

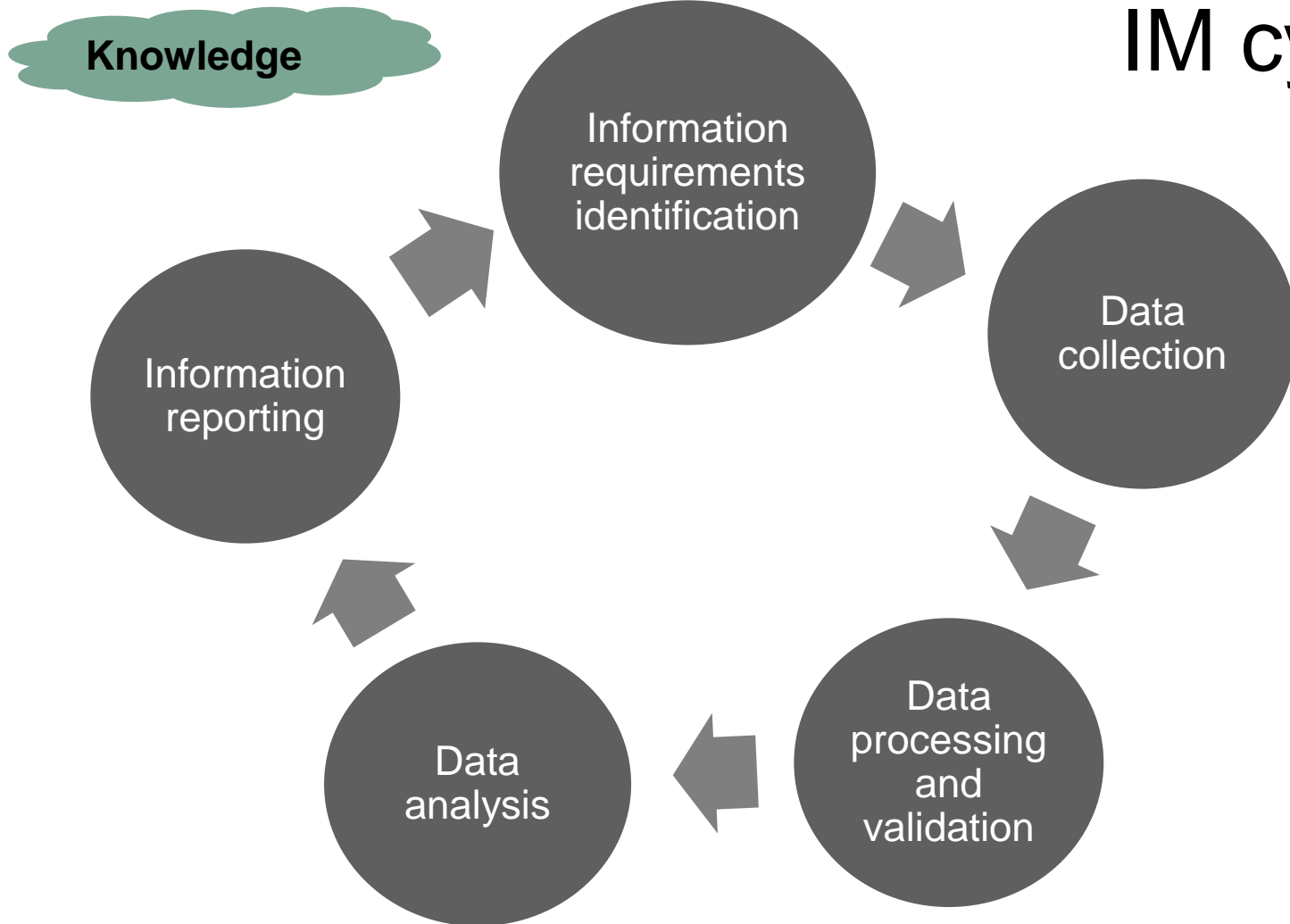


Information management & good practices

What is IM?

- Information Management
 - Process of turning data into useful information
- \neq
- Information (management) system
 - People, processes and standards, organisation and tools to support data collection, data storage, data analysis, information dissemination

IM cycle



Why is IM needed?

