

<b>BRANCH: INFORMATION SERVICES</b>	Note: Published KPIs are for public information purposes only, certain information may be excluded from the published version due to security reasons
Target title for 2017/18	Identify the title of the target
	Impact analysis report signed off by DDG:CS and DDG: IMS (AFIS)
Indicator / Measure title	Provide a brief explanation of what the indicator is with enough detail to give a general understanding of the indicator
	AFIS impact analysis report signed off by DDG: CS and DDG: IMS in preparation for AFIS upgrade
Short definition	Provide a brief explanation of what the indicator is with enough detail to give a general understanding of the indicator
	Business environment analysed (“as is” and “to be” process ) by service provider and impact analysis report submitted to DDG: CS and IMS for sign off.  The new AFIS software and hardware will replace the current AFIS. The current AFIS has also reached the end of its lifecycle. The current AFIS stores the photo and 4 fingerprints of an applicant, i.e. thumbs and fore-fingers. The new AFIS will store the photo and 10 fingerprints (10-P) of an applicant. The target is a step towards the upgrading of AFIS.
Purpose/importance	Explain what the indicator is intended to show and why it is important
	Upgrading the hardware will ensure that reliable and stable infrastructure is in place for the successful roll out of National Identity System (NIS). The security of the country will be enhanced through a 10-P fingerprint search. The AFIS system will also be utilised by other law enforcement agencies.  To identify the potential consequences of a HANIS refresh, and estimate what needs to be modified to accomplish HANIS refresh by the appointed service provider. The aim is to focus on scoping changes within the details of a design and technical specification. The impact analysis must cover both the design details and risks associated with modifications within change management processes.
Source documentation/information used	Describe where the information comes from i.e. source of information that is used as a basis for actual performance achievements (AG requirement)
	Current HANIS architecture overview. Impact report.
Description of the source	A description of where the information originates from - by indicating name of responsible unit, person etc.
	Office of the DDG: IS
Standard operating procedure	For each indicator or target indicate the standard operating procedure (where applicable)
	NA
System used	Name of system used to process performance information
	NA
Type of system	Electronic or live
	NA
Method of calculation	Describe clearly and specifically how the indicator is calculated
	Evidence to be submitted that the impact report has been signed off by the DDGs for CS and IMS.
Baseline calculated against	Indicate the performance as at the end of previous financial year
	NA for 2016/17

Availability of total population	The total population refers to the number and / or list of all members in a defined group. (If the indicator is a rate or percentage, indicate the numerator)
	Impact analysis report
Unit of measure	In what unit will the indicator be captured? (percentage/number/currency)
	AFIS impact analysis report signed off by DDG: CS and DDG: IMS in preparation for AFIS upgrade
Data limitations	Identify any limitation with the indicator data, including factors that might be beyond the DHA's control
	NA
Output reporting	1. Who is responsible for reporting at business level? DDG: IS
	2. Who archives the reports i.e. the person the AG will be in touch with for any form of business related reporting/Where can the collated information be found?: AG requirement Director: Strategic IS Alignment
	3. What are activities/steps that goes into reporting at business level? Quarterly reporting to the Departmental Performance Review committee (Reports submitted to Directorate M&E as part of quality assurance for quarterly reviews). Annual reporting as part of the annual report.
Frequency of reporting on this indicator	Indicate: eg monthly, quarterly and annually
	Quarterly and annually
Desired performance	Identify whether actual performance that is higher or lower than the targeted performance is desirable
	Impact analysis conducted and the report signed off by DDG: CS and DDG: IMS.
New indicator:	Identifies whether the indicator is new, has significantly changed, or continues without change from the previous year.
	No
Calculation type:	Identifies whether the reported performance is cumulative, or non-cumulative
	Cumulative
Type of indicator:	Identifies whether the indicator is measuring inputs, activities, outputs, outcomes or impact, or some other dimension of performance such as efficiency, economy or equity.
	Input (Target)

Description of Key Processing Activities			
Number	Activity	Responsibility for Each Activity	Evidence for Each Activity
1	Tender evaluation consolidation and recommendation	D: Project Office	Recommendation report
2	DHA bid adjudication process completed Project quality assurance- address the possible shortcomings from the project audit process and appeals	D: Project Office	BAC recommendation to DG
3	Tender awarded and contracting of the service provider	D: Project Office	Award letter and signed contract
4	Conduct analysis of the business environment	D: Project Office / Service Provider	Impact analysis report
5	Document the impact analysis report and presentation to DDG: CS and IMS for approval	D: Project Office	Signed off impact analysis report