2 Associated Discipline
- 3 Keywords
- 4 Current Status
- 5 Associated Compliance Components
- 6 Single Product Solution
- 7 Associated Product Components
- 8 Audit Trail

### Template Form Sample

The Technology Area Template provides a checklist for documenting the technology area details. A detailed description of each of the content areas follows the visual representation of the Technology Area Template provided here.



<b>DEFINITION</b>			
<i>Name</i>			
<i>Description</i>			
<i>Rationale</i>			
<i>Benefits</i>			
<b>ASSOCIATED DISCIPLINE</b>			
<i>List the Discipline Name</i>			
<b>KEYWORDS</b>			
<i>List Keywords</i>			
<b>CURRENT STATUS</b>			
<i>Provide the status of this Technology Area</i>	<i>Under Review</i>	<i>Rejected</i>	<i>Accepted</i>
<b>ASSOCIATED COMPLIANCE COMPONENTS</b>			
<i>List the Compliance Component Names</i>			
<b>SINGLE PRODUCT SOLUTION</b>			
<i>Date of Single Product Solution Determination</i>			
<i>Provide Rationale for Decision</i>			
<b>ASSOCIATED PRODUCT COMPONENTS</b>			
<i>List the Product Component Names</i>			
<b>AUDIT TRAIL</b>			
<i>Creation Date</i>		<i>Date Accepted / Rejected</i>	
<i>Reason for Rejection</i>			
<i>Last Date Updated</i>		<i>Last Date Reviewed</i>	
<i>Reason for Update</i>			
<i>Updated By</i>			

## Template Detail

### 1 Definition

*Name:* Determine an appropriately descriptive name for the Technology Area.

*Description:* Supply a description of the Technology Area in a paragraph or two that provides sufficient clarity about the Technology Area and what it covers.

*Rationale:* Provide a paragraph or two containing the reason or basis for inclusion of this Technology Area in the architecture blueprint.

*Benefits:* Provide a paragraph or bulleted statements that supply the benefits associated with the Technology Area.

### 1 Associated Discipline

Provide the name of the Discipline with which this Technology Area is associated. This provides the appropriate mapping between technology area and Discipline.

### 1 Keywords

List any keywords/nomenclature that can be used to assist in searching for these technology areas. This information will be helpful for anyone looking for information on similar technologies.

### 1 Current Status

Document the status of technology area, indicating whether the technology area is under review, rejected, or accepted.

Upon identifying changes to technology area, the Current Status should be set to "Under Review." After the suggested updates/modifications have been reviewed, the status will be updated to "Rejected" or "Accepted," as appropriate.

### 1 Associated Compliance Components

List the Compliance Components associated with this technology area. The detailed documentation for each component listed will be completed using the Compliance Component Template.

### 1 Single Product Solution

For certain technology areas, it is essential for an organization to make a determination of a single product solution. E-mail is a good example of a technology area that would be a candidate for a single product solution.

For technology areas that require single product solutions, provide the date of the determination, as well as the rationale for the decision.

### 1 Associated Product Components

List the Product Components associated with this technology area. The detailed documentation for each component listed will be completed using the Product Component Template.

### 1 Audit Trail

*Creation Date:* Provide the date the technology area was created.

*Date Accepted/Rejected:* Provide the date the technology area was accepted into the architecture



blueprint or rejected.

*Reason for Rejection:* If the technology area was rejected, document the reason for the rejection.

*Last Date Reviewed:* Document the most recent date the technology area was taken through the Architecture Blueprint Vitality Process.

*Last Date Updated:* Document the most recent date that any item in the technology area template was changed.

*Reason for Update:* Document the reason for the update to the technology area.

*Updated By:* Provide the names of the persons responsible for the update to the technology area. This will be helpful information for future reference.

## *PRODUCT COMPONENT TEMPLATE*

### Template Sections

The Product Component Template will include the following sections:

- 1 Definition
- 2 Associated Technology Area
- 3 Keywords
- 4 Current Status
- 5 Vendor Information
- 6 Potential Compliance Organizations
- 7 Associated Compliance Components
- 8 Component Review
- 9 Component Classification
- 10 Required Component
- 11 Conditional Use Restrictions
- 12 Migration Strategy
- 13 Impact Position Statement
- 14 Audit Trail

### Template Form Sample

The Product Component Template provides a checklist for documenting the Product Component details. A detailed description of each of the content areas follows the visual representation of the Product Component Template provided here.



