



## PROGRESS REPORT: QUARTER 4

<b>Reporting Period:</b>	1 July – 30 September 2013
<b>Organization:</b>	iMMAP
<b>Mailing Address:</b>	1300 Pennsylvania Avenue NW, Suite 470, Washington, DC 20004, USA
<b>Contact:</b>	William Barron
<b>Telephone:</b>	+1 [202] 999-4245
<b>E-Mail:</b>	wbarron@immap.org
<b>Program Title:</b>	Common Operating Picture to Strengthen the Disaster Management System in Pakistan [COPDM]
<b>Country/Region:</b>	Pakistan
<b>Grant USD Total:</b>	\$5,267,629.00

## OVERVIEW

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The primary objective of the original project proposal was to strengthen the Information Management [IM] capacity of Provincial and Regional Disaster Management Authorities [DMAs] in Pakistan and to provide all related humanitarian responders with effective methods for reliably capturing, reporting, sharing, and analysing information concerning the humanitarian situation according to baseline indicators and population needs. This crucial Humanitarian Information Management [HIM] support was to be provided via an integrated approach through the DMA framework. Negative pressure from NDMA during 2012 on the Provincial and Regional DMAs to stop using iMMAP resources resulted in conclusion of iMMAP activities at DMAs. This situation however has improved now due to iMMAP's formal and strong working relationship with Sindh Irrigation and Drainage Authority, NED University of Engineering and Technology and the Directorate of Social Welfare and Special Education Balochistan.

Both PDMA Khyber Pakhtunkhwa and FATA Disaster Management Authorities are also still interested in working with iMMAP; however, they are waiting for the Economic Affairs Division [EAD] No-Objection Certificate [NOC]

for iMMAP to formalize a relationship. EAD has favorably reviewed iMMAP's new NOC application and is now waiting for Ministry of Foreign Affairs feedback based on an affidavit that iMMAP submitted to both EAD and MOFA stating that the organization is not involved in any mine action related activities in Pakistan.

This project mainly focuses on Sindh based humanitarian, early recovery, reconstruction, rehabilitation, development, and disaster risk reduction [DRR] partners with effective methods for reliably capturing, reporting, sharing, and analyzing information concerning all phases [before, during and after] of the disaster situation according to baseline indicators and population needs with a priority focus on Sindh. This project also seeks possibilities for handover and custodianship for the Information Management [IM] tools developed over the course of the project at both national and sub-national level to sustain the already built and matured IM tools preferably with government departments or academic / research institutes.

As mentioned in the previous reporting period, since the closure of the IM units, iMMAP has identified new products and opportunities that would be of benefit to the wider humanitarian community, including United Nations [UN] agencies, International and National Non-Governmental Organizations [NGOs]. Consultants have been engaged collecting data and information for compilation of district profiles, as well as working on finalizing and completely documenting the suite of IM tools that have been developed.

Major developments that occurred during this reporting period are following:

- Memorandum of Understanding with Sindh Irrigation Department for collaboration on data sharing and strengthening iMMAP much awaited tool OASISWeb [[www.oasispakistan.pk](http://www.oasispakistan.pk)],
- Launch of OASISWeb [[www.oasispakistan.pk](http://www.oasispakistan.pk)],
- Higher Education Commission [HEC] Disaster Risk Reduction [DRR] Working Group has agreed in principal to DRR IM Portal custodianship,
- Completion of Pakistan Emergency Situation Analysis [PESA] District profiles for Sindh. All profiles are available now through [[www.oasispakistan.pk](http://www.oasispakistan.pk)] and [[www.geopakistan.pk](http://www.geopakistan.pk)] portals,
- Daily Emergency & Response Situational Information Report online portal launch [[www.dearsir.pk](http://www.dearsir.pk)],

In the past few months, iMMAP has undergone detailed discussions with NED University on the transfer of IM tools. NED has obtained approval on the mutually agreed upon draft MOU [Appendix B] at Vice Chancellor level to kick-start this project transition. Both iMMAP and NED are of the view that a six months period is required to successfully complete this transfer of the IM tools and build the capacity of NED to sustain the IM environment. If an MOU is signed by Nov. 1, 2013 the MOU needs to be honoured until April 30, 2014.

Additionally, iMMAP has already started working with the Balochistan Social Welfare and Special Education Directorate for the customization and transfer of Single Reporting Format [SRF] and NOC IM tools. This may also require additional support up until the end of March 2014.

iMMAP would like to request a meeting with USAID to discuss an extension to the COP-DM project to conclude this project successfully, taking into account the above mentioned developments.

Due to the non-renewal of the visa of the Country Director, and one other international staff member, the Country Director, Mr. Craig von Hagen is working from iMMAP headquarters in Washington, DC [with the approval from USAID Pakistan]. iMMAP therefore requests a meeting at the earliest convenience between the iMMAP Acting Country Representative and USAID to review these developments.

This document package provides targeted and achieved progress and updates against project components and indicators established through the Project Monitoring and Evaluation Plan [PMEP].

This report [Appendix-A] covers the period from 1 July – 30 September 2013.

## APPENDIX-A PMEP – Quarterly Progress Report - Common Operating Picture for Disaster Management

### Quarter 4

The table below highlights the original project objectives with corresponding PMEP Components.

