

National Information Exchange Model (NIEM) Program

Charter

Official Designation	Charter of the National Information Exchange Model (NIEM) Program
Background	<p>NIEM represents a broad national program that is supported by local, state, tribal, territorial, federal and international partners. NIEM enjoys primary sponsorship through the U.S. Department of Homeland Security (DHS), the U.S. Department of Justice (DOJ) and the U.S. Department of Health and Human Services (HHS). The program supports the creation and maintenance of a data model using eXtensible Markup Language (XML) and a lifecycle methodology for its use. As a program, NIEM is designed to support the development and dissemination of enterprise-wide information exchange standards that enable jurisdictions to effectively and efficiently share critical information in emergency situations, provision of services, and support the day-to-day operations of agencies throughout the nation, and across international borders.</p> <p>NIEM enables information sharing by focusing on the data taxonomy of information exchanges between organizations as part of their current or intended business practices. The NIEM exchange development methodology results in a common understanding across participating organizations to ensure data is formatted in a semantically consistent manner as it moves from system to system. The NIEM program provides the data model, managed processes, implementation tools, training, and technical assistance to enable commonly understood information exchanges.</p> <p>A fundamental advantage of NIEM as an electronic exchange standard is its role in supporting delivery of timely, accurate, and actionable information. In an era when return on investment has never been more important to providing government services,</p>

NIEM enables agencies to exchange information across all levels of government in a manner that is both effective and efficient.

NIEM represents a leading best practice implementation of the Federal Enterprise Architecture (FEA) Data Reference Model, as evidenced by the desire among stakeholders to expand to other domains as prioritized by mission requirements. Key to its success has been its integration into the Federal and State enterprise architectures (EA) through information sharing architectures and EA governance. The adoption of NIEM by key national programs has been integral to success with state, local, tribal, territorial, and international partners.

Program Vision

NIEM is designed to be a national data model used to facilitate information exchange among partners in various disciplines at all levels of government. In order to effectively meet the needs of the various constituents of NIEM, the model is broken down into domains that allow facilitation, coordination, and agreement among exchange partners within a domain prior to identifying and engaging in cross-domain harmonization activities. NIEM will work with stakeholders across all levels of government and industry to provide mechanisms for using NIEM and to incrementally add new domains into NIEM as recommended by partners and stakeholders and approved by the Executive Steering Council (ESC).

As a multi-agency program with shared funding and staffing resources, NIEM shall carefully consider decisions that impact the level of domain support and governance required of its current and future partners. NIEM will address the interests and needs of local, state, tribal, territorial and international partners when making program decisions, maximizing participation, adoption, and value across the broad NIEM user community. New domains will be based on national information exchange requirements not limited in scope to any one office or agency.

Program Principles

The following represent principles critical to the continued success of NIEM that shall be incorporated into project planning, program management, and NIEM governance:

1. Ensure collaboration and build consensus with NIEM partners and stakeholders including local, state, tribal, territorial and international partners, optimizing participation of all disciplines and levels of government.
2. Foster and support public/private sector partnerships.
3. Leverage cost sharing among Member Organizations.

4. Ensure independence of domain specific governance.
5. Provide leadership opportunities among Enterprise Member Organizations.
6. Demonstrate collaboration and consensus-building as a hallmark of the NIEM Program Management Office (PMO).
7. Maintain transparency in establishing and implementing NIEM policies, practices, and processes.

NIEM Membership

The primary sponsors of NIEM are DHS, DOJ and HHS, and as such, are designated as Enterprise Members of NIEM. Enterprise Members comprise the voting body of the ESC, and provide the strategic direction for the NIEM program.

While Enterprise Membership carries the formal responsibility of setting NIEM policy and direction, it is prudent to include additional stakeholders at the ESC level to ensure adequate representation and input of participating partner requirements. NIEM Partners support the ESC as non-voting Members who either have a vested interest in the success of NIEM as a program or are currently using NIEM to support their functional mission requirements.

Funding Support

All NIEM Members are expected to participate in efforts to identify funding mechanisms, provide funding support, and provide in-kind services that contribute to the success of the NIEM mission. The goal of the Enterprise Members is to provide the resources to ensure sustainability and growth of the program.

Ex-officio Membership

An ex-officio member is a member who is part of NIEM by virtue of holding another office. Ex-officio members do not have the power to vote in ESC decisions, but their guidance is considered invaluable to the Council. The following parties are considered to be ex-officio members:

DOJ's Global Justice Information Sharing Initiative (Global), due to its unique involvement representing the state, local, and tribal justice communities and their role in providing critical support for development of the Global Justice XML Data Model (GJXDM), the precursor to NIEM, is included as an ex-officio member.

The National Association of State Chief Information Officers (NASCIO) has provided strong sponsorship through the endorsement of NIEM as a best practice for enterprise architecture and as such a representative member of NASCIO is included as an ex-officio member.

The Executive Office of the President's Office of Management and Budget (OMB) FEA program provides strong sponsorship to the NIEM program, and as such, the Chief Architect of OMB is included as an ex-officio member representing Chief Architects at large.

The Office of the Director of National Intelligence (ODNI) through the Program Manager of the Information Sharing Environment (PM-ISE) has provided strong sponsorship through the selection of NIEM as the implementation of functional standards and is included as an ex-officio member.

Executive Steering Council

Oversight of NIEM policies, procedures, organization, and operations will be provided by the ESC. The voting membership of the ESC shall include one representative from each of the Enterprise Member organizations. The chairmanship will be rotated across the Enterprise Member organizations.