<b>DEFINITION</b>			
Name			
Description			
Rationale			
Benefits			
<b>ASSOCIATED TECHNOLOGY AREA</b>			
List the name of the associated Technology Area			
<b>KEYWORDS</b>			
List all Keywords			
<b>CURRENT STATUS</b>			
Provide the Current Status of this Product Component	<i>Under Review</i>	<i>Rejected</i>	<i>Accepted</i>
<b>VENDOR INFORMATION</b>			
Vendor Name		Web Address	
Contact Information			
<b>POTENTIAL COMPLIANCE ORGANIZATIONS</b>			
<b>Standards Organizations</b>			
Name		Web Address	
Contact Information			
<b>Government Bodies</b>			
Name		Web Address	
Contact Information			
<b>ASSOCIATED COMPLIANCE COMPONENTS</b>			
<b>Product</b>			
List the Product-specific Compliance Component Names			
<b>Configurations</b>			
List the Configuration-specific			

<i>Compliance Component Names</i>				
<b>COMPONENT REVIEW</b>				
<i>List Desirable aspects</i>				
<i>List Undesirable aspects</i>				
<b>COMPONENT CLASSIFICATION</b>				
<i>Provide the Classification</i>	<i>Emerging</i>	<i>Current</i>	<i>Twilight</i>	<i>Sunset</i>
<i>Provide the Rationale for Component Classification</i>				
<b>REQUIRED COMPONENT</b>				
<i>List Business Area, Department or Application for which this is a required item</i>				
<b>CONDITIONAL USE RESTRICTIONS</b>				
<i>Document the Conditional Use Restrictions</i>				
<b>MIGRATION STRATEGY</b>				
<i>Document the Migration Strategy</i>				
<b>IMPACT POSITION STATEMENT</b>				
<i>Document the Position Statement on Impact</i>				
<b>AUDIT TRAIL</b>				
<i>Creation Date</i>		<i>Date Accepted / Rejected</i>		
<i>Reason for Rejection</i>				
<i>Last Date Updated</i>		<i>Last Date Reviewed</i>		
<i>Reason for Update</i>				
<i>Updated By</i>				

## Template Detail

### 1 Definition

*Name:* Determine an appropriately descriptive name for the Product Component.

*Description:* Supply a description of the Product Component in a paragraph or two that provides sufficient clarity about the Product Component and what it covers.

*Rationale:* Provide a paragraph or two containing the reason or basis for inclusion of this Product Component in the architecture blueprint.

*Benefits:* Provide a paragraph or bulleted statements that supply the benefits associated with the Product Component.

### 1 Associated Technology Area

Provide the name of the Technology Area with which this Product Component is associated. This will ensure the appropriate mapping of Product Component to Technology Area.

### 1 Keywords

List any keywords/nomenclatures that can be used to assist in searching for these Product Components. This information will be helpful for anyone looking for information on similar technologies.

### 1 Current Status

Document the current status of Product Component, indicating whether the Product Component is under review, rejected, or accepted.

Upon identifying changes to the Product Component, the Current Status should be set to “Under Review.”

After the suggested updates/modifications have been reviewed, the status will be updated to “Rejected” or “Accepted,” as appropriate.

### 1 Vendor Information

Provide the following vendor information for the vendor that supplies and or supports the Product Component being documented.

- Vendor Name.
- Contact Information, such as phone number, address, and email address.
- Company Web site, URL, and associated links.

### 1 Potential Compliance Organizations

*Standards Organizations:* List all standards organizations that supply standards associated with this Product Component. Provide contact information for each organization, as well as URLs, if available.

*Government Bodies:* List all government bodies that provide policies and/or mandates associated with this Product Component. Provide contact information for each government body, as well as URLs, if available.

These are research references only and are used in identifying standards that may need to be escalated

to Compliance Components.

All standards are addressed using the Compliance Component template.

#### 1 Associated Compliance Component

*Product:* List the product-specific Compliance Components associated with this product. The detailed documentation for each component listed will be completed using the Compliance Component Template.

*Configuration:* List the configuration-specific Compliance Components associated with this product. The detailed documentation for each component listed will be completed using the Compliance Component Template.

#### 1 Component Review

*Desirable Aspects:* Document the desirable aspects of this Product Component.

*Un-desirable Aspects:* Document the un-desirable aspects of this Product Component.

This information is used to justify recommendations for future use of the component.

#### 1 Component Classification

*Component Classification:* Provide the classification for this Product Component.

(The process for determination is covered under Evaluate Product/Compliance Component Process.)

Classifications include:

- *Emerging* – New technology that has the potential to become current.
- *Current* – Recommended technology that meets the requirements of the enterprise architecture.
- *Twilight* – Items that do not conform to the Technology Drivers and/or Business Drivers.
- *Sunset* – Items that do not conform to the Technology Drivers and/or Business Drivers and has a set discontinuation date.

