

# **Workshop on the Iraqi Data Use Scenarios**

18-23 October 2012

Amman, Jordan

## **Day 1**

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|--------------------|---|
| <b>09:30-11:00</b> | Session 1 (Sunil Abraham)<br>Presentation: Introductions and presenting the idea of data use scenarios                                |
| <b>11:00-11:30</b> | Tea/Coffee  |
| <b>11:30-13:00</b> | Session 2 (SA)<br>Presentation: Findings from the responses to the questionnaire on data practices and challenges                     |
| <b>13:00-14:30</b> | Lunch   |
| <b>14:30-16:00</b> | Session 3 (Working Groups)<br>Exercise: Data needs of the Iraqi society and economy, and identification of potential data user groups |
| <b>16:00-17:00</b> | Session 4<br>Discussion: Presentation of scenarios developed by working groups  |

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Exercise: Data needs of the Iraqi society and economy, and identification of potential data user groups

**16:00-17:00**

Session 4

Discussion: Presentation of scenarios developed by working groups

# **Findings from the responses to the questionnaire on data practices and challenges**

# Human Resource Survey

## Questionnaire

### **The questions:**

1. What data that you manage could be made public? And why?
2. What data that you manage cannot be made public? And why?
3. What data managed by other departments and ministries can be useful for your agency? Can any of these datasets be made public? If not, should any such datasets be specifically shared with your agency?
4. What technical and organisational challenges have you faced when using data (either managed by your own or any other governmental agency)?
5. What resources/skills do you require in order to overcome these challenges?
6. Data in which formats do you access and use most frequently? Data in which formats are most challenging, in your opinion, to access and use?

# What data that you manage could be made public? And why?

No data

Online training , competitions

Animal Vaccinations and guidelines

Structure and activities

Researches

Training, Conferences

Political Research

Project information, completion percentage

Intranet inside the ministry for payroll

Guarantees and pledges as a templates

Graduate documents, curriculum, certificates, researches, reports

Roles of auditor, performance instruction

# **What data that you manage could be made public? And why?**

## Continued

Schedule, curriculum, student grades

Plans , activities and structure

Report of projects

Internal accounting

Statistics, Imports and Exports

Designs

Maps and design and project profiles

Archiving documents for I/O correspondence, Doctors Distribution system, Medicine Distribution system, Dispatch System, Blood Bank system

Urban Areas Borders, Trade and housing areas, Water and San Supplies and services, Water and San projects

# What data that you manage cannot be made public? And why?

Investigations and personnel records

Electronic applications , graduates

Hospital Staff

Personnel records

No data

All data

Court cases

Investigation committee, grades, student personnel records

Project costing

Financial data and personnel records

Detailed design

Detail work

Security projects

Water networks, sanitary network, roads and Municipality Properties

# **What data managed by other departments and ministries could be made public? Focus on data that will also be useful to you.**

Criminal records

Plans, Vaccinations and guidelines

Imports and domestic sell, contractors, list of goods , prices and quantities

Intranet for personnel records

MoFA/ Mo Women/statistics

Instructions and guidelines for work

Statistics

Contractors and private sector companies to see our competitors

Legal directions from MoJ

Budgets, mistrial orders, MoM, Personnel records

Black listed companies

Online Library



# **What data managed by other departments and ministries could be made public? Focus on data that will also be useful to you.**

Continued

Capital investment projects and external funded projects , strategies and plans

No data

Plans for constructions housing

Organisation diagram, and design

All related data

Networks between Central and LG

Population on each districts, Schools and hospitals, coding system, citizen records

# **What technical/organizational challenges have you faced when trying to reuse data?**

No electronic system

Lack of hardwares and networks

Intranet, lack of experience staff

Leadership, experience, hardware, training

No internet connection

Computers, networks, security

Networks and hardware/software

Insufficient data available

no data sharing , network and computer

Awareness and commitment from senior and middle managers

No data base

Data accessibility

# **What technical/organizational challenges have you faced when trying to reuse data?**

Continued

Corruption, experience, legal framework

Hardware/software, trusted information

Data access, and infrastructure

Network and Internet

No network from central to LG

Hackers

Awareness and infrastructure

Adequate application, data center, budget, state-of-art technologies, coordination and double work

