

# **CFTC E-Government Report for FY2007**

## **Section 1. Implementation of Electronic Government Initiatives.**

The CFTC oversees the futures industry, one of the world's largest and fastest growing markets. The futures markets depend heavily on electronic trading. The CFTC must use technology effectively and efficiently to meet its mission of protecting market users and the public from fraud, manipulation, and abusive practices related to the sale of commodity and financial futures and options, and to foster open, competitive, and financially sound futures and option markets. Meeting the mandates of the E-Government Act in many cases provides direct support for the CFTC in meeting its mission.

In last year's report, the CFTC reported on an internal agency-specific E-Government initiative, the CFTC Web Presence Initiative. In 2007, this initiative culminated in the launch of a new and redesigned external website for the agency that is transforming agency operations, CFTC.gov.

The CFTC's website, CFTC.gov, is the agency's primary means of communicating agency mission, actions, and events to all its stakeholders. It is managed according to the policy and procedures laid out in the agency's web governance policy and supported by the CFTC's new content management system. The agency's Office of External Affairs manages a content review and approval process applicable to all information published on CFTC.gov, thus ensuring that all content meets the standards required by the web governance policy.

Successful implementation of the content management system was a necessary prerequisite to the launch of the new website. The web governance policy together with the implementation of the content management system has involved a major transformation in the management of the flow of information and documents from their inception throughout the agency until their publication on CFTC.gov.

Throughout the Web Presence Initiative, the agency has maintained an ongoing dialogue with interested parties to find innovative ways to use information technology for the website. An example of how this dialogue has resulted in innovative use of technology to meet user needs is the Industry Filings Search Tool. Made available with the launch of the new website, this tool provides access to submissions made by industry trading and clearing organizations.

The agency maintains close communication with its stakeholders to ascertain their needs. The new CFTC.gov reflects the input and feedback of external users of the website, including representatives from the futures industry, self-regulatory organizations, the public, and CFTC staff. The agency will continue to work closely with its stakeholders and external users of the website to gather feedback and ongoing requirements.

The website is closely aligned to the mission of the CFTC and its strategic goals. Improved review and approval processes, document and information management and control, are enabling agency leadership to ensure that the website supports agency goals.

As new review and approval workflows are developed and implemented for all content to be published on the website, agency operations in this area will continue to be transformed. Improved workflow management and publication processes are reducing staff time necessary to support the website and improve its quality. This will continue as review and approval workflows are refined and implemented throughout the agency. These workflow management and publication processes should result in a significant increase in the quality of information published on the website. An unquantifiable saving is achieved when, for example, an incorrect piece of information or document is not published.

The quality and usability of CFTC.gov has been significantly improved by implementation of an improved information architecture and search capability. These improvements result in a significant savings in time for CFTC staff and external users of the website as information is more readily available to them. An unquantifiable saving is achieved when participants in the futures markets are able to quickly and easily find critical information.

A new email subscription service allows stakeholders and users to be notified immediately of any updates in information published on the website of interest to them. For example, a user could choose to be notified by email when a new statistical report is published by the agency or when an item is added to the agency calendar. An unquantifiable savings is achieved when a user's information needs are met automatically. A quantifiable savings is achieved when telephone calls to CFTC staff requesting information on calendar events or dates of publication of reports are reduced.

All information on the Commission's website meets the requirements of Section 508 of the Rehabilitation Act, as amended. Users without access to the Internet or with disabilities may telephone the Commission's Office of External Affairs, using TTY lines where necessary. CFTC staff will make every effort to provide users with the information they need in a format usable to them.

The CFTC's web site initiative utilized, and continues to utilize the CFTC Capital Planning and Investment Control (CPIC) Process. CFTC plans, capitalizes and controls its projects through a series of documented procedures as well as through periodic reviews and approval processes. The CFTC web site project has completed the Planning & Budgeting and Acquisition phases of the CPIC process and is currently in the Management In-Use phase. The daily project deployment is governed by the Project Management Lifecycle guidance document. Periodic reviews by the Enterprise Configuration Control Board and Investment Review Board with representation from management, the business, and the Enterprise Architect provides controls to assure the project follows the Agency's transition plan and is meeting stated goals, objectives, budget and timelines.

## **Section 2. Agency Information Management Activities — Website Links.**

### **Information Resources Management Strategic Plan:**

- The CFTC is in the process of completing the Commission's Strategic Plan in FY 2007. Upon completion of the Commission Strategic Plan, a new IT Strategic Plan will be developed and posted on CFTC.gov.

### **Final determinations, priorities and schedules:**

- Web content inventory <http://www.cftc.gov/webpolicy/inventory.html>

### **FOIA**

- FOIA handbook <http://www.cftc.gov/foi/foiareference/cftcfoiaguide.html>
- FOIA webpage <http://www.cftc.gov/foi/index.htm>
- Frequently requested information under FOIA [http://www.cftc.gov/foi/foia\\_fregrequestinfo.html](http://www.cftc.gov/foi/foia_fregrequestinfo.html)

### **Agency public websites disseminating R&D information to the public:**

- Not applicable

### **Inventory of agency agreements with external entities:**

- Not applicable

### **Inventory of NARA-approved records schedules:**

The Commission maintains one National Archives and Records Administration (NARA)-approved records disposition schedule (RDS), organized by agency-wide records and office specific records that support its business functions. The Commission continues to progress with its implementation of NARA Bulletin 2006-02. Specifically, in May 2007 the Commission completed a comprehensive review of its entire information systems environment. As a result of this review, the Commission has a comprehensive, detailed report being used to update its current RDS. This report identifies 14 major systems and several function-specific systems, all of which will be scheduled by September 2009. During FY 2007, the Commission submitted to NARA for approval, three major electronic record categories, investigatory, litigation and enforcement case records. NARA has approved two requests and the third is pending approval.