

Annex F _ Financial Work plan / RFP_LBN_ 21_14

<u><i>Financial Work plan design per project</i></u>	<u><i>Estimated time per task</i></u>	<u><i>Number of tasks</i></u>
<p>Activity 1: Assessment of the RIMS Service Mapping: An initial assessment of the RIMS Service Mapping will need to be conducted, from a technical standpoint through consultations with the DRC Information Management Team and RIMS Team and testing of the System.</p>	3 days	2
<p>Activity 2: Assessment report: An assessment report with strengths/weaknesses of the RIMS Service Mapping will be produced, following the assessment phase, including a roadmap for suggested improvements to the Service Mapping.</p>	3 days	2
<p>Activity 3: Mapping of other service mapping exercises The consultant will conduct a review of other service mapping exercises in order to identify parallel and complementary exercises and find the added value and strategic place of the RIMS Service Mapping within these exercises.</p>	5 days	4
<p>Activity 4: Approach, strategy and SOPs: Based on the assessment and the mapping, an approach and strategy will be developed to ensure up-to-date, high quality data on the RIMS Service Mapping, building and/or complementing other exercises, and SOPs will be developed to ensure that processes are in place to maintain the RIMS Service Mapping.</p>	10 days	4
<p>Activity 5: Quick fixes: In addition to the development of an overall approach and SOPs, quick fixes will be asked to be implemented by the consultant (including data cleaning on the System, ensuring up-to-date information) so that the approach and SOPs can be implemented moving forward with a clean new basis for the RIMS Service Mapping.</p>	10 days	3
<p>Activity 6: Training material: The Consultant will be asked to develop training material for RIMS users on maintaining high data quality on the RIMS Service Mapping.</p>	2 days	1
<u>Total cost per Day</u>		