Enterprise Architecture (EA) Taxonomy Change Control

Process

- Any stakeholder can propose additions or modifications of a domain taxonomy (ea.virginia.gov)
    - Identify taxonomy domain (Business, Information, Solution, & Technology) & version to be changed
    - Describe the proposed change (what section of the taxonomy)
    - What is driving the change?
    - Scope & impact to agency, commonwealth
    - Risk of making/not making the change
- Domain Architect reviews request
    - Must review within one week of receipt
    - Determines level-of-effort to change taxonomy
    - Changes must conform to EA Taxonomy Standards
    - Makes recommendation
- Change Control Board review
    - Domain Architect schedules review within two weeks of recommendation
    - Domain Architect chairs meeting
    - Stakeholders that are Responsible & Accountable may vote on proposed change
    - Based on approval, timeline established for application of change
- Domain Architect
    - Implements change to taxonomy
    - Publishes new version
    - Sends notification of change to stakeholders

RACI

	Activity		
Stakeholder	**Propose Changes**	**Analysis / Recommendation**	**Approve Changes**
EA Director	RI	CI	RI
CISO	RI	CI	CI
Domain Architect	AC	AR	A
VITA Stakeholder	RI	CI	RI
Agency Stakeholder	RI	CI	CI