PROJECT OBJECTIVES	PROGRAM DISCIPTION: REQUEST FOR EXTENSION/MODIFICATION AWARD #: 391-A-11-000002 - COMMON OPERATING PICTURE TO SUPPORT AND STRENGTHEN DISASTER MANAGEMENT IN PAKISTAN	PMEP RESPECTIVE COMPONENTS
1. Establish and augment the Pakistan Disaster Management Authorities information management capacity on sustainable basis.	Program Description B.1 ESTABLISH AND AUGMENT THE SINDH RELIEF DEPARTMENT INFORMATION MANAGEMENT CAPACITY FOR DISASTER MANAGEMENT ON A SUSTAINABLE BASIS	PMEP Component 1 & Partial Component-4
2. Increased information management capacity of the Disaster Response	Program Description B.1 ESTABLISH AND AUGMENT THE SINDH RELIEF DEPARTMENT INFORMATION MANAGEMENT CAPACITY FOR DISASTER MANAGEMENT ON A SUSTAINABLE BASIS  Program Description B.3 ONGOING IDENTIFICATION OF BASELINE DATASETS, INFORMATION SOURCES AND PROTOCOLS FOR SHARING	PMEP Component 2 & Partial Component-4
3. Implement Information Management Structures and Systems in Seven Disaster Management Authorities	Program Description B.1 ESTABLISH AND AUGMENT THE SINDH RELIEF DEPARTMENT INFORMATION MANAGEMENT CAPACITY FOR DISASTER MANAGEMENT ON A SUSTAINABLE BASIS  Program Description B.2 TRANSITION OF STANDARDIZED IM TOOLS	PMEP Component 3 & Partial Component-2
4. Standardized Information Management Tools and Decision Support Systems.	Program Description B.2 TRANSITION OF STANDARDIZED IM TOOLS	PMEP - Component 3
5. Identification of baseline datasets, Information Sources and Protocols for Sharing	Program Description B.3 ONGOING IDENTIFICATION OF BASELINE DATASETS, INFORMATION SOURCES AND PROTOCOLS FOR SHARING	PMEP - Component 4, 3, & Partial Component-2
6. Integration of Complementary Information Management Systems and Databases	Program Description B.4 INTEGRATION OF COMPLEMENTARY INFORMATION MANAGEMENT SYSTEMS AND DATABASES	PMEP - Component 4, 5, & Partial Component-2

The below narrative illustrate the PMEP indicators and lists baseline and targets as well. The baseline figure illustrates the status of progress against indicators since the transition of project to USAID Mission Pakistan on Apr. 16, 2011 and later the transfer of project objectives to sub-national level from Feb. 1, 2012 to Jan. 31, 2013. Fresh cumulative and quarterly targets are set to capture progress made from Feb. 2013 to Dec. 2013.

Indicator	Definition	Cumulative Targets End Q1 Project End Jan. 15, 12	Cumulative Achievements End Q1 Baseline Project Extension Starting Feb. 2012	Revised Project Targets From Feb. 2012 to Jan. 2013	Cumulative Achievements End Q1+ Baseline Project Extension Starting Jan. 2013	Cumulative Revised Project Targets From Feb. 2013 to Dec. 2013	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
<b>Project Component 1: After winding up IM Units at NDMA, 7 DMAs; COPDM Project extension was approved to</b> <ul style="list-style-type: none"> <li>Continue supporting and enhancing Sindh Relief Department and other humanitarian partners IM/ DRR capacity in Sindh using national personnel to ensure the sustainability of Common Operating Picture for Disaster Management [COP-DM] in Pakistan.</li> <li>Finalize, document, and find custodianship for the seven IM tools at both national and provincial levels.</li> </ul>															
Number of IM Officers recruited & deployed	Sustaining necessary staff and recruiting additional staff if necessary to support GOP disaster and relief agencies, humanitarian partners capacity building and IM tools technical support, required enhancements, and documentation for a smooth transition to the willing custodian.	35	37	19	23	23	20	20	2	2	1	1	-		Human Resources [HR], Country Director [CD] Chief Technical Advisor [CTA], Information Management Officers [IMO], Interviews, Assessment Sheets, Contracts signed
Number of Administrative staff recruited and deployed	To support iMMAP Karachi and Islamabad offices	3	3	5	4	5	6	4	2	-	-	-	-	-	Country Director [CD] Chief Technical Advisor
Number of temporary IM Associates recruited	Temporary IM Associates recruitment to support the verification and compilation of National and Provincial Humanitarian Directory.					5	-	-	5	5	-	-	-		Country Director [CD] Chief Technical Advisor IMO-PMs Metadata and Humanitarian Directory Coordinator
<b>Progress:</b> <ul style="list-style-type: none"> <li>iMMAP continues to maintain two offices. The Head Office in Karachi to continue working closely with USAID, government departments, academic institutions, and private business to strengthen disaster management efforts throughout Sindh. The second Project Transition Office continues working with the government departments and academic institutions to seek IM tools transfer and support.</li> <li>1 Operations Manager is recruited for Karachi, Sindh Office</li> </ul>															
Number of Infrastructure/ Equipment Deployed – Units Established	<ul style="list-style-type: none"> <li>SRD IM Unit</li> <li>iMMAP Head Office in Karachi</li> <li>iMMAP Project Transition Office in Islamabad</li> </ul>	9	9	8	8	2	2	2	-	-	-	-	-		iMMAP Country Director, Project CTA, Purchase Requests, Quotations Received, Equipment Transfer, Receipts, Equipment Deployment Confirmations

