

Building an Information Sharing Environment: Concepts and Tools You Can Use

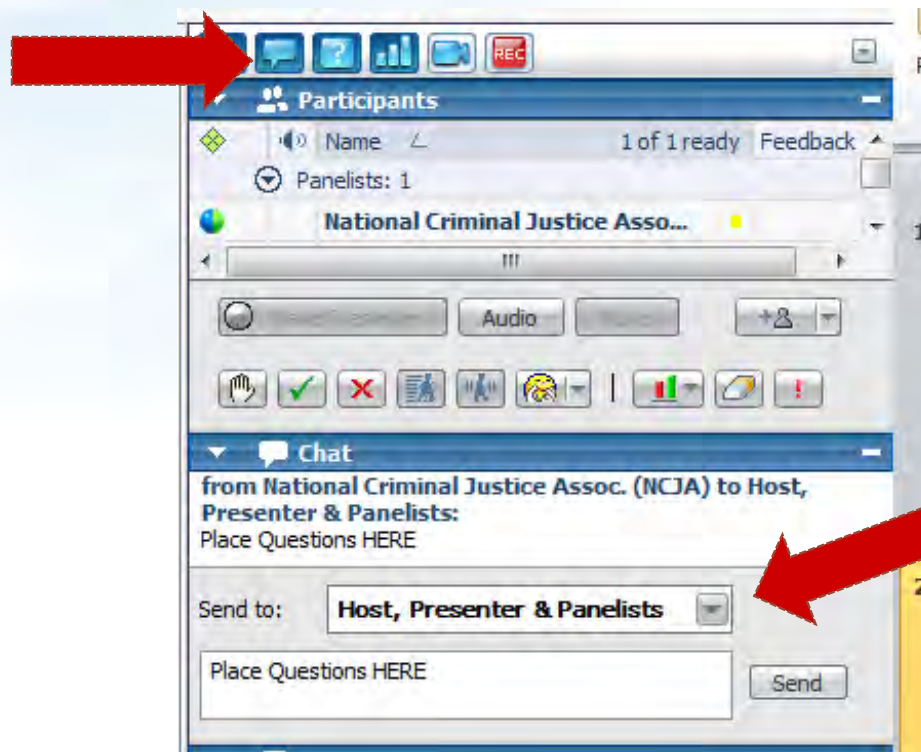
**May 14, 2015
3:00-4:30 pm ET**

Welcome to the webinar!

- You have logged on successfully.
- All attendees have been muted.
- Slides and the webcast from this webinar will be emailed to all attendees after the session.

Questions?

Please use the CHAT feature



Please remember to select **Host, Presenter & Panelists**

Objectives

- Understand the concepts behind ISEs
- Have a greater awareness of how states are implementing ISEs
- Understand the benefits of using national standards to facilitate ISEs
- Know where to access tools and documents to advance information sharing in your state or jurisdiction
- Know how to get involved in the ISE movement

Presenters

Paul Wormeli, President
Wormeli Consulting



Kshemendra Paul, Program Manager
Information Sharing Environment



Linda Rosenberg, Executive Director
Pennsylvania Commission on Crime and Delinquency



Moderator, Tammy Woodhams
Senior Staff Associate
NCJA Center for Justice Planning



A curved collage of various black and white images runs along the top of the slide. It includes scenes of military personnel, a police officer with an "EMS" vest, people working at computers, and a busy highway with many cars.

National Security Through Responsible Information Sharing

Kshemendra Paul, Program Manager, Information Sharing
Environment

Paul Wormeli, Information Sharing Environment
May 2015

A faint word cloud is visible in the background of the lower half of the slide. It contains various terms related to information sharing and security, such as "intelligence", "fusion", "security", "information", "mission", "office", "law", "training", "management", "centers", "access", "government", "group", "intelligence", "fusion", "security", "information", "mission", "office", "law", "training", "management", "centers", "access", "government", "group".

AN ISE IS....



- **An ATTITUDE** that the need to share outweighs the need to know
- **A PHILOSOPHY** that making information discoverable is the basis for all system design decisions
- **A RECOGNITION** that information is an asset and must be safeguarded
- **The COLLECTECTIVE EXPERIENCE** of many communities of interest, including practices, standards and tools that make information sharing easier and less costly to implement



AN ISE IS....



An ISE is a environment that promotes seamless information exchange between participating department and agencies across federal, regional, state, and local levels. The ISE provides:

- A set of services linked together that foster information exchange
- A method to identify users from multiple agencies and grant them access to selected application and services
- Common standards allowing information to be exchanged and interpreted by connected systems
- A way to test and certify software to ensure it meets the standards

VALUE TO THE MISSION



- Eliminates duplicate data entry across systems
- Delivers information to the person who needs it at the time a decision must be made
- Reduces errors and mistakes in handling people and cases, reducing liabilities
- Safeguards sensitive information
- Increases overall productivity
- Exemplifies best practices in the use of IT
- **SAVES MONEY**



Poll Questions

Do you have an existing plan or do you plan to develop a Statewide Information Sharing Environment?

Do you have a governance structure to support a Statewide Information Sharing Environment?

- Private sector critical infrastructure associations

- **Strategy** – To enhance the sharing of public-safety related **information across partnerships** at the federal, regional, statewide, and local departments and agencies through the use of information sharing best practices to **deliver timely, accurate, and comprehensive information to achieve mission effectiveness**
- **Goal** – To ensure that law enforcement, national intelligence, first responders, and other public safety stakeholders have access to **timely, accurate, and comprehensive information when they need it, where they need it, and in which format, precluded only by policy or privacy guidelines**

NATIONWIDE CHALLENGES



Evolving & Converging Threats & Risks ↔ National Approaches to Interoperability
Collaboration Imperative ↔ Common Operating Models
Strengthening Legitimacy ↔ Consistent, Transparent & Distributed Policies
Enterprise Data Management ↔ Integrated Capabilities & Shared Services



