

OASAM - HR Line of Business

Exhibit 300: Capital Asset Plan and Business Case Summary

Part I: Summary Information and Justification (All Capital Assets)

Section A: Overview (All Capital Assets)

Date of Submission	9/11/2006
Agency	Department of Labor
Bureau	DM - OASAM
Name of this Capital Asset	OASAM - HR Line of Business
OMB Investment Type	01 - Major Investment
What kind of investment will this be in this Budget Year?	Mixed Life Cycle

Provide a brief summary and justification for this investment, including a brief description of how this closes in part or in whole an identified agency performance gap:

Human Resources Line of Business (HR LOB) is a framework that supports common government-wide solutions for modern, cost effective, standardized, and inter-operable human resource functions and systems. These functions and systems provide a common enterprise architecture across the Federal government and maximize the automation of HR processes in support of the strategic management of human capital.

Overall, the primary strategic goal is to create a seamless HR infrastructure that dramatically improves service performance and delivery while significantly reducing costs to the American taxpayer and is in direct support of all dimensions of the PMA through expanded electronic Government. HR LOB supports PMA by:

- Facilitating higher quality customer service
- Cutting government operating costs
- Providing easier access to government services
- Increasing access for persons with disabilities to DOL websites and e-Government applications

Within DOL, HR LOB is a consolidation of the five e-Gov initiatives related to human resources. These e-HR initiatives support the President's Management Agenda and the Department's strategic plan goals of: The right people are in the right place at the right time to carry out the mission of the Department (OASAM HR 3) and Improving organizational performance and expanding customer access to automated services and deployment of IT resources (OASAM HR 4). Each initiative has specific OMB milestones as outlined in the OMB Alignment Report.

HR LOB includes:

- Shared Service Center (SSC) replaces existing internally supported systems, e.g. HR transactional processing and time and attendance, with a centralized SSC provider
- e-Clearance provides automated, on-line security investigative forms
- EHRI consolidates dispersed paper OPFs and SF 50s into a single electronic system and provides improved BI tools
- e-Training creates a centralized LMS system with one-stop access to quality products and services
- e-Recruit provides full integration between the DOL Online Opportunities Recruitment System and OPM's USAJOBS for job applicant recruitment and processing

HR LOB addresses the following gaps:

- Redundant and duplicative systems investment and operations
- Disjointed and non-inter operable systems and data
- Declining knowledge-based HR workforce
- Declining HR service delivery
- Lack of integration between all aspects of HR services
- Lack of measured and accountable HR service delivery

Did the Agency's Executive/Investment Committee approve this request?	Yes
If "yes," what was the date of this approval?	6/29/2006
Did the Project Manager review this Exhibit?	Yes
Has the agency developed and/or promoted cost effective, energy efficient and environmentally sustainable techniques or practices for this project.	No
Will this investment include electronic assets (including computers)?	Yes
Is this investment for new construction or major retrofit of a Federal building or facility? (answer applicable to non-IT assets only)	
If "yes," is an ESPC or UESC being used to help fund this investment?	
If "yes," will this investment meet sustainable design principles?	
If "yes," is it designed to be 30% more energy efficient than relevant code?	
Does this investment directly support one of the PMA initiatives?	Yes
If "yes," check all of the PMA initiatives that apply:	Expanded E-Government, Human Capital
Is this investment for information technology?	Yes
Briefly describe how this asset directly supports the identified initiative(s)?	Expanded E-Government-HR LOB incorporates 5 of the 24 e-Government initiatives, is explicitly linked to the PMA, implements OMB Alignment Milestones, expands e-Gov by eliminating paper and manual processes, and enabling expanded electronic data exchange within and across agencies. Human Capital-HR LOB allows the Department to leverage the human capital agenda in strategic planning, measurement, monitoring and evaluation, streamline HR processes, simplify service delivery, and standard policy.

For information technology investments only:

If the answer to Question, "Is this investment for information technology?" was "Yes," complete this sub-section. If the answer is "No," do not answer this sub-section.

What project management qualifications does the Project Manager have? (per CIO Council's PM Guidance):	(1) Project manager has been validated as qualified for this investment
If this project produces information dissemination products for the public, are these products published to the Internet in conformance with OMB	Yes

Memorandum 05-04 and included in your agency inventory, schedules and priorities?

Are the records produced by this investment appropriately scheduled with the National Archives and Records Administration's approval? Yes

Section B: Summary of Spending (All Capital Assets)

Provide the total estimated life-cycle cost for this investment by completing the following table. All amounts represent budget authority in millions, and are rounded to three decimal places. Federal personnel costs should be included only in the row designated "Government FTE Cost," and should be excluded from the amounts shown for "Planning," "Full Acquisition," and "Operation/Maintenance." The "TOTAL" estimated annual cost of the investment is the sum of costs for "Planning," "Full Acquisition," and "Operation/Maintenance." For Federal buildings and facilities, life-cycle costs should include long term energy, environmental, decommissioning, and/or restoration costs. The costs associated with the entire life-cycle of the investment should be included in this report.

