

# IGE Management Process

July 19, 2021

**IGE Program Management** provides a  
*deliberate, consistent, repeatable, & transparent*  
process to manage national-level IGE efforts  
ensuring we deliver impact and maximize use of  
available resources in the service of our National  
Security

## IGE Program Management Outcomes

- Drive accountability to deliver intended impacts and contributions to the Strategic Plan
- Provide clear delineation of roles, responsibilities and process
- Recognize and Support Post, Region and COI local IGE efforts
- Identify top national priorities that serve a wider impact
- Mobilize resources to enable collaboration
  - SAME Members
  - SAME National Office Staff
  - SAME Partners and other stakeholders
  - External resources (academic, etc) as required
- Measure and communicate: celebrate impact, support recruiting and retention, share perspectives

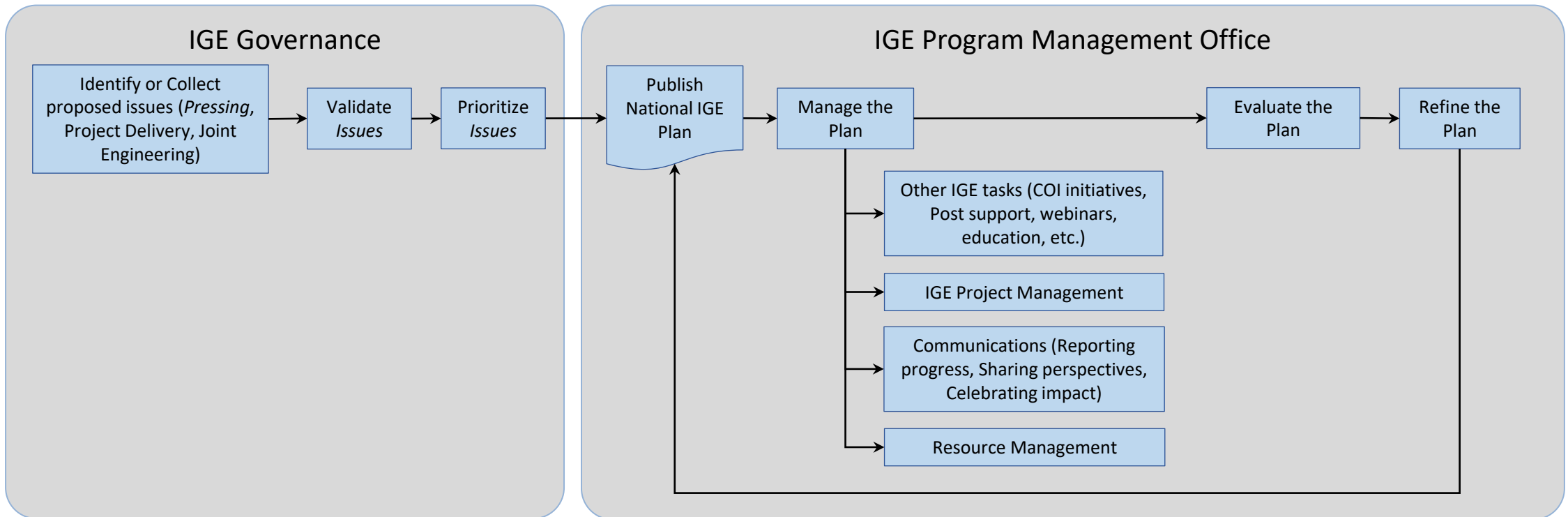
# IGE Program Management Plan Development

Phase I: Governance	Target
<b>Project Management Matrix (Workload Management)</b>	<b>3 QTR 21</b>
<b>Executive Committee Role (Determine Priorities)</b>	<b>3 QTR 21</b>
Executive Advisory Group (EAG) Role (Government Perspective & Needs)	4 QTR 21
Industry Role (Industry Perspective & Needs)	4 QTR 21
Operationalize COIs (Expand technical member support for XC Priorities, Stakeholder management)	2 QTR 22

# IGE Program Management Plan Development

Phase II: Management	Target
National Industry-Government Engagement Plan (NIGEP)	
<b>Responsibilities</b>	<b>3 QTR 21</b>
<b>Collection, Identification of Issues (Pressing, Project Delivery, Joint Engineering)</b>	<b>3 QTR 21</b>
<b>Selecting Priority Issues</b>	<b>3 QTR 21</b>
Determining Impact, Task Organizing, Assignment	4 QTR 21
Task, Project & Initiative (TPI) Management	4 QTR 21
Metrics (measuring impact)	4 QTR 21
Other IGE Programs (COI initiatives, Post support, webinars, education, etc.)	4 QTR 21
Communications (Reporting progress, Sharing perspectives, Celebrating impact)	4 QTR 21
Resource Strategy	4 QTR 21

