

**Draft Specifications for the MPDB****Introduction**

Below are the functional requirements to a system to support the CBSC procedures.

The main data input is described in the procedures.

The idea is a central database with (optional) web interface for data input, and web interface for viewing/reporting.

Technology should be in accordance with IHB technical infrastructure.

**Data input (option) through web interface**

Login functionality must be supported. Only authorised users must be granted access.

The applicant (one or more countries within RHC) creates Request for Support (RoS). Information to be provided is defined in Procedure 1.

The Chairman of RHC accesses the regional RSs and evaluates according to Procedure 2

-may lead to modifications to RS (by applicant or Chairman)

The Chairman prioritizes the RSs

-inputs priority

The chairman must have the possibility to mark RSs as 'not accepted'. These requests shall not be forwarded to IHO/CBSC Secretary, but will be kept in the database.

All input to be stored in a central database.

**Data input without web interface**

Without web interface, the requests will be produced outside the *system*.

All information will then be entered by the Secretary, but import of digital RSs must be facilitated.

All input to be stored in a central database.

**QC by IHO/CBSC's Secretary**

The Secretary shall have access to all RSs from all RHCs.

Quality control according to Procedure 3. All input to be stored in a central database.

Each RS will be given an unique ID (manually).

The Secretary/CBSC Chairman must have the possibility to include comments 'to facilitate the revision process by the CBC members'.

The Secretary/CBSC Chairman may choose to add a proposed submission score (according to Procedure 4). This to facilitate the CBSC evaluation.

After QC, the RS will be marked 'approved by Secretary'.

It must be possible to create a Pending Request List (report), containing RSs not yet approved as further clarification is requested. *Example to be provided.*

It must be possible to create a Draft Management Plan (report) containing all approved RSs. *Example to be provided.*

**CBSC evaluation (Final part of Procedure 3, see flow diagram)**

Based on the Draft Management Plan, the CBSC may classify a RS as 'rejected' or 'dormant'.

It must be possible to add this as an attribute to the RS.

The output of the evaluation will be the Management Plan. *Example to be provided.*

It must also be possible to create lists of dormant and/or rejected RSs.

**CBSC evaluation**

The CBSC will enter the final submission score according to Procedure 4.

The score will be calculated in an external spreadsheet (Excel Evaluation Grid).

Additional input: Decisions made during CBSC meeting regarding new submissions.

All ongoing RS will be reviewed and can be updated with new information.

*TBD: Additional information to be included, with reference to the structure of the existing spreadsheet?*

**Follow up actions**

*According to the structure of the existing spreadsheet, additional information to be included?*

It must be possible to have all historic information regarding a specific RS in one view.

**Performance assessment (Procedure 5)**

The solution must provide interface to facilitate input of information as described in Procedure 5.

-Monitoring of the project (by relevant representative)

*Is it desirable to build functionality to facilitate input of monitoring information?*

-Final report on the project (by project leader)

Can be stored in separate file, as specified in Procedure 5. The report must be linked to the RS.

The system must provide a template for the final report containing all relevant information about the RS from the database.

-Assessment (by project leader)

The information can be stored in a separate file or in the database.

-Analysis (by relevant representative)

The solution must provide database interface to facilitate input of information as described in Procedure 5.

It must be possible to build table of performance.

**Reporting functionality**

It must be possible to define reports and optionally store the definitions (create standard reports).

Reports must be output on well known, standardized data formats.

**Viewing functionality**

The solution shall have a web-interface to provide access to the data.

Login functionality must be supported. Only authorised users must be granted access.

Public access will be granted to selected information

It must be possible to print reports from the web interface.