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Enterprise Architecture Framework for Suomi.fi Service Developers

Instruction

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Enterprise Architecture Framework for Suomi.fi Service Developers

1. Objectives of the enterprise architecture framework

The Enterprise Architecture Framework for Suomi.fi Service Developers is a set of good practices and instructions for experts engaged in enterprise architecture work for the public administration who work in different roles. It supports the activities and decision making of the management. There is no legal obligation to use the framework; organisations can use it as they see as they find most suitable.

The Enterprise Architecture Framework for Suomi.fi Service Developers is a framework compiled by the public administration that combines the organisation's goals, operating processes, data, information systems and technologies into a uniform structure.

The enterprise architecture framework is maintained on the [Suomi.fi for Service Developers website](#), where it consists of a description of the enterprise architecture framework (this document) and a guide, with its appendices, that supports work within the enterprise architecture. The guide includes descriptions and examples of good practices observed by the public administration. The guide also includes international architecture frameworks, standards and recommendations, especially from the perspective of how they can be utilised in national enterprise architecture work. The framework is maintained and developed by the architecture guild coordinated by the Digital and Population Data Services Agency.

The objective of the Suomi.fi enterprise architecture is to:

- centrally compile and share public administration enterprise architecture content from a single publishing platform
- help organisations develop their own enterprise architecture and architectural cooperation with other parties
- promote **interoperability** and provide support for the implementation of the Information Management Act (906/2019), especially the **information management model**, if the enterprise architecture method is used as the description method

The Enterprise Architecture Framework for Suomi.fi Service Developers and the related support material in particular are regularly updated in accordance with the following principles:



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Goal	Description	Justification
Made for a wide range of users	The framework is widely applicable and usable by public administration and its stakeholders – including architectural work as well as technical planning and implementation.	In addition to architects, service providers, development managers, management, researchers, students and administrators of the information management model have been identified as potential users.
Scalable to the operating environment	The framework can also be utilised in change situations and is scalable for the organisation's activities and guidelines. It must also support the implementation of legislative requirements.	The operating environment changes constantly and sometimes the change is highly unexpected. In addition to the Information Management Act (906/2019), there are many other legal concerns that must be taken into account in architectural work.
Intelligible documentation	Clear, concise and visually understandable material is demonstrative and provides support in practical situations.	It is likely that the user organisations of the framework will prepare their own guidelines for its use in architectural work. The more usable the framework, the easier it is to create your tailored instructions and practices.
Up-to-date and consistent	The framework, which is available to everyone, is kept up-to-date, and existing frameworks and practices are taken into account when it is updated.	The use of an up-to-date framework promotes the development of common practices.
Reusable	The framework provides organisations with background support for the efficient utilisation of various development plans and materials.	Reusability is a general principle of architectural work and is related to the iteration of larger development entities. For example, a well-prepared plan may benefit the preparation of the next plan of the same type.



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2. What is enterprise architecture?

The Enterprise Architecture Framework for Suomi.fi Service Developers is a general presentation of enterprise architecture work, the concepts of which are based on industry standards, frameworks and a glossary prepared by the Digital and Population Data Services Agency's architecture guild¹.

Enterprise architecture is the structure and description thereof for an organisation or other target entity that is used in the development of the activities of the organisation or target entity in question. Enterprise architecture is a description of how different components, such as organisational units, people, operating processes, data and information systems, are interconnected and function as a whole. Enterprise architecture is a strategic management support function that is regularly managed with the specified enterprise architecture method and through continuous development. Enterprise architecture is an architecture that is produced using the enterprise architecture method.

The **enterprise architecture method** is used to manage entities in a structured and systematic format so that the current state, target state and the potential and planned impacts of changes can be understood and managed on the basis of up-to-date information. The enterprise architecture method can be used to systematically develop the target entity. The entity can be, for example, an industry or an organisation. The enterprise architecture method can be used to support the development of services, processes, information and system entities at the operational, tactical and strategic levels. The enterprise architecture method is a practical process through which the enterprise architecture framework can be applied to the development and management of architecture.

