



Islamic Republic of Afghanistan
Ministry of Education
EMIS Directorate
Statistic and information analysis unit



USAID/CAPACITY BUILDING ACTIVITY (CBA)

INFORMATION DISSEMINATION PLAN FOR MOE STATISTICS UNIT

Information Dissemination Plan

Prepared by: USAID/Capacity Building Activity (CBA), EMIS Component

Date: August 2018

This manual is made possible by the support of the American People through the United States Agency for International Development (USAID.) The contents of this publication do not necessarily reflect views of the USAID or the United States Government.



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Background

The educational planners need comprehensive, reliable, up-to-date, and timely data for decision-making purposes, related to planning, monitoring, evaluation and review of education system. Such education related data collection and representation occurs at all levels, from grass root level to higher education level.

The annual statistics reports/booklets are the most common form of information dissemination all around the world. They are the primary source of evaluating the health of an education system. These reports provide the basis for majority of government planning, decision-making and interventions. The donors also plan their support and interventions based on these reports.

The statistics unit in Strategic Monitoring and Evaluation (SM&E) directorate of Ministry of Education (MoE) is tasked with collection, collation, processing, analysis, and dissemination of education sector data.

Effective dissemination of education data is a key responsibility of the statistics units. In this regard the unit has been publishing Annual Education Statistics report (statistical yearbook). In addition to the statistical yearbook, the other dissemination mediums are: (i) publishing selected statistics on MoE website and (ii) through the web based information system called School Management Information System (SMIS). Additional, on demand, reports are also produced for the management of MoE.

However, two major issue related to statistical yearbooks have been identified, which are: (i) the production of report is not a regular feature, in the recent past the report is produced only in some of the years; and (ii) The timeframe for production of report needs to be improved so that the education managers can access the required information as early as possible. Therefore, a need has been felt to streamline the information dissemination mechanism in the statistics unit. This plan document is an effort towards such streamlining.

Activities

The plan covers four major activities for information dissemination, these four activities along with their respective sub-activities are as below:

- (1) Production and dissemination of statistical yearbook
 - Finalization of Template for yearbook
 - Acquiring demographic statistics / projections
 - Availability of statistical data from Annual School Census (ASC)
 - Analysis of data, calculation of indicators, trend analysis etc.
 - Finalization of draft statistical yearbook
 - Review by Management / stakeholders

- Finalization of yearbook
- Compilation of list of recipients / stakeholders
- Distributions of yearbook
- (2) Publishing of selected data on MoE website
 - Extraction of selected data for preparation of tables / graphs / charts as per publishing requirements of MoE website
 - Publishing of selected data on MoE website
- (3) Preparation and dissemination of summary statistical bulletins
 - Finalization of summary statistical Bulletins' formats and templates
 - Extraction of selected data from SMIS
 - Finalization of draft Bulletin
 - Review by Management / stakeholders
 - Finalization of Bulletin
 - Printing of Bulletin
 - Compilation of list of recipients / stakeholders
 - Distribution of Bulletin
- (4) Production and dissemination of provincial statistical yearbooks (for each of the 35 provinces)
 - To be carried out for 35 provinces, the activities are the same as national yearbook (No.1 above)
 - The activities will take place, in the same time frame, in parallel to the activities for national yearbook

The following matrix presents schedule of activities and sub-activities required for effective dissemination of information.

Information Dissemination Plan

Sr. No.	Activity	Sub-Activity	Duration	Start Date	End Date	Stakeholders / Contributors
1.	Preparation and dissemination of Statistical Yearbook	Finalization of Template for yearbook	1 Week	05/10/2021	12/10/2021	MoE statistics staff, Technical Working Group (TWG), CBA EMIS component
2.		Acquiring demographic statistics / projections	2 Weeks	13/10/2021	28/10/2021	National Statistics and Information Authority (NSIA), United Nations Population Division (UNPD), MoE Statistics Unit
3.		Availability of statistical data from Annual School Census (ASC)	10 Weeks	01/06/2021	15/08/2021	Provincial EMIS, School Management Information System, MoE Statistics Unit
4.		Analysis of data, calculation of indicators, trend analysis etc.	4 Weeks	01/09/2021	01/10/2021	MoE Statistics Unit
5.		Report Writing	2 Weeks	02/10/2021	15/10/2021	MoE Statistics Unit
6.		Finalization of draft statistical yearbook	1 Week	16/10/2021	22/10/2021	MoE Statistics Unit
7.		Review by Management / stakeholders	1 Week	23/10/2021	30/10/2021	MoE leadership, CBA EMIS team
8.		Finalization of yearbook	1 Week	01/11/2021	07/11/2021	MoE Statistics Unit
9.		Printing of yearbook	1 Weeks	08/11/2021	15/11/2021	MoE Statistics Unit, CBA EMIS team

10.		Compilation of list of recipients / stakeholders	1 Week	16/11/2021	23/11/2021	MoE Statistics Unit
11.		Distributions of yearbook	1 Week	24/11/2021	30/11/2021	MoE Statistics Unit
12.	Publishing of selected data on MoE website	Extraction of selected data for preparation of tables / graphs / charts as per publishing requirements of MoE website	2 Weeks	16/08/2021	30/08/2021	MoE Statistics Unit, MoE-ICT systems development staff
13.		Publishing of selected data on MoE website	1 Week	01/09/2021	07/09/2021	MoE-ICT systems development staff
14.	Preparation and dissemination of summary Statistical Bulletins	Finalization of summary statistical Bulletins' formats and templates	1 Week	30/11/2021	07/12/2021	TWG, MoE Statistics Unit, CBA EMIS team
15.		Extraction of selected data from SMIS	1 Week	08/12/2021	15/12/2021	MoE Statistics Unit, MoE-ICT systems development staff
16.		Finalization of draft Bulletin	2 Days	16/12/2021	18/12/2021	MoE Statistics Unit
17.		Review by Management / stakeholders	1 Week	18/12/2021	25/12/2021	MoE leadership, CBA EMIS team
18.		Finalization of Bulletin	1 Week	26/12/2021	02/01/2022	MoE Statistics Unit
19.		Printing of Bulletin	1 Week	03/01/2022	10/01/2022	MoE Statistics Unit, CBA EMIS team
20.		Compilation of list of recipients / stakeholders	1 Week	11/01/2022	18/01/2022	MoE Statistics Unit
21.		Distribution of Bulletin	1 Weeks	19/01/2022	30/01/2022	MoE Statistics Unit
22.	Preparation and dissemination of provincial yearbooks (For 35 provinces)	To be carried out for 35 provinces, the activities are the same as national yearbook. The activities will take place, in the same time frame, in parallel to the activities for national yearbook.				

