**Information Management**

Information Management Officer: Khan, Javed

**Area of Responsibility:** Oversee the work of the Bureau, in coordination with the Snr. Regional IMO for the SMI and the Winter Cell, on Information Management to be able to respond to IM needs as part of the Emergency response in Europe. The IMO has an important role in the implementation of the IM strategy, the web-portal and working with the IM network.

**Key Documents**:

* TORs web-portal
* IM strategy
* Reporting table
* Mapping table and documents from MapAction
* Syria survey in Greece

**Main Tasks:**

1. Coordination with the IMO on the European emergency strategy, including on the following areas:
	* Internal and external review of IM systems
	* Establishment of an IM network
	* Training
	* Population and data management
	* Programme and protection monitoring and assessment
	* Dissemination
2. Web-portal (as part of the dissemination) including working with CO on country pages and ensuring/strengthening the interagency aspect (liaison with Xavier and the interagency unit).
3. Evaluation of IM system for the Bureau – also in assistant and coordination with reporting and protection.
4. Mapping.
5. Data analysis.
6. Working with the IMO network

**Contact information:**

Daunia Pavone – Snr. IMO for the SMI

Chris Earny – Winter Cell

**IMO’s in the field**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Regional Sarajevo (Giorgia Tornieri) |  |  |  |  |
| IM Assistant in Serbia (Vera Dragovic) |  |  |  |  |
| IM Assistant in Sarajevo – for Bosnia (Dorijan) |  |  |  |
| Data Management Assistant G5 for Skopje (N/A) |  |  |  |
| Senior Data Management Associate - G6 Greece (Ioannis Papachristodoulou) |
| Data Management G5 (5) for the Greek islands/borders – arriving next week |
| Data Management for Athens – Analyst - arriving next week |  |  |
| Data Management for Athens – GIS- arriving next week  |  |  |
| ERT IMO for Hungary, Slovenia and Croatia (Krisztian Kovacs)- till end of 2015 |