Business architecture, information architecture, application architecture and technology architecture are all identifiable perspectives in an enterprise architecture framework. These four perspectives involve digital security, which must be taken into account as an integral part of all organisational activities.

The purpose of the enterprise architecture is to describe the link between the goals of the operation and the operating environment. It can be used to identify factors that affect the development of the operation, such as overlapping operational processes, services that do not generate value for the client as well as shortcomings in data repositories, information exchanges and technologies. In addition, enterprise architecture is used to develop information systems to better support the operation, to reduce overlapping functionalities in information systems and to optimise costs.

Organisations use an enterprise architecture to form a precise/clear overview of, for example, the elements of digital security and support its development as part of the organisation's strategic, tactical and operational planning. The method can be used to ensure that development of the organisation's overall operation also takes digital security into account, among others. This approach helps to ensure that digital

¹[Enterprise architecture glossary for public administration v 1.0 \(2023\): enterprise architecture](#)



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security is aligned with the organisation's goals and, on the other hand, with the organisation's operational requirements.

Enterprise architecture boosts the agility of an organisation, which in turn makes change management more efficient. It ensures that the organisation complies with laws and regulations, especially in strictly regulated industries through support for the implementation of information security and data protection requirements.

Enterprise architecture promotes innovation and the implementation of new technologies, ensuring their compatibility with the organisation's strategic goals. Optimising processes and services through enterprise architecture improves quality and customer satisfaction. Generally, it provides better visibility and control over the overall operation of the organisation.



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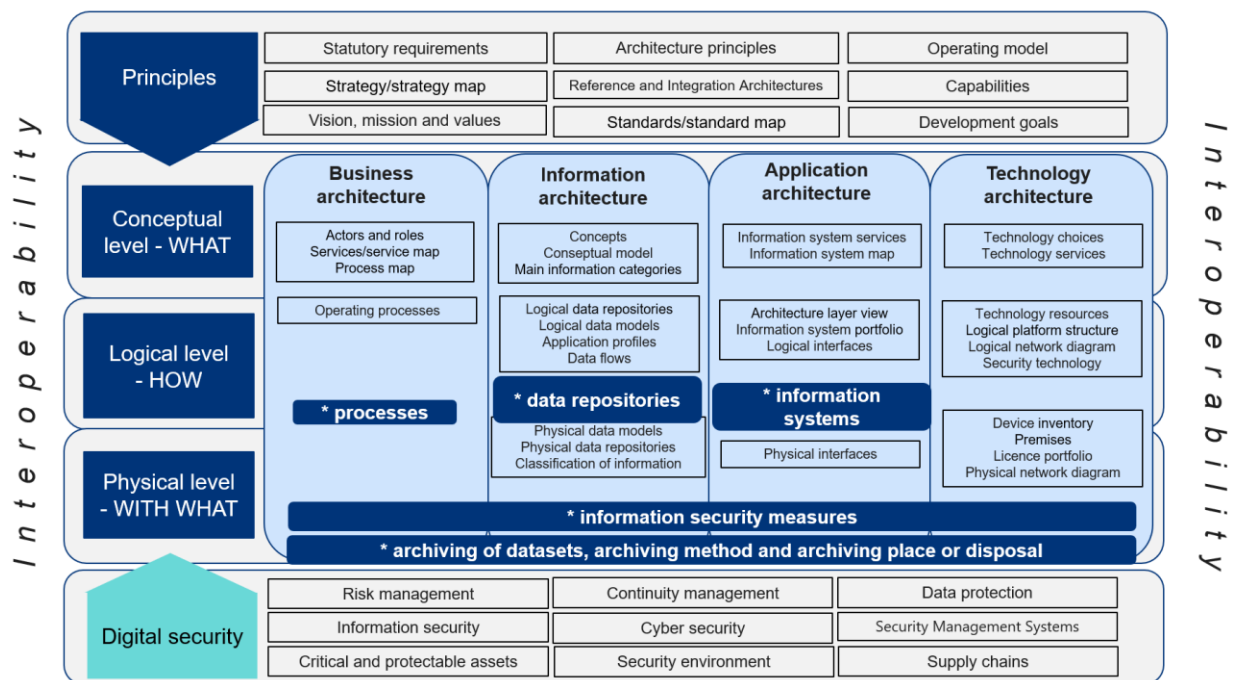
3. Structure of the enterprise architecture