Protection of Privacy, Civil Rights, and Civil Liberties

ISE MISSION PORTFOLIOS



Statewide &
Regional ISE



Cybersecurity
Information Sharing



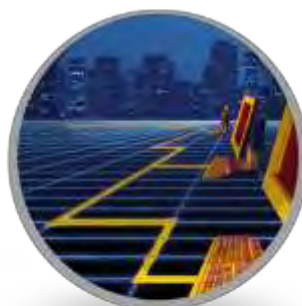
Watchlisting,
Screening, &
Encounters



Domain
Awareness



Transnational
Organized Crime



Incident
Management

ISE STANDARDS & TECHNOLOGY PORTFOLIOS



Project Interoperability



Federated Identity, Credential, and Access Management



Shared Sensitive but Unclassified Services

ISE ENABLING PORTFOLIOS



Governance



Digital Engagement & Performance

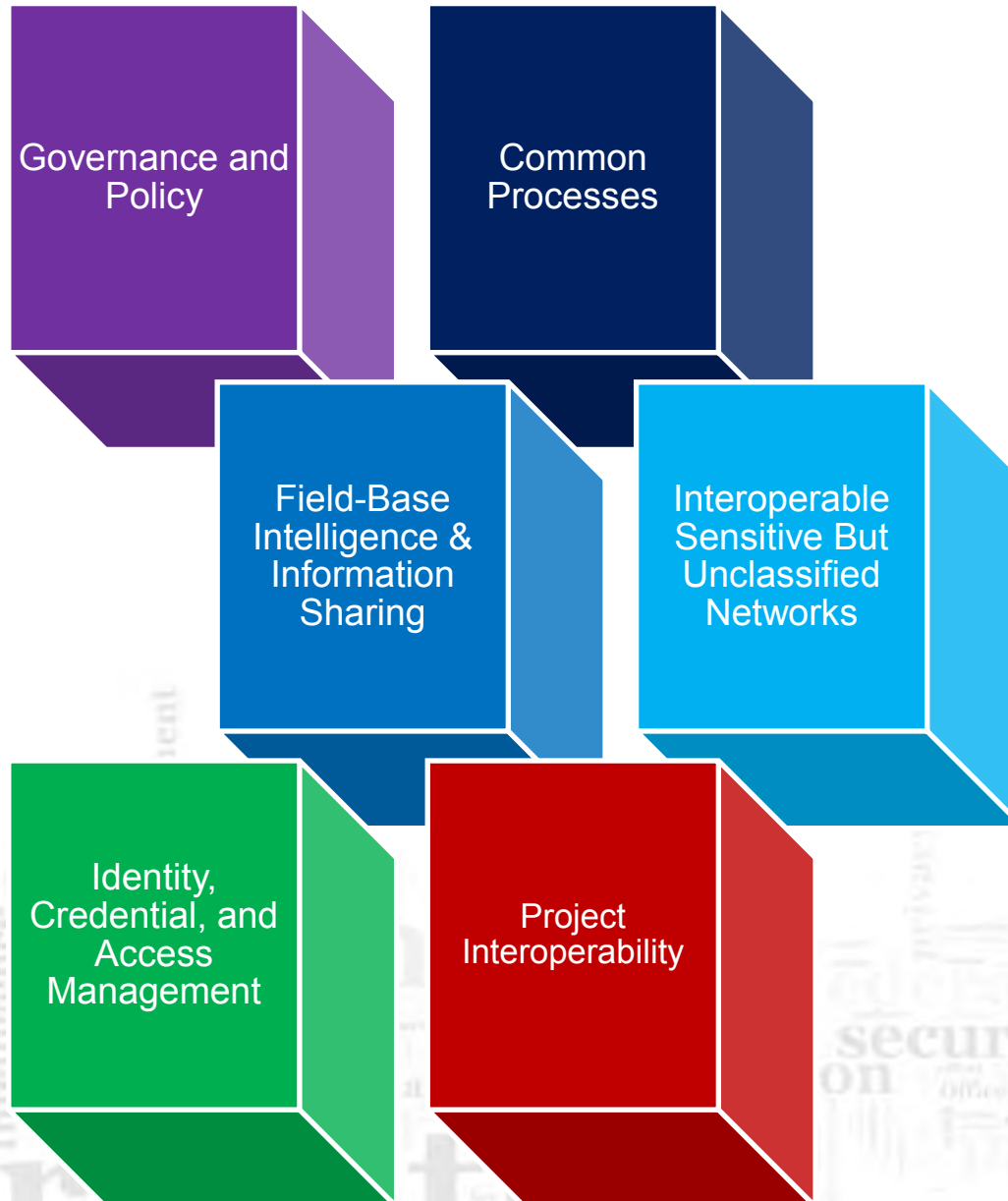


Stakeholder Capacity Building

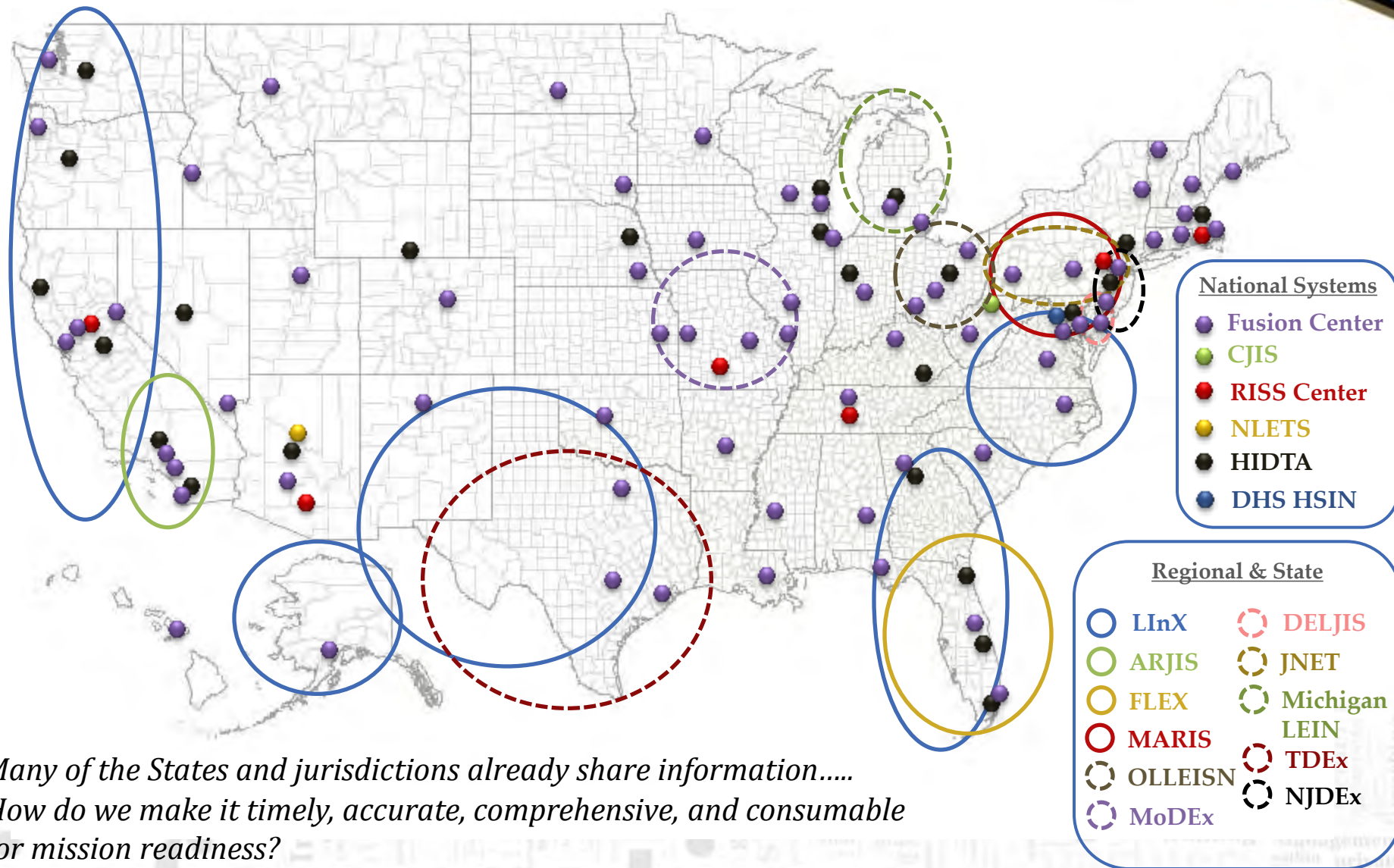


Staff Operations & Knowledge Management

BUILDING BLOCKS

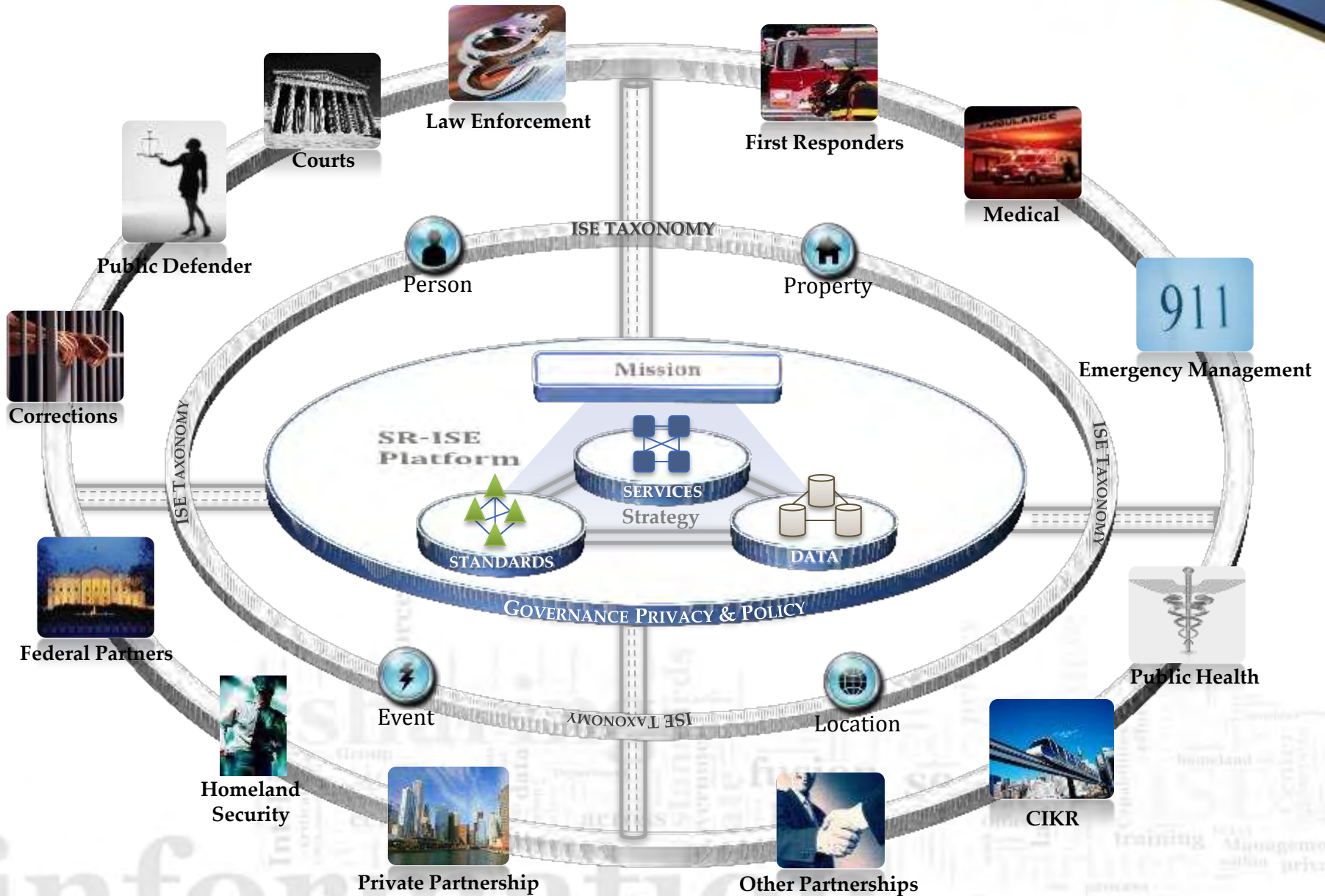


INFORMATION SHARING EFFORTS

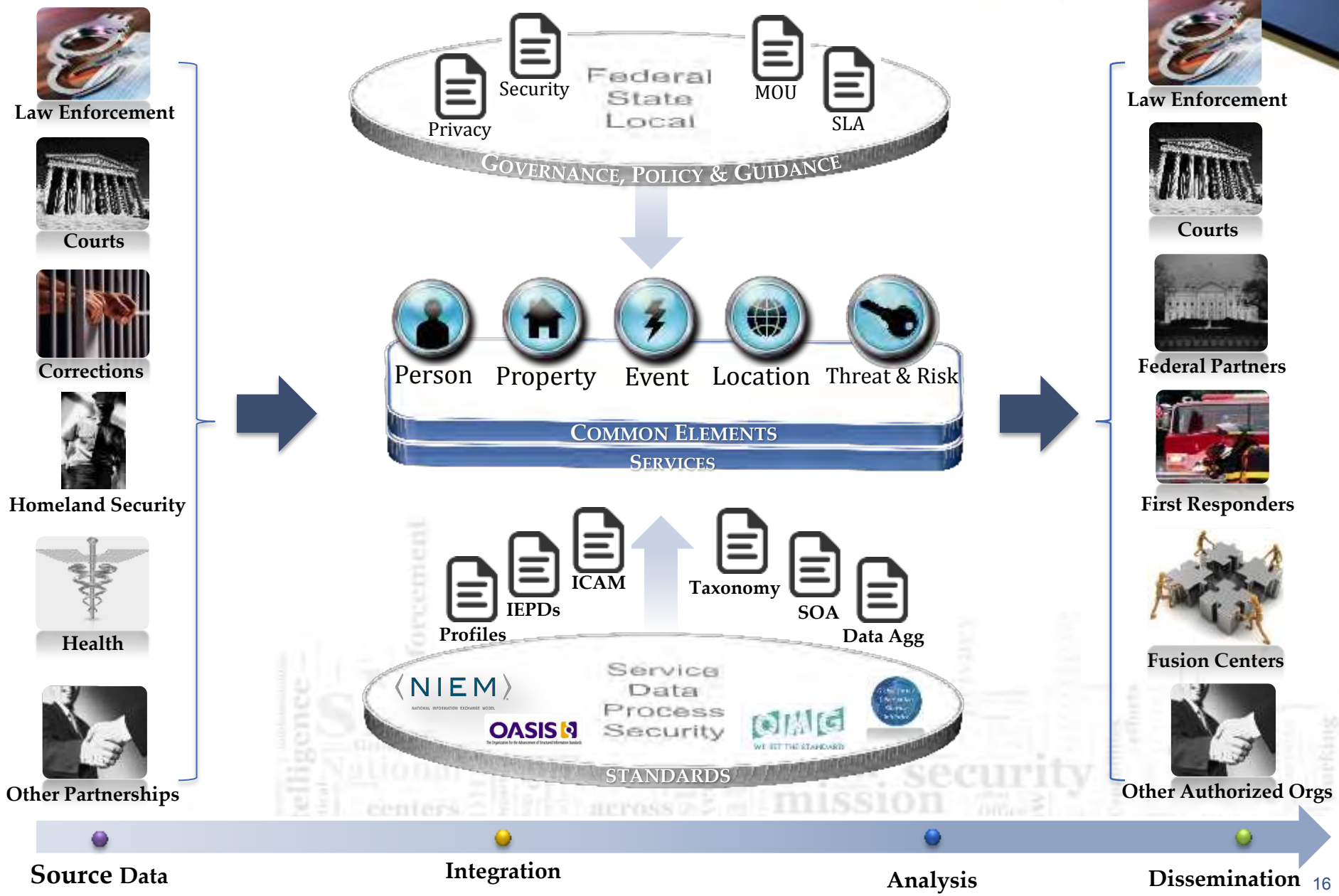


Depiction of current and on-going information sharing efforts; however, not an all-inclusive representation