*Sunset Date:* Document the date for discontinuation of the Product Component.

#### 1 Rationale for Component Classification

Provide a rationale statement for the chosen classification based on the on review of:

- Technology Architecture Blueprint Conformance
- Business Functionality Fit
- Technical Fit
- Operational Fit
- Vendor Evaluation
- Cost of Ownership

#### 1 Required Component

If this Product Component is specifically required, specify the Business Area, Department or Application for which the product is a requirement.

#### 1 Conditional Use Restriction

Document any specialized circumstances and requirements associated with the use of this Product

Component.

## 1 Migration Strategy

Document Migration Strategy for:

- Existing Product Components classified as emerging that are moving to the classification of current.
- Existing Product Components classified as current that are moving to either twilight or sunset.

These strategies should identify the following items, as applicable:

- Existing user base and technical staff
- Training for existing user base
- Training for existing technical staff
- Impacts on existing technology areas
- Considerations for conversion
- Recommendations for the technology area in:
  - New development
  - Modifications (corrections & enhancements)
  - Possibilities for user-base expansion (reuse)

## 1 Impact Position Statement

Provide a position statement on the impact of this product on the organization. Consider the following items when developing the impact position statement:

- The impact on the overall Technology Architecture Blueprint
- The impact on the physical technical environment
- The impact on the business community

## 1 Audit Trail

*Creation Date:* Provide the date the Product Component was created.

*Date Accepted/Rejected:* Provide the date the Product Component was accepted into the architecture blueprint or rejected.

*Reason for Rejection:* If the Product Component was rejected, document the reason for the rejection.

*Last Date Reviewed:* Document the most recent date the Product Component was taken through the Architecture Blueprint Vitality Process.

*Last Date Updated:* Document the most recent date that any item in the Product Component template was changed.

*Reason for Update:* Document the reason for the update to the Product Component.

*Updated By:* Provide the names of the persons responsible for the update to the Domain. This will be helpful information for future reference.

## *COMPLIANCE COMPONENT TEMPLATE*

### Template Sections

The Compliance Template will include the following sections:

- 1 Definition
- 2 Associated Technology Architecture Blueprint Level
- 3 Keywords
- 4 Current Status
- 5 Compliance Component Type
- 6 Compliance Detail
- 7 Component Classification
- 8 Conditional Use Restrictions
- 9 Migration Strategy
- 10 Impact Position Statement
- 11 Audit Trail

### Template Form Sample

The Compliance Component Template provides a checklist for documenting the Compliance Component details. A detailed description of each of the content areas follows the visual representation of the Compliance Component Template provided here.





<b>DEFINITION</b>			
<i>Name</i>			
<i>Description</i>			
<i>Rationale</i>			
<i>Benefits</i>			
<b>ASSOCIATED TECHNOLOGY ARCHITECTURE BLUEPRINT LEVEL</b>			
<i>List the Discipline Name</i>			
<i>List the Technology Area Name</i>			
<i>List the Product Component Name</i>			
<b>KEYWORDS</b>			
<i>List all Keywords</i>			
<b>CURRENT STATUS</b>			
<i>Provide the status of this Compliance Component</i>	<i>Under Review</i>	<i>Rejected</i>	<i>Accepted</i>
<b>COMPLIANCE COMPONENT TYPE</b>			
<i>Document the Compliance Component Type</i>	<i>Guideline</i>	<i>Standard</i>	<i>Legislation</i>
<i>Compliance Sub-type</i> (Executive Order, Federal Regulation, Statute, etc.)			
<b>COMPLIANCE DETAIL</b>			
<i>Provide the Guideline, Standard or Legislation statement</i>			
<i>Document Source Reference #</i>			
<b>Standards Organization</b>			
<i>Name</i>		<i>Web Address</i>	
<i>Contact Information</i>			
<b>Government Body</b>			
<i>Name</i>		<i>Web Address</i>	

Contact Information			
<b>COMPONENT CLASSIFICATION</b>			
Provide the Classification	Emerging	Current	Twilight Sunset
Provide the Rationale for Classification			
<b>CONDITIONAL USE RESTRICTIONS</b>			
Document the Conditional Use Restrictions			
<b>MIGRATION STRATEGY</b>			
Document the Migration Strategy			
<b>IMPACT POSITION STATEMENT</b>			
Document the Position Statement on Impact			
<b>AUDIT TRAIL</b>			
Creation Date		Date Accepted / Rejected	
Reason for Rejection			
Last Date Updated		Last Date Reviewed	
Reason for Update			
Updated By			

## Template Detail

### 1 Definition

*Name:* Determine an appropriately descriptive name for the Compliance Component.