The Enterprise Architecture Framework for Suomi.fi Service Developers is a tool that can be used to identify and select suitable targets and methods for to describe for the design entity (see Figure 1). Different description methods are used to produce the descriptions, such as different frameworks and their templates. These descriptions can either represent the structures of an individual architecture level or combine different perspectives into broader overall descriptions. The description methods presented in this recommendation are an example of good practices, and to implement and harmonise them promotes interoperability and improves collaboration between organisations. It is essential to select description methods that best suite the organisation that clarify the planning entity and improve understanding between stakeholders.

Digital security, just as security as a whole, is part of an organisation’s enterprise architecture. The security environment and security-related policies in the organisation may impose significant constraints and requirements on both enterprise architecture and the architecture of individual solutions.

In Figure 1, the dark blue indicates the descriptions that require simultaneous review of several perspectives in the planning and consideration of the information management model. The statutory requirements concerning the information management model are laid down in [section 5 of the Information Management Act \(906/2019\)](#). (For more information on the implementation of the information management model by means of architecture, see Chapter 7.2)

Figure 1 Framework for architecture descriptions



* Act on Information Management in Public Administration (906/2019), Key documentation obligations for the information management model.



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3.1 Abstraction levels of the enterprise architecture

The Architecture Framework for Suomi.fi Service Developers contains four different levels of abstraction. These levels are the principle, concept, logical and physical level. Digital security is considered in the planning of each level.

- The principle level guides planning and description (why).
- The conceptual level describes needs and services (what).
- The logical level describes structures (how).
- The physical level describes the solutions (with what).

3.2 Viewpoints of the enterprise architecture

Enterprise architecture consists of four inter-dependent perspectives: the business architecture, information architecture, application architecture and technology architecture.

Simply put, enterprise architecture aims to describe the following through the four perspectives:

- how the data used by the organisation in its operations and services is related to the organisation's processes, information systems and data repositories,
- how data is transferred between the organisation's different information systems, operating processes and data repositories, and
- how the organisation's operation, information systems and data repositories are connected to the technologies used by the organisation.

Business architecture

The business architecture is the part of an enterprise architecture that includes functional structures and their relationships.

The business architecture describes the organisation's operations and services, the related processes, and connections to other perspectives of the enterprise architecture in support of operational interoperability, among other things. The business architecture often also guides the other perspectives, including in terms of information security measures.



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Information architecture

The information architecture is a part of enterprise architecture that encompasses the data processed by the organisation, including data assets, data models and data repositories, as well as their interrelationships at different levels of granularity. The information architecture supports, for example, semantic interoperability.

The information architecture should also take the classification of information into account from the perspective of information security and data protection, which also strongly determines how information should be protected in the other architectural perspectives. For example, identifying data flows and associated risks is crucial for the protection of personal data.

Application architecture

The application architecture describes the organisation's key information systems (e.g. applications) and their interrelationships and features, while supporting structural interoperability. The connections between the application architecture and the other perspectives describe, among other things, to which activities, data repositories and technology the information systems are related.

In addition, the application architecture should consider the information security and data protection requirements set for the systems and the data processed in them as well as continuity plans based on the critical nature of the normal and emergency conditions of the systems.

Technology architecture

The technology architecture is the part of enterprise architecture that includes technologies and their operation.

The technology architecture describes the organisation's technological infrastructure and technology choices. The technology architecture describes the organisation's ICT infrastructure and structures so that it provides the best support for the organisation's goals and other architecture perspectives.