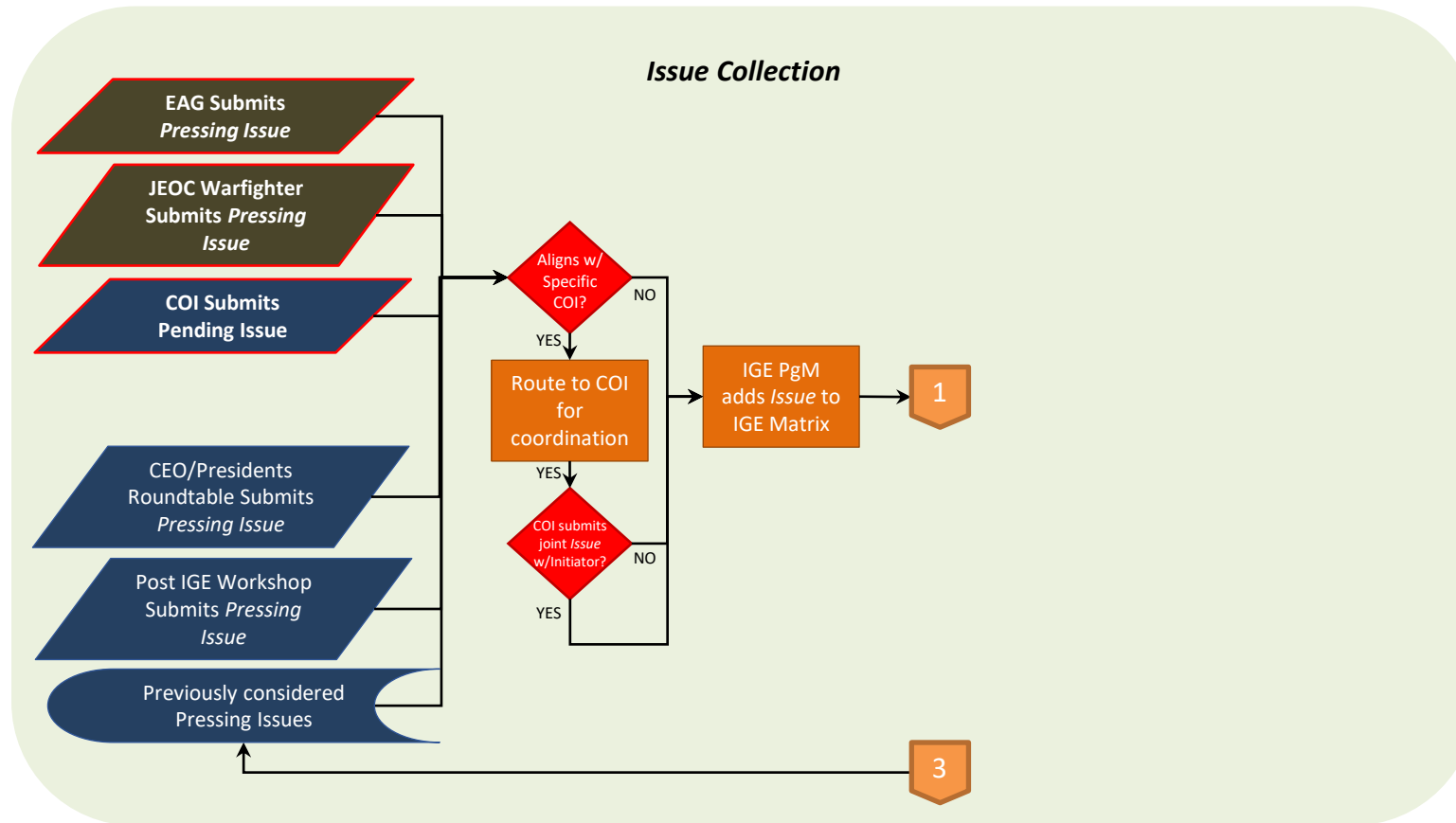
## Overall National IGE Program Management



