

Official Information System Total Management Database

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Organisation: Administrative Management Bureau, Japan Ministry of Internal Affairs and Communications (MIC)

Country: Japan

Level of government: Central government

Sector: General public services

Type: Organisational Design, Public Service

Launched in: 2014

Overall development time: 1 year(s)

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Description

Official Information System Total Management Database (ODB) is a database of basic information for the management of government information systems constructed by Administrative Management Bureau of Ministry of Internal Affairs and Communications (MIC).

In December 2013, the Government came up with the “Roadmap for Renovating Government Information Systems (RRGIS).” “Investment Plans 2014 for Government Information Systems (IPGIS)” June 2014.

These two initiatives are supported by two other tools of management: ODB and Universal Guideline for Government Information Systems. While the latter provides a unified rulebook for managing government information systems, the former gathers such information of respective information systems necessary for management.

The information included in the ODB is:

- 1) basic profile such as system outline, organisation in charge, functions;
- 2) history of events and schedule;
- 3) budget and actual expenditure, both aggregated and detailed;
- 4) development method, language used, systems of encryption and user authentication;
- 5) components, i.e. hardware, software, and network;
- 6) plans, specifications, contract, and delivery of procurement.

The introduction of the ODB has enabled MIC to conduct across-the-board searches on management information of all government information systems of respective ministries. ODB has been extremely effective for planning to consolidate systems and take measures to strengthen the security level of government systems as a whole.

Why the innovation was developed

- With the introduction of RRGIS in 2013 (the Roadmap for Renovating Government Information Systems) a new management tool was also necessitated. RRGIS set up blue-prints for consolidation and migration to cloud computing of all existing government information systems. Conventional management approaches, however, concentrated only on cost reduction in big systems, while letting ministries take care of other information systems on their own. Therefore, a new management tool covering all the government information systems was needed to coordinate between all existing systems including the history and future plan of development. Prior to ODB, there was no central databank listing the important specifications, as well as the development plans and history events, of all existing government information systems. Institutional memories in this field were stored only among individual staffers. With the introduction of ODB, information as mentioned above has become available to the PMO and PJMOs of respective ministries as well as central coordinating bodies of MIC and the Cabinet Secretariat. This has helped the review process of individual systems, planning for promoting e-Government across-the-board as well as for taking measures for higher security.
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Objectives

Develop staff capacity, Improve effectiveness, Improve efficiency, Improve user satisfaction

- This innovation aims to provide useful information for those engaged in the management and operation of government information systems. The ODB makes it possible for staff to better coordinate between all existing government information systems in terms of security and budget, and to share information of development and procurement of information systems among the various ministries. All of these contribute to strengthening IT governance of all ministries.
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Main beneficiaries

Government bodies, Government staff

- Offices and Staffers who have access to ODB including the Project Management Office of each government information system.

Results

Efficiency

- In “the Roadmap for Reforming Government Information Systems” (declared by the government), research and analysis of budget information were required to make policies for the entire government. By utilizing budget information registered to ODB, research of budget information has become more efficient.
- ODB also enabled each ministry to get basic information related to the study of the consolidation of the system based on “the Roadmap for Reforming Government Information Systems”.
- Additionally, the ODB enabled each ministry to understand and manage their own system’s security.

Development

Design

This innovation started from the idea of the initial "O", the staff of MIC. Traditionally, asset management related to government information systems had been done by each ministry. The idea for centralizing asset management was to strengthen the IT governance of the entire government. Under strong leadership of the initial "O", this innovation was generated. This story has also become the origin of the "O" in "ODB".

Testing

- A trial operation of the ODB was done by MIC from September 2013 to March 2014 before the actual operation of ODB. Feedback from ministry users contributed to deciding the final mode of operation.
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Implementation

Tools used:

- In designing and developing ODB, OSS (Open Source Software) was fully utilised to reduce the time and cost necessary for development.

Resources used:

- Designing and development cost about 88 million yen
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Challenges and solutions

- Among PJMO staffers of ministries, levels of expertise on ICT and understanding the significance of data registration to ODB varied greatly from one to another. This divergence among staffers could make it difficult to retain quality of data of ODB, as updates and upgrades are indispensable for the information systems throughout the year.
- In order to tackle the above challenges, MIC drafted and released simple manuals for staffers of ministries to understand and follow the steps to update the necessary information included in ODB. MIC also offers training courses of operation of the ODB, etc. for Ministry staffers.

Lessons Learned

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- ODB plays an important role in helping to implement "The Roadmap for Reforming Government Information Systems" by consolidating asset management and information management of each governmental ministry, strengthening IT governance based on “IT Governance and Management Guideline for Central Government Information Systems”.