Information security and data protection also strongly guide technology choices from the perspective of risks and opportunities. For example, a technology chosen by the organisation may include features that promote information security or set marginal conditions for the processing of certain data.



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3.3 Elements of the enterprise architecture

What lies at the core of the enterprise architecture are elements that guide the development of the organisation and ensure consistency between the strategy and implementation. These core elements are:

- the **architectural vision**, which defines the target state,
- the **strategy map**, which combines strategy and architecture,
- the **capabilities**, which enable the operation, and
- the **architectural policies**, which lay the foundation for decision-making and development.

These are used to build a comprehensive and effective architecture.

Architectural vision

The architectural vision is a description of the organisation's target state. It determines what the organisation is expected to develop into. It serves as a strategic guideline for steering the development of the organisation's operations and architecture towards long-term goals. The architectural vision aligns the organisation's goals and solutions in the operating environment, providing a comprehensive view of how different areas, such as operations, information systems, data repositories and technologies, will efficiently work together.

Strategy map

The strategy map summarises the key perspectives of the organisation's strategy implementation in one picture. It helps to understand how different strategic objectives, measures and resources are connected to promote the implementation of the overall strategy. The strategy map often presents different perspectives, such as financial performance, customer satisfaction, internal processes and learning, all of which support the achievement of strategic objectives.

The strategy map helps the organisation align its operating strategy with enterprise architecture enabling the identification and visualisation of how different areas, such as business processes, information systems, and technologies support strategic goals. Additionally, the strategy map serves as a communication tool for stakeholders to help communicate the connection between the strategy and the enterprise architecture.

Capabilities

Capabilities often refer to an organisation's ability to perform certain functions or achieve certain goals. Capabilities may include competence, processes, technology, intellectual capital, decision-making skills and resources that are needed to perform a task efficiently.



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Capabilities are an essential part of enterprise architecture planning and analysis. The enterprise architecture can be used to map out the organisation's capabilities and how they support the goals of the operation, as well as and which capabilities need to be developed or acquired to support the activities.

Architecture policies

Architecture policies refer to the policies, rules and guidelines that guide the development and maintenance of the organisation's enterprise architecture. They define how different elements of the organisation's enterprise architecture, such as operations, data, data repositories, applications, and technologies should be designed and implemented so that they support the organisation's strategic goals and enable efficient operation.

Architecture policies help ensure that the architecture is developed in line with the organisation's strategy. These policies also ensure that the organisation develops and uses its resources consistently and efficiently. They help to reduce risks, boost interoperability and consistency between different parts of the organisation and stakeholders and support the organisation's ability to adapt to changes.

Instead of creating an extensive and complex collection of policies, the organisation is able to focus on defining only the few critical policies that have the greatest impact on the implementation of the strategy and the appropriate management of the enterprise architecture. These policies may be related to, for example, interoperability, the principles of technology selection, support for critical services and operations, or digital security.

They are important and their usefulness depends on how well they are designed and implemented. By sticking to the most important policies, keeping them clear and flexible, and ensuring regular reviews and updates, the organisation's policies remain practical and guide the organisation's operations.

3.4 Digital security as part of the enterprise architecture

Digital security aims to ensure that the digital environment is reliable, safe and accessible. This requires that different actors are able to prepare for threats to the digital environment, withstand disruptions and recover from them as well and as quickly as possible. Securing everyday functions also requires extensive cooperation, shared operating models and willingness to develop them. The five key implementation areas of digital security are management and risk management, continuity management, cybersecurity, data protection and information security.²

In the enterprise architecture, digital security should be seen as a cross-cutting function, which also makes it essential in every perspective of architecture description. For example, the data processed by the organisation, critical protectable assets, supply chains and security management systems have an effect on the importance of digital security in operating, data, information system and technology architectures.

