



COMPLIANCE COMPONENT

DEFINITION													
<i>Name</i>	Full Email Address Element Standard												
<i>Description</i>	An Email address is a unique identifier assigned to an e-mail user or an e-mail system resource. Addresses combine a unique user name with the domain name; for example, jane.doe@mo.gov.												
<i>Rationale</i>	Although e-mail addresses may vary widely, it is necessary to establish guidelines by which e-mail addresses can be uniformly coded and maintained. A standard needs to be developed which will accommodate the wide range of address possibilities which will confront any application development undertaken by the State of Missouri.												
<i>Benefits</i>	E-mail is becoming a critical component in government communications. E-mail addresses are used in many ways which facilitate the transfer of data between the citizens of Missouri.												
ASSOCIATED ARCHITECTURE LEVELS													
<i>Specify the Domain Name</i>	Information												
<i>Specify the Discipline Name</i>	Data Management												
<i>Specify the Technology Area Name</i>	Enterprise Data Standards												
<i>Specify the Product Component Name</i>	Missouri Email Addressing Element Standard												
COMPLIANCE COMPONENT TYPE													
<i>Document the Compliance Component Type</i>	Standard												
<i>Component Sub-type</i>													
COMPLIANCE DETAIL													
<i>State the Guideline, Standard or Legislation</i>	<p>Email Addressing Element Standard shall comply with the following:</p> <table border="1"> <thead> <tr> <th>Data Element</th> <th>Data Type</th> <th>Width</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Email User Name</td> <td>Character</td> <td>30</td> <td>Unique Email User Name</td> </tr> <tr> <td>Email Domain Name</td> <td>Character</td> <td>30</td> <td>Domain Name</td> </tr> </tbody> </table> <p>Email User Names are created by users or entities for the purpose of uniquely identifying a specific email user or resource. For the state agencies of Missouri an email address standard has been developed and adopted by ITAB and is referenced in document number ITGS0005 (effective date 7/30/2003). However, there are no governing standards for the designation of user names for out-state Missouri. This email address naming standard specifies that agencies comply with data type and width specifications and that user name must be unique to the domain within which it occurs.</p> <p>Email Domain Name is governed by the Internet Corporation for Assigned Names and Numbers (ICANN) which regulates domains throughout the world. Various organizations register unique names for a domain so that duplication does not occur.</p>	Data Element	Data Type	Width	Description	Email User Name	Character	30	Unique Email User Name	Email Domain Name	Character	30	Domain Name
Data Element	Data Type	Width	Description										
Email User Name	Character	30	Unique Email User Name										
Email Domain Name	Character	30	Domain Name										

	By separating the User Name and Domain Name into two separate fields, automated changes can be made to these fields if required.		
<i>Document Source Reference #</i>			
Compliance Sources			
<i>Name</i>	Internet Corp for Assigned Names and Numbers	<i>Website</i>	www.icann.org
<i>Contact Information</i>	See Web site.		
<i>Name</i>	Mo Multi-Agency Data Dictionary and Standards	<i>Website</i>	www.oit.mo.gov
<i>Contact Information</i>	See Web site.		
<i>Name</i>	mo.gov Statewide E-Mail Address Standard	<i>Website</i>	www.oit.mo.gov
<i>Contact Information</i>	See Web site.		
KEYWORDS			
<i>List Keywords</i>	Email, Internet Corporation for Assigned Names and Numbers, ICANN, domain name, user name, email address		
COMPONENT CLASSIFICATION			
<i>Provide the Classification</i>	<input type="checkbox"/> <i>Emerging</i> <input checked="" type="checkbox"/> <i>Current</i> <input type="checkbox"/> <i>Twilight</i> <input type="checkbox"/> <i>Sunset</i>		
<i>Sunset Date</i>			
COMPONENT SUB-CLASSIFICATION			
Sub-Classification	Date	Additional Sub-Classification Information	
<input type="checkbox"/> <i>Technology Watch</i>			
<input type="checkbox"/> <i>Variance</i>			
<input type="checkbox"/> <i>Conditional Use</i>			
Rationale for Component Classification			
<i>Document the Rationale for Component Classification</i>			
Migration Strategy			
<i>Document the Migration Strategy</i>			
Impact Position Statement			
<i>Document the Position Statement on Impact</i>			
CURRENT STATUS			
<i>Provide the Current Status</i>	<input type="checkbox"/> <i>In Development</i> <input type="checkbox"/> <i>Under Review</i> <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Rejected</i>		
AUDIT TRAIL			
<i>Creation Date</i>	3/16/2005	<i>Date Approved / Rejected</i>	8/09/05
<i>Reason for Rejection</i>			
<i>Last Date Reviewed</i>		<i>Last Date Updated</i>	

<i>Reason for Update</i>	
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