

MEMORANDUM FOR DISTRIBUTION

DATE: July 30, 1997

FROM: /s/ John Yost  
Director, Year 2000 Project Office IS:AD:Y2k

SUBJECT: Definition of a Fully Y2k Compliant Component

The Y2k Project Office wishes to ensure that all organizations which are converting or replacing their IS products (i.e. components) to make them fully Y2k compliant are using the same definition of full compliance. To wit: A component is deemed to be Y2k compliant if it meets the conditions for full Y2k compliance set forth in the March 14, 1997 memo from the CIO entitled "Clarification of Century Date Change Standard".

A component is fully Y2k compliant when it complies with the following requirements:

- 1) Expands all of its 2-digit year field to 4-digit fields both in the files and the code using those files;
- 2) Ensures proper handling of dates in the current century and the next;
- 3) Has no non-date values stored in the date fields (e.g. freeze codes, indicators, etc.);
- 4) Complies with the Treasury directive of June 3, 1997 (Attachment 1), designating that all Gregorian dates exchanged with external groups must be in the YYYYMMDD format.

This is all that is required for the component to be considered fully Y2k compliant.

The status of a component is to be evaluated on its own operational functioning and is not contingent upon all of the other components within a systems or project. Where the component interfaces with an external bridge program, status of the component and bridge program will be monitored separately. For example, the component may have a status of "fully compliant" while the external bridge would have a status of "to be retired before January 1, 2000". The modifications necessary to the compliant component upon removal of a bridge are to be considered routine maintenance. As with any other scheduled maintenance, the component would be modified, tested, and transmitted to production.

The status of a component which maintains an internal bridge would continue to be "non-compliant" until removal of that bridge. The status would change to "compliant" when that bridge code was removed and the component was fully tested.

Please adjust the INOMS entries for any components which do not

accurately reflect this definition of full Y2k compliance. The status of "compliant except for removal of bridge" will no longer be used in INOMS.

If you have any questions please call me, or have members of your staff call Julia McCreary on (202) 283-5291.

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