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PADIS STRATEGIES FOR 1987-1991 AND WORKPLAN FOR 1987-1988

1. At its twenty-first session in April 1986, the ECA Conference of Ministers passed resolution 581 relating to the Pan-African Documentation and Information System, which in operative para. 8 requested the Regional Technical Committee to submit to the Commission at its twenty-second session the [PADIS] strategy and work plan for the period 1987-1991.

2. In preparing the strategy and work plan the Regional Technical Committee in its Second Meeting (1986) had requested its members (Recommendation 5, E/ECA/CM.12/33) to submit comments on the draft strategy to PADIS by end September 1986. Accordingly comments were received from Algeria, Morocco and UNESCO.

3. In its capacity as Chairman of the North Africa Regional Technical Committee, Morocco commented that the strategies presented resembled more a work programme, whose objectives he supported, than an actual strategy. A detailed, timely activity plan needed to be worked out for the programme. He felt that the plans for the bibliographic data base of African development literature (PADIS-DEV) were very ambitious. He suggested concentration on a survey and publication of a directory of development periodicals. Regarding this data base, Algeria proffered that a directory of studies undertaken by international organizations on behalf of African countries could be usefully produced. Regarding the data base on experts, both Morocco and Algeria were cautious because the experts were difficult to identify and the data of short-term reliability. Morocco recommended concentration instead on a data base of specialized documentation centres for the development institutions data base, which would permit direct information exchange between documentation and research centres for development in Africa.

4. Regarding norms, standards and methodologies, Morocco felt that it was important for member States to take up work in this area, adopting PADIS methodologies. Teaching materials relating to the treatment of periodicals would be useful, he felt.

5. The representative of Algeria in commenting on the subject of information infrastructure building: policy and training, he felt that the UNESCO General Programme of Information should take the lead in this area, aided by PADIS in a diffusionary role utilizing the UNESCO experience in the Africa region.

6. Regarding teaching materials, he distinguished between two necessary varieties: those that supported continued training of staff in modern information processing techniques and those that assisted national information and documentation centres in developing reference manuals.

7. On the question of the data transmission network, both Algeria and Morocco felt that this was the work of the Pan African Telecommunication Union (PATU) rather than that of PADIS. Until an African data transmission network was developed, Morocco suggested that PADIS should use European commercial data transmission networks. Algeria suggested that the funds earmarked for this study could be used instead for a study to help national centres develop manuals for on-line access to data bases by existing telecommunications networks.

8. Regarding the feasibility study of a data transmission network, it was not the intention of PADIS to attempt to build or operate such a network; that clearly was in the mandate of PATU. What PADIS intended, rather, was a study to find out what were the capabilities of present data transmission networks and whether they could be used for transmission of PADIS data. Thus its intent was similar to the suggestion of Algeria.

9. The representative of UNESCO re-iterated his remarks presented at the meeting 1986 regarding the broadness and lack of focus of the programme. Part B of the strategies relating to information infrastructure building: standardization, policies, training and improvement of access to information, would, he felt, create a problem of overlap and duplication with the UNESCO PGI programme. Thus, UNESCO suggested that the PADIS programme focus on building the regional system, and that the infrastructure building aspect of the programme be carefully reconsidered. A mechanism should be set up to co-ordinate the overall implementation of the programme with UNESCO.

Strategies for the period

10. Incorporating these comments wherever possible, PADIS has developed a revised strategy for 1987-1991 and elaborated a monthly/quarterly work plan for the first two years of this period. The proposed strategies are as follows:

a) Strengthening of the Central Co-ordination Office equipped with the requisite material and human resources to execute the PADIS regional programme and to deliver advisory assistance to member States for the identification, establishment or strengthening of national information and documentation centres; to provide technical assistance to these national centres to enable them to design national information policies, plans and systems; to transfer know-how and skills and organize training programmes relevant for the operations of national and sectoral information centres; to develop common standards and norms for the processing of various types of information and to replicate same at the national level; to design and construct central computerized bibliographic, referral, statistical and other factual data bases and banks in priority areas of development using inputs from national, subregional and regional levels and to provide a variety of information services therefrom; and to design, implement and co-ordinate an appropriate data transmission mechanism between national, sub-regional and regional nodes.

b) Establishment and strengthening of National Information and Documentation Centres within each African country, as appropriate, that will be responsible for the co-ordination of information collection, classification, storage and dissemination within their territories and which provide, progressively and as they develop, advisory assistance, training, and information services to subnational (sectoral, ministerial) information centres and which will be the national nodes of the

