

Modernization of CAMEO /ELMA Applications

Project Vision

Version 0.1
30/03/2015

Table of Contents

1.	DOCUMENT MANAGEMENT INFORMATION.....	3
1.1.	GENERAL	3
1.2.	VERSION HISTORY	3
1.3.	APPROVAL.....	3
2.	MANAGEMENT SUMMARY	5
3.	PROJECT STAKEHOLDERS.....	7
4.	PROBLEM STATEMENT	10
5.	HIGH-LEVEL REQUIREMENTS.....	11
5.1.	CAMEO/ELMA FUNCTIONAL REQUIREMENTS.....	11
5.1.1.	<i>Improvements of tools and functionalities (addresses BR2, BR3).....</i>	<i>11</i>
5.1.2.	<i>Improvements of services (addresses BR4).....</i>	<i>11</i>
5.1.3.	<i>Implementation of a WIKI service (addresses BR5).....</i>	<i>11</i>
5.2.	NON-FUNCTIONAL REQUIREMENTS.....	12
5.3.	CONSTRAINTS	13
5.4.	PROJECT RISKS.....	14
6.	PROJECT EVALUATION.....	15
6.1.	PROJECT APPROACH.....	15
6.2.	HARDWARE REQUIREMENTS	15
6.3.	ESTIMATED WORKLOAD & COST	16
6.4.	TIMING.....	17
7.	APPENDICES.....	18
7.1.	RELATED DOCUMENTS.....	18
7.1.1.	<i>Reference Documents.....</i>	<i>18</i>
7.2.	LIST OF ABBREVIATIONS	19

1. Document Management Information

1.1. General

Version Control	
Version	0.1
Creation Date	30/03/2015
Revision Date	13/04/2015
Document Name	Modernization of CAMEO/ELMA applications - Vision Document v.0.1.doc

1.2. Version History

Version	Date	Author	Reason for change	Reviewed by
0.1	30/03/2015	A. Popovici	Initial version	VGR
0.2			Overall document update	VGR
0.3		A. Popovici	Overall document update	VGR,RLA

1.3. Approval

	Sign off and Date:
	Sign off and Date:

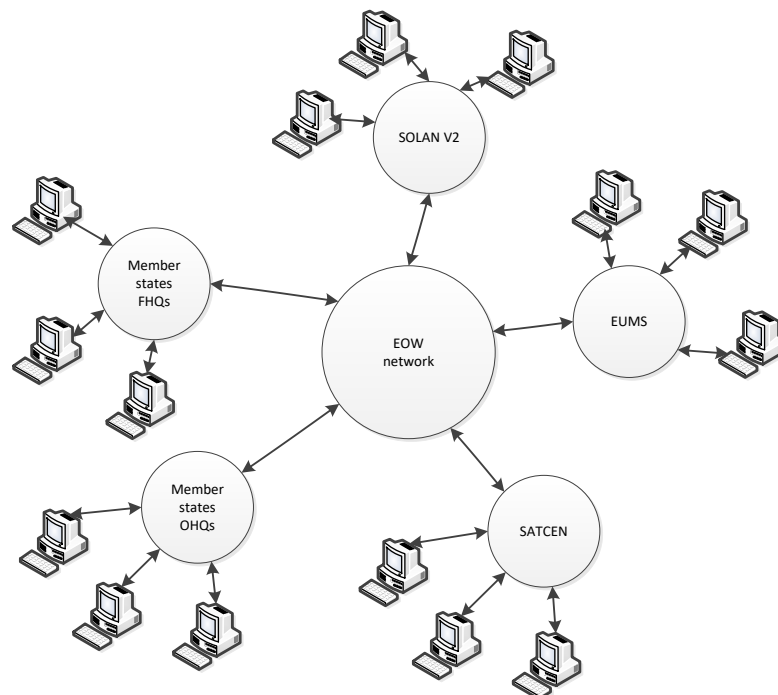
2. Management Summary

The MDR.B.3 Secure Communications has requested to provide modernized versions for the applications CAMEO and ELMA in terms of "look & feel" and services. These modifications will support better the collaborative work between current and further users, as a proactive action in the expanding context of 9 more member states joining the EOW system during 2015-2016. The modernization of the two applications is a must, as they remained basically unchanged since the years 2005-2006, when they were developed and deployed for the first time. During these 10 years, major developments happened in the IT technology realm: Internet has grown dramatically, and interface development benefited from new software development technologies like AJAX and WIKI, to name only a few interesting options that we aim to use within this modernization.

