From:	Gaskins, Kia D - ILAB
To:	Grant, Flora - OASAM BOC; Bynum-Frazier, Tanisha - OASAM BOC; DOL Records Management Office
Cc:	Johnson, Alfreda - ILAB
Subject:	FW: ACTION: DOL Agency Electronic Information Systems (EIS) Annual Review Due: August 22, 2018 - Agency: ILAB
Date:	Friday, August 17, 2018 5:32:00 PM
Attachments:	2015 ILAB EIS Review.xlsx

Hello All:
I have checked around ILAB and this was the final answer I received below on our EIS Annual Review.
Best, Kia
Sandi Soderstrom who we had listed as our POC in 2015 is no longer with the agency. Please See Director Josh Kagan's email response below.

Thanks kindly, Kia

From: Kagan, Joshua M - ILAB
Sent: Thursday, August 2, 2018 3:02 PM
To: Gaskins, Kia D - ILAB <Gaskins.Kia.D@dol.gov>
Cc: Becker, Deborah M - ILAB <Becker.Deborah@dol.gov>; Powell, Kimberly M - ILAB <Powell.Kimberly.M@DOL.GOV>
Subject: RE: ACTION: DOL Agency Electronic Information Systems (EIS) Annual Review Due: August 22, 2018 - Agency: ILAB

Hi Kia – Based on a review of the attached spreadsheet and our internal records, we don't think that ILAB has anything to report. We do not have an EIS and we believe that the 2015 submission was made in error. The records listed on the attached spreadsheet are not contained in an EIS, but are instead electronic records. There is no EIS in OTLA.

Best,
Josh

From: Gaskins, Kia D - ILAB
Sent: Thursday, August 2, 2018 2:37 PM
To: Kagan, Joshua M - ILAB <Kagan.Joshua.M@dol.gov>
Cc: Becker, Deborah M - ILAB <Becker.Deborah@dol.gov>; Powell, Kimberly M - ILAB <Powell.Kimberly.M@DOL.GOV>
Subject: RE: ACTION: DOL Agency Electronic Information Systems (EIS) Annual Review Due: August 22, 2018 - Agency: ILAB

Hi Josh~ I know EIS!! It's our Electronic Information Systems. It's records management's new requirement part of the e-gov Act. This will be the person who is in charge of determining how we

are storing our electronic information knowing how we are keeping it maintained and stored in formulating upcoming reports within ILAB. Best, Kia

Flora Grant in RM is really helpful she can assist explaining a bit better- smile. Best, Kia

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From: Kagan, Joshua M - ILAB
Sent: Thursday, August 2, 2018 2:30 PM
To: Gaskins, Kia D - ILAB <Gaskins.Kia.D@dol.gov>
Cc: Becker, Deborah M - ILAB <Becker.Deborah@dol.gov>; Powell, Kimberly M - ILAB <Powell.Kimberly.M@DOL.GOV>
Subject: RE: ACTION: DOL Agency Electronic Information Systems (EIS) Annual Review Due: August 22, 2018 - Agency: ILAB

Thanks, Kia. Can you remind me what EIS is? I am not familiar with this system and it seems like we may not have an EIS.

Best,
Josh

From: Gaskins, Kia D - ILAB
Sent: Thursday, August 2, 2018 12:57 PM
To: Kagan, Joshua M - ILAB <Kagan.Joshua.M@dol.gov>
Subject: FW: ACTION: DOL Agency Electronic Information Systems (EIS) Annual Review Due: August 22, 2018 - Agency: ILAB

Hi Josh~ We have to submit a response to EIS in Aug 22.
Deb says this is an OTLA role. Do you know who will take over duties on EIS for Sandi Soderstrom? I asked Kimberly Powell but it wasn't her. Thanks kindly, Kia

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From: Becker, Deborah M - ILAB
Sent: Thursday, August 2, 2018 8:58 AM
To: Gaskins, Kia D - ILAB <Gaskins.Kia.D@dol.gov>
Subject: RE: ACTION: DOL Agency Electronic Information Systems (EIS) Annual Review Due: August 22, 2018 - Agency: ILAB

Hi Kia,

This looks like an OTLA role. Please reach out to Josh again and ask who will serve in this capacity. I believe he is due back in the office today.

Deborah M. Becker, Administrative Officer
Bureau of International Labor Affairs
U.S. Department of Labor
Office Phone: 202-693-4845 | Cell Phone: 202-316-0502

From: Gaskins, Kia D - ILAB
Sent: Thursday, August 2, 2018 7:46 AM
To: Becker, Deborah M - ILAB <Becker.Deborah@dol.gov>
Subject: FW: ACTION: DOL Agency Electronic Information Systems (EIS) Annual Review Due: August 22, 2018 - Agency: ILAB

Hi Deb~

I know you wanted to work on this EIS chart which I've attached. It looks like we retired the program with Sandi Soderstrom. She's no longer working with us. I talked to Kimberly Powell she said she didn't know what it was and wasn't interested in taking on the role. Josh didn't know either. Best, Kia -
It's due Aug 22.

From: Gaskins, Kia D - ILAB
Sent: Wednesday, July 11, 2018 5:52 PM
To: Kagan, Joshua M - ILAB <Kagan.Joshua.M@dol.gov>; Becker, Deborah M - ILAB <Becker.Deborah@dol.gov>; Johnson, Alfreda - ILAB <Johnson.Alfreda@dol.gov>
Subject: FW: ACTION: DOL Agency Electronic Information Systems (EIS) Annual Review Due: August 22, 2018 - Agency: ILAB

Hi Josh~

I have a question for you. Do you know by chance who took over for Sandi Soderstrom in EIS? She was our agency POC. Can you take a look at the excel chart for me when you have a free moment and let me know who may handle this area they are speaking of? Many thanks in advance!

Best, Kia

Kia D. Gaskins
Bureau of International Labor Affairs (ILAB)
Office of the Deputy Undersecretary
Special Assistant
Direct: 202.693.4903
Fax: 202.693. 4780
Email: gaskins.kia.d@dol.gov

From: DOL Records Management Office
Sent: Wednesday, July 11, 2018 5:27 PM
To: Gaskins, Kia D - ILAB <Gaskins.Kia.D@dol.gov>; Johnson, Alfreda - ILAB <Johnson.Alfreda@dol.gov>
Cc: DOL Records Management Office <dolrecordsmanagementoffice@dol.gov>

Subject: ACTION: DOL Agency Electronic Information Systems (EIS) Annual Review Due: August 22, 2018 - Agency: ILAB

Hello,

It is that time again for the annual review of DOL's Electronic Information Systems (EIS).

As addressed in the past, this requirement, per 36 CFR 1236.10, 36 CFR 1236.12, 36 CFR 1236.26(a) and the E-Gov Act, is essential to knowing where DOL's electronic information resources are stored and maintained, and in formulating upcoming departmental reports.

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Attached please find your 2015 submission, and adjust as necessary.

We are requesting you use the provided format, as this information is necessary for our consolidated report.

Please submit your consolidated listing with all pertinent data via email to grant.flora@dol.gov, along with uploading a copy in SharePoint, no later than August 22, 2018.

Should you have any questions, please reach out to the Records and Information Management Staff at dolrecordsmanagmentoffice@dol.gov.

Thanks for your continued support.

Flora Grant
Records and Information Management Specialist|EEO Counselor
U.S. Department of Labor
OASAM|BOC|OARM
200 Constitution Avenue, NW, Room S1321
Washington, DC 20210
(202) 693-7270