



OFFICE OF THE DEPUTY CHIEF MANAGEMENT OFFICER
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WASHINGTON, D.C. 20301-9010

ACTION MEMO

FEB 28 2011

FOR: BUSINESS ENTERPRISE COMMON CORE METADATA CORE BUSINESS MISSION
COMMUNITY OF INTEREST LEADS

A handwritten signature in black ink, appearing to read "Dennis Wisnosky", is written over the "FOR:" line.

FROM: Dennis Wisnosky, Business Mission Area Chief Architect and Chief Technology Officer

SUBJECT: Designation of Address Working Group (AWG) Point of Contact

- Request each addressee provide a single point of contact to participate in the AWG no later than 14 days from the date of this memo.
- DoD needs an Enterprise approach to managing and exchanging address data to efficiently and effectively share actionable business information across its business environment. Historically, the Department collectively defined address differently, resulting in the lack of an ability to share business information in its current state of nature with integrity. Institutionalizing an Enterprise-wide data governance process will help advance this short fall.
- The Business Transformation Agency is establishing the AWG as part of the Core Business Mission Metadata Communities of Interest, under the purview of the Business Mission Area Investment Review Boards, as outlined in Deputy Chief Management Officer Memorandum, "Applying DoD 8320.2-G, DoD Net-Centric Data Strategy, for Business Operations," dated January 8, 2009.
- The AWG will work to enable a common interoperable information exchange environment for address across the Department. To determine the End-to-End (E2E) interoperable information exchange requirements, the AWG will gather information about the various business requirements, terms, formats and rationale for address. Business objectives for the AWG include developing:
 - A common business vocabulary for allowing address to be utilized across Department Enterprise Business operations
 - The common methodology for harmonizing E2E address information exchange among different systems.
- My point of contact is Mr. Jerry Cole, (703) 607-2372, or e-mail jerry.cole@bta.mil.
- **RECOMMENDATION:** Designate a single AWG POC and send contact information (both e-mail and phone) to Mr. Jerry Cole, (703) 607-2372 or jerry.cole@bta.mil no later than 14 days from the date of this memo.

Enclosure:
Summary Review

Summary Review

Federal Geographic Data Committee (FGDC) *United States Thoroughfare, Landmark, and Postal Address Data Standard*

This summary review highlights a need across the Department of Defense (DoD) for an Enterprise approach to exchange address data thereby ensuring an efficient and effective interoperable information environment. DoD entities have historically defined address differently, resulting in a lack of interoperability, due to the lack of an enterprise-wide data governance process.

Addresses are critical information for administrative, emergency response, mapping, geographic information system, routing, navigation and other purposes. Addresses evolved over time to serve these purposes, resulting in many different record and database formats. This prevents Enterprise-wide interoperability across DoD and with our business partners.

One step towards ensuring an efficient and effective enterprise wide interoperable information environment would be adoption of an information exchange standard for address. This standard will describe how to exchange standardized data between organization and systems. An information exchange standard for address exists within the Federal Geographic Data Committee's (FGDC) *United States Thoroughfare, Landmark, and Postal Address Data Standard*¹, hereafter referred to as the FGDC Address Data Standard. This FGDC Address Data Standard defines address as follows:

“An address specifies a location by reference to thoroughfare (typically but not always a road – it may be, for example, a walkway, a railroad, or a river) or landmark; or it specifies a point of postal delivery (e.g. P.O. Box).”

This FGDC Address Data Standard excludes the following:

- Relationship between an address and any corresponding occupant
- Electronic addresses
- Specifying a location solely by coordinate values (e.g. latitude and longitude)

The FGDC Address Data Standard covers structure, classification, quality and information exchange for address data. It specifies a structure for address data which, depending on the specific stakeholder's business needs, can be implemented with varying levels of data granularity. It classifies addresses according to their technical syntax, without regard to a specific stakeholder's business needs, resulting in three specific classes and a catchall general class, as shown below.

- **Thoroughfare Classes.** Thoroughfare addresses specify a location by reference to a thoroughfare.

¹ Available at:

[http://134.152.194.76:9090/progress?pages&id=13759989&sp2&fileName=QWRkcmVzc1N0YW5kYXJkRkIOQUwuemlw&url=aHR0cDovL3d3dy5mZ2RjLmdvdi9zdGFuZGFyZGFyZHMvcHJvamVjdHMvRkdEQy1zdGFuZGFyZHMtcHJvamVjdHMvc3RyZWV0LWFkZHJlc3MvQWRkcmVzc1N0YW5kYXJkRkIOQUwuemlw&foo=2](http://134.152.194.76:9090/progress?pages&id=13759989&sp2&fileName=QWRkcmVzc1N0YW5kYXJkRkIOQUwuemlw&url=aHR0cDovL3d3dy5mZ2RjLmdvdi9zdGFuZGFyZHMvcHJvamVjdHMvRkdEQy1zdGFuZGFyZHMtcHJvamVjdHMvc3RyZWV0LWFkZHJlc3MvQWRkcmVzc1N0YW5kYXJkRkIOQUwuemlw&foo=2)

- **Landmark Classes.** Landmark addresses specify a location by reference to a named landmark. A landmark is a relatively permanent feature of the manmade landscape that has recognizable identity within a particular cultural context.
- **Postal Delivery Classes.** Postal delivery addresses specify points of postal delivery that have no definite relation to the location of the recipient, such as a post office box, rural route box, overseas military address, or general delivery office.
- **General Class.** The General Address Class is for addresses (such as foreign addresses) that might not fit in any of the aforementioned thoroughfare, landmark, or postal delivery classes.

The FGDC Address Data Standard provides quality standards that test applicability and fitness of address data for a given purpose and provide a series of standard templates for exchanging address data between systems and organizations.

In conclusion, the data format aspect of data exchange has historically impeded flow of information. By providing a single and flexible data structure for exchanging address data, the FGDC Address Data Standard will simplify implementation of data exchanges.