CAMEO is a tool within the EU OPS WAN network allowing users to share information and to collaborate on issues and documents providing "need to know" separation between different User Groups. It is a web-based application and can be accessed using web browsers from any of the systems/computers connected to the EU OPS WAN (e.g. SOLAN V2, OHQs, FHQs, SATCEN). CAMEO provides each user with a view data and services to which s/he is allowed. The key services provided by CAMEO are: Document Management, Calendar, Forum and Email Notification.

ELMA is a web-based application used by EEAS military forces, for collaborative work in the area of recording, maintaining and exchanging lessons learned within European Military Missions. Similar to CAMEO, it provides users with a set of key services like: Lessons Learned Management, Calendar, Forum and Email Notification.

The graph of the network configuration of the two applications is the following:



The purpose of this document is to define the business goals in the form of desired changes as they have been collected over time from users' feedback, together with the associated high-level functional and non-functional requirements for CAMEO and ELMA applications. It is expected that the implementation of these requirements would eventually lead to the achievement of the business goals. The users will benefit, implicitly, from receiving modernized applications in terms of "look and feel" and services.

It is envisaged that the two applications will be accessed by a broad community of authorised actors, namely EUMS, SATCEN, FHQ, OHQ and SOLAN V2.

In the following lines, we list the scope for the new versions of CAMEO/ELMA applications, identified as Business Requirements (BR)

CAMEO/ELMA Scope:

- BR1: The production environment for CAMEO/ELMA application needs to be up to date in terms of the current technology means.
- BR2: CAMEO/ELMA applications should be appealing and easy to use.
- BR3: CAMEO/ELMA should provide updated means for administration.
- BR4: Using CAMEO/ELMA main services should take less time.
- BR5: CAMEO/ELMA should pose the features that would streamline and increase the dynamics of the collaborative work.
- BR6: Reassess the security compliance with the SRSS and SOC documents. In case of major modifications it might be required to ask again for them.

In this Vision document,

- chapter 3 presents the project stakeholders.
- chapter 4 introduces the problem statement.
- chapter 5 describes the high-level requirements.
- chapter 6 proposes the project approach with a provisional schedule.

3. Project Stakeholders

Role	Requester Department
Name	MDR B3 –Secure Communications Direction Administration & Finance Secure Communications Unit

Role	Senior Executive
Name	Chief Division MDR B3
Responsibilities	The Senior Executive is responsible for setting the business objectives and priorities. He approves all management milestone documents during the project (vision, business case, acceptance criteria and testing, user manuals, etc.) and commissions the new service and its' accompanying organisational and procedural changes.

Role	Senior Users CAMEO
Name	SCISM: Mr Waldemar Slizowski
Responsibilities	The Senior User represents the interests of all those who will use the system in his community. He defines the user requirements, commits user resources and monitors products against requirements concerning his community.

Role	Senior Users ELMA
Name	ELMA Manager: Mr. Benedict Falk
Responsibilities	The Senior User represents the interests of all those who will use the system in his community. He defines the user requirements, commits user resources and monitors products against requirements concerning his community.

Role	System Supplier
Name	European Dynamics Ltd-Mr. Charalapos Tripodianos
Responsibilities	The System Supplier provides the Information System that will be put in place to solve the business problem. The System Supplier ensures that this system is in line with the requirements, timing and budget defined and agreed with the Senior Executive and/or Project Board.

