**SMART ZAMBIA WEBSITE UPDATE QUESTIONNAIRE**

**DEPARTMENT: Infrastructure Department**

**Director of the Department; Mr George Mbasela (Photo)**

1. **Department information**

* When was this department formed?
* What is the agenda of the infrastructure department?
* Have there been any changes to the organizational structure of the department/directorate that may need to be updated on the website?
* Functions of the department
* Targets and roles
* Services being offered
* Any companies or investors involved when offering certain services
* According to the information we have gathered there are 2 sections in this department, are there any additions from the initial 2?
* How many data centres does the department operate?
* What data recovery plans exist in case of any disaster?
* What security measures have they put in place?
* What capacity building measures are put in place for the in-service officers
* What sensitization measures has the department have towards stakeholders in-line with the infrastructure development?

**Networking section**;

* what are the functions of the networking section?
* Who is the head of the networking section?

**Server management section;**

* what are the functions of the server section?
* Who is the head of the server section?

1. **Projects being worked on as a department**

* What projects are running in this department at the moment and which sections are responsible for the current projects?
* Who are the clients
* Completed projects
* Any investors, partners involved during these projects
* How long have the projects been running

1. **Is there any information concerning your department that needs to be put out there on the website for users to see?**
2. **Are there any forms they need to fill in when assessing any services or want to do any projects with the department?**

**DATA COLLECTION FORM**

DATA COLLECTOR ……………………………………….

DEPARTMENT………………………………………………………….

HEAD OF DEPARTMENT…………………………………………….

DATE………………………………………………………

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| **PROJECT** | **DATE** | **COMPLETED** | **PARTNERS** | **ANY OTHER INFORMATION** |
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| **SERVICES** | **TARGETS** | **COMPANIES** | **ANY OTHER INFORMATION** |
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