

CITSS Design Proposal Worksheet

Purpose: The purpose of this document is to provide a format for submitting Compliance Instrument Tracking System Service (CITSS) functionality requests or change proposals to ARB. Submitted proposals will be used to discuss changes to the CITSS at the design webinar scheduled for January 16th. For more information, visit www.arb.ca.gov/citss.

Deadline for Submittal: CITSS Design Proposals should be submitted to ARB by January 4, 2013. Proposals should be emailed to rlanguel@arb.ca.gov.

Proposal Content: CITSS Design Proposals should include the following components. When submitting a design proposal, please include as much information and detail as possible.

Business Need: Describe the business need that is behind the change request.

- Example: "Our organization needs to reconcile CITSS account balances with our internal allowance and offset accounting system."

CITSS Solution Description: Describe a solution or set of solutions that could be used to meet the business need.

- Example: "Our organization would like a daily extract from CITSS with allowance and account balances."

Detailed CITSS Requirements: If applicable, describe detailed characteristics of the proposed solution:

1. Who should have access to use the proposed CITSS solution?
 - Example: The daily CITSS extracts should be available to the Primary Account Representatives, Alternate Account Representatives, and Account Viewing Agents.
 - Example: The CITSS daily extracts should also be available via web APIs.
2. What data elements should be captured or modified?
 - Example: The daily CITSS extracts should include: account number, allowance quantity (by type and vintage), offset quantity (by type and vintage), and data/time extracted.
3. What additional considerations or requirements are needed?
 - Example: The web API should utilize Java based architecture, such as Java RMI.

Timing: Describe when the proposed CITSS functionality should be available.

- Example: "Our organization would like the daily extracts to be available by Q4 2013."