



# Lesson 1.4

## Information and Data Management

# Lesson Contents

- Importance of information management (IM) in PKISR
- IM responsibilities

# Learning Outcomes

- Explain why IM is important in PKISR
- Explain IM responsibilities
- Explain the IM basics

# IM in MPKI and PKISR is Common



United Nations

Military Peacekeeping-Intelligence Handbook  
(MPKI HB)



Peacekeeping-Intelligence, Surveillance  
and Reconnaissance Staff Handbook  
(PKISR HB)

First Edition  
September 2020

## **Information management**

The process designed to ensure that operational peacekeeping-intelligence reaches those who need it, efficiently and in a timely manner, while units and assets are exploited to optimum effect

# Importance of IM in PKISR

- Key element for effective PKISR delivery
- Provide an enduring base of knowledge
- Mitigate information anarchy



# IM Responsibilities

- Initiating and maintaining IM SOPs
- Electronic logging, filing and distribution of all reporting
- Timely dissemination of reports

# IM Basics

- Label PKISR products correctly
- Follow and maintain UN standards
- Save important emails
- Maintain distribution lists
- Standardize names, including file naming
- Archive and back-up files

# Effective PKISR Database

- Establish an overall database
- Maintain the database
- Check stored material
- Database accessible and security caveats





# Report Dissemination

- Follow “need to know/ need to share” concept
- Understand who needs to see what information
- Disseminate to the right users at the right time
- Mandatory report requirement
  - Human rights abuses, Incidents of CRSV
  - Humanitarian law breaches, trafficking, crimes against children

# Tactical Aide

- Use checklists
- Be familiarized with IT skills (database, email, video conferencing, etc)
- Control access rights to the database
- Archive data and hard copy information
- Keep distribution lists updated



# Group Discussion

## Questions

Why is IM important in PKISR?

Discuss what information should be monitored in PKISR?

(5mins for discussion)

# Take Away

- Effective IM supports decision-making
- PKISR has a variety of responsibilities
- Maintain distribution lists
- Follow “Need to know/Need to share” concepts

WHAT  
**YOU**  
NEED  
TO  
KNOW



# Questions