Different data system structure and codes, GIS accuracy and data reliability

# **What resources/skills do you require in order to overcome these challenges?**

Enhance people capacity, and hardware and software

Training , data handling

Training , hardware

Internet connection

Administrative maturity, awareness

Professionalism

Networks, capacity building/ information online

HW and networks, capacity building, data access and policy

Capacity building , hardware, information

Data base , data analysis

Internet

# **What resources/skills do you require in order to overcome these challenges?**

Continued

Curriculum development, Private Companies support, Civil Servant Law, data accessibility policy

Information flow and access

Citizen servant law

Data dissemination and legal framework

Training , procurement of hardware/software

HW and networks

Network

Security and experience staff

Awareness and infrastructure

Networks, data center, security

Coordination and will to share information

# Profile of respondents

Total number of respondents: **27**

Average age: **42**

Number of males: **11**

Number of females: **16**

## List of organisations represented:

MoI, Human Rights Ministry, MoHE, MoA, MoT, MoTrans, MoST, Mo Construction, Mo Housing, National Centre for Eng. Consultancy, Mo Human Right ,Mo Environment, MoAgr, Min of Housing, MoTrans,MoCons, MoConst,Malaysia University, MoH, MMPW

# Designations of respondents

Legal department officer, officer, programmer, quality officer, IT manager, Programmer, chief programmer, researcher, translator, teacher, programmer assistant, head of division, planning section manager, lecturer, auditor, lecturer, head of division, programmer head, designer, technical manager, technical manager, student, associate director of IT, chief technical officer

# **Literature Review**

## Details

### **Electronic Documents in Institutions and Information Centres**

Professor Dr. Jenan Sadek Abdel Razzak

College of Arts, Al-Mustansereyah University

Journal of the College of Education, Fourth Edition, 2007



# Literature Review

## Observations

1. The majority of documents are **unorganized** and **inappropriate** for the keeping process as they are randomly piled up. They include (paper documents and instruments, photos, video tapes, taping cassettes, maps, manuscripts, brochures, microfilms, microfiches and computer disks).
2. Documents are kept in a **dispersed** manner by any one given agency, and at **more than one place and building**.
3. Absence of any system for **indexation, classification** and keeping of documents, most of which are **done through individual initiatives** at most establishments.
4. **Absence** of a **centralized archiving system** at most establishments for the keeping of documents.
5. Documents are exposed to **loss and destruction** as a result of piling up.

# Literature Review

## Observations (Continued)

6. In most cases, **old** documents are **destroyed randomly**. Add to this the lack of knowledge in terms of carrying over, sorting, destruction, keeping and coding (classification).
7. The **limited number of equipment** used in documentation, including registers used (manual, computerized, or both) as well as of other necessary equipment such as computers, microfilms, copiers, and projectors.

# Literature Review

## Reasons for state neglect of electronic documents

1. Lack of **awareness** of the importance of organising and preserving the documents through modern technologies on the part of administrative leaderships.
2. Lack of **orientations** on the part of officials for studying the problems suffered by institutions in the field of preservation of documents.
3. Most institutions put the documents in the bottom of the list of administrative and organisational **priorities**.
4. Adoption of the **classical method** by the employees tasked with documentation, and appointing **unqualified employees** who lack the minimum knowledge of documentation work.
5. Absence of **regulations** for the organisation and preservation of documents
6. **Ignoring documentation**

# Literature Review

## Reasons for state neglect of electronic documents (Continued)

7. Lack of proper places for the **preservation** of documents, and the needs and requirements of the archive.
8. **Fragmentation** of document preservation between the administrative sections and units of the institution.
9. **Not collecting documents by a single agency** and in places dedicated for keeping and handling documents across their various stages.
10. **Destruction** by some units of their documents randomly without abiding by the document keeping law.
11. **Accumulation** and increase in the number of documents **without** said documents being transferred for **permanent keeping**.

# Workshop on data policy: HR Survey Feedback

What datasets cannot be made public?



# Workshop on data policy: HR Survey Feedback

What are the main challenges in sharing and reusing data?



# Workshop on data policy: HR Survey Feedback

What resources and skills are most required?