## XC: First Steps

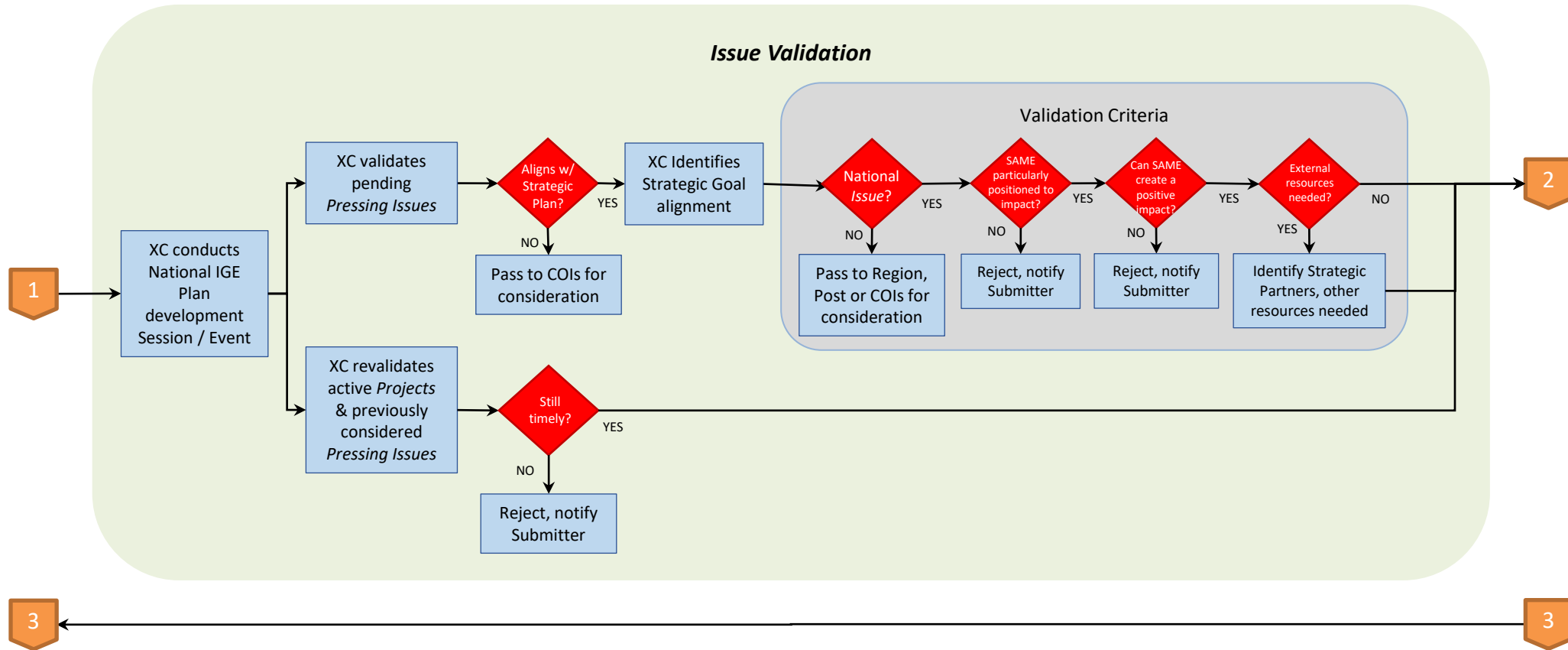
- Develop Governance Input for IGE Management Process:
  - National IGE Tracking document (IGE Matrix)
  - National IGE *Pressing Issue* proposal criteria and format
  - National IGE *Pressing Issue* validation criteria
  - National IGE *Pressing Issue* prioritization process
- Evaluate current slate of National IGE *Issues* and *Projects*