PADIS network responsible for inputs into the regional system and for deriving outputs on behalf of national users.

c) Establishment and strengthening of PADIS subregional information and documentation centres to be responsible for the provision of certain categories of training and technical assistance to national information and documentation centres and to serve as subregional store- and clearing-houses for information emanating from the respective subregion. As they develop, the personnel and equipment residing at these centres will provide technical back-stopping and advisory services to emerging national centres until they develop their own capabilities. These centres will be the subregional nodes of the PADIS network.

d) Establishment of co-operative arrangements with a number of African organizations as institutional participating centres, which will be responsible, within their respective areas of competence, for the co-ordination of information collection, classification and dissemination exercises; for the development of tools and methodologies applicable to their subjects of interest; for the analysis and repackaging of information; and for the delivery of specialized training courses. Such organizations will constitute the institutional (subject-oriented) nodes in the regional network.

(e) Promoting increased participation of member States by implementing concrete and tangible activities at the national level to demonstrate the ability of PADIS to deliver services to member States and thus acquire the support of field level practitioners which will in turn induce policy makers to commit additional resources to national information activities and to increase their Governments' participation in PADIS. The production of technical publications, as well as dissemination of newsletters, brochures and posters by the project will support this strategy.

(f) Diversifying the financial resources of the project by seeking additional bi-lateral and multi-lateral sources of funding and by investigating the possibility of marketing the projects products and services. The investigation will begin in 1987, centering on the possibility of introducing a fee structure for on-line data base access via public data networks, marketing of technical publications and data bases (off-line service) to users outside the region and to profit-making institutions within the region, and development and marketing of new information products. No estimate can yet be made of the amount of revenue the strategy will generate for the project. However, it will be a major strategy during the period of the project to be pursued as a means to solidify the future of PADIS.

(g) Involvement in the monitoring of the United Nations Programme of Action for African Economic Recovery and

Development, 1986-1990 (UNOPAAERD). Improved information flows are of crucial importance for the implementation of UNPAAERD. PADIS assisted in information collection and processing for the preparation of UNPAAERD and will continue to focus its statistical and bibliographic data bases on the primary areas identified in the programme. The PADIS Project Director is a member of the ECA Task Force on the Follow-up of the Implementation of UNPAAERD. Thus PADIS will be closely involved in the collection and processing of information relevant for monitoring progress in the achievement of the objectives of UNPAAERD.

11. Within this overall strategy, emphasis is planned on: (a) promotion of resources sharing at all levels, particularly in equipment and high-level personnel which may be either unavailable, too expensive or uneconomical for emerging centres to acquire; (b) harmonization and streamlining of activities to avoid duplication and fragmentation of efforts, particularly in the development and replication of methods and standards; and (c) decentralization of functions and responsibilities from the CCO to the subregional and national levels as their capacities develop.

12. In pursuit of the above strategy, PADIS will undertake all possible efforts to harmonize its activities with those of UNESCO's General Information Programme, through the Regional Committee for PADIS where UNESCO is a de jure member and through regular consultations between the PADIS CCO and the PGI. Several consultations have already taken place since the last meeting of the RTC and others are envisaged during 1987. In addition, a PADIS/UNESCO seminar on strategies is being planned. The project for assistance to North Africa is being worked out jointly with UNESCO for submission to the UNDP Bureau for Arab States. Further field-level co-ordination will be pursued through the delivery of joint training programmes, exchange of experience and information, sharing of expertise and through the transfer of information applications developed by one to the other. PADIS will pursue its efforts to co-ordinate activities in the field of information systems and networks with other regional and international organizations working in the region. In this respect, regular consultations will be held with the Sahel Institute, the POPIN-Africa network, the Arab League Documentation Centre (ALDOC) and other institutions to facilitate the exchange of views and co-ordinate actions.

13. Regarding arrangements with African organizations as institutional participating centres, a significant step forward on this matter was taken at the Seventh Conference of Chief Executives of ECA-sponsored Regional and Subregional Institutions held in Tripoli 24-27 January 1987 where the Standing Committee on the Harmonization and Standardization of Documentation and Information Systems of ECA-Sponsored Regional and Subregional Institutions (SCOHSDIS) was established. The Committee, which will be convened annually, will monitor progress made in the harmonization and standardization of documentation and information systems of all ECA-sponsored regional and regional institutions, including ECOWAS. Formal agreements will also be worked

out for the institutions to participate in the PADIS regional network. PADIS will serve as the Convenor of the Committee which will report to the Annual Conference of Chief Executives.

14. A work plan has been formulated for 1987-1988 in the utilizing this strategy to accomplish the objectives of the PADIS project. The work plan follows in tabular form.

Pan African Documentation and Information System (PADIS), Phase III

Objectives/outputs	1987												1988			
	1	2	3	4	5	6	7	8	9	10	11	12	Q1	Q2	Q3	Q4
I. OBJECTIVE: FORMULATION OF POLICIES & PLANS SELECTION OF INSTITUTIONS, SYSTEMS DESIGN																
<u>Outputs:</u>																
1. <u>Reports of advisory missions</u>																
1.1	Advisory missions for assessment of situation, average 5 /year	-				-	-			-			-	-	-	-
1.2	For formulation of policies and plans, 2/year					-					-		-	-	-	-
1.3	Selection of lead institutions, 4/year					-					-		-	-	-	-
1.4	Design of nat'l, sectoral systems, 3/year									-	-	-	-	-	-	-
1.5	Choice of technologies, 2/year									-	-	-	-	-	-	-
2.1	<u>Guidelines</u> for formulation of policies & plans															
3.1	<u>Guidelines</u> for operation of computerized info. doc. systems															
II. OBJECTIVE: AVAILABILITY INFO. RESOURCE BASE																
<u>Outputs:</u>																
1. <u>Bibliographic data bases</u>																
1.1	PADIS-DEV (collection, classification, indexing, abstracting of documents at ECA)															
1.2	Review of inputs from participating centres and merging for PADIS-DEV															
1.3	PADIS-COM, receipt of records in machine readable form from UNIDO, FAO, ILO, IDRC, etc.															
1.4	Acquisition of commercial, quasi-commercial data bases															
2. <u>PADIS-STAT</u>																
2.1	Data conversion, increase in # of time series															
3. <u>Experts' Data Base</u>																
3.1	PADIS-CORE, collection, classification, processing of questionnaires from experts															
4. <u>Institutions data base</u>																
4.1	Data base on African institutions, development of data collection and processing methodologies, testing															
4.2	Data base on institutions, data collection, processing, storage															
5. <u>Projects' data base</u>																
	PADIS-FROM, data base on projects, development of data collection, processing methodologies, testing															
III. OBJECTIVE: INFORMATION PRODUCTS, SERVICES																

Objectives/outputs	1987												1988			
	1	2	3	4	5	6	7	8	9	10	11	12	Q1	Q2	Q3	Q4
<u>Outputs</u>																
1. <u>User needs survey</u> Including survey method, instruments, field missions, analysis, reporting, dissemination																
2. <u>User manuals</u>																
2.1 For bibliographic data base																
2.2 For statistical data base																
2.3 Continuous update of manuals																
3. <u>Brochures, pamphlets, posters</u>																
3.1 Brochures																
3.2 Pamphlets, posters																
4. <u>PADIS Newsletter, quarterly</u>																
5. <u>Income generation</u>																
5.1 Identify, expand sales outlets																
5.2 Sale of publications																
5.3 Sale of data bases																
6. <u>On-line services</u>																
6.1 Bibliographic data bases																
6.2 Statistical data bases																
6.3 Referral data bases (see II.4, II.5)																
7. <u>Installation (circulation) of copies of data bases</u>																
7.1 Circulation of bibliographic data bases, on request																
7.2 Installation of PADIS-STAT, on request																
7.3 Installation of referral data bases, on request																
8. <u>DEVINDEX-AFRICA</u>																
8.1 Quarterly issue																
8.2 Cumulative issue																
9. <u>Directory of Experts, Vol.2</u>																
10. <u>SDI</u>																
11. <u>Question/Answer Services</u>																
12. <u>Delivery of primary documents on paper & microfiche media</u>																
OBJECTIVE: NATIONAL' SUBREGIONAL REGIONAL PARTICIPATING CENTRES																
<u>Outputs</u>																
1. <u>Enlistment of national participating centres</u>																
1.1 Negotiations with member States on the designation of their participating centres																

Pan African Documentation and Information System (PADIS), Phase III

Objectives/outputs	1987												1988			
	1	2	3	4	5	6	7	8	9	10	11	12	Q1	Q2	Q3	Q4
1.2 Conclusion of memoranda of understanding stipulating rights and obligations of each party, preparation of workplan																
2. <u>Establishment and operation of CADIS</u>																
2.1 Meeting of plenipotentiaries from central African member States																
2.2 Negotiations and conclusion of host agreement and host government's inputs																
2.3 Site preparation																
2.4 Purchase & installation of equipment																
2.5 Training of staff																
2.6 Receipt of inputs, distribution of outputs																
3. <u>Establishment and operation of ESADIS</u>																
3.1 Negotiation and signing of host agreement																
3.2 Installation of equipment																
3.3 Training of staff																
3.4 Receipt of input, distribution of output																
4. <u>Establishment operation of NADIS</u>																
4.1 Negotiation and signing of host agreement																
4.2 Training of staff																
4.3 Receipt of input, distribution of output																
5. <u>Establishment and operation of WADIS</u>																
5.1 Negotiation and signing of host agreement																
5.2 Site preparation and installation of equipment																
5.3 Training of staff																
5.4 Receipt of input, distribution of outputs																
V. OBJECTIVE: NORMS, STANDARDS TOOLS																
<u>Outputs:</u>																
1.1 Preparation of manual for bibliographic description																
1.2 Up-date, maintenance of manual, thesaurus, codes and other tools																
1.3 Receipt of feed back, dissemination of updates to participating centres																

Pan African Documentation and Information System (PADIS), Phase III

Objectives/outputs	1987												1988			
	1	2	3	4	5	6	7	8	9	10	11	12	Q1	Q2	Q3	Q4
2. For Referral Information																
2.1 Revision of data collection worksheet for experts																
2.2 Design of data collection worksheet for directory of institutions																
2.3 Design of data processing methods and testing for directory of Institutions																
2.4 Design of data collection worksheet for directory of projects																
2.5 Design of data processing methods and testing for directory of projects																
2.6 Preparation and update of manual for preparation of referral information inputs (progressively on experts, institutions and projects)																
2.7 Negotiations with African regional organisations to elicit their co-operation																
3. For PADIS-STAT																
3.1 Continued preparation of application programmes and management utilities to finalize work on PADIS-STAT																
VI. OBJECTIVE: TRAINING																
<u>Outputs:</u>																
1. National level Training in documentation techniques, upon request from participating centres or according to assistance packages designed through advisory services, 4 times per year																
2. Regional workshops in computerized documentation techniques, one each in 1987/88, two per year 1989/91.																
3. Regional workshop in policy and managerial aspects of information systems development, one each in 1987/88 two per year 1989/91																
4. Regional workshop in statistical data base development and utilization, one each in 1987/88, two per year in 1988/91																
5. Fellowships/study tours and familiarization missions for staff of national centres and PADIS staff, two per year																
6. Preparation of training materials for national level training courses																
7. Preparation of training materials for regional workshops in computerized documentation techniques																
8. Preparation of training materials for regional workshops on policy and managerial aspects of information systems development																

Pan African Documentation and Information System (PADIS), Phase III

Objectives/outputs	1987												1988			
	1	2	3	4	5	6	7	8	9	10	11	12	Q1	Q2	Q3	Q4
9. Preparation of training materials for workshops on statistical data base development																
VII. OBJECTIVE: CENTRAL CO-ORDINATION																
Outputs																
1. Acquisition of selected brands of selected brands of microcomputer hardware/software																
1.1 Purchase and installation of IBM, HP and other microcomputers																
1.2 Acquisition of mini-micro-CDS/ISIS IV-V, Dbase and other software, as produced																
1.3 Develop competence in above by training PADIS staff																
2. Upgrading of computer resources																
2.1 Interconnection of the available HP3000/33 and HP 3000/48																
2.2 Upgrading of the HP 3000/48 to an HP 3000/58																
3. Upgrading of document delivery capacity																
3.1 Micro-form laboratory																
3.2 Replacement of obsolete photocopying equipment																
4. Substantive Servicing of the Meeting of the Regional Technical Committee for PADIS, annually																
5. Substantive servicing of the meetings of the subregional Technical Committees for PADIS																
6. Substantive servicing of the Joint Conference of African Planners, Statisticians Demographers and Information Scientists, biannually																
7. Substantive servicing of the meeting between PADIS and African regional institutions, annually																