GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2002-27
February 4, 2002

SUBJECT: Establishment of Geographic Information System Steering Committee

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(11) of the District of Columbia Home Rule Act, approved December 24, 1973, 87 Stat. 790, Pub. L. 93-198, D.C. Code, 2001 ED. § 1-204.22(11), it is hereby **ORDERED** that:

1. ESTABLISHMENT: There is hereby established in the government of the District of Columbia a Geographic Information System Steering Committee (GISSC), to optimize the development and promote effective usage of the District of Columbia Geographic Information System (DC GIS), and assist the Office of the Chief Technology Officer (OCTO) in establishing and enforcing standards, policies, procedures, and protocols for the DC GIS, with such additional purposes and functions as set forth generally below. In addition, District departments and agencies shall have responsibilities, and may be required to take actions, arising from directives of the GISSC, as set forth generally below.

2. PURPOSE: The GISSC shall aim to ensure that: (a) the DC GIS is developed and maintained to achieve its full potential in providing digital maps, geographic based information, and GIS applications to enhance the planning, decision making, and business processes of District government agencies, and to provide value to the citizens of the District of Columbia; (b) all mapping and GIS activities in the District government are cost effective, interoperable, and integrated with the DC GIS; and (c) the DC GIS is used effectively within District government.

3. SCOPE AND FUNCTIONS: The GISSC will meet, coordinate, form sub-groups, and promulgate binding directives to: (a) provide a centrally organized authority to assist OCTO in carrying out its mandate to develop and enforce policy directives and standards regarding information technology throughout the District government, pursuant to § 1813 of the Office of the Chief Technology Officer Establishment Act of 1998, effective March 26, 1999 (D.C. Law 12-175; D.C. Official Code § 1-1402), specifically with regard to policies, standards, procedures, and protocols related to the DC GIS; (b) assign responsibility to District agencies with regard to maintaining, updating, and providing GIS data to the DC GIS, and with regard to creating GIS applications, developing GIS capabilities, meeting schedules for GIS projects, and allocating resources for GIS related activities; (c) prevent duplication of GIS activities within District government, and ensure singularity and interoperability; (d) solicit multilateral input and participation throughout the District government in developing and enhancing the DC GIS;

and (e) promote effective usage of the DC GIS within District government, and integration of the DC GIS with District agency business processes, and other District technology initiatives, where appropriate.

4. COMPOSITION: OCTO, the Office of the City Administrator, the Office of Planning, and the Department of Transportation shall be permanent members of the GISSC. OCTO shall serve as permanent chair of the GISSC. Additional members shall be appointed or removed by the Mayor or City Administrator. The GISSC may establish sub-groups, such as subcommittees, working groups, and task forces, that may include both members and non-members of the GISSC. The GISSC may opt to include non-District government organizations and individuals as non-voting members of sub-groups.

5. DEPARTMENT AND AGENCY RESPONSIBILITIES: District government departments and agencies shall follow the directives of the GISSC with regard to any and all activities that may involve or impact the DC GIS. This may include, but not be limited to, assigning resources, changing processes, maintaining and providing data, building and enhancing databases, purchasing and upgrading hardware and software, developing applications, providing training, hiring personnel, refraining and desisting from duplicative, non-cost effective, or non-interoperable GIS or mapping activities, transferring functions and projects to other agencies, following specified procedures, standards, and protocols, adhering to specified schedules, submitting requests for initiating GIS or mapping projects and activities, and serving on sub-groups of the GISSC or as members of the GISSC. All District departments and agencies shall coordinate with OCTO on all GIS or mapping development activities, applications, and procurements, and shall take corrective action to bring into compliance any elements or activities that OCTO or the GISSC deem to be not in compliance with standards for the DC GIS.

6. ADMINISTRATION: District government departments and agencies will provide administrative and staff support and other assistance to the GISSC upon request.

7. EFFECTIVE DATE: This Order shall become effective immediately.

ANTHONY A. WILLIAMS
MAYOR

ATTEST:
BEVERLY D. RIVERS
SECRETARY OF THE DISTRICT OF COLUMBIA