



FEMA

# MIP Data Migration and Transition Briefing

Customer and Data Services

March 31, 2014

(Slide 15 Updated 10/5/2015)

**RiskMAP**

Increasing Resilience Together



# Review: Project Goals and Methods

## Project Goals

- Lay the groundwork for implementation of MIP File Server Re-Architecture and Enhanced Search
- Establish a sustainable framework that can accommodate future growth

## Project Methods

- Reduce the large amounts of duplicative, redundant, and extraneous data that have accumulated on the server
- Consolidate data within the sustainable File Server framework and architecture

# One-Time Data Migration & Transition

**Starting on or around March 17, 2014**

***For MIP projects that have been FULLY COMPLETE for at least 6 months:***

**Data that appears in a MIP project's J: Drive Task Sys ID folder but not its K: Drive folder will be copied over to K: Drive**

- These projects will be removed from J: Drive once the transition begins. If you require access to a particular file during transition period, running through the deployment date, please contact MIPHelp
- Any files found in a J: Drive folder that *are not* in its corresponding K: Drive folder will be copied to a 'Cleanup' folder on K: Drive
- After deployment, the Cleanup folder will be accessible through MIP File Explorer. It will *not* be discoverable through Search & Retrieve
- A complete listing of all affected projects will be made available

**After the copying is complete, the J: Drive folders will be deleted**

# One-Time Data Migration & Transition

**Beginning in or around April 2014**

***For all other valid MIP projects***

**For Task Sys ID folders for which all associated manager activities under Manage Data Development, Manage Preliminary Map Production, or Manage Post Preliminary Map Production are complete:**

- Any files found in a J: Drive folder that *are not* in its corresponding K: Drive folder will be copied to a 'Cleanup' folder on K: Drive
- After deployment, the Cleanup folder will be accessible through MIP File Explorer. It will *not* be discoverable through Search & Retrieve

**After the copying is complete, the J: Drive folders will be deleted if the associated manager activities have been complete for 6 months or more. If it has been less than 6 months, the files will remain on J: Drive until that mark is reached, at which point they will be deleted**

# One-Time Data Migration & Transition

**Starting on or around March 17, 2014**

***For all MIP projects:***

**If there are files *above* the Task Sys ID folder level on the J: Drive, they will be copied over to a 'Cleanup' folder on K: Drive**

- There is no access point through which files can be uploaded above the Task Sys ID folder level on J: Drive, so any such files would have been put there manually through Citrix. There is also no process by which they would be moved to the K: Drive otherwise
- After deployment, the Cleanup folder will be accessible through MIP File Explorer. It will *not* be discoverable through Search & Retrieve

**After the copying is complete, the J:Drive files above the Task Sys ID level will be deleted**

UCR41GFARS8

# One-Time Data Migration & Transition

## Before Cleanup

J: Drive	K: Drive
Above Task Sys ID level Files: A	Task Sys ID Files: B C
Task Sys ID Files: B C D	

## After Cleanup

J: Drive	K: Drive	
Files :A B C D	Task Sys ID Files: B C	Cleanup Folder Files: A D

UCR41GFARS8

# One-Time Data Migration & Transition

**Starting on or around March 17, 2014**

***For MIP projects that are labeled “Removed,” all data will be removed from the J: Drive***

- A project will have this status when it is deemed that this project was erroneously created or no longer valid.
- A complete listing of all affected projects will be reviewed by Regional supervisory users (Champs, Black Belts, RPMLs)
- If you require access to specific data over the next several months, please contact your Regional supervisory user or MIPHelp

***For MIP data that is considered “Invalid,” all data will be removed from the J: Drive***

- “Invalid data” is data that does not follow the MIP folder structure format and cannot be associated with any valid MIP case
- A complete listing of all affected data will be reviewed by Regional supervisory users (Champs, Black Belts, RPMLs)
- If you require access to specific data over the next several months, please contact your Regional MIPHelp

UCR41GFARS8

# One-Time CFAS-EL Migration to MIP

## LOMA and LOMR case files will be moved from CFAS-Engineering Library to the MIP File Server K: Drive

1. For LOMA & LOMR data associated with an existing MIP project case number, CFAS data will be copied into a “Supporting Artifacts” folder (under SubmissionRepository) under the Case # folder for that project
2. For data that does not have an associated MIP Project Case # but has File Trail data, it will be registered using the File Trail data using a simplified folder structure (e.g. ...EL-LOMA\- 3. For data with no MIP Case # or File Trail data, it will be registered using a simplified structure (...EL-LOMA\- This data will be made available through Search & Retrieve for authenticated users. It will *not* be publicly downloadable
- After deployment, CFAS will only hold LOMC Clearinghouse data. All other data will be accessible through Enhanced Search & Retrieve

UCR41GFARS9  
UCRPAMD004

# One-Time CFAS-EL Migration to MIP

## TSDN files will be moved from CFAS-Engineering Library to the MIP File Server K: Drive

1. For TSDN data associated with an existing MIP project case number, CFAS data will be copied into a “Supporting Artifacts” folder (under SubmissionRepository) under the Case # folder for that project
2. For TSDN data that does not have an associated MIP Project Case # but has minimal geographic information and may have a historical case number, community, CID, or effective date - data will be registered using the following minimum geographic data:

...EL-TSDN\<<Region>\<State>\<County>

and could include one or more of the following, if available:

<Community>; <Effective Date>; <Non-MIP Case #>

- This data will be made available through Search & Retrieve for authenticated users. It will *not* be publicly downloadable
- After deployment, CFAS will only hold LOMC Clearinghouse data. UCR41GFARS9  
All other data will be accessible through Enhanced Search & Retrieve. PAMD004