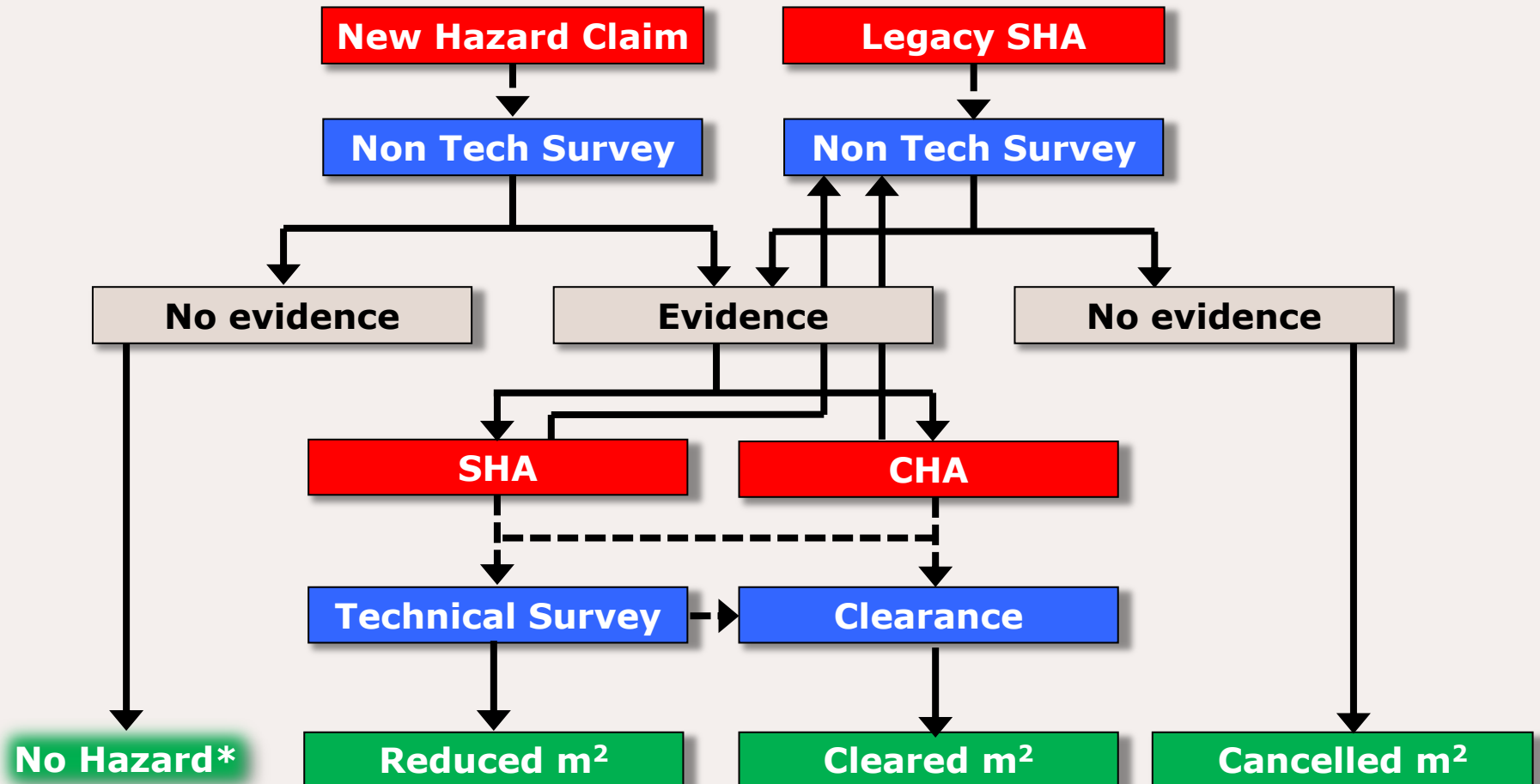


*To enable organisations to **leverage** information towards **evidence-based** decision-making and **results-based** management*

