

GDDS2: CHECKLIST for GIS module

Background

Name of country
Size of population
% of population in urban
Size of country (sq km)

Geographical hierarchy (provide hierarchy and units at each level)

National
Province/Region

Cartographic unit

<i>Organisational structure</i>
Size of statistics agency (approximate number of people)
Organisational structure of statistics agency (and staff per component)
Where does the GIS unit fit into the organisational structure - if it exist?
Describe the line functions of the unit - if it exist (not what you think the unit must do, but its actual day to day operations)?
Do you require external assistance with the scoping of the GIS strategy for your organisation?
Do you require technical assistance with the implementaiton of GIS in your organisation?

Staff profile

How many permanent staff?
How many temporary staff?
Complete separate page on staff profile
Based on the staff profile, do you require external assistance with regards to training?
Basic training
Advanced training

Office space

Describe the office space in terms of:
Size (sq m)
Layout
Furniture
Security
Is the office space sufficient for your current activities?
Is the office space sufficient for your (potential) future activities?
Do you require external support to acquire additional office space, furniture, etc.?

Hardware & software

When was hardware / software acquired?
How many PCs in the Cartographic Unit?
What other hardware do you have in the unit (Printers, plotters etc.)?
Is the unit connected to a network (LAN, WAN)?
Does the unit have Internet and E-mail access?
Does the unit have access to a server?
Does the unit have operational GIS software?
If so, what kind of software?
Maintenance contract for hardware? (Y/N) If yes specify
Maintenance contract for software? (Y/N) If yes specify
Do you require (additional) hardware/software?
If so, specify:

<i>Data</i>
If the unit does have operational GIS software, what is the status of existing spatial and attribute data? In other words, does data exist which can be loaded and viewed on the GIS?
IF YES, TICK YES OR NO IF THE FOLLOWING DATA EXISTS:
For all positive answers, indicate data source, coverage, format, scale and currency
Digital Administrative boundaries
Hardcopy administrative boundaries
Digital Enumeration area boundaries
Hardcopy Enumeration area boundaries
Previous Census data (indicate digital or hardcopy format)
Longitudinal survey data (indicate digital or hardcopy format)
Digital topographic map sheets
Hardcopy topographic map sheets
Digital Aerial Photography
Hardcopy aerial photography on contact prints or dia-positives
Digital satellite imagery
Hardcopy satellite imagery
Digital cadastral data
Hardcopy cadastral data
Digital town plan maps
Hardcopy town plan maps
Any other digital data such as roads, railways, placename boundaries, village boundaries, schools, clinics or landmark information. If yes, indicate types of features
Any other hardcopy data such as roads, railways, placename boundaries, village boundaries, schools, clinics or landmark information. If yes, indicate types of features
Do you require external assistance for data creation or conversion?
If so, specify:
Census and surveys
When did your last census take place?
When will the next census take place?
Have you already begun with census planning operations?
Have you already begun with census cartography operations?
Do you currently use a specific geo-code for your EAs?
If you do have digital EA boundaries, have the data from the previous census been linked to those polygons?
If yes, have you begun doing spatial analysis?
If yes, have you created thematic maps for dissemination?
If yes, do you plan to create a digital census atlas?
Do you do annual surveys? If yes, list them
Do you require external assistance with census/survey mapping methodology?
If so, specify?
EXPECTATIONS
Do you think GIS would add value to you organization and do you want to implement a GIS?
IF YES:
What do you want to achieve with GIS?
Where and how do you want to employ GIS in the organizational structure?
What kind of data do you want to populate the GIS with?
Do you have data sources identified?
If so, who/what are they? (List)
What kind of data analysis do you want to do?

Do you have any current means of storing large data files?
Who do you envisage will take responsibility and custodianship of the data?
Do you have funding to implement a GIS?
In your opinion, would you require technical assistance to implement a GIS from scratch?
If yes, qualify the type of technical assistance you would need
If no, would you need technical assistance to obtain the maximum potential from your GIS?
If yes, qualify the type of assistance you would need.
Coupled with technical assistance on GIS implementation, would you also require technical assistance regarding:
(Indicate urgent, short term or long term)
Census cartography
Census enumeration
Census dissemination
Survey operations
Implementing a web based GIS
Implementing a poverty mapping system
Do you think your organization is ready to embrace GIS and GPS technology?
Do you think your principals has the necessary vision and drive to make GIS sustainable in your organization?
Do you have a culture of sharing data between different government departments or do you need to pay for data?
Does your organization have a web site on which it disseminates GIS data?
Do you have a data sharing agreement in place with your Surveys and Mapping Department?
Any other relevant information or comments