FEMA

# MIP File Server Re-Architecture Business Processes (Post-Deployment)

**RiskMAP**

Increasing Resilience Together



# J: & K: Drive: Data Development Tasks

**When each Data Development activity is completed, the Task Sys ID files are copied from the J: Drive to the K: Drive and the J: Drive folder is locked**

- Acquire Base Map
- Develop Topographic Data
- Perform Field Survey
- Develop Hydrologic Data
- Develop Hydraulic Data
- Perform Coastal Analysis
- Perform Alluvial Fan Analysis
- Perform Floodplain Mapping
- Develop DFIRM Database

UCR3FEXX001  
UCR3FEXX002  
UCR3FEXX003  
UCR3FEXX004  
UCR3FEXX005  
UCR3FEXX009  
UCR3FEXX010  
UCR3FEXX011  
UCR3FEXX012

# J: & K: Drive: Produce Products Tasks

**When the Produce Products activity is completed, the Task Sys ID files are copied from the J: Drive to the K: Drive and the J: Drive folder is locked**

- Produce Preliminary Map Products
- Produce Final Map Products

UCR3FMPR002  
UCR3FMPR001

# J: & K: Drive: Quality Assurance

**Manage Quality Assurance task is the gate that determines when files are ‘registered’ and thereby made available to authenticated users through Search & Retrieve**

- For Manage Data Development, when Validate Content Submission or (if applicable) Independent QA is Approved
- For Manage Prelim and Manage Post Prelim, when Validate Content Submission or (if applicable) National DFIRM QA is Approved
- When one of these activities is Rejected, the associated files are deleted off of the K: Drive, and the J: Drive is unlocked to enable further processing
- If Bypass QA was/is selected, the associated submission will NOT be registered and will NOT be available through Search & Retrieve. This is the same business process that exists today. Bypass QA requests can only be made by supervisory users (Champs, Black Belts, etc.)

UC184  
UCR3IQA001  
UCR3FMQA001

# J: & K: Drive: Manage Tasks

**When the last Manage activity is completed, the MIP will notify the Task Sys ID owner, the Study Task Manager, and the Regional MIP Champion and Black Belt that the Task Sys ID files will be deleted off of the J: Drive in six months. These users will also be notified two months out from the deletion date**

- Manage Data Development
- Manage Preliminary Map Production
- Manage Post Preliminary Map Production

UCR3MDDX001  
UCR3MPMP001  
UCR3MPP001

# J: & K: Drive: Manage Tasks

*Recipients: User that completed the Manage Data Development/Preliminary/Post-Preliminary activity; Regional Champ & Black Belt; and MDD/MPMP/MPPMP manager*

**Subject: MIP Warning: Files on J Drive will be deleted on <insert date> for <insert Case Number>**

Dear Mapping Partner,

The <insert Manage Task activity name> for Case Number <insert Case Number> was completed on <insert date: mm/dd/yyyy the Manage Task activity was completed>.

The files under Task Sys ID <insert Task Sys Id number(s), separated by a comma> as well as the Task Sys ID folder(s) will be deleted from the J drive on <insert date: mm/dd/yyyy >.

*[Display if applicable]* The following files are located on the J drive but not on the K drive:

- <insert list of filepaths and/or folders that are on the J drive and not the K drive in alphabetical ascending order>

*[Display if applicable]* The following J drive files are on the K drive, but have different content:

- <insert list of filepaths and/or folders that are on both J and K drives but have different content as per checksum, in alphabetical ascending order>

*[Display if applicable]* All files on the J drive are available on the K drive.

Please review the files on J drive under the Case Number's Submission Upload folder to ensure all pertinent artifacts have been stored on the K drive under the Submission Repository. Please contact your regional Black Belt to validate any updates needed.

For more information about performing these updates, contact MIP Help by E-mail [MIPHelp@riskmapcds.com](mailto:MIPHelp@riskmapcds.com).

UC187

# MIP File Explorer

## **Citrix File Explorer is being phased out over a six month period and is being replaced with MIP File Explorer**

- MIP File Explorer will provide authenticated MIP users with read access to all files across all Regions (J: Drive and K: Drive)
- Create, Read, Update, Delete (CRUD) access to files for which you have appropriate permissions. Includes ability to copy and move files & folders
- 1GB file size limit on uploads
- Cannot open files directly in MIP File Explorer, but can download, and it will be much less clunky than Citrix
- Access to J: Drive MIP files through Citrix will revert to read-only at the time of Re-Architecture deployment in late May 2014

UCR41GFARS7

# Metadata Test Submission

## A Metadata Test Submission portlet will be available through Tools & Links

- For all other Metaman tasks, the Metaman tool through Citrix will continue to be available
- A separate Metaman upgrade is under development to accommodate new metadata profiles (see following slides)

UCR41MMV001

# DVT & Metaman Update

This project includes the following changes:

- Update the DFIRM Verification Tool (DVT) to verify FIRM databases submitted to the MIP in the 2013, 2011, and 2003 schema
- Update the validation logic for the 2003 schema to reduce the need for bypass requests
- Allow MIP users to select the DVT schema version
- Update the MIP metadata verification process (Metaman) to use the updated FEMA National Flood Insurance Program (NFIP) profile templates for the following MIP study activities:
  - Alluvial Fan
  - Basemap
  - Coastal Study
  - Draft, Preliminary and Final DFIRM
  - Floodplain Mapping
  - Hydraulics
  - Hydrology
  - Survey
  - Terrain

# DVT & Metaman Update

- Future Milestones:
  - April
    - FAQ and Tutorial posted to MIP User Care
    - Q&A Session for MIP Users
  - May 5<sup>th</sup> – Release