² [What is digital security? | Digital and Population Data Services Agency](#)



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Statutory information security requirements, along with the positive and negative risks identified through risk management have a significant impact on the organisation's decisions. These factors should also be considered in development plans resulting from enterprise architecture work. As far as it is possible, all levels and perspectives of the organisation's enterprise architecture should also be examined through risk management. Identifying the key risks of the organisation's operation and deciding on the means of managing them inevitably also has an impact on the enterprise architecture.



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4 Frameworks and methods of enterprise architecture work

International enterprise architecture frameworks are generally accepted de-facto standards and methods that support the reconciliation of the organisation's structures, functions, processes, and the data and technology required for them. The frameworks include guidelines and instructions that organisations can use for the comprehensive management and development of their architecture.

In addition to frameworks, architecture work makes use of reference models and reference architectures that are presented in standardised notation:

- Reference models are more concrete and detailed, which are adapted to a specific context, such as an industry.
- Reference architectures are architecture descriptions that describe the basic architecture components of a certain industry or operating environment and their relationships, with a particular emphasis on clear and consistent description of the target state
- Notation is a quantitative visual method that clearly describes and presents the different elements of the organisation's enterprise architecture.

The support material for the Enterprise Architecture Framework for Suomi.fi Service Developers includes extensively used and tested international enterprise architecture frameworks and reference architectures as well as examples of different styles of notation.

- Reference frameworks and architectures: TOGAF, EIF, EIRA, EnterpriseDesign and EDGY, Lean Enterprise Architecture
- Data architecture and management: DAMA, Cobit, SFS-ISO-42010, Business Technology reference model, JHKA glossary, ER modelling
- Process and system description notation: ArchiMate, BPMN, UML, EDGY
- Data security and data protection: ISO 27000, NIST Cybersecurity Framework 2.0



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5 Processes of enterprise architecture work

Enterprise architecture processes refer to the functions and procedures used to plan, develop, manage and maintain the organisation's enterprise architecture. These processes of the enterprise architecture include

- Planning
- Development
- Administration
- Communications
- Change management
- Evaluation and improvement.

The planning process defines the future state of architecture, while the development process focuses on practical implementation. The management process ensures the continuity of the architecture, and the communications process keeps different stakeholders informed of changes and development measures. The change management process guides changes in the enterprise architecture, and the evaluation and improvement process examines the efficiency and development needs of the enterprise architecture.

Development of the enterprise architecture requires support from the management. The management is responsible for the strategic steering of the enterprise architecture and its integration with the organisation's operations, ensuring that the digital operating environment is reliable, secure and accessible:

1. **Goalsetting:** Defines the objectives and expectations of the enterprise architecture that guide the development and implementation of its processes.
2. **Resource allocation:** Ensures that there are sufficient resources to develop and maintain the enterprise architecture, such as budget and personnel.
3. **Provision of support:** Sponsors the enterprise architecture, providing ongoing support and encouragement at all levels of the organisation to understand and promote the importance of the enterprise architecture.
4. **Control and monitoring:** Monitors and evaluates the progress of enterprise architecture processes to ensure their effectiveness and timely resolution of potential problems.



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5.1 Stages of the process

Stages of the enterprise architecture process:

- **Current State Analysis (As-Is):** Identification and description of the organisation's current architecture, processes and technologies.
- **Definition of the target state (To-Be):** Definition of the desired state of the architecture to support the strategic goals of the organisation.
- **Comparison of the current state and the target state (GAP Analysis):** Analysis of the differences between the current and target state; identification of development needs.
- **Creation of a roadmap (Roadmap):** Creation of a plan that defines and prioritises measures with a timetable for reaching the target state.
- **Implementation and monitoring:** Launch of the planned measures and monitoring of the progress towards the target state.
- **Maintenance and management:** The enterprise architecture is continuously updated and managed to meet changing needs and objectives.

Digital security is a key part of enterprise architecture work and must be present at all stages of the process:

- During the planning phase, the objectives of digital security must be integrated with the work. It is important to take legislation and the principles and strategies guiding the organisation's digital security into account.
- During the development process, it is ensured that the security aspects of all solutions are at an adequate level.
- The change management process must ensure that changes to the architecture do not jeopardise the security and continuity of the organisation.
- In the review and improvement process, it is important to carry out security-related self-assessments and audits that can be used to identify significant areas of improvement in safety.