# Issue Collection

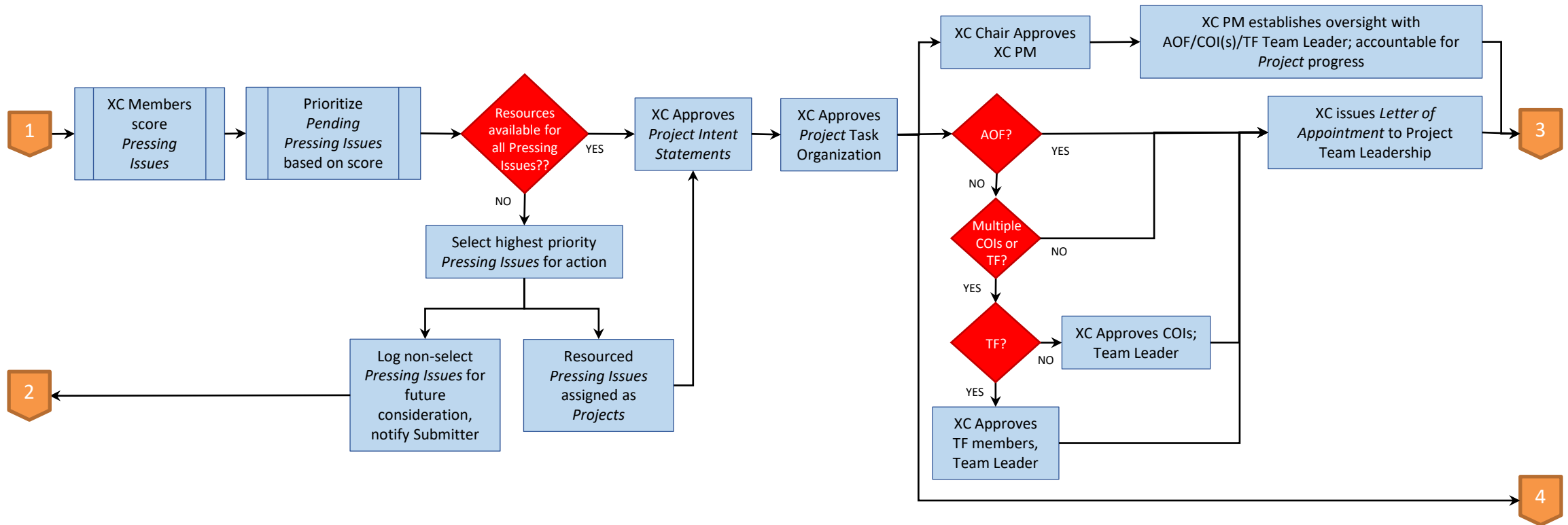




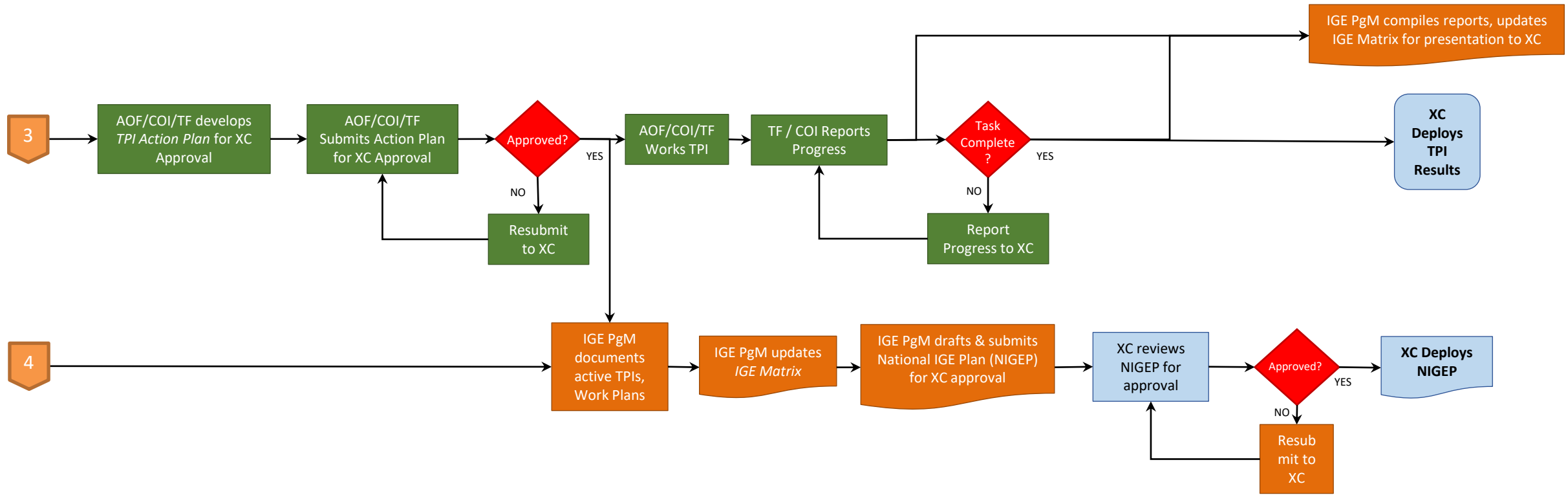
# Pressing Issue Validation



# Issue Prioritizing; *IGE* Project Assignment



# Pressing Issue, IGE Project Management





## ***IGE Pressing Issue Proposal Criteria and Format***

- Electronic submission, similar to webinar request
- Required information:
  - Submitter information
  - Willingness to champion (commitment statement and proposed Project Manager)
  - Issue description, scope of proposed project
  - Impact: advocacy or education
  - Contribution to the 2025 Strategic Plan
  - Involved or requested parties, proposed team members (industry, government, academic, SAME COI, etc.)
  - Issue development to date (attach white papers, minutes of workshops, etc.)
  - Required resolution date (if applicable)
  - Endorsement by one: EAG Member, BOD Member, COI Chair or Post President
  - Industry, Government, or both

## ***IGE Pressing Issue Validation Criteria***

- Submission complete?
- DIRECTLY advances at least one of the five objectives of the 2025 Strategic Plan?
- SAME uniquely positioned to impact at a national level or other association(s) addressing or better positioned?
- Lobbying effort or lobbying dependent?
- National-level issue or city/county/state issue?
- Primary Federal Government stakeholders/decision-makers at the Departmental level?

## **IGE *Pressing Issue* Prioritization Process**

- Necessary when resources are limited
- All XC Members score each issues:
  - 5 = best
  - 1 = worst
  - Considers XC member diversity, viewpoint, expertise, knowledge
- Criteria:
  - National Security Impact / Benefit
  - Government Impact / Benefit
  - Industry Impact / Benefit
  - EAG Priority
  - Other?

# Prioritizing Process (example XC Member scoring)

XC Member A						
Pending Projects	Source	Criteria				
		National Security Impact / Benefit	Government Impact / Benefit	Industry Impact / Benefit	EAG Priority	TOTAL
Energy Resilience (CG)	EAG, COI	4	4	3	4	15
Small Business Size Business Standards	COI	3	4	3	2	12
Per- & Polyfluoroalkyl Substances (PFAS) (OSD)	EAG	3	4	4	3	14