Table 1: SUMMARY OF SPENDING FOR PROJECT PHASES (REPORTED IN MILLIONS)
(Estimates for BY+1 and beyond are for planning purposes only and do not represent budget decisions)

	PY - 1 and Earlier	PY 2006	CY 2007	BY 2008
Total Budgetary Resources	0.92	1.966	4.35	5.303

Note: For the cross-agency investments, this table should include all funding (both managing partner and partner agencies). Government FTE Costs should not be included as part of the TOTAL represented.

Section C: Acquisition/Contract Strategy (All Capital Assets)

Sensitive Data

*** SENSITIVE DATA: This information was omitted completely ***

Section D: Performance Information (All Capital Assets)

Sensitive Data

*** SENSITIVE DATA: This information was omitted completely ***

Section E: Security and Privacy (IT Capital Assets Only)

Sensitive Data

*** SENSITIVE DATA: This information was omitted completely ***

Section F: Enterprise Architecture (EA) (IT Capital Assets Only)

In order to successfully address this area of the business case and capital asset plan you must ensure the

investment is included in the agency's EA and Capital Planning and Investment Control (CPIC) process, and is mapped to and supports the FEA. You must also ensure the business case demonstrates the relationship between the investment and the business, performance, data, services, application, and technology layers of the agency's EA.

Is this investment included in your agency's target enterprise architecture? Yes

If "no," please explain why this investment is not included in your agency's target enterprise architecture?

Is this investment included in the agency's EA Transition Strategy? Yes

Will the application leverage existing components and/or applications across the Government (i.e., FirstGov, Pay.Gov, etc)?

Yes

If "yes," please describe.

The HR LOB is taking a collaborative, cross-government approach to developing standard business processes for adoption across the government. The major process simplification/reengineering/design projects that are required as part of this investment include the development of the five Enterprise Architecture reference models (Business Reference Model, Data Reference Model, Technical Reference Model, Service Component Reference Model, and Performance Reference Model), as well as the requirements development and systems testing and certification that will be performed by the JHRMIP.

This project provides an opportunity for DOL e-HR to pave the way for E-Government within its Enterprise Architecture. The future is based on the following fundamental performance goals: continued program integrity through the attainment of its performance measurement metrics; effective and efficient means of delivering its mission critical services to its public stakeholders; development of information systems that are sustainable according to agency resources; and selection of relevant market technology and know-how.

The HR LOB common Government-wide solution is:

Citizen Centered - In leveraging the benefits of competition, improvements in technology, and the economies of scale and "economies of skill," will achieve cost savings and cost avoidances that will allow DOL and other partner Federal agencies to re deploy resources away from in-house administration of back office functions to those mission-focused efforts and activities with greater importance to citizens.

Results-oriented - The common solution enhances the timeliness, reliability, and accuracy of HR information, and achieves a measure of standardization and consistency in human resource processes and terminology that will permit managers to use information more effectively and efficiently in achieving program results.

Market-based - The solution is the product of competition among public and private service providers. This shared-services approach takes full advantage of competition among service providers. Federal agencies can shop from among the providers under the shared-services approach for the best services to suit their needs and drive the market through bulk procurements to ensure solutions are developed to meet future requirements not currently provided.

Does this investment provide the public with access to a government automated information system? No

If "yes," does customer access require specific software (e.g., a specific web browser version)?

If "yes," provide the specific product name(s) and version number(s) of the required software and the date when the public will be able to access this investment by any software (i.e. to ensure equitable and timely access of government information and services).

Part II: Planning, Acquisition and Performance Information

Part II should be completed only for investments identified as "Planning" or "Full Acquisition" or "Mixed Life-Cycle" investments in response to Part I, Section A above.

Section A: Alternative Analysis (All Capital Assets)

In selecting the best capital asset, you should identify and consider at least three viable alternatives, in addition to the current baseline, i.e., the status quo. Use OMB Circular A-94 for all investments, and the Clinger Cohen Act of 1996 for IT investments, to determine the criteria you should use in your Benefit/Cost Analysis.

Did you conduct an alternatives analysis for this project? Yes

Section B: Risk Management (All Capital Assets)

Risk Management Plan BY08

You should have performed a risk assessment during the early planning and initial concept phase of this investment's life-cycle, developed a risk-adjusted life-cycle cost estimate and a plan to eliminate, mitigate or manage risk, and be actively managing risk throughout the investment's life-cycle.

Does the investment have a Risk Management Plan? Yes

What is the date of the risk management plan? 7/12/2006

Section C: Cost and Schedule Performance (All Capital Assets)

Sensitive Data

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