5.2 Organisation of work

Different approaches can be used to organise the work stages of the enterprise architecture, depending on the size of the organisation, maturity level and available resources.

- **Project-based organisation:** Each stage is implemented as a separate project, which provides a clear structure, schedule and objective for the development of enterprise architecture. This model is best suited for extensive architectural development entities, such as programmes and projects.



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- Iterative and agile approach: The stages take place in several recurring cycles, allowing more flexibility and continuous improvement. This model is suitable for dynamic environments and is suitable for organisations that use agile methods.
- Centralised management with decentralised implementation: The strategic architecture team has overall management responsibility, but the implementation is divided between different units/groups/teams. This model is particularly suitable for large organisations where units manage their own entities.
- Continuous development model: All stages are continuously updated as part of daily operations without separate projects. This model is suitable for mature organisations where architectural development is established as part of the normal operating model.
- Hybrid model: Combination of several approaches; for example, the definition of the target state is implemented as a project, but implementation and monitoring as an agile or continuous activity. This model provides flexibility and adapts to the needs of different phases.

The party responsible for enterprise architecture is also responsible for engaging digital security experts in the different work processes. Roles responsible for digital security, such as information security managers, information security architects and data protection officers, should be included in all stages of the process in accordance with their respective areas of responsibility and competence.



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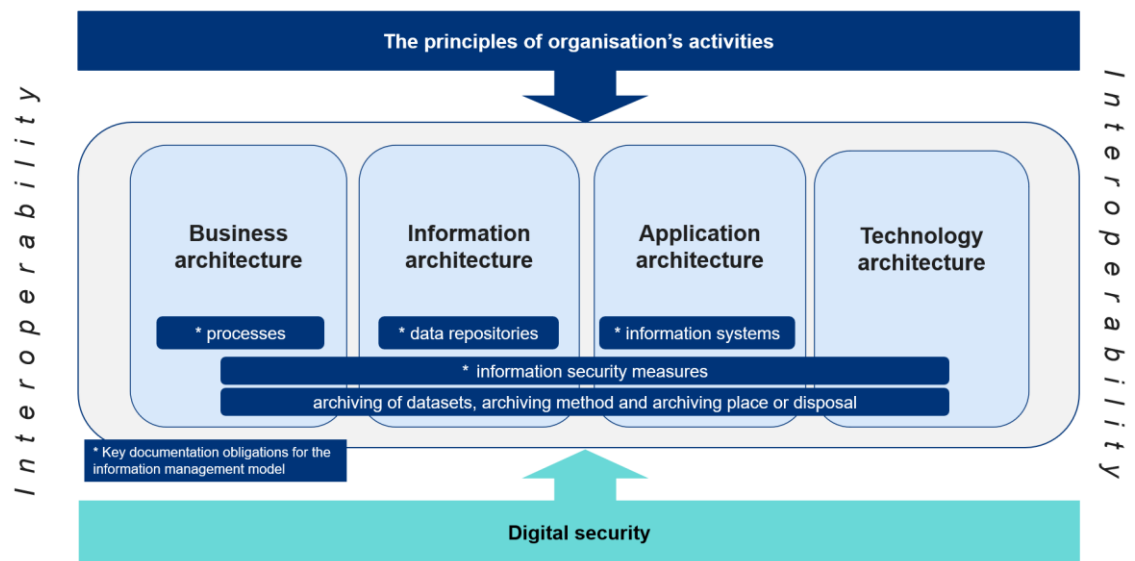
6 Description and documentation of the enterprise architecture

One of the key outputs of enterprise architecture work is a description of its current state and target state. These descriptions can be used, for example, as a tool for communications and reporting. They can be included in the information management model, which is used by the authorities to define and guide their information management. They can be used to analyse the architecture, such as the impacts of change and to produce alternative structures that minimise dependencies between systems or processes.

