

Section Nine: Minefield Information Management

INTRODUCTION

9.1 Clear and concise information, projected tasks, planning data and past performance assist in improving the efficiency of a programme. In concert with the ability to store data and track it, the ability to present it in an appropriate manner for its end use is required.

SCOPE

9.2 This document addresses the standards for minefield information systems and should be read in conjunction with survey standards.

STANDARDS

9.3 The minefield information management system used must be capable of the following:

- a) Producing lists, reports and spreadsheets.
- b) Perform arithmetical, textual and geographic queries and statistical functions.
- c) Producing large format maps and/or overlays at any scale on paper or transparent film.
- d) Calculate and show mined areas and measurements.
- e) Display text and symbols in the local language.
- f) Plotting data with coordinates.
- g) Allow analysis of information to be conducted.

9.4 Where computers are used, the software platforms and applications used must be compatible and allow data transfer without requiring additional adjustment. In the UN, PC based operating systems are used, Paradox® is the common platform for databases and all files are saved as dBase IV®. For text and word processing, Word Perfect® is the platform and MapInfo® is used for mapping. The computer system used must be able to display Vector and Raster graphics, and allow input of data via digitizing table and scanner.

9.5 Data backups are to be made and are to be secured. The details on when backups are to be made and how they are to be secured is to be detailed in SOP.

9.6 Mine information is to be categorised as: Unknown, suspected, reported, and cleared. The suspected areas are to be further defined as high risk or low risk. In all cases there is to be no change of category or status unless it is documented. Changes of status will only be made after marking, survey, clearance or other physical inspection. The reliability and credibility of the information reported and placed into a database must be noted. The following is recommended:

Code	Evaluation	Information	Source
M1	Mines or UXO physically verified	Confirmed	Reliable
M2	Area reported with observed evidence of mines or UXO	Unconfirmed	Reliable
M3	Area reported with observed evidence of mines or UXO	Unconfirmed	Unreliable
M4	Area reported as mined with no evidence or indications	Unconfirmed	Unreliable

of mines or UXO

9.7 All reported incidents, UXO, mines and mined areas are to be marked on a map.

9.8 Levels of confidence are used to further indicate the degree to which the processed information released from a MAC has been verified. The highest level of confidence is 1 and the lowest is 4.

<i>Action taken</i>	<i>Level of Confidence</i>	<i>High Risk</i>	<i>Low Risk</i>
Mine Clearance Operation Completed	1	Cleared	Cleared
Level 2 Survey	2	Mines/UXO located	No items located
Level 1 Survey	3	Mines/UXO located	No items located
No verification conducted of information received	4		

9.9 Information gathered for humanitarian activities is considered to be public domain.

9.10 Information is not to be destroyed or deleted. It is to be archived. Details on archiving and storage are to be detailed in SOP.

ANNEX A TO SECTION

INFORMATION TO BE INCLUDED IN DATABASE

In order to support analysis and the production of reports, maps and overlays, the following minimum information is recommended in a database:

- Mission/Programme Name
- Country
- Project Name/ID (as appropriate)
- Task No/ID (as appropriate)
- Managed By
- Type of Data
 - Minefield
 - Mine incident
 - UXO
 - Accident
 - Marking
 - Survey
 - Clearance
 - Casualty, (UN pers, Local pers, Others)
 - Mine Awareness
 - QA/QC

- ID No for each entry
- X and Y Coordinates for each entry (Latitude and Longitude default system and local coord system)
- Coordinates for benchmarks, reference points, turning points, intermediate points
- Plot of activity sites including coordinates for perimeters, sketch maps.
- Map Projection
- Map Scale
- Datum for Coordinate System used
- Type of Coordinate System
- Date Time Group
- Report Details

- Unknown
- Suspected
- Reported By
- Reliability Grade (M1 - M4)
- Reported To
- Cleared

- Mine

- Type
- Mine model
- Number

- UXO

- Type
- UXO model
- Number

- Antilift /Booby Trapping devices

- Number

- Task Status as at (date)

- Survey Level
- Planning Level
- Started
- Suspended
- % Complete
- Area Cleared/Surveyed/Marked,
- Verification
- Completion Survey
- Acceptance Certificate Issued
- Working days in period,
- Personnel State
- Equipment State

Where there are standard report and return formats, the data fields used are to be reflected in the database. An example of the reports is to be included in SOP.