

**EAST AFRICAN COMMUNITY**

**User Manual – RDE version 1**

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# Introduction to the System for Rapidly Deployable Experts

## Background

The East African Community (EAC) is prone to public health emergencies such as outbreaks of contagious and life-threatening diseases (SARS, Ebola, COVID-19, etc), natural disasters (droughts, floods and chemical contamination of the environment), among others. In such emergencies, large numbers of people may require medical attention, overwhelming the health system. Considering the frequency and occurrence of disease outbreaks in the EAC region, there is a need to build the regional capacity to respond to outbreaks in line with the International Health Regulations (IHR 2005). It is against this background that the EAC Secretariat decided to establish an EAC Regional Pool of rapidly deployable Experts to respond to public health emergencies. This system has been developed to manage this pool of rapidly deployable experts.

The purpose of the system is to help the health management teams at the Regional level in making the right decisions on the deployment of experts during an outbreak. It utilizes the classical features of systems which comprise ***input*** *(*data entered by users*)***,** ***process*** (various analyses to be done in the systems) and***output (***different reports and information that can be generated).

1. **Input:** The system provides a user-friendly interface for users to enter data. The screens for data are easy to follow. Regarding inputs, the prospective experts enter their data during the application to join the pool, deployment and Post-Deployment Phase.
2. **Processes:** The system automatically computes names, telephone numbers and qualifications to come up with qualified persons depending on set conditions. The system also checks the validity of the data to make sure the data entered reflects the reality on the ground. Utilizing the analysis of the data, system administrators recruit and deploy the experts accordingly. The experts may be sought from within the country of the emergency, the region or the continent and will be deployed according to their competencies for emergencies at hand. Other selection criteria may include the “One Health” approach that promotes the attainment of optimal health for people, animals and the environment.
3. **Output:** Provide different tools for reporting – both for automated routine reports and analysis reports, and in addition provides the user with functionality and flexibility to make their user-defined reports. Examples of outputs include a list of all experts in the pool and their qualifications, those pending deployment, and those who completed deployment. Other outputs include copies of CVs and even deployment reports.

In principle, the system is divided into two main sections; one section addresses the experts and the other deals with system administration including approvals and deployments. Both sections are controlled by the use of appropriate administrative rights.

## Getting Started with RDE

The RDE software is a web-based application and can be accessed through a **web browser** (*an application you use to access the internet e.g. Internet Explorer, Mozilla Firefox, Google Chrome, Opera, etc.*) when you have an Internet connection. Some aspects of the system are multi-language enabled and can allow change of language (English, French and Swahili).

At the moment, we have not identified the best browser, so all browsers are equal. The following are the steps for opening the RDE.

**Step 1**: Open your web browser

**Step 2**: In the address field type in the URL <http://196.41.38.246/> and the RDE login screen will appear.

Address bar

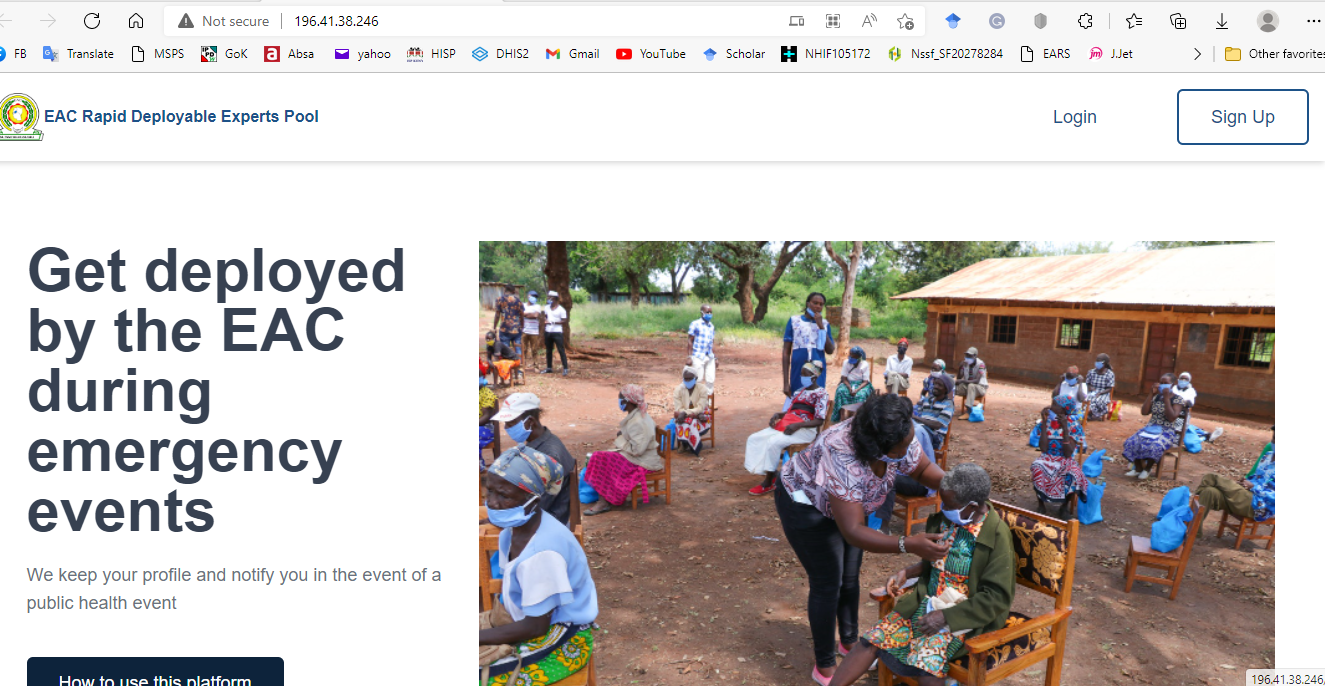


Figure 1: Open RDE on web browser

## Logging in Or Signing Up in The RDE System

The home page has two options, sign in and sign up. If you already have loin credentials, then you just enter your username and password to login into the application. In case the login is not successful, you will be notified immediately that username or password provided is incorrect and will be asked to re-enter credentials. Once you have successfully logged in, you will see the RDE Dashboard where you can immediately monitor the latest data in your selected charts, tables, maps etc. Use the log out link in the upper right corner - where you have the initials of your user name to log out of the system.

