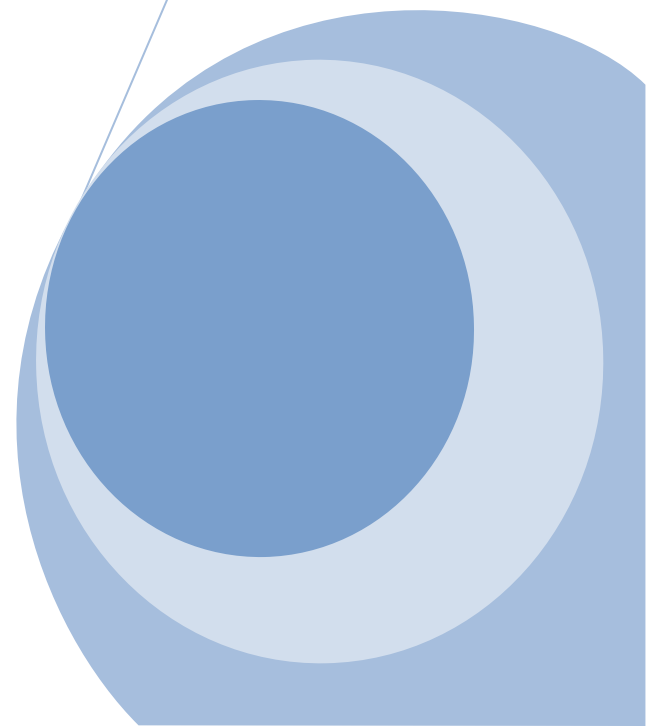
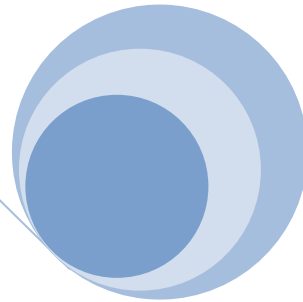
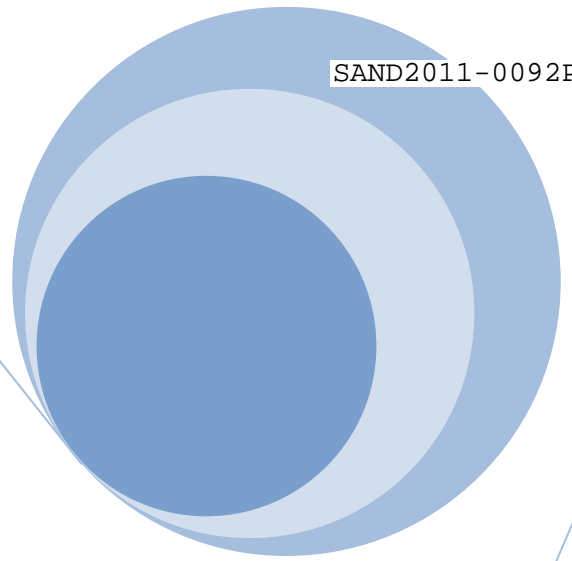


Project Overview for International Atomic Energy Agency (IAEA) SharePoint Portal Design and Development

**Sandia National Laboratories (SNL)
1/6/2011**



Customers

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About the IAEA and the Network (provided by John Kinker, Paul Degnan, and Paul Dinner)

The IAEA is the world's center of cooperation in the nuclear field. It was set up as the world's "Atoms for Peace" organization in 1957 within the United Nations family. The Agency works with its Member States and multiple partners worldwide to promote safe, secure and peaceful nuclear technologies.

Since 2001, the IAEA has championed the concept and use of professional networks to advance best practices in radioactive waste management, decommissioning and environmental remediation across the globe. At the present time there are five Networks sponsored by the IAEA and managed from within the Division of Nuclear Fuel Cycle and Waste Technology, with the support of the Technical Cooperation program:

- Geological Disposal (URF Network, established in 2001);
- Decommissioning (IDN, established in 2006);
- Near-Surface Disposal of LLW (DISPONET, established in 2009);
- Environmental Remediation (ENVIRONET, established in 2009); and
- Characterization of LILW (LABONET, established in 2010).

To date, over 50 organizations from more than 30 Member States are involved in the Networks. Many Network participants generously donate resources, time, and effort to support Network activities, while others benefit from the acquisition of experience, capabilities and know-how. The universal goal of all the Networks is the promotion of methods and technologies that will enhance the safety and sustainability of radioactive waste management practices and facilities. This goal is being achieved through continuous improvements in communication and knowledge sharing between Network participants and the provision of opportunities for training, involvement in demonstration projects and the development of novel techniques. To further improve, the five Networks themselves are being molded into an organic "Network of Networks" where the use of enhanced communication channels and social networking tools will be exploited to facilitate effective and rapid direct linkages between Network participants.