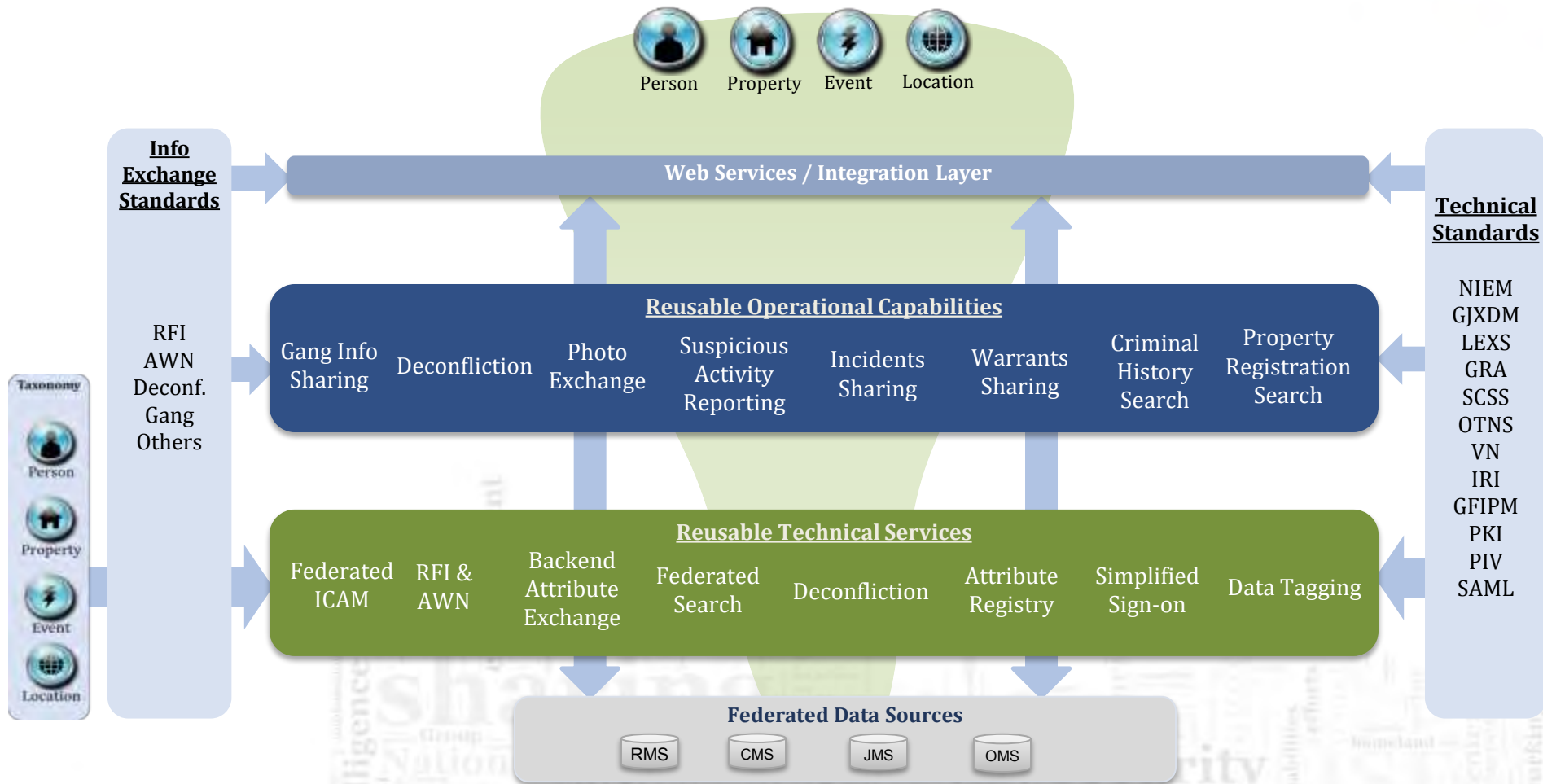
DIVERSE LANDSCAPE



STATE AND REGIONAL-ISE FRAMEWORKS

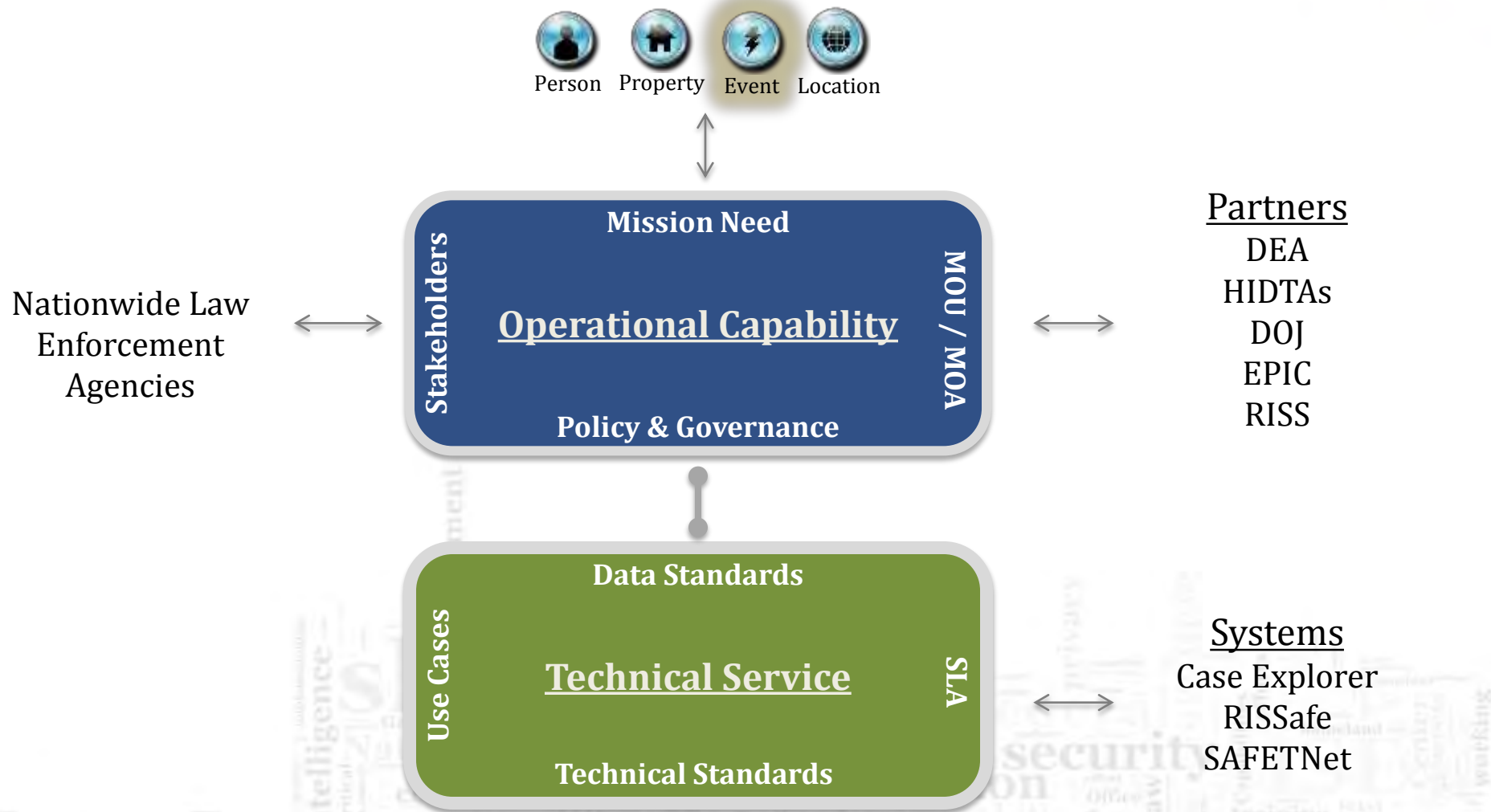


CAPABILITIES & SERVICES



EXAMPLE: DECONFLICTION

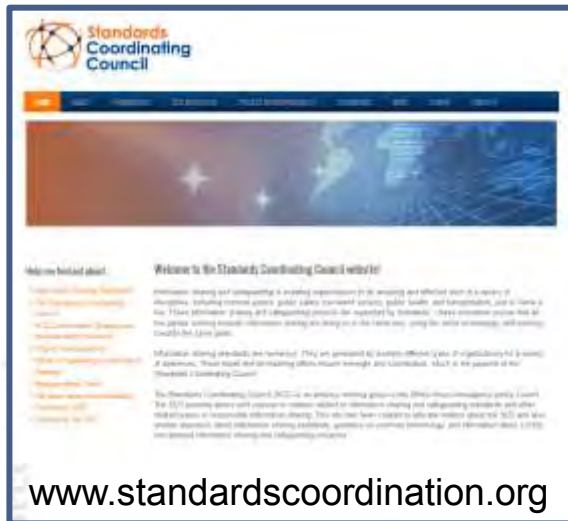
SCALABLE & REUSABLE



STANDARDS COORDINATING COUNCIL



The Organization for the Advancement of Structured Information Standards



IJIS Institute



NATIONAL STRATEGY FOR
TRUSTED IDENTITIES
IN CYBERSPACE

Enhancing Online Choice, Efficiency,
Security, and Privacy



The Association for Enterprise Information
People – Process – Technology



American Council for Technology



Industry Advisory Council



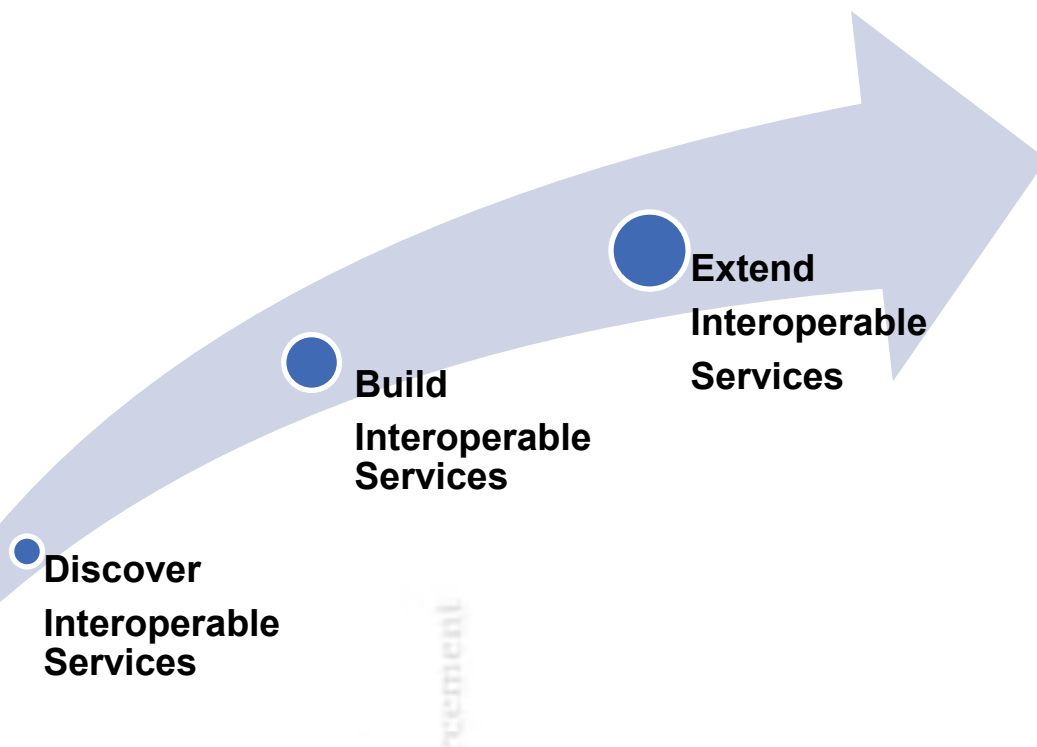
NATIONAL INFORMATION EXCHANGE MODEL

Advancing Government Through Collaboration, Education and Action

PROJECT INTEROPERABILITY

The Capabilities

- Architecture Alignment
- Attribute Exchange
- Common Profile
- Data Aggregation (DARA)
- Exchange Patterns
- Geospatial (GIRA)
- Identity and Access Management
- Maturity Model
- National Information Exchange Model
- Reference Architecture
- Standards and Specification Framework
- Springboard



the project is build upon

Authorities, Governance & Policy, Performance Management, Budget and Resourcing, Communications & Outreach

<http://project-interoperability.github.io/>



SUMMARY/SOLUTION



- Deploy, leverage and improve ISE tools, management processes, and initiatives
- Anchor tools and initiatives, and grow and scale solutions, with and through partners
- Support transformation via exemplar solutions, training, and engagement



VISIT ISE.GOV



An Official Website of the United States Government

Sunday, January 25, 2015

Text -A -A



Information Sharing Environment

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[Building Blocks](#)

[ISE Programs](#)

[Media Center](#)

[Resources](#)

Project Interoperability

A community start-up guide to interoperability and info sharing. Help us edit and improve it on GitHub!

[Information Interoperability Framework \(I2F\)](#)

[Project Interoperability on GitHub](#)

1 2 3 4

Want to Join ISE on GitHub?

check out

Project Interoperability



@shareandprotect

What is ISE?

The Information Sharing Environment (ISE) broadly refers to the people, projects, systems, and agencies that enable responsible information sharing for national security.

[Read More about ISE](#)



ISE on Twitter

@shareandprotect



DefenseIntel

DIA welcomes @USMC LtGen Vincent Stewart as its 20th director.

[t.co/CSeaOxUmHY](#)

[t.co/2mNrffcTka](#)

1 day 22 hours ago

Commonwealth of PA Profile

Pennsylvania is the 33rd largest, the 6th most populous, and the 9th most densely populated of the 50 states. The state's five most populous cities are Philadelphia, Pittsburgh, Allentown, Erie, and Reading. The state capital is Harrisburg.

- PA does not have a Department of Public Safety - JNET is our ISE
- PA has a centralized IT System for our Courts – both Common Pleas and Minor Judiciary.
- PA has 67 counties, over 3,000 municipalities and 1,100 police departments.
- PA has 34,000 law enforcement employees including 28,000 sworn officers in federal, state, regional and local agencies.

CJ Policy Priority - Similar to the rest of the nation, our violent crime rate continues to drop, and the majority of individuals incarcerated in our jails and prisons are there as a result of addiction, mental illness or both. Developing strategies to responsibly reduce our investment in incarceration and to redirect these savings into programs that reduce the likelihood of recidivism remains one of our state's top criminal justice policy priorities.