For the purposes of this Charter and in general, NIEM Membership is defined as the combination of Enterprise, Partner, and Ex-Officio Members and specifies the formal composition of the ESC.

The ESC will convene a minimum of one meeting per quarter. Meeting minutes will be made available electronically to all ESC members and their designees within ten business days following the meeting. Within 30 days of approval, meeting minutes will be made available via posting to the NIEM website (www.niem.gov).

Executive Director

The Executive Director of NIEM shall be appointed by and shall serve at the pleasure of the ESC. The position of Executive Director will be filled by a representative of an Enterprise Member organization and shall serve in that position for a period of 24 months at which time it shall be filled on a rotational basis by a representative of another Member organization. However the Executive Director may be asked to serve an extended term beyond 24 months at the discretion of the ESC. In addition, the Executive Director may be appointed in advance of the actual leadership period to encourage a smooth transition. He/she will report to and be accountable to the ESC for the day-to-day operations and administration of the NIEM program and will oversee all of the activities of the subordinate NIEM committees. In addition, he/she will ensure facilitation of requirements gathering across all domains and levels of government, NIEM members, and NIEM implementers to ensure the program meets the needs its users.

Deputy Executive Director

The Deputy Executive Director of NIEM shall be appointed by and shall serve at the pleasure of the ESC. He/she will be a representative from an organization separate from that of the Executive Director and will report to and support the Executive Director of NIEM. The Deputy Director may be required to fulfill a term of duty offset from that of the Executive Director to promote a more seamless transition in leadership.

Joint Program Management Office (PMO)

A Joint PMO will be led by the Executive Director of NIEM, in consultation with the Deputy Executive Director of NIEM, to carry out program goals in accordance with the ESC. The Joint PMO will provide support to the Executive Director and Deputy Executive Director to assist them in carrying out their assigned responsibilities. The PMO supports the work of NIEM Committees as guided by the NIEM Committee Chairs and Co-Chairs.

Organizational Structure

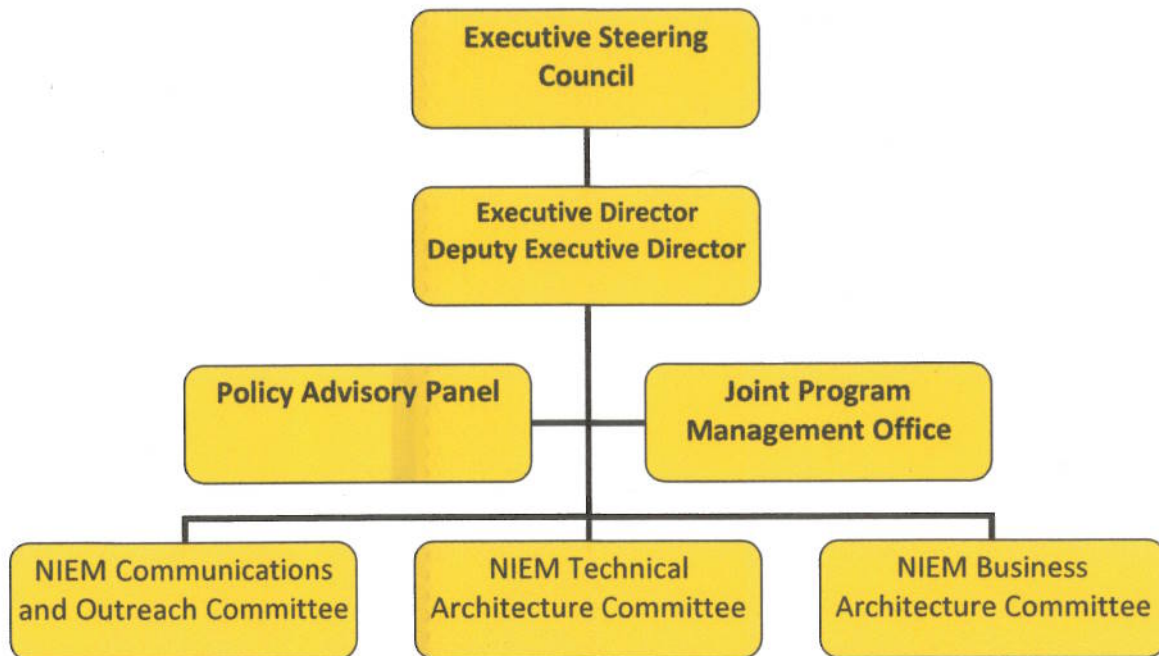
The organizational structure of NIEM will be established by the ESC based on recommendations of NIEM Members, and the Executive Director. The initial organizational structure is provided within this Charter. Appointments of Committee Chairs and leaders of other organizational entities identified in the attached diagram shall be made by the ESC based on recommendations of the NIEM Members, and the Executive Director. Every effort will be made to provide balance of NIEM committee leadership among local, state, tribal, territorial, federal, and international partners.

All member organizations shall be accountable for their respective operations and administration regarding their commitments to NIEM. In accordance with the program principles, each NIEM Member shall encourage consensus building at all levels of government and across diverse exchange partners.

Decision-Making

The ESC will serve as the steering council and decision-making body regarding membership, funding requirements, program or technical direction, Committee and PMO personnel appointments, and other organizational decisions as required for supporting the management of the NIEM program.

NIEM Organization




NIEM Charter Signatories (Enterprise Member Organizations)

Charter Acceptance

This Charter is hereby ratified and accepted as outlined herein by the signatures of all participating parties this 1st day of February 2011.


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Michael Carleton
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