Role	Project Manager
Name	<i>Removed</i>

Responsibilities	The Project Manager is responsible for accomplishing the stated project objectives. Key project management responsibilities include creating clear and attainable project objectives, building the project requirements and managing the triple constraint for projects, which are cost, time and quality. The Project Manager will report regularly to the Project Board, keeping them informed of progress and highlighting any problems he foresees.
-------------------------	---

Role	Project Board	
Function/Name	Senior Executive	<i>Removed</i>
	System Supplier	Mr.Charalampos Tripodianos
	Quality Manager	<i>Removed</i>
	Project Manager	<i>Removed</i>
	Senior User	Mr.Waldemar Slizowski
	Senior User	Mr.Benedict Falk
Responsibilities	The Project Board is responsible for controlling the overall project progress and for providing the Project Manager with the necessary decisions for the project to proceed and to overcome any problems.	

Role	MDR B3 Project Team Structure	
Function/Name	Quality Manager	<i>Removed</i>
	Project Manager	<i>Removed</i>
	Deputy Project Manager	
	Systems Analyst	Mr.Andrei Mihai Popovici
	System Administrators POC	Ms.Chlara Costanza
	Database Administrators POC	Ms.Chlara Costanza
	SSA POC	<i>Removed</i>
	European Dynamics Ltd- Project Manager	Mr.Charalampos Tripodianos.

Role	User Group CAMEO
Name	SCISM: Mr Waldemar Slizowski EUMS Information Management Cell: Mr Niels Munk SATCEN: Mr Mark Cabiouch ELMA Manager: Mr. Benedict Falk SOLAN Community: Mr

Responsibilities	The Senior User represents the interests of all those who will use the system in his community. He defines the user requirements, commits user resources and monitors products against requirements concerning his community.
-------------------------	---

Role	User Group ELMA
Name	SCISM: Mr Waldemar Slizowski EUMS Information Management Cell: Mr Niels Munk SATCEN: Mr Mark Cabiouch ELMA Manager: Mr. Benedict Falk SOLAN Community: Mr
Responsibilities	The Senior User represents the interests of all those who will use the system in his community. He defines the user requirements, commits user resources and monitors products against requirements concerning his community.

4. Problem Statement

The problem of	The need of modernized interfaces and new or improved services and functionalities for CAMEO and ELMA applications is a requirement that must be implemented after 10 years of continuous usage of these applications.
Affects	<ul style="list-style-type: none"> • All CAMEO & ELMA users • New Member States that will join EOW • All communities involved in exercises and operations <p>All these entities will be affected as they will be confronted with the usage of old-fashion collaboration platforms (i.e. CAMEO/ELMA)</p>
The impact of which is	<ul style="list-style-type: none"> • using inefficiently outdated important secured applications in terms of services and user interfaces. • limited usage of administrative functionalities in terms of reporting, group management, search engine etc. • lack of interest in using outdated application which don't provide modern, appealing means of usage to the current users. • lack of better communication and collaborative work among important parties involved in the process of exchanging sensitive information within various EEAS departments, missions, delegations etc.
A successful solution would be	<p>A system that will:</p> <ul style="list-style-type: none"> • provide users with user-friendly modernized interfaces that employ the new technologies existing on the market. (BR2) • run in an upgraded production environment (BR1) • allow users to upload files efficiently in bulks (BR2) • provide users with reorganized content in web pages (BR2) • provide users with improved Document Management and Forum services (BR4) • provide application administrators with improved auditing reports, improved search facilities and improved user/group management functionalities without limitations. (BR3) • provide users with a WIKI collaborative service (BR5)

5. High-Level Requirements

5.1. CAMEO/ELMA Functional Requirements

The following list comprises the main functional requirements that will be covered by the ¹ CAMEO/ELMA modernization project:

5.1.1. Improvements of tools and functionalities (addresses BR2, BR3)

The main functionalities that will be improved are the following:

- Modernize existing interfaces by employing improved graphical functionalities and following consistently already existing concepts used in other applications (e.g. SIRA)
- Reorganize web pages content to become more user-friendly and to provide shorter paths between the user's goal and the content/services guidance to achieve the goal
- Administration: The system shall provide
 - better group naming by allowing extended, self-explanatory group names
 - better application auditing reports similar with the ones existing in SIRA;
 - better group administration functionalities
- Search improvement:
 - the system shall provide improved search capabilities, allowing users to find information based on the content or meta-data of security incidents and uploaded documents, on the need-to-know and need-to-share basis.