About PCCD

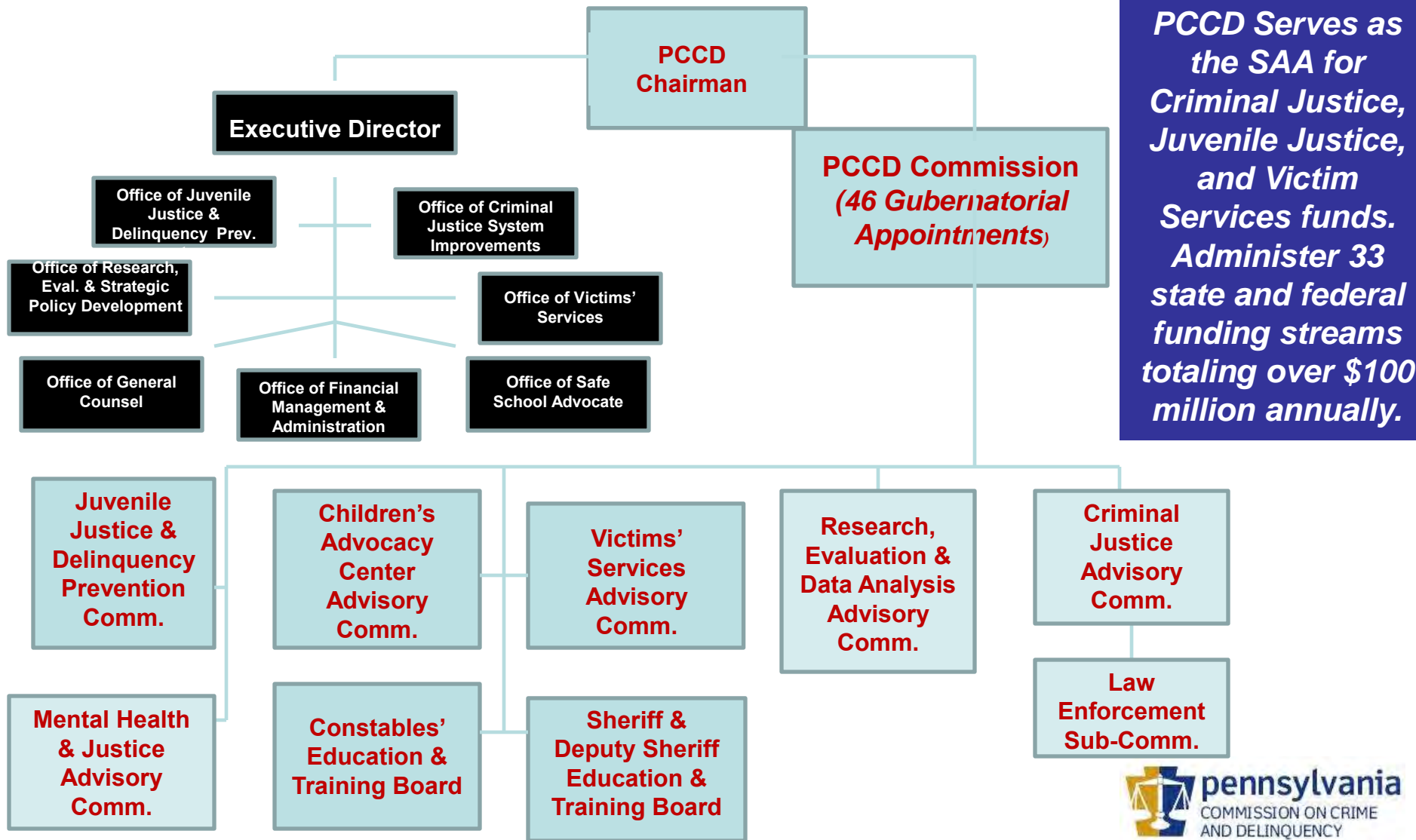


Established by law in 1978, the Commission on Crime and Delinquency serves as the justice planning and policymaking agency for the Commonwealth by bringing together diverse and talented stakeholders from state and local criminal and juvenile justice agencies including: judges, prosecutors, law enforcement officers, probation officers, correction officers, treatment providers, educators, victim service providers, legislators and community members.

Our goals are to:

- Empower communities through collaboration.
- Protect and support crime victims.
- Enhance law enforcement.
- Break the linkage of mental health, intellectual disabilities, substance abuse and crime.
- Launch evidence-based, innovative programs.
- Research justice trends that warrant attention and action.
- **Provide technological and information-sharing tools in order to support our goals.**

PCCD Overview



PCCD Serves as the SAA for Criminal Justice, Juvenile Justice, and Victim Services funds. Administer 33 state and federal funding streams totaling over \$100 million annually.

JNET Origin

Commonwealth of Pennsylvania
GOVERNOR'S OFFICE
EXECUTIVE ORDER

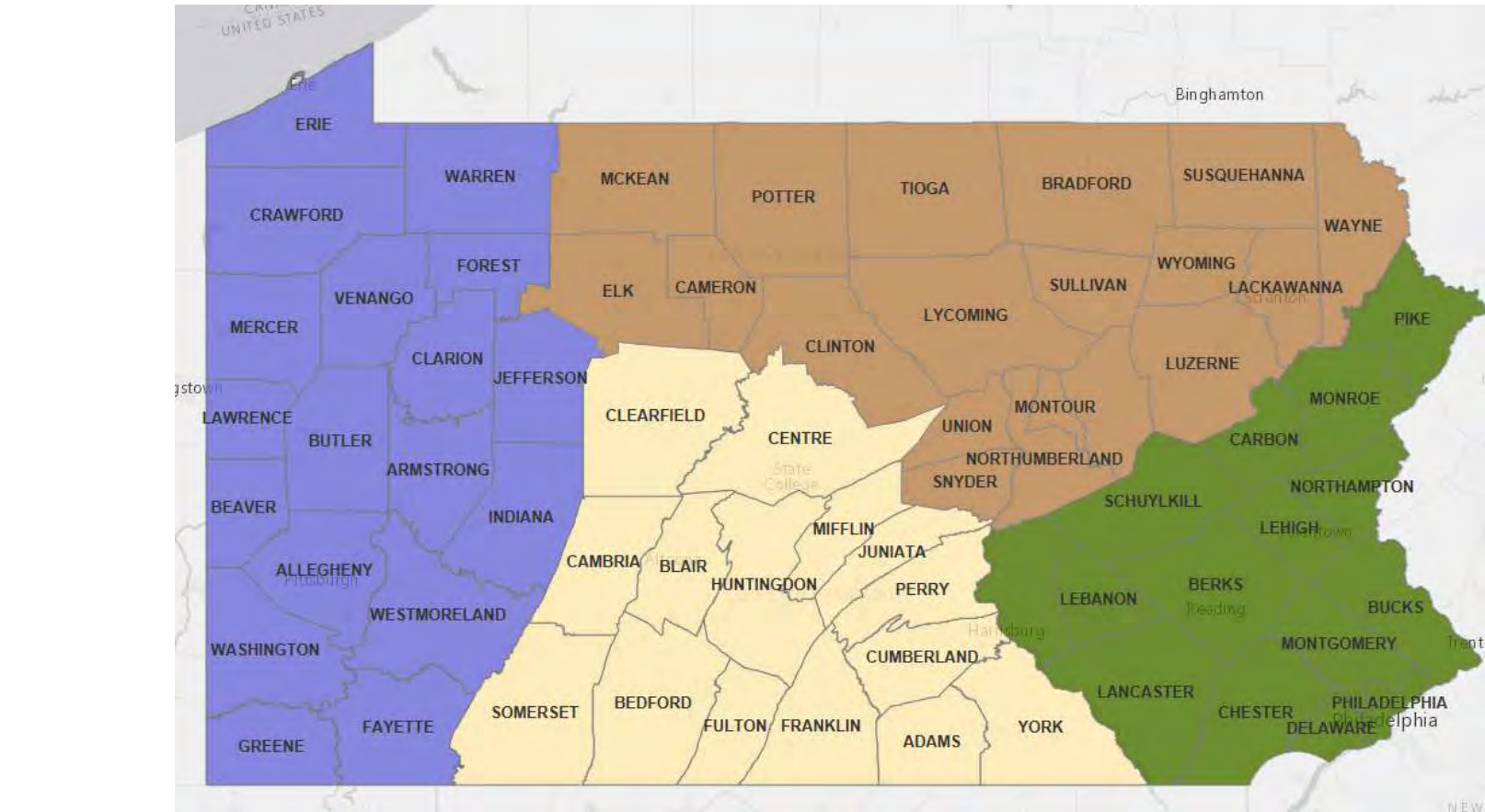
Subject: Pennsylvania Justice Network (JNET) Governance Structure		Number: 1999-4
Date: June 8, 1999	Initiation: B	By: Governor:  Thomas J. Ridge, Governor

- WHEREAS, on March 8, 1995, the Improve Management and Cost Control Task Force ("IMPACCT") was established to survey and examine the administrative organization and operations of state agencies in order to secure greater administrative and program efficiency and economy; and
- WHEREAS, Sections 501 and 502 of The Administrative Code of 1929 (71 P.S. §§ 181 and 182) require administrative departments and several independent and departmental administrative boards to coordinate their work and activities with other departments, boards, and commissions; and
- WHEREAS, historically, justice information systems in the Commonwealth have been fragmented, secondary to the development of independent, autonomous information systems designed to address agency-specific operational needs; and
- WHEREAS, the Governor's Office of Administration initiated the Integrated Criminal Justice (ICJ) Project in January 1996 for the purpose of developing a strategic vision for the sharing of electronic information between justice and justice-affiliated agencies in order to improve operating efficiencies and enhance public safety throughout the Commonwealth; and
- WHEREAS, in May 1997, the Governor's Office of Administration formed a steering committee of agency representatives from the 10 justice and justice-affiliated agencies to develop and implement an initial blueprint for the Justice Network (JNET) Project; and
- WHEREAS, the purpose of this Executive Order is to create and formalize the JNET Governance Structure for the Commonwealth's Justice Network to include the JNET Executive Council, the JNET Steering Committee, and the JNET Office; and
- WHEREAS, the establishment of a JNET Governance Structure will facilitate the development of a cost-effective, integrated justice information system that maximizes standardization of information and communications technology across the Commonwealth's justice and justice-affiliated agencies and, thereby, improves public safety.