6.1 Basic descriptions (“minimum level”)

Architectures must be clearly described by distinguishing between enterprise and solution architecture levels so that they meet the needs of the organisation. The scope and accuracy of the descriptions must be optimised for the strategic intent of the organisation’s management and experts, as well as for the preparation and maintenance of the descriptions in accordance with the available resources. The organisation must determine the sufficient level of accuracy of resources and intent.

Figure 2 Basic architecture descriptions

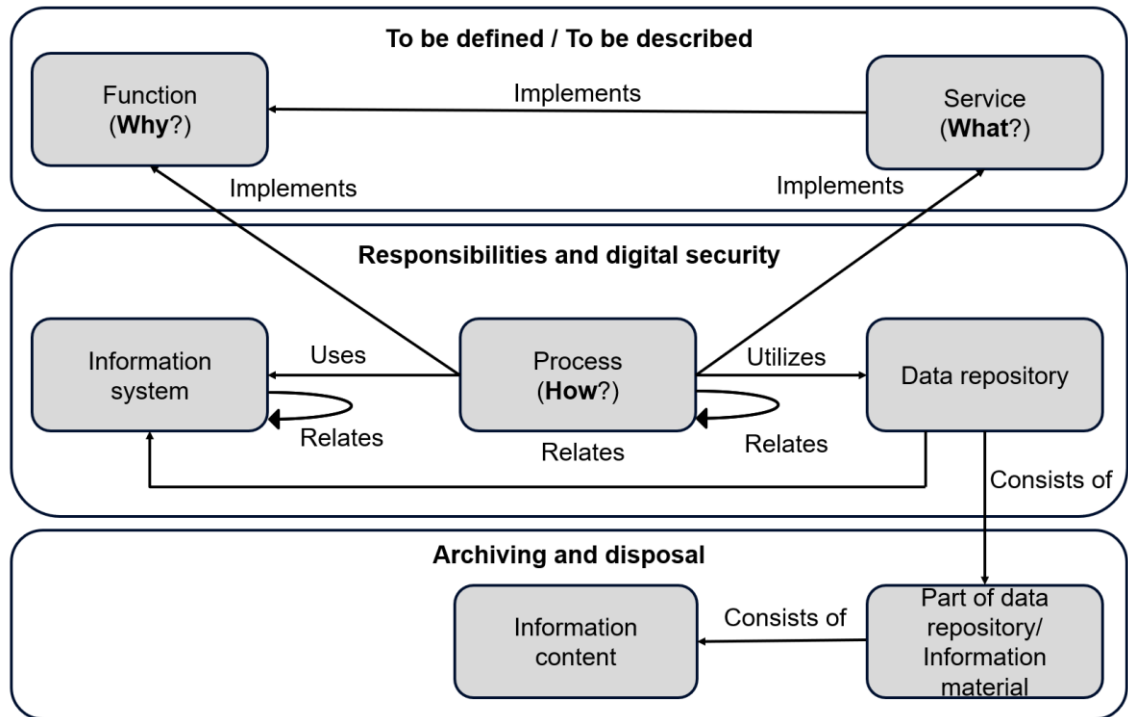


At the minimum, architecture descriptions must include the requirements necessary for the organisation’s operation and information management as well as the supporting guidelines. Industry-specific, national and EU-level security and data protection regulations must be taken into account in the organisation’s operation and thus in the descriptions and documentation of the enterprise architecture as well. The figure below is a conceptual model that demonstrates the key issues that must be described and the responsibilities for the descriptions of the information management model.



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Figure 3 Key issues that must be described in the information management model



6.2 Documentation and processing of descriptions

Architecture descriptions must be presented in easily accessible formats, such as tables, matrices, diagrams or text, using different notations as necessary (e.g. BPMN, UML, ArchiMate). It is important to ensure that the descriptions are up to date, understandable and usable for different stakeholders. In addition, the descriptions must enable a smooth transition from general upper-level descriptions to both descriptions on a similar level and to more detailed descriptions.