Problem Statement (provided by John Kinker, Paul Degnan, and Paul Dinner)

A critical appraisal of the current functioning of the Networks suggests that communication links are mainly directed outward from the IAEA or received inward by the IAEA. There is little tangible evidence of direct and

multiple interactions between the participants themselves. Of course, such interactions do occur, but the question is “would these particular interactions have occurred anyway without the Network”?

In order to address the above issues, WTS is extending the Network concept from the current IAEA-centric, low-tech and sector-based paradigm to one that is much more interconnected, inclusive and holistic, which will maximize the coverage of important topics, especially at interfaces between disciplines, and should allow for more efficient delivery of training.

The proper application of internet-based tools can expedite increased connectivity, enhance communications, and also provide for much more effective delivery of education and training.

An Internet Portal is currently being developed, to act as a gateway for interactions between individuals and organizations involved in all aspects of radioactive waste management. The Portal being developed with this multiple functionality has been given the acronym CONNECT, which stands for “*Connecting the Network of Networks for Enhanced Communications and Training*”. The development is being funded jointly by the IAEA and the European Community, with in-kind support from some of the larger RWM organizations.

CONNECT will allow users to communicate directly with others in near real-time, support technical forums and current events blogs, host technical resources, and deliver web-based training modules and topical video clips. In terms of expected outcomes, CONNECT will permit and encourage enhanced collaboration and information exchange in the radioactive waste management field throughout the world. A wide range of training resources will be created for hosting within CONNECT and these will be freely available to all radioactive waste management practitioners. As a result, IAEA expects an increase in the adoption of best international practices, enhanced skills and capabilities within organizations, and increased stakeholder confidence in waste management.

The CONNECT portal will be deployed using SharePoint 2010.

Statement of Work

SNL will work with the IAEA to design and development the CONNECT portal. This includes the development of a public homepage, development of a registry for members of the portal, development of at least two of the five networks being pulled into the portal, implementation of the look and feel (known in SharePoint as “branding”) already developed by the IAEA, and provide a template for further development of the other networks and training information. SNL will also provide the IAEA with a SharePoint governance plan template and help them work through development of their governance plan for the CONNECT portal. SNL will also use the registry information to further develop an interest map to help connect users with similar interests.

SNL will conduct this work on its External Collaboration Network (ECN) in SharePoint 2010. This environment will be used for development and testing. After customer acceptance, SNL will hand over the deliverables to the IAEA so that they can implement it in their own SharePoint 2010 environment. At that point, SNL will be available for consulting pending a funding agreement.

