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**NATIONAL STANDARD OF THE
PEOPLE'S REPUBLIC OF CHINA**

GB/T 43244-2023

**Guidelines for informatization construction of government
offices affairs**

机关事务信息化建设指南

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Foreword

This document complies with the provisions of GB/T 1.1-2020 "Standardization Work Guidelines Part

1. Structure and Drafting Rules of Standardization Documents" Drafting. Please note that some content in this document may be subject to patents. The publisher of this document assumes no responsibility for identifying patents. This document was proposed and coordinated by the National Agency Affairs Management Standardization Working Group (SAC/SWG17). This document was drafted by: State Administration of Institutional Affairs, Yangtze River Delta (Jiaxing) Branch of China Institute of Standardization, Beijing Municipal Administration of Institutional Affairs Bureau, Guizhou Provincial Government Affairs Management Bureau, Ningbo Municipal Government Affairs Management Bureau, Wuxi Municipal Government Affairs Management Bureau, Jingdong Technology Information Technology Co., Ltd. Company, Capital Information Technology Development Co., Ltd., and China Mobile Communications Group Co., Ltd. The main drafters of this document. Tao Xueliang, Bao Yixin, Zhu Xiaoran, Wang Qi, Xu Bofeng, Li Zhenyu, Li Shuo, Lei Yingqian, Cheng Yonghong, Xu Bochun, Wang Chunjiang, Li Xinpeng, Huang Shijun, Xia Yiqun, Nie Wenge, Gan Zhiwei, Zhang Ying, Zhao Honggang, Li Haipeng, Chen Zhigang. Guidelines for informatization construction of agency affairs

1 Scope

GB/T 43244-2023 gives the guidelines for building the information systems of Chinese government office affairs - the administration of the buildings, vehicles, assets and services that government bodies run on. The systems are built separately by every organ at every level, which is why the guidance is about architecture rather than about features: without a common structure the data cannot be aggregated upward and the economy measures cannot be verified. The standard sets the general rules and the overall architecture, then the infrastructure layer covering the machine room, the network, the disaster recovery environment and the office affairs cloud platform, the data resource layer with its sharing platform and resource system, and the application and support layers above them. It took effect on 1 January 2024.

This document provides the general principles and overall structure of the informatization of agency affairs, and provides detailed information on the informatization infrastructure, data resources, and public affairs of agency affairs. Provides guidance on support, business applications, user interaction, standard systems, security and operation and maintenance management systems. This document applies to planning, construction, management and other activities related to informatization in the government affairs industry.

2 Normative reference documents

The contents of the following documents constitute essential provisions of this document through normative references in the text. Among them, the dated quotations For undated referenced documents, only the version corresponding to that date applies to this document; for undated referenced documents, the latest version (including all amendments) applies to this document.

GB/T 41568-2022 Terminology for agency affairs management

3 Terms and definitions

The following terms and definitions apply to this document.

3.1 With the help of modern information technology, traditional government affairs business processes are reshaped, and information methods are integrated through the construction of digital application scenarios. The process of embedding various services, management, and guarantees in agency affairs to improve the efficiency, management capabilities, and service guarantee levels of agency affairs. [Source: GB/T 41568-2022,3.11]

3.2 Based on the specific needs of agency affairs information data interconnection, resource sharing, and business collaboration, the platform-driven model includes basic Information support for agency affairs integrating infrastructure, data resources, public support, business applications, user interaction, standards, security and operation and maintenance management system.

4 Abbreviations

The following abbreviations apply to this document. PaaS. Platform as a Service (PlatformasaService)

5.1 The informatization construction of government affairs adheres to the basic principles of "overall coordination, innovative leadership, collaborative co-construction, economical application, safety and reliability".

5.2 The informatization construction of agency affairs complies with the work plans, policy documents, and standards formulated by the agency affairs management departments at the national, provincial, municipal, and county levels. Standards, etc., are consistent with the operation and management model of the agency affairs industry.