The descriptions must be kept easily available in different formats and with role-specific views. To ensure timeliness, centralised maintenance is recommended, which allows an update to one location to be reflected in all relevant descriptions. Tools that support collaboration, versioning, and logging help the management of updates and reduce resource needs.



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7 Interoperable enterprise architecture of the public administration

7.1 Furtherance of interoperability

The purpose of the Information Management Act (906/2019) is to promote interoperability (section 1) and, to achieve this objective, provisions are laid down in the Act on the public authorities' obligations to strive to utilise data from other authorities (section 20), to disclose data through a technical interface (section 22) and to make their data available (sections 19, 24a and 24b). Section 5.1 of the Information Management Act contains provisions on the public authorities' obligation to maintain an information management model. It had been required that state and municipal authorities had to prepare the information management model by 1 January 2021 and that the wellbeing services counties had to prepare theirs by 1 July 2021. The key objective of the regulation on interoperability in the Information Management Act is to promote the electronic disclosure of information between public authorities while preserving the significance and usability of the information and to ensure that public authorities have access to the information they need from others.

Interoperability can be used to improve safety-related processes, among other things. For example, the disclosure of data between organisations, especially with regard to protected data and personal data, is facilitated through commitment by all parties to document information security measures related to data transfers and storage. This ensures that data transferred securely and efficiently between different systems and actors.

7.2 Implementation of information management models by means of architecture

[Section 5.2 of the Information Management Act \(906/2019\)](#) contains provisions on the minimum content of the information management model. The Act does not specify the procedure or form in which the descriptions contained in the information management model must be created; they are left to the discretion of the information management units. Where applicable, the information management model can be described with the enterprise architecture method, for example, or with another description method. [The Information Management Board's recommendation on the information management model](#) states that even though the authorities no longer have a separate obligation to maintain the enterprise architecture, several authorities use its methods to develop their operations and to manage the datasets and information systems required for their operations and to manage the related information security measures.

In addition to the minimum statutory requirements, for interoperability reasons, the information management model can and should include descriptions of the operation of the information management unit, integration with the management system, information management development plans, and enterprise architecture development plans and goal descriptions. More detailed descriptions can also be



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linked to the information management model so make them discoverable through the model for use in assessing the impacts of changes to the model.

Up-to-date enterprise architecture descriptions help demonstrate the implementation of the information security measures included in the information management model. For example, the management of log data (section 17) or the data transferred through information networks (section 14) can be included in the different perspectives of the enterprise architecture descriptions, making it easy to demonstrate compliance with the requirements of the Information Management Act (906/2019).

Section 5(3) of the Information Management Act contains provisions on the obligation of the information management unit to assess the change caused by planned administrative reforms and the activation of information systems and their impacts on the information management of the information management unit. This assessment shall be carried out when a reform changes the content of the information management model of the information management unit. Ultimately, the assessment of change impacts remains at the discretion of the public authority, but in practice, the assessment best supports the authority's operation when an assessment of impacts on information management is part of the assessments and risk management regarding the authority's other operations.

The [public administration information management map](#), which is the responsibility of the Ministry of Finance, is a description of how information management is organised in public administration, published through the Treasury's tutkihallintoa.fi service. The map allows different actors to plan and develop the interoperability of the data repositories and information systems used in public administration. The purpose of the map is to provide different actors with a general view of the central data repositories of public administration, their contents, rules of disclosure between repositories and the usage of the contents of these data repositories. The information management map enables actors to assess the impacts of extensive administrative or structural changes on actors responsible for information management and the information management of actors.



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Appendices

- Appendix 1 TOGAF v.1.0
- Appendix 2 EIF v.1.0
- Appendix 3 EIRA v.1.0
- Appendix 4 EnterpriseDesign and EDGY v.1.0
- Appendix 5 LeanEnterpriseArchitecture v.1.0
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