Cyber Security in the Built Environment (CG)	EAG, COI	5	5	5	4	19
Climate Change (OSD)	EAG	5	5	5	4	19
Government Training (Business accumen, procurement, etc.) (OSD)	EAG	2	4	5	3	14
XC Member B						
Pending Projects	Source	Criteria				
		National Security Impact / Benefit	Government Impact / Benefit	Industry Impact / Benefit	EAG Priority	TOTAL
Energy Resilience (CG)	EAG, COI	5	5	3	3	16
Small Business Size Business Standards	COI	4	4	5	1	14
Per- & Polyfluoroalkyl Substances (PFAS) (OSD)	EAG	2	4	3	2	11
Cyber Security in the Built Environment (CG)	EAG, COI	5	5	5	3	18
Climate Change (OSD)	EAG	5	5	5	4	19
Government Training (Business accumen, procurement, etc.) (OSD)	EAG	2	2	5	3	12



# Prioritizing Process (example Scoring Summary)

Pending Projects	XC Member						Order of Merit
	A	B	C	D	Etc.	TOTAL	
Climate Change (OSD)	19	19				19.0	1
Cyber Security in the Built Environment (CG)	19	18				18.5	2
Energy Resilience (CG)	15	16				15.5	3
Small Business Size Business Standards	12	14				13.0	4 (T)
Government Training (Business accumen, procurement, etc.) (OSD)	14	12				13.0	4 (T)
Per- & Polyfluoroalkyl Substances (PFAS) (OSD)	14	11				12.5	5

- Produces an Order of Merit List (OML)
- Applies if resources are limited

## XC: First Steps

- Develop Governance Input for IGE Management Process:
  - National IGE Tracking document (IGE Matrix)
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## Responsibilities

- XC
  - Execute IGE Governance Tasks
- XC Champion
  - Keeper of the XC's Intent: Ensures XC's intent is clearly communicated, met
  - Removes obstacles
  - Holds IGE PM accountable for progress, impact
  - Note: XC Project Champion – opportunity for future National Leader Development
- IGE Project Manager
  - Team leader, manages the project effort
  - Accountable for progress, impact
  - Leads collaboration between executing entities
  - Often *Pressing Issue* Initiator
- IGE Program Manager
  - Provides program continuity
  - Manage collection, validation and prioritization process
  - Project timeline, history
  - Reporting to XC
  - Support projects as necessary