

## **Contacts and Information Management**

### **Introduction**

The key objective of this project is to identify and implement a contact database which may integrate with community response plans and allow regular updates of contact details while minimising the amount of staff involvement and handling. The project also relates directly to enhancing the use of technology, information management and use of smart phones and tablets.

### **Project Execution**

Initially the project identified EMIS as the base contacts database. Since EMIS is undergoing a review some of the key strategies in regards to the project outline have been refined, modified or placed on hold. Several of the project strategies have been delivered or are underway in accordance with the application outline.

The eCRP has been further developed with a separate appendix that contains the contact data and resource information. These appendices and the information that they contain are critical to the Community Response Plans.

As part of the project a number of existing on line products have been reviewed, considered and tested. One of these products was identified as being potentially suitable for enhancing information management. Some testing has occurred and the technology has recently been trialled in a small scale exercise. The assessment of the trial indicates that the technology, using an online tool paired with smart phones or tablets (iPads) are capable of providing up to date information including for rapid impact or damage assessments.

The technology is to be further tested in the Northland region during Exercise Tangaroa. The product is available on line (Kobotoolbox) and designed to allow for–

- Building a questionnaire
- Collecting data
- Analysing and interpreting data

This online product has the capability to be used in the field and to enable the exchange of information in a live manner (provided internet access exists). The future on-going use of the product in Northland is dependent upon the larger scale testing during Exercise Tangaroa and the outcomes associated with its use. Having appropriate hardware, which is being investigated is also critical to the project and provided for.

Opportunities exist for the product to be utilised across a wider context within the CDEM sector including for processes associated with updating information for Community Response Groups, contacts and assessments.

### **Project outcomes and deliverables**

- The Kobotoolbox has been identified as an online solution to the information management problem and with further testing and training it is anticipated that it will be capable of delivering the capability to manage a database that will enable community groups and others to effectively and efficiently manage contact database information.
- Conversion to CSV and XML data sets is part of the functionality which will enable information to be readily uploaded into the EMIS. (i.e. the new EMIS upgraded platform).

- This technology will enable eCRP information to be coordinated and also enable a live information management tool in the field.

To be delivered

- Provision of the tablets to emergency management staff is yet to be completed.
- Post testing and evaluation after Exercise Tangaroa it is anticipated that the evaluation and outcomes will be made available to CDEM Groups and interested parties.