*Description:* Supply a description of the Compliance Component in a paragraph or two that provides sufficient clarity about the Compliance Component and what it covers.

*Rationale:* Provide a paragraph or two about the reason or basis for inclusion of this Compliance Component in the architecture blueprint.

*Benefits:* Provide a paragraph or bulleted statements that supply the benefits associated with the Compliance Component.

### 1 Associated Technology Architecture Blueprint Level

*Discipline* - Provide the name of the Discipline with which this Compliance Component is associated. This will ensure the appropriate mapping of Compliance Component to Discipline.

*Technology Area* - Provide the name of the Technology Area with which this Compliance Component is associated. This will ensure the appropriate mapping of Compliance Component to Technology Area.

*Product Component* - Provide the name of the Product Component with which this Compliance Component is associated. This will ensure the appropriate mapping of Compliance Component to Product Component.

### 1 Keywords

List any keywords/nomenclature that can be used to assist in searching for these Product Components. This information will be helpful for anyone looking for information on similar technologies.

### 1 Current Status

Document the current status of Compliance Component, indicating whether the Compliance Component is under review, rejected, or accepted.

Upon identifying changes to the Compliance Component, the Current Status should be set to “Under Review.” After the suggested updates/modifications have been reviewed, the status will be updated to “Rejected” or “Accepted,” as appropriate.

### 1 Compliance Component Type

*Component Type:* Denote whether the Compliance Component being considered or documented is a guideline, standard or legislation.

*Compliance Sub-type:* If the component is legislated, provide the type of legislation. Examples include items such as policy, executive order, code of state, federal regulation, or statute. For guidelines or standards, this area is available for instances where a sub-type may need to be included.

### 1 Compliance Detail

*Statement:* Provide the compliance statement.

*Reference:* Provide source reference for the compliance statement. This will include any reference numbers used for standards and mandates. URLs to web page that contain the full standard or

mandate would also be useful.

*Standards Organization:* List the standards organization that supplies the standard. Provide contact information for each organization, as well as URLs, if available.

*Government Body:* List the government body that provides the mandate associated with this Compliance Component. Provide contact information for the government body, as well as URLs, if available.

## 1 Component Classification

*Component Classification:* Provide the classification for this Compliance Component.

(The process for determination is covered under Evaluate Product/Compliance Component Process.)

Classifications include:

- *Emerging* – New technology, which has the potential to become current.
- *Current* – Recommended technology. Technology meets the requirements of the enterprise architecture.
- *Twilight* – Items that do not conform to the Business/Technology Drivers.
- *Sunset* – Items that do not conform to the Business/Technology Drivers and has a set discontinuation date.

*Sunset Date:* Document the date for discontinuation of the Product Component.

## 1 Rationale for Component Classification

Provide a rationale statement for the chosen classification based on the review of:

- Technology Architecture Blueprint Conformance
- Business Functionality Fit
- Technical Fit
- Operational Fit
- Vendor Evaluation
- Cost of Ownership

## 1 Conditional Use Restrictions

Document any specialized circumstances and/or requirements associated with the use of this Compliance Component.

## 1 Migration Strategy

Document Migration Strategy for:

- Existing Compliance Components classified as emerging that are moving to current.
- Existing Compliance Components classified as current that are moving to either twilight or sunset.

These strategies should identify the following items, as applicable:

- Existing user base and technical staff
- Training for existing user base
- Training for existing technical staff
- Impacts on existing Technology Areas, Product and Compliance Components

- Considerations for conversion
- Recommendations for the Compliance Component as it applies to:
  - New development
  - Modifications (corrections & enhancements)
  - Possibilities for user-base expansion (reuse)

## 1 Impact Position Statement

Document position statement about the impact of this Compliance Component on the Organization. Consider the follow items when developing the impact position statement:

- The impact on the Technology Architecture Blueprint
- Physical implementation requirements
- The impact on installed applications or services
- The impact on existing installation standards

## 1 Audit Trail

*Creation Date:* Provide the date the Compliance Component was created.

*Date Accepted/Rejected:* Provide the date the Compliance Component was accepted into the architecture blueprint or rejected.

*Reason for Rejection:* If the Compliance Component was rejected, document the reason for the rejection.

*Last Date Reviewed:* Document the most recent date the Compliance Component was taken through the Architecture Blueprint Vitality Process.

*Last Date Updated:* Document the most recent date that any item in the Compliance Component template was changed.

*Reason for Update:* Document the reason for the update to the Compliance Component.

*Updated By:* Provide the names of the persons responsible for the update to the Domain. This will be helpful information for future reference.