Indicator	Definition	Cumulative Targets End Q1 Project End Jan. 15, 12	Cumulative Achievements End Q1 Baseline Project Extension Starting Feb. 2012	Revised Project Targets From Feb. 2012 to Jan. 2013	Cumulative Achievements End Q1+ Baseline Project Extension Starting Jan. 2013	Cumulative Revised Project Targets From Feb. 2013 to Dec. 2013	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
Number of GOP offices agreed to sustain IM tools beyond project timeline	GOP agreements reached to take over IM capacity to sustain IM tools at the end of project.	4	0	7	1	5	1	1	2	3	2	1	-		CD, CTA, Government Liason Officer, Communication Officer IMO-PMs
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>iMMAP has started working with Directorate of Social Welfare and Special Education Balochistan to shift custodianship of two of its IM tools [SRF – <a href="http://www.srfpakistan.pk">www.srfpakistan.pk</a> and NOC <a href="http://www.nocpakistan.pk">www.nocpakistan.pk</a>]. Both IM Needs Assessment and Tools Customization is in full swing in close collaboration with the DSW-SE Balochistan.</li> <li>NED University of Engineering &amp; Technology Karachi have agreed to host all IM tools; however they would like iMMAP to extend 6 months support to NED to ensure a successful transition and sustainability to the process. This request cannot be entertained by iMMAP without project extension for at least 4 months beyond the project scheduled deadline of Dec. 31, 2013.</li> </ul>															
<b>Project Component 2: National IM Strategy &amp; PDMA/ FDMA IM Needs Assessment</b>															
Number of IM Needs Assessments Conducted – Reports Produced	IM Needs Assessment at 4 PDMA/ 3 Regional Disaster Management Authorities	5	4 DRAFT	7	7 DRAFT	2	-	-	1	0	-	-	-	-	CD, CTA, PDMA IMOs Questionnaires, Interviews, Draft Reports
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>IM Needs Assessment continues at Sindh Irrigation and Drainage Authority – SIDA for strengthening data sharing through OASISPakistan [ <a href="http://www.oasispakistan.pk">www.oasispakistan.pk</a>]</li> <li>IM Needs Assessment continues at Directorate of Social Welfare &amp; Special Education Balochistan for the customization and transfer of two IM tools to the directorate as part of the tools transfer process through Islamabad Office.</li> </ul>															

Indicator	Definition	Cumulative Targets End Q1	Cumulative Achievements End Q1	Revised Project Targets	Cumulative Achievements End Q1+	Cumulative Revised Project Targets	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
		Project End Jan. 15, 12	Baseline Project Extension Starting Feb. 2012	From Feb. 2012 to Jan. 2013	Baseline Project Extension Starting Jan. 2013	From Feb. 2013 to Dec. 2013									
Number of National IM Strategy Document Completed – Reports Generated	National IM Strategy Report including IM Capacity Transition Strategy, Implementation Plan, and transition strategy to DMAs and USAID/ iMMAP identified and selected national humanitarian partner/s.	1	1 DRAFT	1 FINAL	1 DRAFT	1 FINAL			-		-		1 FINAL		CD, CTA, GOP Departments, IMOs  DRAFT IM Strategy, Sub-National 4 PDMA/ 3 Regional DMA Needs Assessment Drafts  SRD IM Needs Assessment,  Humanitarian IM Needs Assessment during their capacity building,  Business Community IM Needs Assessment  Minutes of Meetings Final Draft Submission
<p><b>Progress:</b></p> <ul style="list-style-type: none"> <li>No progress during this quarter. It is planned to finalization the IM Strategy and Implementation Plan during Q1 towards the end of the project based on the lessons learned since 2010.</li> </ul>															
<p><b>Project Component 3: Standard Information Management Tools Deployment</b></p>															
Number of Orientations	IM tools orientation for GOP/ Academic Institutions/ Business Community to create awareness	20	21	31	7	17	3	3	5	7	4	4	5	-	CD, CTA, IMOs Presentation Frequently Asked Questions [FAQs] Live Demos
<p><b>Progress:</b></p> <ul style="list-style-type: none"> <li>3rd Higher Education Commission Disaster Risk Reduction Working Group orientation to IM tools,</li> <li>Detailed orientation of IM tools to Directorate of Social Welfare and Special Education Balochistan for customizing SRF and NOC system and transfer of tools,</li> <li>Orientation of IM tools to National University of Computer &amp; Emerging Sciences [FAST University] for the possible collaboration and transition of IM tools,</li> <li>Orientation of IM tools to USAID Senior Communication Officer</li> </ul>															

Indicator	Definition	Cumulative Targets End Q1 Project End Jan. 15, 12	Cumulative Achievements End Q1 Baseline Project Extension Starting Feb. 2012	Revised Project Targets From Feb. 2012 to Jan. 2013	Cumulative Achievements End Q1+ Baseline Project Extension Starting Jan. 2013	Cumulative Revised Project Targets From Feb. 2013 to Dec. 2013	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
Number of MOUs/ Letter of Agreements signed	GOP/ Academic Institutions, Humanitarian Networks offices/ departments reach agreement with iMMAP on how to proceed forward with COP-DM objectives and sustaining IM tools and services.	4	4	7	3	5	1	0	1	1	2	1	1		Government Liaison Officer, CD, CTA, IMOs Presentation Frequently Asked Questions [FAQs] Live Demos
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>Sindh Irrigation and Drainage Authority [SIDA] in the presence of USAID Deputy Mission Director</li> <li>MOU/ LOA is in process with UN Global Compact Network Pakistan, Karachi Office for strengthen Public/ Private Collaboration during Emergency and Disaster Response.</li> </ul>															
Number of Service Desk Personnel Deployed	Service Desk [Help Desk] setup to provide level-1 and level-2 support while rolling out HAIS Products and Services.	4	4	4	4	3	3	3	-	-	-	-	-	-	CTA, IMOs Standard Operating Procedure Personnel TORs
<b>Progress:</b>															
HelpDesk Support Continues from Karachi and Islamabad Office															
Number of Master Trainers Trained	Retained IMOs [both GIS and Non-GIS] capacity is built to sustain capacity building exercises. Trained additional staff of the willing GOP/ Academic Institutions Faculty	9	9	9	7	11	7	7	1	1	2	2	1		CTA, Technical Trainers, IMO-PM, IM Support Lead, IM Products and Services Training Manuals, Presentation, FAQs, Live Demo
<b>Progress:</b>															
Almost all iMMAP staff [IMOs] are now trained as master trainers on its developed and deployed IMO tools including CD and CTA.															
Number of SRF v3 deployment for the willing GOP department	Simplified Single Reporting Format [SRF] is the only web-based humanitarian reporting portal for keeping a public record through a central virtual picture of humanitarian interventions throughout Pakistan.	-	-	7	1	3	1	0	1	0	1		-		IM Services Desk, IMOs, Developers Create Users Requests
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>Customizing SRF and NOC systems for Balochistan Directorate of Social Welfare and Special Education</li> </ul>															