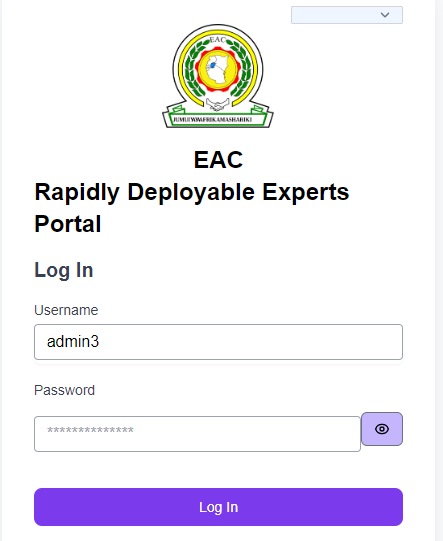


Figure 2: Log in RDE Software

For those who do not have user rights, they need to sign up in the system to create their user accounts. The person will follow the prompts and fill them accordingly. Once the user account is created, the system will send an email to the person for the activation of the account. After the email verification, the newly signed up person will be able to login using the credentials provided during the sign up. During the first login the person will be required to create his/he profile the includes personal information and qualifications. enable the activation of the account.

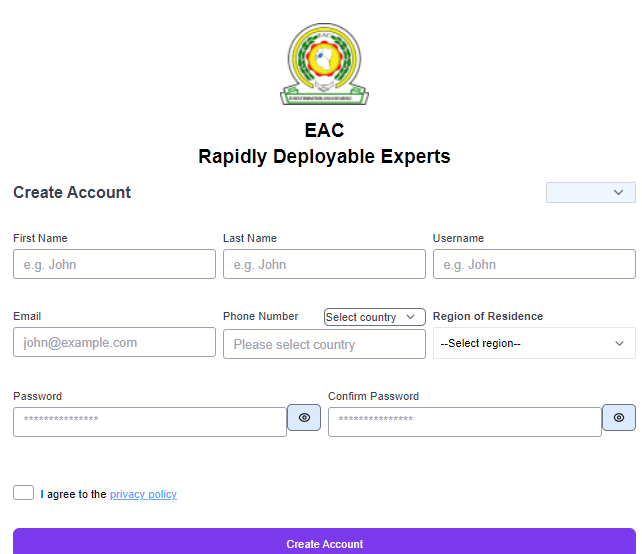


Figure : Signing Up in RDE To Create A User Account

## Updating User Profile of The Newly Registered Person

After the email verification, the newly signed up person will be able to login using the credentials provided during the sign up. During the first login the person will be required to create his/he profile the includes personal information and qualifications. enable the activation of the account.

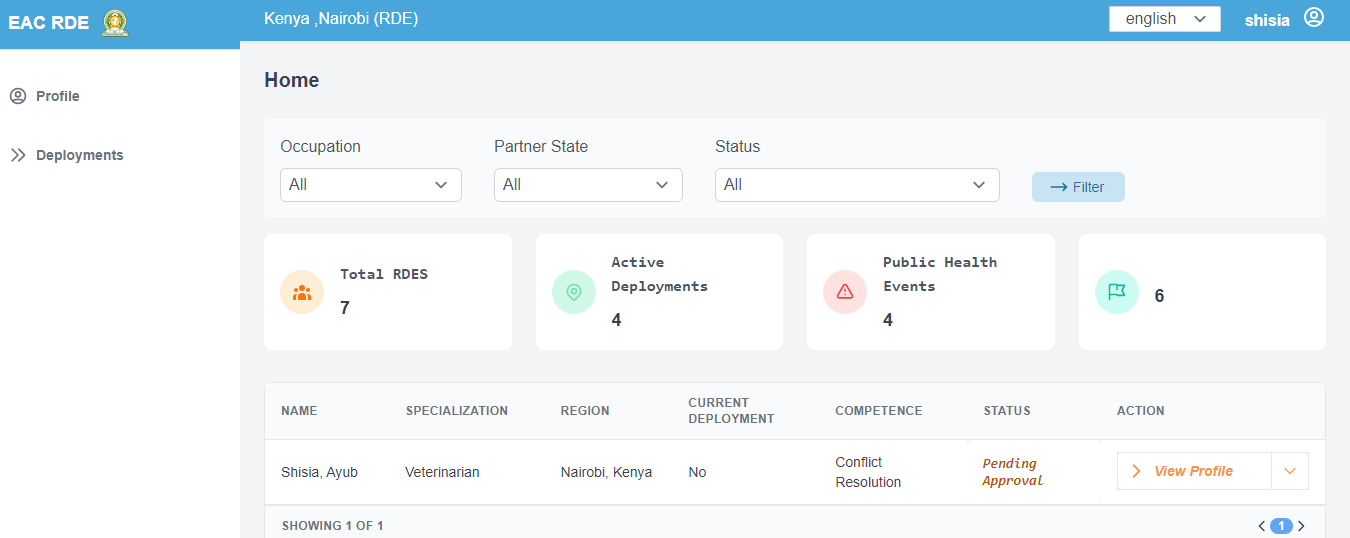


Figure :updating user profile of the Newly Registered Person

## Menus and Navigation

The RDE has two menu systems: