Proposal for the Environment Informatics 2002

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Strategische Aufgabenplanung und Steuerung über Kennzahlen in der Behörde für Umwelt und Gesundheit Hamburg

Introduction

The success of environmental policy depends both on the availability of technology and the consistent and economically efficient application on the background of transparent aims and strategies. The Department of Environment and Health in Hamburg has recently implemented a new model for project management. From this, strategic planning (DAP) and use of index numbers (DRM) have developed. These systems are used to outline the currently proposed short and long term environmental policy plans.

Digital Working Program (DAP)

The DAP is a multifaceted tool for support in strategic task planning. The central office of DAP deals mainly with the actual Department of Environment and Health, where various satellite offices are designed to aid the specialized sub-departments. Because both utilize a common data bank (MS-SQL Server 2000), real-time data exchange is possible. Links to external documents (e.g. MS Word, MS Excel, MS Power Point, etc.) allow background information for a given project to be included. The advantage of DAP's structure is that other departments, besides the Department of Environment and Health, are easily able to utilize it.

DAP Functions

- Strategic Project Management
- Data Transfer
- Data Base Search Parameters

Strategic Project Management

Financial planning for work programs in the various lower levels of city government are included in the extensive task outline of the overriding department. For a given project, the financial package includes a schedule, an outline of the work to be done, the total estimated cost, and a schedule for reports on work progress. Similar or related work plans may be coupled. Because DAP has a simple and user-friendly template, it is relatively easy to use and requires very little personnel training.

Data Transfer

The department and respective Persons of Contact (POCs) maintain the data. This eliminates the need for an external party to maintain a centralized database. Use of a differentiated protocol allows each computer on the network full access to any changes in the data.

Data Base Search Parameters

In addition to using regular keywords, DAP allows the person uploading information to register supplementary words or phrases. DAP also allows for a full-text search. The user can store selections and recall them at a later time. Reports containing the selected data can be accessed by printin them or by viewing them with MS Word, MS Excel, plain text, or HTML formatting. Extensive reports can be defined or adapted with a layout-generator. This helps to standardize the flow of information within the Department of Health and Environment.

Digital Resource Management (DRM)

DRM is a system based on index numbers. It has been specifically developed for the new administration and therefore takes into account the demands of the new German administration model. The access codes are stored as a uniform database on a MS-SQL 2000 server. The database standardizes project management and reporting for all levels of administration. Because DRM is simple and intuitive, users can easily learn how to operate the program without much formal training. Overhead costs for training personnel are thus minimized.

DRM Functions:

- Periodic Collection of Index Numbers and Creation of Index Number Variations
- Arrangement of Index Numbers
- Report Generation
- Copying Index Numbers

Index Numbers

DRM allows for index numbers to be grouped on a monthly, quarterly, or yearly basis. This enables DRM to support the various tasks of project management. Each area of administration can register and update its own index numbers in DRM. Both the alternative and individual index numbers can also be centrally managed. Because variations of a given index number can be added, should/is comparisons of index numbers are as problem free as possible.

Arrangement of Index Numbers

DRM divides the index numbers analogously according to the build in product catalogue. This allows DRM to simultaneously support the various administrative structures. In addition, the registered data sets are divided according to type: budget numbers, quantitative data, etc. Thereby DRM increases the clarity of the data and simplifies the access and care f the index numbers. Because of the management's various aims, it is not always desirable to view all index numbers. Therefore, DRM arranges the index numbers into individually definable subsets that allow the user to block out extraneous numbers he or he is not interested in viewing.

Report Generation

DRM's relatively problem-free data updating and evaluation abilities allow extensive reports to be directly compiled in an MS Word document. Presentations can therefore be created with the most up-to-date information.

Copying Index Numbers

At the beginning of each fiscal year, the index numbers of the previous year need to be copied only once into the current year's data base; no further registration is required. New index numbers can then be created and properties of the copied numbers can be changed without problem.