5.1.2. Improvements of services (addresses BR4)

On top of the functionalities, there will be other services included in the scope, such as :

- **Integrated Document Management:** CAMEO/ELMA shall provide means to share and manage documents based on the need-to-know/need-to-share principle among each other.
- **Forum:** CAMEO/ELMA shall provide improved means to exchange opinions on various existing documents, facts, lessons learned etc, more straightforward than email communication which could be reached by all contributing parties (i.e EEAS/EUMS, FHQ, OHQ, Delegations, Missions etc).

5.1.3. Implementation of a WIKI service (addresses BR5)

In order to streamline the collaborative work and to provide a modern environment for this, it is proposed to be implemented a WIKI service within CAMEO and ELMA.

¹ A detailed list of the functional requirements will be described in the Functional Requirements document.

5.2. Non-Functional Requirements

The following list comprises the main non-functional requirements² of CAMEO/ELMA applications:

- Accessibility (addresses BR1, BR2)
 - The application must be compatible with the following internet browsers: Internet Explorer v9 and v10 and Firefox v4 - v8.
 - The system must be integrated with the EEAS standard Intranet SSO procedure for accessing the system.
 - The Authentication software linked to the tokens have to be compatible with the new versions of the software if there is an upgrade.
- Security (addresses BR3, BR4)
 - The applications must be able to work on EOW networks.(see diagram of chapter 2) These networks comply with standards described in the standards SSRS and SOC. The SSRS standard could be changed following the analysis processes. Critical aspect: If SSRS results to be incompatible with some of the changes proposed and cannot be modified accordingly, either the change will be dropped or, if the change is a critical one, the entire project can be dropped due to security implications.
 - If the modifications are impacting the SSRS and SCC, we could consider requesting again them.
- Deployment (addresses BR1)
 - The software must be a web-based application, which will be accessible on the SOLAN client workstations via internet browsers. The installation of additional software (e.g. plugins, add-ons, etc.) shall not be required on the client workstations, in order to access the system.
- Network Topology
 - The CAMEO/ELMA applications will be hosted on the SOLAN network in the EEAS domain, and it will be accessible via ICP.
- Privacy & Data Protection (addresses BR2, BR4)
 - The applications shall be able to handle information marked up to "SECRET UE". It is envisaged that within a security incident there might be some personal information considered "sensitive personal data³". In this respect, only users with "need to know" will have access to this information.

² A detailed list of the non-functional requirements will be described in the Non-Functional Requirements document.

³ SO will request registration with the Personal Data Protection department.

5.3. Constraints

Requirement constraints are listed below. And are related to documents mentioned in R2 and R3

ID	Constraint Statement	Related To
C1	Current user context is based in SOLAN network on Windows XP and IE8 which is very constraining. A thorough analysis should be conducted to decide if an upgrade to IE9 is possible and with what risks and costs. An alternative browser may be proposed based on this analysis.	
C2	CAMEO/ELMA network and application security model should comply with security standards mentioned in SRSS and SOC documents.	
C3	The software and devices used for the authentication process has to be compatible with in the new software context.	

5.4. Project Risks

The significant risks identified are listed and monitored in .

ID	Risk Statement	Related To
R1		
R2		

6. Project Evaluation

6.1. Project Approach

The following project phases are proposed:

- *Analysis*: The business and functional requirements shall be refined, validated and documented by the contractor (European Dynamics-ED). ED will document the needs expressed previously in the Technical & functional specifications (or functional requirements and technical requirements).
- *Scope Validation*. A final decision concerning the implementation of the project will be taken once the scope will be validated. We will review at that moment the business requirements covered by the solution proposed.

It will be estimated the value for money of the overall project before taking the final decision.