Deliverables

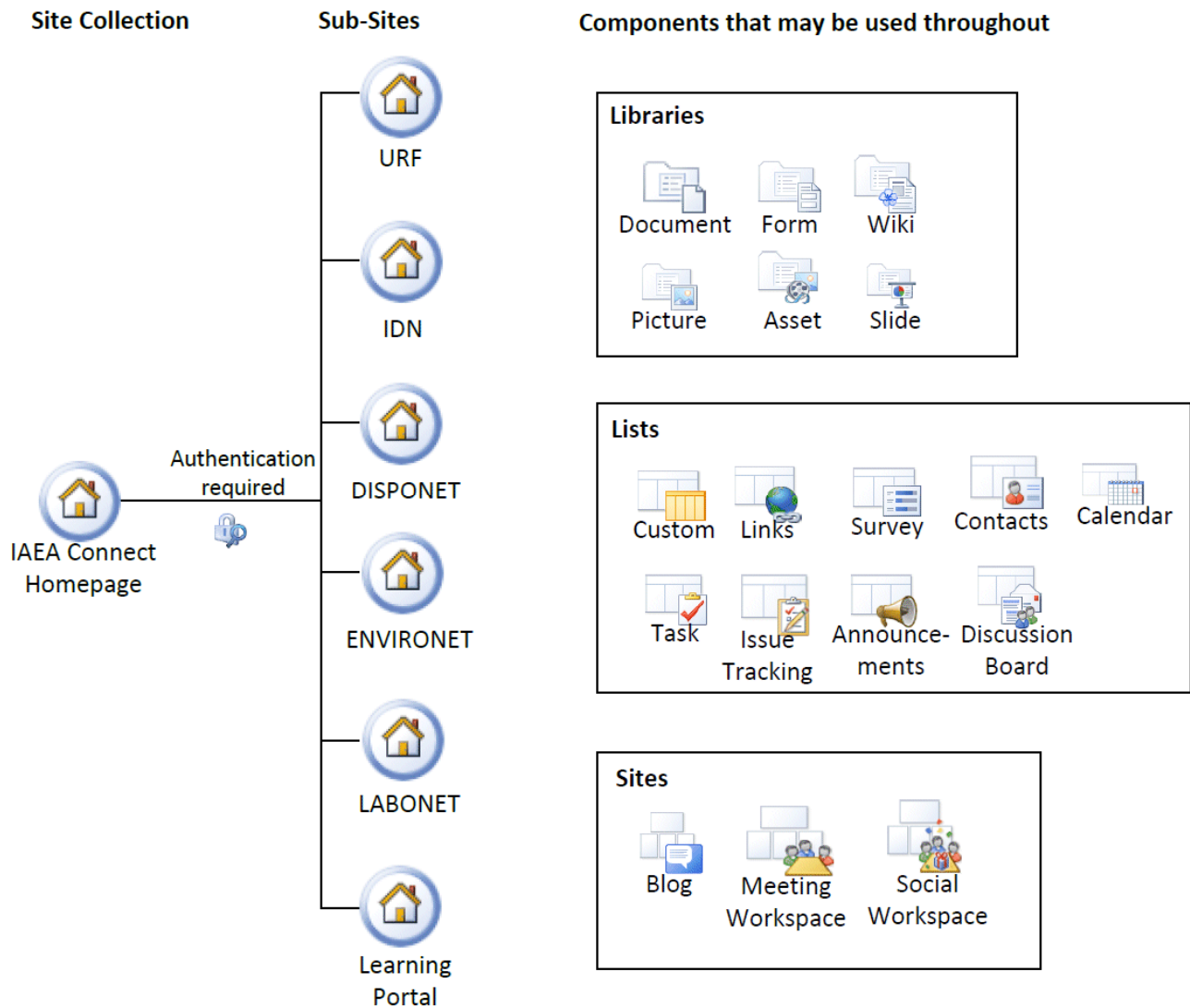
- Portal homepage
- Registration capability, which may consist of workflows, approvals, notifications
- URF and DISPONET will be our focus with extensibility to the other networks
- Branding

- Templates
- Interest map
- Governance plan

Out of Scope

SNL will **not** create or provide a production SharePoint environment for the IAEA. As well, the portal will **not** go into production in the SNL environment. SNL’s environment will be used for development and testing purposes **only**. SNL will **not** create an account provisioning system. SNL will **not** develop training content or courses as part of this scope of work.

Proposed Site Architecture



SharePoint Hardware and Software Requirements

Required

Minimum 1 server
1 copy of SharePoint 2010
1 SharePoint 2010 Internet connector license

Recommended

3 servers
Threat Management Gateway (TMG)
1 copy of SharePoint 2010
1 copy of SQL license
1 SharePoint 2010 Internet connector license

SharePoint Governance Lessons Learned from Yucca Mountain

1. Establish a Governance Board that makes decisions about the site including new applications/capabilities, permissions, administration, etc.
2. Determine criteria for who should be members of the Governance Board.
3. Determine who will have the ability to serve as a Site Owner; including necessary training requirements.
4. Determine and document what each permission level will be able to do (add, update, delete, etc.) before giving them permission to do so.
5. Establish an overall Site Administrator who is responsible for the site architecture at the highest level.
6. Keep a list of all site collections; including Site Owners.
7. Establish criteria for creating new site collections.
8. Create a communication plan and process for communicating to users at various permission levels.
9. Create a training plan for users at various permission levels.
10. Determine whether or not custom permissions will be allowed.
11. Determine, document, and publish rules and best practices for SharePoint capabilities (e.g. document libraries, permissions).
12. Provide contact information consistently on all pages of the site.
13. Consider if content on a site or in a list or library should be included in the Search or not.
14. Define roles and responsibilities for support positions.
15. Establish site branding early including the look and feel, placement of information, graphics/logos, etc.
16. Enable version history on document libraries and enable required check-in and check-out. This is important when there are multiple users collaborating on files.
17. Warehouse data and/or meta data in external databases for use by other tools (e.g. reporting with SSRS).

Resources

Governance in SharePoint Server 2010

<http://technet.microsoft.com/en-us/sharepoint/ff800826.aspx>

Implementing Governance in SharePoint 2010 (white paper)

<http://technet.microsoft.com/en-us/library/ff969355.aspx>

Sample SharePoint 2010 Governance Template from Microsoft

[http://technet.microsoft.com/en-us/library/cc262943\(office.12\).aspx](http://technet.microsoft.com/en-us/library/cc262943(office.12).aspx)