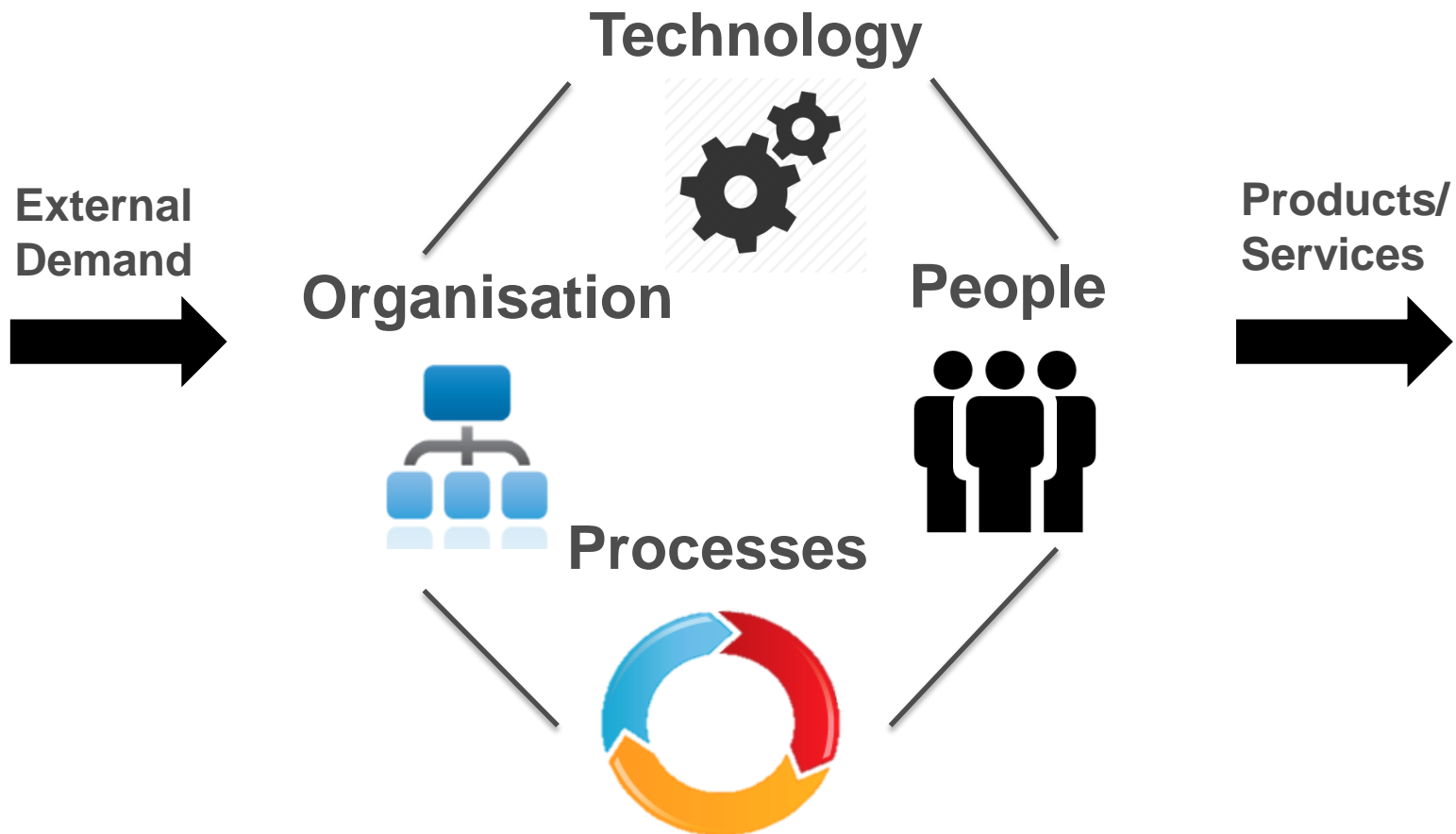
Why an IM system in mine action?

- Disciplined documentation is needed for:
 - Who did the process
 - When
 - Where
 - Method(s) used
 - What was the result
- Mine action is a long-term activity, therefore IM should be planned and implemented carefully.

Information Management



Essential elements of an IM system



Recent IM activities

- IM stakeholder workshop in May 2018
 - General discussion on IM
 - Stakeholder analysis
 - Process mapping
- Requirements definition in August 2018
 - In-depth interviews
 - IM specification report containing 10 general, 6 non-functional and 2 other **requirements**

General requirements

- Data products / MA activities
- **Consistent terminology**
- Configurable workflows
- New modules/attributes
- One integrated system
- Direct data entry
- Consistent and integrated reporting
- Real-time access
- Public access for selected components
- GIS requirements

Non-functional and other requirements

- System architecture
- User interface
- Change tracking
- Multi-language support
- Interactive workflows
- Data migration
- QA/QC SOP
- **Storage of country assessment data**

Conclusions

- **To achieve an efficient IM:**
 - Understand users, their roles and their needs
 - Users understand their role in IM
 - Processes are clear
 - Standards, methods and tools are up to date and appropriate
- **Project recommendations:**
 - Investigate best architecture based on requirements
 - COTS vs. development
 - Testing, training, data migration



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