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Number of NOC v2 Deployed for DMAs	No Objection Certificate [NOC] is still the only Web Application for automating DMAs NOC workflow and bringing transparency to the process.	-	-	7	1	3	-		1		1		1		IM Services Desk, IMOs, Developers Create Users Requests
<b>Progress:</b> Balochistan DSW-SE															
Number of DRR IM Portal users created	Disaster Risk Reduction Information Management online application is a web portal for enhanced coordination and consolidation of DRR IM tools and resources. It requires individual user account creation to gain access to system.	-	-	350	1700	2500	200	100	200	200	200	200	100		IM Services Desk, IMOs, Developers, Create Users Requests
<b>Progress:</b> So far 2400+ users are using DRR IM Portal with virtual groups in all provinces/ regions of Pakistan. HEC and PHF DRR WG are now using DRR IM Portal activity for a close collaboration among their members.															
Number of Metadata IM Portal users created	Metadata Information Management application is an online web portal for enhanced spatial and relevant non-spatial data sharing. It requires individual user account creation to gain access to system.	-	-	150	200	500	50	50+	50	50+	50	50+	50		IM Services Desk, IMOs, Developers, Create Users Requests
<b>Progress:</b> 400+ users are now using GeoPakistan.PK for data download and sharing. Many of them are students, researchers, and faculty members.															
Number of OASISWeb users created [www.oasispakistan.pk]	OASISWeb is a web-mapping portal to bridge and link between SRF non-spatial data and available spatial data to support geographic visualization and analysis of humanitarian interventions. It requires individual user account creation to gain access to system.	-	-	250	10	310	50	30	50	50+	100	50+	100		IM Services Desk, IMOs, Developers, Create Users Requests
<b>Progress:</b> <a href="http://www.oasispakistan.pk">www.oasispakistan.pk</a> was released as planned in Q4 to the larger humanitarian/ development community members' use. iMMAP has entered into Data Sharing agreement with SIDA & also work is progress under Open Access/ Open Data collaboration with Alhasan Systems [a local private business] to enrich health and education facilities, and disaster events database.															

Indicator	Definition	Cumulative Targets End Q1 Project End Jan. 15, 12	Cumulative Achievements End Q1 Baseline Project Extension Starting Feb. 2012	Revised Project Targets From Feb. 2012 to Jan. 2013	Cumulative Achievements End Q1+ Baseline Project Extension Starting Jan. 2013	Cumulative Revised Project Targets From Feb. 2013 to Dec. 2013	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
Number of users receiving DEAR-SIR	Daily Emergency and Response – Situational Information Report	-	450	1100	5300	7000	300	300+	500	500+	700	700+	200		H AIS Services Desk, IMOs, Report Compliers, M&E, and DRR Specialist, Users' feedback and request to continue subscribing and to unsubscribe.
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>Digital outreach of DEARSIR report has crossed 7,000 target for this quarter.</li> <li>DEAR-SIR report is updated once a week at this time. Since the launch of PESA District Profiles, iMMAP started receiving direct feedback on emergency status of districts from area humanitarian partners. DEAR-SIR is witnessing grassroots level feedback in its reporting.</li> </ul>															
Number of users receiving PESA	Monthly - Pakistan Emergency Situation Analysis	-	450	1100	5300	7000	300	300+	500	500+	700		200		H AIS Services Desk, IMOs, Report Compliers, M&E, and DRR Specialist, Users' feedback and request to continue subscribing and to unsubscribe.
<b>Progress:</b>															
All Sindh Province detailed district profiles are now completed and are now available through iMMAP IM tools such as <a href="http://www.oasispakistan.pk">www.oasispakistan.pk</a> , <a href="http://www.drrpakistan.pk">www.drrpakistan.pk</a> & <a href="http://www.dearsir.pk">www.dearsir.pk</a> The circulation of PESA District Profiles have reached 6,500+ users throughout Pakistan including mission's senior management and diplomats.															
Number of support calls – issues closed by IM Services Desk	Numbers of queries/ requests for modifications, feedback received related to IM Tools and Services.	650	800	700	1000+	1500	50	38	100	200+	200	100+	150		IMOs SRF/ OASIS Service Desk Records [Calls/ Emails]
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>Total Number of Support Calls and emails received on iMMAP IM Support Desk: 1000+</li> <li>This includes calls for DRR, SRF, NOC, DEARSIR, PESA, GeoPakistan, and other IM products and services related queries.</li> <li>Many organizations are in contact with iMMAP to get their organizations registered in the Humanitarian Directory.</li> </ul>															
<b>Project Component # 4: DMAs Required Data Identification, Acquisition, and Availability</b>															

Indicator	Definition	Cumulative Targets End Q1	Cumulative Achievements End Q1	Revised Project Targets	Cumulative Achievements End Q1+	Cumulative Revised Project Targets	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
		Project End Jan. 15, 12	Baseline Project Extension Starting Feb. 2012	From Feb. 2012 to Jan. 2013	Baseline Project Extension Starting Jan. 2013	From Feb. 2013 to Dec. 2013									
% of available and acquired spatial data is integrated through OASISWeb for enhanced SRF data manipulation and analysis	Acquire available provincial and national datasets and make them available through OASISWeb. This activity might not conclude during project timeline. It will continue as a proposed continuation/transition to DMAs.	70%	60%	80%	-	-			30%	20%	30%	30%	20%		CD, CTA, IMO OASISWEB Developer, IMO Data, IM Data Needs Assessment, Minimum Required Data Identification Identified data availability through OASIS

**Progress:**

Updated Data Sets Acquired/ Used during this period.