JNET/PCCD Partnership

- **JNET** - A secure infrastructure that facilitates one-time entry of data by local, county, state, and federal justice agencies thus significantly improving, and continuing to improve, the operations and effectiveness of state, county, and local justice agencies. JNET facilitates the secure exchange of data - horizontally between state justice agencies, and vertically between state and county justice agencies.
- **PCCD** - An infrastructure of relationships between local, county, state, and federal justice agencies which builds trust and, in turn, facilitates collaboration, coordination and cooperation.

County CJ Planning Boards



County Criminal Justice Advisory Boards (CJABs) are local planning and problem solving groups. The top-level county officials who serve on CJABs take a systemic and policy-level perspective on a broad range of criminal justice issues.

SAA Role in building an ISE

Investments in Statewide Systems

- Local Law Enforcement Systems – CNET
- Central Booking Sites – Offender ID
- County Criminal Justice Systems - County RMS
- County Reporting to JNET
- Law enforcement information sharing – LEJIS
- State Criminal Justice Systems - PSP, JCJC, PCS

Interstate Information Sharing – MARIS

The Global Standards Council (GSC) was created to support the work of DOJ's Global working groups and related bodies by coordinating the establishment of a common, consistent, and standards-based approach to implementing justice information sharing solutions. To further this goal, the GSC developed the [Global Standards Package \(GSP\)](#) which describes a full information sharing technology standards implementation suite that addresses data standardization, messaging architecture, security, and privacy requirements. In order to promote consistency and interoperability of systems across the justice and public safety community, OJP requires grantee compliance to the GSP and all components thereof. In addition to offering a common mechanism to share information across agencies, the GSP also promotes the use of open, consensus-based standards to avoid proprietary or restrictive approaches to system integration and interface development. This approach enables adopters to fully realize the cost savings and operational efficiencies that have been demonstrated by those who have already implemented elements of the GSP.

- National Information Exchange Model (NIEM)
- Global Reference Architecture (GRA)
- Global Federated Identity and Privilege Management (GFIPM)

National Information Exchange Model (NIEM)—the NIEM data model and tools are supported by a robust governance process and program management office. NIEM conformance is defined explicitly across a number of dimensions, including data modeling, XML representation, exchange development, and implementation. Detailed guidance on NIEM conformance for grantees can be found at <https://www.niem.gov/aboutniem/grant-funding/Pages/implementation-guide.aspx>. NIEM also maintains a repository of reusable exchange specifications that can be found at <http://www.it.eop.gov/default.aspx?area=implementationAssistance&page=1108>.







Global Federated Identity and Privilege Management (GFIMP)—the GFIMP specifications and guidelines are designed to support secure access to various information systems based on commonly understood and applied protocols for user access and attribute-based access control policies. Rather than serving as a universal approach to securing justice information systems, GFIMP should be used in particular cases where regional, multijurisdictional, or cross-boundary information sharing is occurring and there is a need to create a “federation” of participants who must agree on policy and technical solutions to satisfy interoperability requirements. Conformance to GFIMP primarily relies on use of the GFIMP Metadata standard and adherence to operational policies and procedures. Detailed guidance on GFIMP implementation can be found at <http://www.it.ojp.gov/default.aspx?area=nationalinitiatives&page=1179>.

In addition to complying with the GSP, grantees are also required to adequately address the protection of privacy and civil liberties of those subjects whose data are being shared. OJP requires that prior to implementation of an information exchange solution that such exchange must be governed by an appropriate privacy policy that meets the minimum standards as described by DOJ's Global Privacy Guide. If the exchange is covered under an existing or umbrella policy, then such policy should be noted and communicated to the grant office prior to execution. For a comprehensive set of resources to address privacy protection in information sharing projects, please visit <http://www.it.ojp.gov/privacy>.

Yes
No

Cancel

Interstate ISE Connections

Scope/Impact	Phase
<p>Arrest Sharing (Priority I)</p>  <p>Delaware DC Maryland New Jersey New York Pennsylvania Virginia West Virginia</p>	<p>1. Arrest Sharing (aka Priority I) – Daily or near-real-time arrest files will be directly provided to each state to enable electronic notifications to local and state parole and probationers</p> <p>✓</p> <p>53 counties in PA are receiving MD notifications</p> 
<p>Warrant Sharing (Priority II)</p>  <p>Delaware DC Maryland New Jersey New York Pennsylvania Virginia West Virginia</p>	<p>2. Warrant Sharing (aka Priority II) –Daily or near real-time warrant files will be provided to each MARIS participant to enable electronic out of state notifications of bench warrants to local and state parole and probationers</p> 
<p>Portal Sharing (Priority III)</p>  <p>Delaware DC Maryland Pennsylvania</p>	<p>3. Direct System Sharing (aka Priority III) – service connections between states to provide query/response on persons of interest and return information on arrests, warrants, parole and probation and courts data. This phase would return specific data approved by the JNET data providers.</p> 

JNET Stakeholders

- Local, county, state and federal justice professionals across Pennsylvania:
 - 54 state organizations;
 - 57 federal agencies in 42 field offices;
 - 67 counties connected to JNET;
 - 900+ municipal police departments;
 - All 577 magisterial district judge's offices;** and
 - 35,000 users.

JNET Applications

***PCCD Supported**

- **AOPC UJS Portal**
- **Crime Network (CNET)**
- **DCNR ATV and Snowmobile Inquiry**
- **DOH Birth Record Inquiry**
- **Domestic Relations Warrants**
- **DPW Recipient Address Inquiry**
- **Electronic Reporting Statistics**
- **JNET Address Search**
- **JNET Automated Registration System**
- **JNET Background Check**
- **JNET Photo Search**
- **JNET Warrant Search**
- **JNET Warrant Correction**
- **JNET CLEAN**
- **JNET Facial Recognition System (JFRS)**
- **JNET User Provisioning System**
- **Justice Data Flexible Search (JDFS)**
- **Juvenile Case Management Systems**
- **Juvenile Tracking System**
- **Learning Management System (LMS)**
- **Law Enforcement Justice Information Web Interface**
- **Notifications**
- **PA Department of Labor & Industry Employment Query**
- **PBPP-259**
- **PCCD Constable Query**
- **PCCD Deputy Sheriff Query**
- **PennDOT In-Transit Tag**
- **PennDOT Emergency Contact**
- **PennDOT License/Registration Pickup**
- **PennDOT Photos/History**
- **PennDOT Vehicle Registration**
- **Pre-sentence Investigation (PSI) Index**
- **Protection from Abuse Database (PFAD)**
- **PSP Clean PortalXL**
- **Sentencing Guidelines Software (SGS Web)**
- **Search by SID**
- **Statistical Reports**
- **User Transaction Log Lookup Report**
- **WebCPIN**
- **Web Services Monitoring Tool**

Federated Person Search

One search hits against numerous data sources

The screenshot displays the JNET Federated Search web application. The interface features a red header bar with the title 'JNET FEDERATED SEARCH' and navigation links for 'ABOUT', 'HELP', and 'ENHANCEMENT SUGGESTIONS'. On the left, a 'SOURCES' sidebar lists various data sources with checkboxes, including 'ALL', 'Arrest Information', 'Court Information', 'Probation & Parole', and 'Corrections Information'. The main search area contains a form with tabs for 'ID', 'OTN', and 'FBI'. A red asterisk indicates required fields for the selected source. The form includes input fields for Last Name, First Name, Middle Initial, SSN, SID, DOB, Purpose (a dropdown menu), Reason, Attention, and Requesting Agency ORI. 'Search' and 'Clear' buttons are positioned at the bottom right of the form. The footer shows the copyright '© 1998-2015 Pennsylvania Justice Network' and a link to 'View Disclaimer'.

