

D R A F T , 02/08/06

**Department of the Interior**  
**Enterprise Geographic Information Management**  
**Team Charter**

**Purpose**

The Enterprise Geographic Information Management (EGIM) initiative of the Department of the Interior (DOI) is a framework for the standardization and coordination of GIS activity across the Department's Bureaus. The purpose of the EGIM Team is to provide strategic leadership for that Enterprise GIS effort within DOI. A Departmental team of bureau representatives and area experts will meet to collaboratively determine need for standardization, implementation of GIS, direction on policy, programs, initiatives, funding priorities, organizational needs, as well as coordinating GIS activities among bureau, program and DOI areas. EGIM is a joint effort with all the bureaus.

**Background**

Of all the Departments within the Federal government, the Department of the Interior is arguably the one most closely tied to the land. The resources the department is chartered with managing and protecting are geographic in nature (e.g., National Parks, Wildlife Management areas, Mineral Resources). The heart of geospatial technology is geographically-referenced data, meaning the data has location information, either an explicit geographic reference such as latitude and longitude coordinates, or an implicit reference such as an address, postal code, forest stand identifier, or road name. From the creation of maps to the analysis of potential flooding from a hurricane, location-aware information is used for many and varied purposes within Interior and by our numerous outside partners (e.g., public, states). With an infusion of mobile, wireless technology, this information can be delivered anytime, anywhere.

Location brings data to life and adds value because geospatial technology has the ability to store graphic representations of map features and add visualization to data and records that have a geographic component. This is critically important to all scientific projects, no matter how small or localized, which have a geospatial aspect, even if that aspect is only the location from which a sample was collected that produced a chemical analysis. Location-aware data can be used to draw inferences, trace relationships and make connections enabling real-time analyses of data.

**Role and Function of EGIM Team:**

- **Education and training:** Identify common GIS training needs and resources, and plan or make recommendations for the development and presentation of training in cooperation with other groups, programs, or agencies.
- **GIS Software Deployment:** Serves as the GIS software recommending body, and a source of geospatial guidance, recommendations, and best practices for all

DOI users. Bureaus will share software testing results and deployment methodologies.

- **Knowledge Base:** Review and promote the implementation of an information data systems for sharing solutions and avoid redundancy in research and development of GIS and related applications and use. Explore possible merging of tools, documents, frequently asked questions, list serves, and other helpful databases.
- **Help Desk:** Share and further develop DOI help desk capabilities based on DOI projected advanced level technical support needs.
- **GIS Database Support:** Develop standard database models and specifications for DOI spatial data holdings and national data layers. Identify gaps, revision schedules, acquisition contracts, and new data types to satisfy DOI geospatial data requirements. Provide guidance on protocols for spatial data management, stewardship. Identify best practices employed by bureaus and programs
- **Spatially Enabling DOI Business:** Review and promote the implementation of information and application systems to promote geographic data as a framework for the broadest integration of databases and systems. Identify any significant redundancies among the systems. Explore possible synergies and future opportunities for collaboration between and among DOI initiatives/systems upon request of the CIO, ITMC, explores and analyzes issues and makes recommendations to address such.
- **Communication:** Facilitate and serve as a focal point for communications in DOI and with other agencies, tribes and external partners about GIS issues, programs, policies, budget initiatives
- **System Architecture:** Following the Federal Enterprise Architecture, the corresponding DOI teams, and the capitol planning and investment process the EGIM team will support and advise on Geospatial issues.

## Membership

The EGIM Team currently consist of the following members:

Bureau	Current Acting Members
DOI Managing Partner representative	Robert Pierce
EGIM Program Manager	Leslie Cone
Bureau of Indian Affairs representatives	Richard Moore, Mark Zundel
Bureau of Land Management representatives	Bob Bewley, Leslie Cone,

Bureau of Reclamation representatives	Lorri Peltz-Lewis, Bruce Whitesell
Minerals Management Service representatives	Leonard Coats
National Park Service representatives	Joe Gregson, David Duran
Office of Surface Mining representatives	Bill Card, Alan Wilhelm
U.S. Fish and Wildlife Service representatives	Deb Green
U.S. Geological Survey representatives	Craig Skalet, Jacque Coles

### **Reporting Lines and Authorities**

The EGIM Team will ultimately report to DOI Managing Partner for Enterprise GIS, Interior's CIO, the EGOV Team. Leadership for the EGIM Team will be provided by the Managing Partner for Enterprise GIS as designated by the DOI.

### **Meetings**

Meetings may be scheduled as needed to complete the tasks and projects assigned by the DOI Managing Partner for Enterprise GIS, the DOI CIO, and the EGOV Team.

Meetings may be conducted in person or by conference call. .

### **Information Dissemination**

The EGIM Team will post meeting notes, committee and task group reports, and ensure appropriate correspondence are available to committee members, the DOI Managing Partner for Enterprise GIS, the EGOV Team and the DOI CIO. The minutes of the meeting, including decisions and action items, will be posted to EGIM Team web site no later than one month after the meeting.

### **Financial Support**

The financial support for the EGIM Team activities is through the DOI Working Capital Fund. Support and budget documents for EGIM Team will be developed annually and submitted to the Managing Partner for Enterprise GIS, the DOI CIO and the DOI EGOV Chairman. Routine costs of permanent members will be borne by their individual bureaus.

### **Approval**

This charter is effective as of the date signed and approved by the DOI EGOV Chairman.

This charter is valid for five years from the date signed unless revised or discontinued.

This charter can be revised upon the recommendation of a majority of the EGOV members, upon request of the CIO or DOI Managing Partner for Enterprise GIS.

**Approval Signatures**

Recommended: \_\_\_\_\_ Date: \_\_\_\_\_  
DOI Managing Partner for Enterprise GIS

Recommended: \_\_\_\_\_ Date: \_\_\_\_\_  
DOI Chief Information Officer

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
DOI EGOV Chairman