Sr.	SPATIAL DATASET	TYPE	SOURCES
1	Water Areas	Polygon	Digital Chart of the World
2	Water lines	Line	Digital Chart of the World
3	Administrative Boundary	Polygon	Population Census Organization
4	Global Land Cover 2009	Grid	Globcover
5	Elevation	Grid	CGIAR SRTM
6	Population	Geotiff	Asia Pop
7	Flood Extents 2012	Polygon	MODIS (extracted by iMMAP)
8	Geological Data	Polygon	USGS maps
9	Agro-Ecological Zones	Polygon	Digitized from SSOP map
10	Land Use	Polygon	Digitized from SOP map
11	Cropping Pattern	Polygon	FAO

In addition to the above datasets, OASIS Web also now includes a wide range of live datasets from a wide range of sources. These are: Daily MODIS satellite imagery showing vegetation condition, cloud cover and flooded areas, Precipitation intensity estimate updated every 30 minutes, Live Earthquake feeds, Live news feeds, Population count and density data, and daily fire data from MODIS.

Plus

- SRF 3W reports data
- SRF 4W reports data
- Disaster Risk Maps with SRF data analysis

Metadata for all the above has been created and will be available through Pakistan's Metadata Portal – [www.geopakistan.pk](http://www.geopakistan.pk).

Spatial/ Non-Spatial Data Sharing and Collaboration Efforts:

- Data acquisition from SIDA is in progress.
- NHN member organizations progress reporting is in progress to enrich DEAR, PESA DP, Humanitarian Directory, and OASISWeb IM tools for Sindh
- iMMAP has entered into an Open Access/ Open Data collaboration with Alhasan Systems [a local private business] to enrich health, education, and disaster events database.

Indicator	Definition	Cumulative Targets End Q1 Project End Jan. 15, 12	Cumulative Achievements End Q1 Baseline Project Extension Starting Feb. 2012	Revised Project Targets From Feb. 2012 to Jan. 2013	Cumulative Achievements End Q1+ Baseline Project Extension Starting Jan. 2013	Cumulative Revised Project Targets From Feb. 2013 to Dec. 2013	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
Number of procedures/ agreements in place to share data among disaster response and management partners	Number of Inter-agency procedures and agreements in place to share data among DMAs and larger humanitarian community	3	1	7	-	4	1	1	1	1	1	1	1		Project Transition Advisor, CD, CTA, IMOs IM Data Needs Assessment Table Minimum Required Data Identification Minutes of Meetings IM Strategy MoUs/ Agreements Data licensing
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>MOU/ LOA is signed between iMMAP and WWF to share data and also collaborate on Early Warning Systems for the coastal areas of Pakistan.</li> <li>iMMAP &amp; SIDA signed MOU for data sharing through OASISPakistan and also use of SIDA irrigation data in Flood Mapping.</li> </ul>															
% of Humanitarian Clusters/ Sectors Coordination meetings attended	A higher percentage will mark close coordination between humanitarian partners and its government counterparts where iMMAP is providing DRR related IM capacity building.	70%	70%	90%	90%	75%	75%	50%	75%	100%	75%	100%	75%		CD, CTA, IMOs Participants Lists Minutes of Meetings
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>iMMAP Karachi office staff continues participating in different clusters meeting at Sindh provincial level.</li> </ul>															
National IM Conference	Call for National IM Conference	-	-	1	-	-	-	-	-	-	-	-	1		PTA, CR, CTA, TT, IMO-PMs Participants Lists Minutes of Meetings Action Items
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>No targets are set for this quarter.</li> </ul>															

Indicator	Definition	Cumulative Targets End Q1 Project End Jan. 15, 12	Cumulative Achievements End Q1 Baseline Project Extension Starting Feb. 2012	Revised Project Targets From Feb. 2012 to Jan. 2013	Cumulative Achievements End Q1+ Baseline Project Extension Starting Jan. 2013	Cumulative Revised Project Targets From Feb. 2013 to Dec. 2013	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
Provincial/ Regional DRR IM Workshops	Call for Provincial IM Workshops	-	-	5	-	4	1	1	1	1	1	1	1		PTA, CR, CTA, TT, IMO-PMs Participants Lists Minutes of Meetings Action Items
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>iMMAP organized the launch of OASISWeb in Karachi. Participants from SIDA and other humanitarian organization participated in this launching ceremony.</li> </ul>															
% of Metadata cataloging is completed for both spatial and non-spatial data	Percentage of Metadata/ Data cataloging is completed for the DMAs identified spatial and non-spatial information to facilitate in prompt disaster management/ containment scenarios	60%	50%	75%	75%	75%	75%	50%	75%	75%	75%	50%	75%		CR, CTA, IMO GIS, Email Communications Telephone Calls Record Minutes of Meetings Metadata hardcopy Metadata sheets
<b>Progress:</b>															
<ul style="list-style-type: none"> <li>All metadata is now available for larger public benefit through <a href="http://www.geopakistan.pk">www.geopakistan.pk</a></li> <li>iMMAP uploads data/ reports/ maps on <a href="http://www.geopakistan.pk">www.geopakistan.pk</a> portal and continually update its related metadata [information about data] on the portal as well.</li> </ul>															
<b>Project Component # 5: IM Capacity Development</b>															
Number of identified GOP & humanitarian agencies personnel trained	Number of identified GOP & humanitarian agencies personnel trained in the use of IM Products and services including DRR	570	1500	1700	3000+	3600	50	50+	150	200+	200	150+	200		CTA, TT, IMO OASIS, Master List of Trainees Trainings Delivered Training Assessment Sheets