- *Implementation*. If the scope is validated and it is decided to go ahead with the project, the implementation phase will be done:
 - The upgrade of the software that is required would be done as the first step
 - Prototype preparation. ED will prepare a partial prototype with the new structure for functional requirements
 - Prototype Finalisation
- *Testing*:
 - after the implementation, the Contractor will test the application, before its delivery;
 - once the new elements have been delivered and deployed on the Test environment, it will be tested by EEAS staff.
 - then, EEAS will carry-out two cycles of User Acceptance Tests, in order to verify the correctness of the functionality and to familiarise with the application.
- *Roll out to Production*: After successfully completing all of the above-mentioned phases the system will roll-out to production.

6.2. Hardware Requirements

It is envisaged that existing hardware resources will be utilised to host CAMEO/ELMA applications. If necessary, the application shall be installed in a cluster able environment.

6.3. Estimated Workload & Cost

The estimated workload and cost envisioned is divided as follows.

ID	Project Phases	Est. Effort in Y1 (Implementation) Work-day (w-d)			ED Cost (€)[1]
		EEAS	EEAS	ED	Implementation (Y1)
1	Project vision	5	-	-	
2	Partial Prototyping	-	-	TBC	
4	Technical infra.	25	-	TBC	
5	Analysis	40	15	TBC	
6	Final Validation				
7	Decide the Way Forward	-	-	-	
8	Final Prototype				
9	Implementation[2]	-	-	-	
10	Deployment	-	-	-	
11	Testing (Cycle 1)	-	-	-	
12	Bugfixing	-	-	-	
13	Testing (Cycle 2)	-	-	-	
14	UAT (Cycle 1)	-	-	-	
15	Bugfixing	-	-	-	
16	SAT	-	-	-	
17	UAT (Cycle 2)	-	-	-	
18	Training	-	-	-	
19	Communication	-	-	-	
20	System Live	-	-	-	

[4\[1\]](#) The cost is calculated based on the average onsite / offsite rates of the SA and DEV profiles defined under the project's Purchase Order (i.e. €402,50)

[5\[2\]](#) Including FATs, Test Case documentation, Installation Manual and Getting Started guide.

Sub-totals				
TOTAL	TBC(w-d)			

6.4. Timing

The provisional schedule is presented below.

Step #	Milestones	Step Name	Duration (estimate)	Provisional Start Date	Provisional End Date	Status
1	0	Scope approval by PB & Kick-off meeting	0 Day	04/05/2015	04/05/2015	Open
2		Preparation of the technical infrastructure	1 week	04/05/2015	11/05/2015	Open
2		Analysis and preparation of the functional requirement	3 weeks	11/05/2015	1/06/2015	Open
3		Creation of the first prototype and validation of this prototype	3 weeks	1/06/2015	22/06/2015	Open
4		Finalise functional & non-functional REQs	1 week	22/06/2015	29/06/2015	Open
5	1	Approval of the System Requirements by PB	0 Day	17/07/2015		Open
6		Updated Quotation by contractor	1 week	26/04/2012	17/07/2015	Open
7		Finalise Negotiations	1 week	07/05/2012	17/07/2015	Open
8		Implementation & FAT		TBC	TBC	Open
9		Acceptance Testing & Bugfixing (SAT & UAT)		TBC	TBC	Open
10	2	Acceptance of the system by PB	0 Day	01/10/2012		Open
11		Technical deployment	1 week	TBC	TBC	Open
12		Organisational roll-into Production environment	2 weeks	TBC	TBC	Open
13	3	System Live	0 Day	22/10/2012		Open
14		Communication & organisational embedding	Ongoing			

7. Appendices

7.1. Related Documents

7.1.1. Reference Documents

Reference	Document Title
R1	System-specific Security Requirement Statements (SSRS) document
R2	SOC document
R3	SRMS document

7.2. List of Abbreviations

Abbreviation	Meaning
AS	Application Server
CAMEO	Collaboration Application For Management Of EU-LED Operations
DB	Database
ED	European Dynamics
ELMA	EU Lessons Management Application
EEAS	European External Action Service
PB	Project Board
TBC	To be confirmed