JNET FEDERATED SEARCH ABOUT HELP ENHANCEMENT SUGGESTIONS

SOURCES

- ☐ ALL
- ☒ Arrest Information
 - ☒ PSP-PA Rap Sheet (RS)
 - ☒ PSP-CCH Summary Request (QH)
 - ☒ WebCPIN Photos
- ☒ Court Information
 - ☒ ADPC
 - ☒ PCS Final Guidelines
 - ☒ PSP-Protection Order (QPO)
- ☒ Probation & Parole
 - ☒ County Probation
 - ☒ PBPP
- ☒ Corrections Information
 - ☒ County Corrections
 - ☒ DOC

ID **OTN** **FBI**

*** Required to search selected sources:**

*Last Name: *First Name: Middle Initial:

*SSN: *SID: DOB:

*Purpose: *Reason:

*Attention: *Requesting Agency ORI:

Search **Clear**

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[View Disclaimer](#)

- Purpose: Federated Person Search based upon users role
- Data Sources: Court, State and local Corrections and probation and parole, Rap sheet, PFAs, booking and sentencing information

Results in Mobile Environment

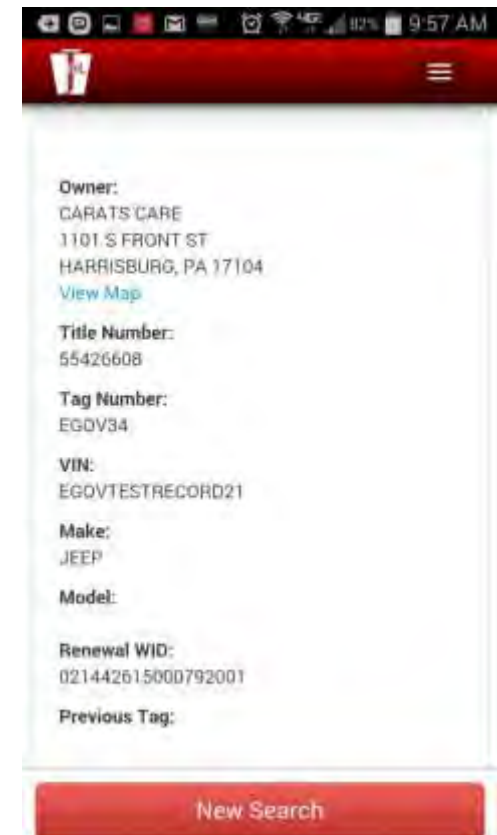


JNET Traffic Stop



The image shows a web application interface for JNET Traffic Stop. It features a red header with the JNET logo and the text 'JNET TRAFFIC STOP'. Below the header, there is a sidebar on the left with two tabs: 'VEHICLE TAG' (selected) and 'PERSON'. The main area is titled 'SEARCH CRITERIA' and contains four input fields: 'State' (MD), 'Tag' (testag), 'License Year' (2015), and 'License Type' (PD). There are 'Search' and 'Clear' buttons at the bottom of the search criteria section.

- Purpose: Assist LE on traffic stop. Provides an officer with vehicle and driver information.
- Data Sources: Vehicle status, hot file, drivers license records, court warrants and domestic relations warrants



The image shows the results of a search on a mobile device. The results are displayed in a list format with the following information:

- Owner:** CARATS CARE
1101 S FRONT ST
HARRISBURG, PA 17104
[View Map](#)
- Title Number:** 55426608
- Tag Number:** EGOV34
- VIN:** EGOVTESTRECORD21
- Make:** JEEP
- Model:**
- Renewal WID:** 021442615000792001
- Previous Tag:**

At the bottom of the screen, there is a red button labeled 'New Search'.

JNET Messages & Services

***PCCD Supported**

- **AOPC Court Case Event Message**
- **AOPC Court Case Request/Reply**
- **AOPC Court E-filing**
- **CCH Adult Disposition**
- **CCH Juvenile Disposition**
- **CCH Juvenile Supervision**
- **CCH Sentence Status Summary**
- **County Protection from Abuse Filing**
- **DCNR ATV Service**
- **DOC Inmate Misconduct**
- **DOH Birth Certificate**
- **DOH Deceased Persons**
- **Fish and Boat Registration Service**
- **JNET Address Search Service**
- **JNET ER Inmate Information Service (ERII)**
- **JNET ER Inquiry Service**
- **JNET ER Subscription Service**
- **JNET County Probation Service (ER2P)**
- **JNET Photo Service**
- **JNET Warrant Service**
- **Maryland Arrest**
- **Master Charge Code Services**
- **PACES (DRO) Child Support Warrant**
- **PBPP Parole Violations**
- **PCCD Contact**
- **PCS Sentencing Guidelines**
- **PCS SGS Web Query Service**
- **PennDOT Driver Address Change**
- **PennDOT Driver Service**
- **PennDOT Vehicle Service**
- **PSP ORI Updates**
- **PSP Wants**
- **Victim Case Association**
- **Victim Offense – Office of Victim Advocate**
- **Victim Payment**
- **Warrant Data Exchange Service**

JNET Delivers over 800 million messages annually



JNET Notification Service

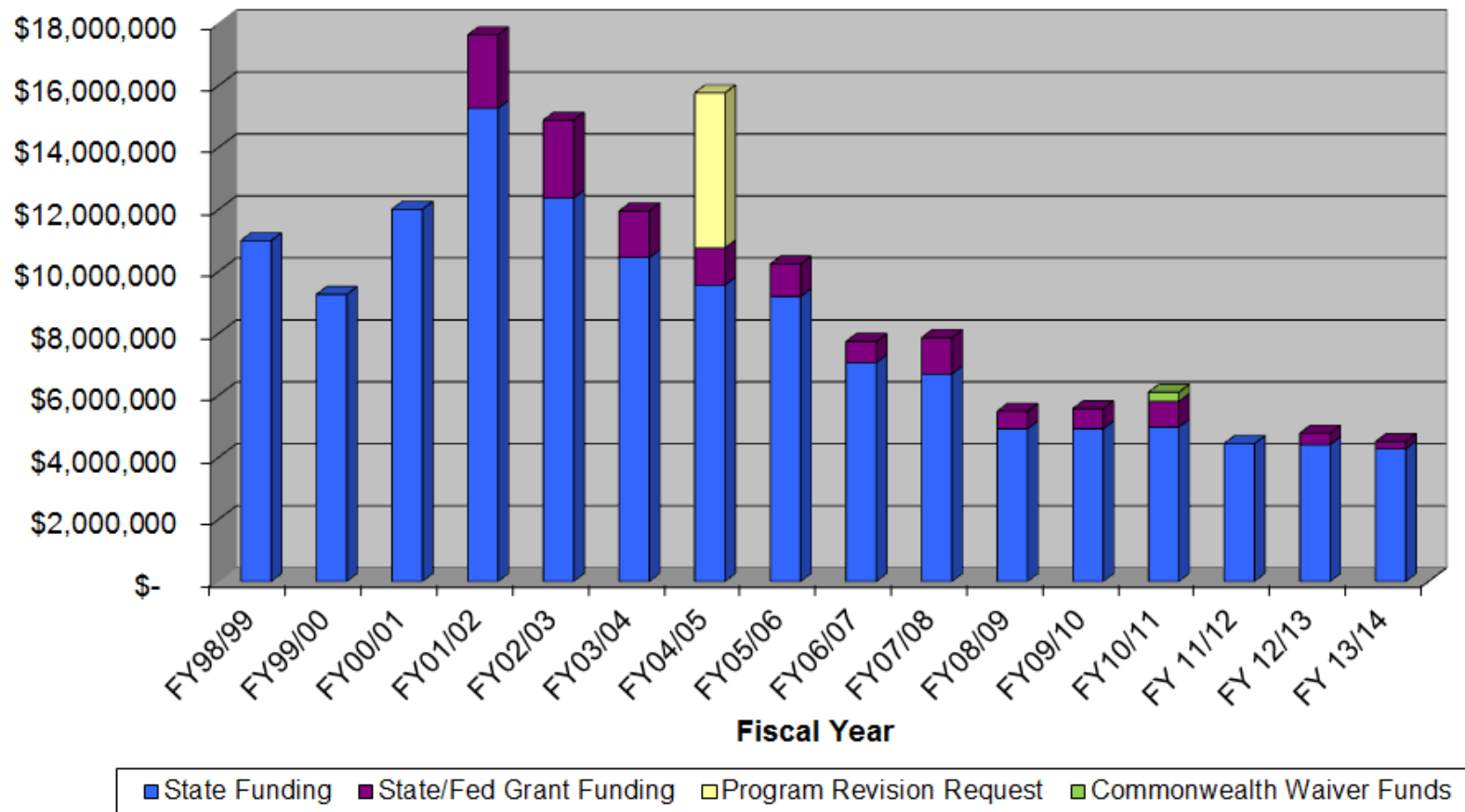
- The JNET Notification Service provides alerts to criminal justice practitioners when critical events occur regarding an individual or a case.
- Notification events include:
 - **Adult Arrests**
 - Wants/Warrants
 - Statewide Court Dispositions
 - State Parole Violation
 - PennDOT Change of Address
 - Deceased Persons
 - **County Prison Admissions and Releases**
 - **County Adult Probation Case Events**
- Recipients of these messages are then notified via email.



Over 2,000,000 notifications have been confirmed!