Indicator	Definition	Cumulative Targets End Q1 Project End Jan. 15, 12	Cumulative Achievements End Q1 Baseline Project Extension Starting Feb. 2012	Revised Project Targets From Feb. 2012 to Jan. 2013	Cumulative Achievements End Q1+ Baseline Project Extension Starting Jan. 2013	Cumulative Revised Project Targets From Feb. 2013 to Dec. 2013	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
<p>Progress:</p> <ul style="list-style-type: none"> <li>Brand new two-day Institutional IM Capacity Building training is launched in Sindh along with already on-going DRR IM two days trainings.</li> <li>For private sector relationship building, iMMAP has started meetings and seminar in private universities such as FAST, UNGCNP, and have also shortlisted a few business organization which will be oriented to IM tools in Q5. During this quarter FAST, NHH, WWF Climate Change and Early Warning projects teams were oriented.</li> </ul> <p>Additional national level orientations:</p> <ul style="list-style-type: none"> <li>3rd Higher Education Commission Disaster Risk Reduction Working Group orientation to IM tools,</li> <li>Detailed orientation of IM tools to Directorate of Social Welfare and Special Education Balochistan for customizing SRF and NOC system and transfer of tools,</li> <li>Orientation of IM tools to National University of Computer &amp; Emerging Sciences [FAST University] for the possible collaboration and transition of IM tools,</li> <li>Orientation of IM tools to USAID Senior Communication Officer</li> </ul>															
% of project transition strategy achieved	Percentage of project delivers transited to GOP/ Academic Institutions and USAID/ iMMAP identified/ selected local humanitarian partner/s.	-	-	75%	0	75%			25%	50%	25%	25%	25%		CTA, TT, IMO OASIS, Master List of Trainees Trainings Delivered Training Assessment Sheets
<p><b>Progress:</b></p> <p>Multiple potential custodians of IM tools were identified and approached for the transfer of IM tools. This includes Karachi NED University, SIDA, NHH, Balochistan Directorate of Social Welfare and Special Education, Quaid I Azam University, Higher Education Commission, and KPK PDMA and FDMA.</p> <p><b>NED University of Engineering &amp; Technology Karachi have agreed to host all IM tools; however they would like iMMAP to extend 6 months support to NED from the time of signing the MOU/ LOA to ensure a successful transition and sustainability to the process. This request cannot be entertained by iMMAP without a project extension from for at least 4 months beyond project scheduled deadline of Dec. 31, 2013</b></p>															
Number of Lessons Learned documented	Number of Lessons Learned documented	75%	45%	75%	50%	75%	-		25%	25%	25%	25%	25%		CTA, PTA, IMOs IM Needs Assessment SRF/ OASIS Rollout Feedback SRF/ OASIS Services Desk Training Assessment Sheets Lessons Learned Report
<p><b>Progress:</b></p> <p>DRAFT document is under progress.</p>															

Indicator	Definition	Cumulative Targets End Q1 Project End Jan. 15, 12	Cumulative Achievements End Q1 Baseline Project Extension Starting Feb. 2012	Revised Project Targets From Feb. 2012 to Jan. 2013	Cumulative Achievements End Q1+ Baseline Project Extension Starting Jan. 2013	Cumulative Revised Project Targets From Feb. 2013 to Dec. 2013	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
Number of IM related documents provided to/ from GOP and IMO-PMs to support smooth transition	IM products and services documentation both technical and procedural.	10	10	18	12	10	-		2	6	4	4	4		CTA, PTA, IMO Developers, IMO OASIS, Installation/ Configuration Manuals, System Administration Manual, Users Manuals, FAQs
<b>Progress:</b> Continuous Updates are made to the following SRF/ OASIS documentation:															
<ul style="list-style-type: none"> <li>SRF System -DRAFT Report</li> <li>NOC System – DRAFT Report</li> <li>DEAR-SIR – DRAFT Report</li> <li>PESA – Districts Profiles – DRAFT Report</li> <li>DRR IM Portal – DRAFT Report</li> <li>GeoPakistan – Metadata Portal – DRAFT Report</li> <li>Project Completion Report – DRAFT in progress</li> <li>COPDM Project Success Stories - DRAFT in progress</li> </ul>															
# of barriers and constrains are identified	Number of barriers and constrains are identified	20	20	21	4	10	-		4	4	-	1	-		CD, CTA, IMOs IM Needs Assessment, IM Strategy Minutes of Meetings Quarterly Reports
<b>Progress:</b> EAD NOC remains a big stumbling block in creating smooth working relationship with sub-national DMAs															
Number of alternatives are identified per identified barrier	Number of alternatives are identified per identified barrier	18	20	21	4	10			2		-	1	-		CD, CTA, IMOs IM Needs Assessment, IM Strategy Minutes of Meetings Final Project Report

Indicator	Definition	Cumulative Targets End Q1 Project End Jan. 15, 12	Cumulative Achievements End Q1 Baseline Project Extension Starting Feb. 2012	Revised Project Targets From Feb. 2012 to Jan. 2013	Cumulative Achievements End Q1+ Baseline Project Extension Starting Jan. 2013	Cumulative Revised Project Targets From Feb. 2013 to Dec. 2013	Q2 Targets	Q2 Achievements	Q3 Targets	Q3 Achievements	Q4 Targets	Q4 Achievements	Q1 Targets	Q1 Achievements	Data Sources
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**Progress:**

- A fresh application has been launched at EAD for NOC. Results are expected in 4 to 6 weeks. EAD has promised to seek a timely response this time recognizing the importance of the project and time sensitivity related to scheduled project close.



