

**Voluntary Information-sharing System
Federal Advisory Committee
Reporting Subcommittee**

Report Out Presentation

November 8, 2018

Reporting Subcommittee Members

- Subcommittee Chair: [Dr. Simona Perry](#)
- Alternate Designated Federal Official: [Karen Lynch](#)
- Subcommittee Members: [Holly Pearen](#), [Walter Jones](#), [Randy Parker](#)
- Writer/Editor: [Agri Verrija](#)

Reporting Subcommittee

Recent Activities

1. Updated Recommendations Matrix with follow-up actions from the October 3, 2018 meeting.
2. Developed the 1st Draft of the Recommendations Report.
3. Developed options for Recommendations Report Outline.
4. Established Weekly Reporting Subcommittee meetings for report questions, comments, and clarifications

Reporting Subcommittee Pending Actions

1. Approval to update the report outline with the proposed revisions of the subcommittees.
2. Approval to make organizational changes to the report outline.

Report Outline – Revisions

Voluntary Information-Sharing System Working Group - Recommendation Report Outline (As of 11/7/2018) [ORIGINAL]				
Outline Sections	Proposed Committee or Subcommittee or Task	Alignment with SMS	Notes/Miscellaneous	Status
D.4 Technology/R&D	Technology/R&D	SMS-11 (Management Review & Continuous Improvement)		
D.4a Assumptions				
D.4b Taxonomy				
D.4c Applicable pipeline inspection information and				
D.4d Best practices for pipeline inspection information and the associated areas				
D.4e Data Security and Protection				
D.4f Quality Control Procedures				
D.4g Information Integration of Pipeline Safety Data				
D.4h Interpreting Pipeline Inspection Information				
Capabilities				
Limitations				
D.4i Secure System(s) Development and Architecture (M)			IT/Architecture	
High-level requirements				
User Interfaces (confidential/public viewers)				
User Authorization and Access				
System Security and Protection			Proprietary data and info	
Database/Software considerations				
Data standards and formats				
User Authorization and Access				
Integration/interoperability with other systems				
Auditing and Monitoring				
Scalability (able to accommodate future information sharing needs)				
D.4j Development of Advanced Technologies (M)			Continuous Improvement/R&D	
Research and Development gaps/needs				
Pipeline Inspection Assessment Technology/Research				
Other Pipeline Risk Analysis Technology Considerations				
D.5 Competence, Awareness, Training	Competency, Awareness, and Training	SMS-13 (Competence, Awareness, and Training)		
D.5a Competency and training needs				
Workforce training, qualifications and competencies				
Training methods				
D.5b Expanding knowledge of inspection technologies and methodologies (M)				
D.5c Encourage Exchange of Information/Sharing (M)				
Marketing the VIS				
Education and awareness for motivation to participate				
Communication methods				
Commitment/Buy-in				
D.5d Sharing of Lessons Learned and Best Practices				
Dissemination of Information				
Community of Practice				
D.6 Regulatory, Funding, and Legal Barriers (M)	Regulatory, Funding, Legal	SMS-5 through SMS-15		
D.6a Regulatory (M)				

Voluntary Information-Sharing System Working Group - Recommendation Report Outline [Proposed Changes]
Outline Sections
Technology/R&D
D.4.a General
D.4.a.1 Taxonomy
D.4.a.2 Assumptions
D.4.b Best Practice
D.4.b.1 Applicable pipeline inspection information and formats
D.4.b.2 Best practices for pipeline inspection information and the associated areas
D.4.c Architecture/IT
D.4.c.1 Secure System(s) Development and Architecture (M)
High-level requirements
User Interfaces (confidential/public viewers)
User Authorization and Access
Integration/interoperability with other systems
System Security and Protection
D.4.c.2 Database/Software considerations
Data standards and formats
Data/Information Integration of Pipeline Safety Data
Data Security and Protection
D.4.c.3 Scalability (able to accommodate future information sharing needs)
D.4.c.4 Quality Control Procedures
D.4.c.5 Auditing and Monitoring
D.4.d Continuous Improvement
D.4.d.1 Interpreting Pipeline Inspection Information
Capabilities
Limitations
D.4.e Research and Development
D.4.e.1 Development of Advanced Technologies (M)
Research and Development gaps/needs
Pipeline Inspection Assessment Technology/Research
Other Pipeline Risk Analysis Technology Considerations
Competence, Awareness, Training
D.5a Competency
Job Description and Hiring Criteria
Collaboration process for those working with data to expand knowledge of inspection technologies and methodologies (M)
Evaluation process to ensure data security and confidentiality (M)
D.5b Awareness
Educational materials to market and motivate voluntary participation
D.5c Training
Develop initial training for distinct audiences, particularly for those working with 'identified data' and those 'expanding knowledge' (M)
Develop training modules for workflow processes and protocols for sharing information.
Develop training modules for both quantitative sharing as well as qualitative sharing.
Regulatory, Funding, and Legal Barriers (M)
No changes

Report Outline – Organizational Changes

ORIGINAL

Mission and Objectives

Governance Structure

Process Sharing

Best Practices

Technology and R&D

Competency, Training and Awareness

Regulatory, Funding, and Legal



PROPOSED CHANGE

Mission and Objectives

(Defines scope)

Best Practices

(Sets the stage for sections that follow)

Process Sharing

(Outlines the fundamentals of sharing information)

Technology and R&D

(An outgrowth of Best Practices and Process Sharing)

Competency, Training and Awareness

(Requirements in these areas rely of definition of requirements in preceding sections)

Regulatory, Funding, and Legal

(Defines legal and regulatory protections and sets up governance alternatives)

Governance Structure

(Depends on information presented in the section of legal and regulatory; understanding possible governance models)

Questions/Comments