JNET Budget

JNET Budget History



A Total of \$149M spent (State \$135.9M; Federal 13.1M)

Unique Identifier (OTN/SID)



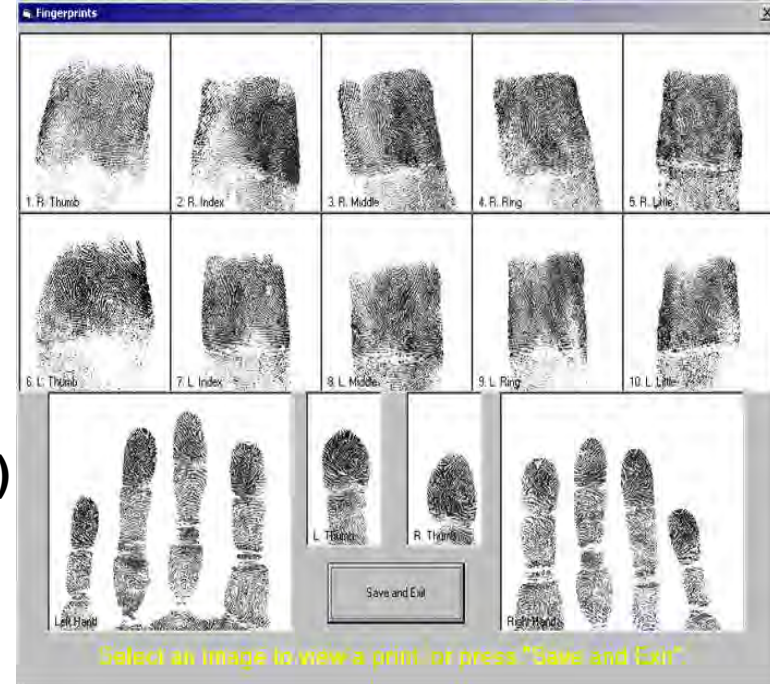
Captures Offender Arrest Information:

Criminal Complaint data Palm Prints
Fingerprints (10 print) Photographs

Completes Criminal History Background Check (PA, other states and federal systems).

Updates Criminal History Records and assigns a State Identifier (SID) to the offender if first offense.

Assigns an Offense Tracking Number (OTN) for the offense to be used by the PA Courts and PSP for records.



Fingerprint Compliance Dashboard

Home » Dashboards

Law Enforcement
 Courts
 Sentencing
 County Jails
 Probation & Parole
 Victims

Offender Identification County

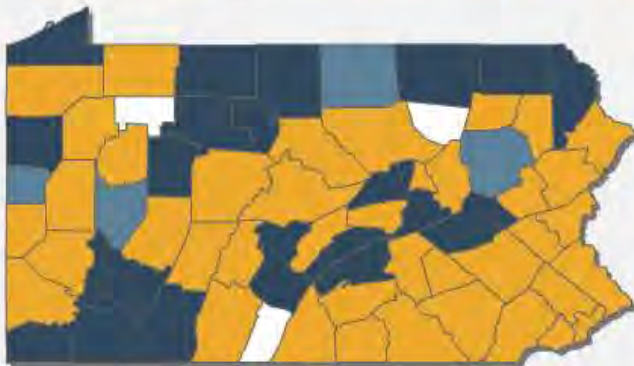


Dauphin County

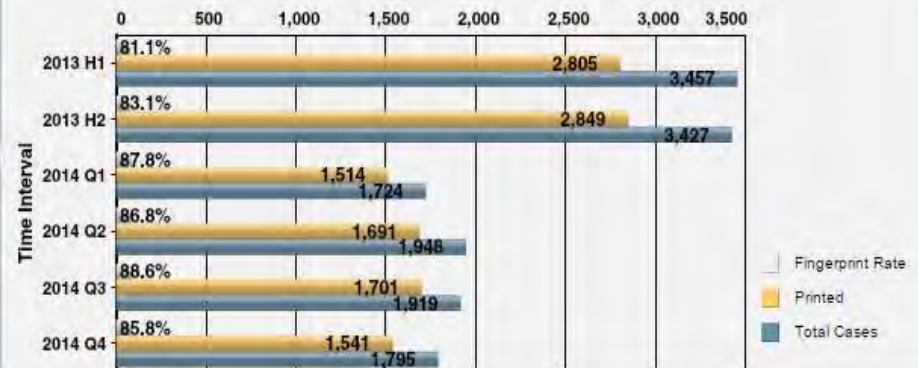
Local Law Enforcement Agencies Only

[View the Glossary](#)

County **Dauphin** Time Interval **2014 Q4**



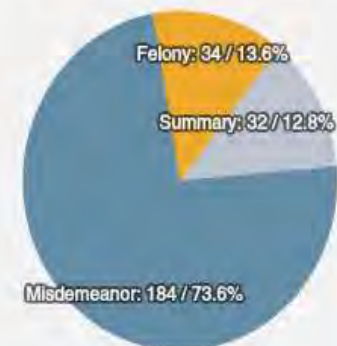
Fingerprint Rate & Total Cases



Jurisdictions: Dauphin County

Agency	Total	Printed	Rate
Benton Police Dept	1	1	100.0%
Dauphin County District Attorney	37	32	86.4%
Derry Township Police Dept	114	104	91.2%
Halifax Regional Police Dept	3	2	66.6%
Harrisburg Police Dept	604	503	83.2%
Highspire Boro Police Dept	25	23	92.0%
Hummelstown Police Dept	41	36	87.8%
Lower Paxton Township Police Dept	209	190	90.9%
Lower Swatara Township Police Dept	46	44	95.6%
Lykens Boro P D Police Dept	3	0	0.0%
Middletown Police Dept	36	33	91.6%
Millersburg Boro Police Dept	3	3	100.0%
Paxtang Boro Police Dept	19	17	89.4%

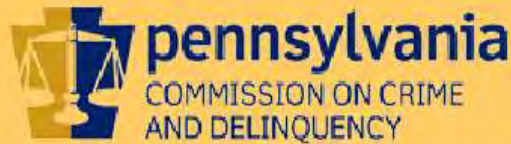
Offenses Not Fingerprinted



Total Cases Not Fingerprinted = 254 of 1,795

Data to Inform Policymaking

[Home](#) » [Dashboards](#)



Criminal Justice Advisory Boards Data Dashboards



Law Enforcement



Courts



Sentencing



Jails



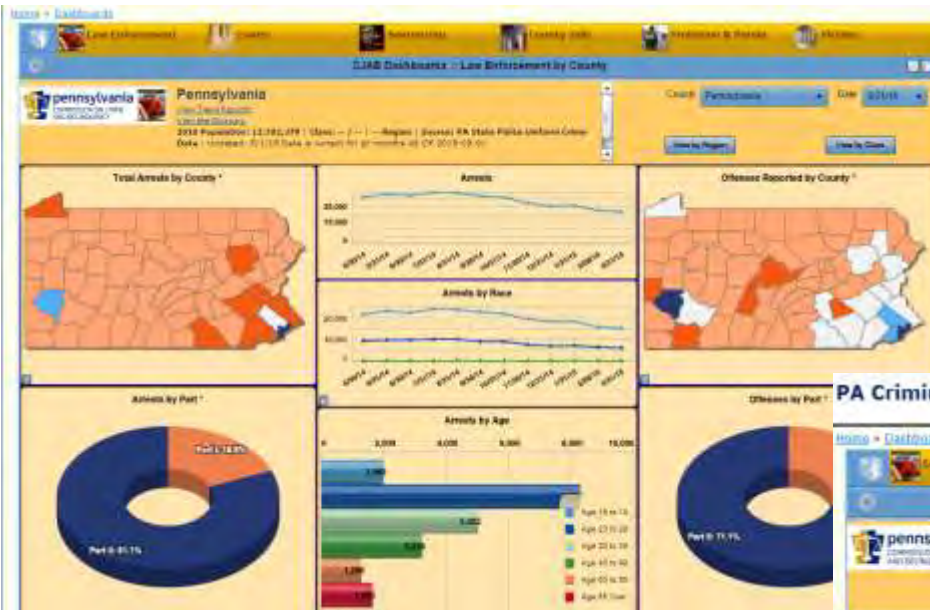
Probation and Parole



Victims



County CJAB Information



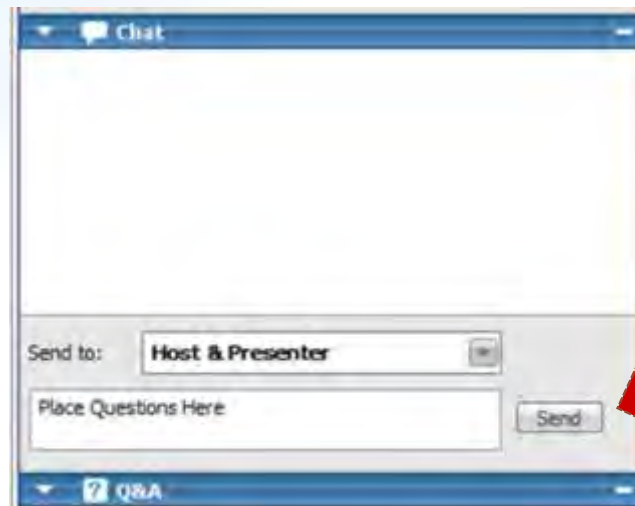
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Q&A



Paul Wormeli, President
Wormeli Consulting



Kshemendra Paul, Program Manager
Information Sharing Environment



Linda Rosenberg, Executive Director
Pennsylvania Commission on Crime and Delinquency



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Senior Staff Associate
NCJA Center for Justice Planning



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