## MEMORANDUM OF UNDERSTANDING

entered into

between

**iMAP**, physically located at 8th Floor Horizon Tower, Plot # 2/6, Block III, Clifton, Karachi, Pakistan, represented by Craig von Hagen, Country Representative;

and

**NED University of Engineering and Technology**, (herein after referred to as NED University) situated at University Road, Karachi 75270, Pakistan; represented by Prof. Sarosh Lodi, Dean Faculty of Civil Engineering and Architecture.

hereinafter , “the Participants”

WHEREAS, **iMAP** is a non-governmental organization dedicated to the effective use of Information Management (IM) practices and principles in service to the world’s most vulnerable populations; and

WHEREAS, since the start of 2010, under funding from the United States Agency for International Development (USAID), iMAP has been providing IM assistance to government and non-governmental organizations in Pakistan to enhance their Disaster Risk Reduction and Disaster Response capacity; and

WHEREAS, timely access to relevant information enables agencies to respond quicker during the phases of relief, response, and early recovery or beyond, in order to avoid duplication of effort and waste of resources; and

WHEREAS, The NED University of Engineering and Technology (known as NED University), is a public research university in Karachi, Sindh. It is one of the oldest institution of higher learning in Pakistan and is noted for its strong emphasis on higher learning in science and technology. Founded in 1922 as a technical project to provide training to civil engineers working in building the Sukkur Barrage, the University came to its modern form after being established by the British government. The University is named for its benefactor, donor, and philanthropist, Nadirshaw E. Dinshaw by the Government. Besides its focus on science and engineering programs, the University also offers wide range of academic programs in philosophy, humanities, and fine arts for undergraduate, post-graduate, and doctoral studies. The University is also a member of Association of Commonwealth Universities of the United Kingdom.

WHEREAS, primarily, NED University's financial endowment and scientific research is directed towards the development of the engineering, management, natural, and medical sciences. Organized into six science faculties as well as various associated research institutions affiliated with the University in Karachi, the University is ranked among one of the top ten institutions in "science and engineering" category by the Higher Education Commission as of the fiscal year of 2013.

WHEREAS, both Participants share the goal of supporting and strengthening the disaster and relief interventions in Pakistan, through internationally accepted best Information Management and coordination practices for informed and improved decision-making and response efforts during emergency situations;

**NOW, THEREFORE**, in order to provide a framework for a partnership arrangement between the Participants for collaboration and sharing of information necessary for rapid disaster/ relief response, both Partners have entered into this Memorandum of Understanding ("MOU"), as follows:

### **Article I Objective and Scope**

1. The purpose of this MOU is to establish the general terms and conditions under which the Participants intend to collaborate to achieve a more effective and efficient utilization of the resources, which are available to the Participants for maintaining and sustaining the IM tools of Common Operating Picture for Disaster Management [COPDM] project at NED University beyond the project scheduled end date.
2. NED agrees to host the following IM portals developed under COPDM project by iMMAP, with USAID funding, for the disaster responders and relief providers in Pakistan and continue making it available for research and development, and general public benefit.
  - i. OASIS Pakistan [[www.oasispakistan.pk](http://www.oasispakistan.pk)]
  - ii. Single Reporting Fromat [[www.srfpakistan.pk](http://www.srfpakistan.pk)]
  - iii. No Objection Certificate [[www.nocpakistan.pk](http://www.nocpakistan.pk)]
  - iv. Disaster Risk Reduction IM Portal [[www.drrpakistan.pk](http://www.drrpakistan.pk)]
  - v. Metadata Portal [[www.geopakistan.pk](http://www.geopakistan.pk)]
3. iMMAP agrees to provide NED with the following services to successfully make the transfer of the above listed five IM portals to NED ensuring sustainability. Such support shall be subject to USAID approval and funds availability.
  - i. Assess and upgrade existing hardware and software environment at NED University to transfer all five portals to the university.
  - ii. Customize all five IM portals to address NED University IM reporting requirements to support their research initiatives and also simplifying some

of the reporting mechanics for humanitarian/ development sector organizations' voluntarily sharing relief, response, and development related projects and field interventions.

- iii. Ensure that formal MOUs/MOAs are signed between the major contributors and users of the IM portals and NED where required to ensure sustainability and continuous data sharing once the project concludes its support for NED. This includes Sindh Irrigation and Drainage Authority [SIDA], Directorate of Social Welfare and Special Education [DSW-SE] Balochistan, ALHASAN Systems Private Limited, Global Compact Network Pakistan [GCNP], and World Wide Fund for Nature Pakistan.
- iv. Provide detailed documentation of all five IM Portals. This shall include: Developers Manual, End-user Manual, Lessons Learned, Support Log, and Training Material.
- v. Provide both advanced and end-user training to NED selected staff/ students on all five IM Portals maintenance and support. When required and possible, iMMAP's international team of IM/GIS experts would also be made available to NED to further strengthen IM collaboration mechanics between the two organization and their affiliated partners/ collaborators.
- vi. Both the NED University and iMMAP will make joint and collaborative efforts to mobilize the both public and private sector organization to recognize IM as an integral part of their business processes and strengthen it by adopting standard IM tools hosted and supported by NED.
- vii. Both the NED University and iMMAP along with GCNP will also make collaborative and joint efforts to develop public-private partnership projects which can initiate/ strengthen industry, provincial and national level planning and implementation of natural and manmade disaster risk management system as an integral measure of responsible business initiative and investment, upheld by United National Global Compact [UNGC] as an effective tool for sustainability and growth.

