**ACT IAC Blockchain Implementation and Integration Chapters**

**DRAFT**

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**Outline – Draft**

**Details:**

* Audience: Business Owners and Government Execs
* 5-6 pages per chapter with the opportunity for an appendix
* Assessment, Readiness and Selection published as an interactive, living document here - <https://blockchain-working-group.github.io/blockchain-playbook/>

**Approach:**

Completed: Requested “must-have” topic areas, Reviewed [M3 framework](https://s3.amazonaws.com/sitesusa/wp-content/uploads/sites/1041/2017/09/Approved-M3-Playbook.pdf) and requested suggestions of what would lend well to these chapter, Utilized feedback to begin building outline and create “guardrails” for feedback and input, Review/feedback on first outline draft

Next Steps: Get feedback from Patrick. Venkat is taking a stab at two section breakdown: development and operations/post-implementation/sustainment. We should also try to figure out a release date and work a backwards timeline. Then we should probably begin to divvy up the work.

Formatting and Layout:

* Best practices and examples – weave throughout. Plus a top five. For example: don’t put PII on chain. Maybe highlight it as a helpful hint or something to that affect.
* Things to keep in mind: consistent language. Inputs and outputs. Graphics—similar ones to other sections, as well as an overarching one.
* Currently both chapters are being considered as one but as content is built, they may be separated into outlines

Additional Notes:

* As content is added, members will do their due diligence to ensure it isn’t repetitive of other blockchain working group projects or the initial primer/playbook content

**Main Content:**

* Introduction (Brief language with goal/objectives to chapter)
  + How to best leverage blockchain
  + A guide for government execs who have already looked to assessment, readiness and selection and are now ready to implement
  + Steps and best practices
* Core Content to Consider:
  + PMO Structure:
    - Alignment/Integration
      * Between sub organizations and orgs (i.e. communication, etc)
      * Specific to the phase (i.e. PoC, pilot, etc)
      * Charter
  + Governance
    - Integrate structures and develop details of processes
    - Operational change management
    - Member management.
    - On-ramp and off ramp procedures.
    - Define testing procedures and setting expectations.
  + Integrated Tech Strategy
    - Operations Functions
    - Data Management
    - Managing the Ecosystem
    - Solution Architecture
    - Design (CX)
    - Infrastructure Requirements
    - Testing execution
    - Reporting and Process Improvement Management
  + Risk Management
    - Security Considerations and Privacy Review
      * Reference to general security.
      * Defining what is being accredited (e.g. protocol, DApps, smart contracts, etc…).
      * Considerations of inheritable approvals.
      * New code and implementation.
      * Key management and associated governance/policies.
      * Current lack of standards.
      * Data quality versus data integrity.
      * Considerations of what is put on the chain.
      * DDoS attacks.
      * BFT versus FT.
      * Quantum considerations.
  + Change Management
    - Migration/Decommission Management
* Examples
  + Energy Web Foundation (Venkat) – building a blockchain-based ecosystem for the energy sector.
* Outcomes
* Decision Gate (Should the reader move into the next phase?)