## **Article II General Responsibilities of the Participants**

1. The Participants intend to carry out their respective responsibilities in accordance with the provisions of this MOU.
2. The Participants agree to join efforts and to maintain close working relationships in order to achieve the mutually agreed objectives.
3. The Participants agree to keep each other informed of all activities undertaken under this MOU, including any circumstances that may affect the achievement of desired objectives.
4. The Participants intend to refrain from any action that may adversely affect the interests of the other and shall fulfill their commitments under the MOU in accordance with its terms and under the umbrella SOPs of their respective organizations.

### **Article III**

#### **Cost**

- 1) This agreement is executable when signed by both NED University and iMMAP representatives and an approval is attained from USAID by iMMAP to extend its support to NED University for the transfer of all IM tools as listed in **Article I**.
- 2) Both parties agree that six months support to properly customize reporting modules, handover the IM tools, related documentation, and build capacity following the scope set in Article I; to receiving party NED University is required.
- 3) It is further understood that such support will go beyond the present schedule project end date of 31 December, 2013 to 30 June, 2014 if an agreement is reached by 31 October, 2013. This will require approval from USAID for any additional funding as identified during the first month of signing this MOU.
- 4) Neither participant is making any financial commitment under this MOU on its own.
- 5) Neither participant will make financial commitments to other entities without prior written agreement between the Partners in relation to objectives set in this MOU.
- 6) Each participant will indemnify the other participant for any expenses or fees, including legal, that the other participant incurs as a result of the negligent acts, errors or omissions of the participant or its personnel hereunder.

### **Article IV**

#### **General Responsibilities of the Partners**

1. The Partners agree to carry out their respective responsibilities in accordance with the provisions of this Agreement. The Partners agree to join efforts and to maintain close working relationships in order to achieve the mutually agreed objectives.
2. The Partners shall keep each other informed of all relevant activities and shall hold consultations every second [2] month, or at any time as any Participant considers it appropriate, on the status of this cooperation, including any circumstances that may affect the achievement of desired objectives.
3. The Partners shall refrain from any action that may adversely affect the interests of the other participant and shall fulfill their commitments with fullest regard for the terms and conditions of this Agreement.

### **Article V**

#### **Reporting Requirements, Maintenance of Records and Audit**

1. Both Partners shall brief each other on progress on joint activities (trainings, assessments, seminars, workshops, etc.) and their impact every second (2) month or as desired and agreed by both Partners.
2. Also, upon completion of the Project, both Partners shall maintain the records relating to its engagement activities for a period of three years.

### **Article VI**

### Intellectual Property Rights

Should either participant have a copyright to any of the data, this agreement does not grant or imply transfer of such copyright to the receiving participant.

### Article VII Miscellaneous

1. This Agreement shall enter into force upon signature by the collaborating partners and witnesses, being effective from the date of the latest signature, and shall remain valid for a period of six (6) months unless terminated, or until the completion date of activities listed in Article II.
2. Should it become evident that an extension of the duration is required, or that any other change should be made, the Partners shall record such a change in a written Amendment to this Agreement.
3. Either participant may terminate this agreement prior to expiration by giving a thirty-day notice in writing to the other participant of its intention to terminate.

**IN WITNESS WHEREOF**, the undersigned duly authorized representatives of **iMMAP** and **NED** have signed this MOU in two original copies at the place(s) and on the date(s) below written.

<u><b>iMMAP</b></u>	<u><b>To NED University</b></u>
<p><b>For Programmatic Matters:</b> Name: Mehdi Bokhari Title: Acting Country Director/ Chief Technical Advisor Address: Islamabad, Pakistan Tel: +92.300.555.6169/ +92.323.929.1647 Email address: <a href="mailto:mbokhari@immap.org">mbokhari@immap.org</a></p>	<p><b>For Programmatic Matters</b> Name: Prof. Sarosh Lodi Title: Dean Faculty of Civil Engineering and Architecture Address: NED University Tel: Email address:</p>
<p><b>For Contractual Matters:</b> Name: Mehdi Bokhari Title: Acting Country Director/ Chief Technical Advisor Address: Islamabad, Pakistan Tel: +92.300.555.6169/ +92.323.929.1647 Email address: <a href="mailto:mbokhari@immap.org">mbokhari@immap.org</a></p>	<p><b>For Contractual Matters:</b> Name: Title: Address: Tel: Email Address:</p>

<b>iMMAP</b>	<b>NED University</b>
<p data-bbox="310 226 760 331"><b>Mehdi Bokhari</b> <b>Acting Country Director</b> <b>iMMAP Pakistan</b></p> <p data-bbox="240 373 586 405"><b>Place: Karachi, Pakistan</b></p> <p data-bbox="240 443 740 474"><b>Date:</b> _____</p>	<p data-bbox="886 226 1352 369"><b>Prof. Sarosh Lodi</b> Dean Faculty of Civil Engineering and Architecture</p> <p data-bbox="854 407 1203 438"><b>Place: Karachi, Pakistan</b></p> <p data-bbox="854 476 1338 508"><b>Date:</b> _____</p>