

# SET UP INFORMATION

Last Update: 11-Dec-13  
 Update By: anechevarria  
 Target Path: \\dashboards.coc.ca/ROC/  
 Target Folder: PublishingImages/

Dashboard Canvas Ranges

	WORKSHEET NAME	IMAGE FILENAME	DASHBOARD RANGE	
Dashboard 1 <input type="checkbox"/>	FRTFDash	FRTFDash	A1	UI135
Dashboard 2 <input checked="" type="checkbox"/>	Deliverables	Deliverables	A1	UW247
Dashboard 3 <input type="checkbox"/>	MasterList	x	A1	O250
Dashboard 4 <input type="checkbox"/>	DBA	DBADash	A1	BQ56
Dashboard 5 <input type="checkbox"/>	E	EM5	A1	Z30
Dashboard 6 <input type="checkbox"/>	F	EM6	A1	Z30
Dashboard 7 <input type="checkbox"/>	G	EM7	A1	Z30
Dashboard 8 <input type="checkbox"/>	H	EM8	A1	Z30
Dashboard 9 <input type="checkbox"/>	J	EM9	A1	Z30
Dashboard 10 <input type="checkbox"/>	K	EM10	A1	Z30

Skip individual update notices

Cells B3 and B4 are automatically updated when the worksheet is first opened.

## COPY WORKBOOK INTO TOOL

Source Workbook Filename:

( Before doing a copy, the source workbook file must be open and free of macros. Do not include the .xls file extension.)

Stamp bottom left area of the dashboard canvas with Date & User

Dashboard path (with a slash at the end)

Your assigned directory (with a slash at the end)

#### Auto-Upload Dashboard Images

Update selected Sharepoint dashboards automatically on SAVE

#### Auto-Archive Dashboard Images

Create and store archive copies on update

A file named IISYYMMDDxxxx.png will be stored in the Archives/ subfolder of the same location, where xxxx is the image filename and number of the dashboard. For example, the Nov 30, 2012 archive for the IMAGE1.png file is IIS121130IMAGE1.png.



THE CITY OF  
**CALGARY**  
INFRASTRUCTURE &  
INFORMATION SERVICES

For technical support within IIS, contact [antonio.echevarria@calgary.ca](mailto:antonio.echevarria@calgary.ca).



KRA	Deliverable Description	Plan		STAT	2013					2014														
		Start	End		J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D		
CITY EMPLOYEES	Identify improvements to enhance Human Capital Business Continuity Plans.	07/01/13	12/31/14	●	██████████					25%														
	Identify and address HR processes and procedures required to better support emergency operations.	07/01/13	12/31/14	●	██████████					25%														
	Identify opportunities to advance objectives of Tomorrow's Workplace	07/01/13	12/31/14	●	██████████																			
FINANCIAL	Municipal Infrastructure Disaster Recovery Program	07/01/13	12/31/14	▲	██████																			
	DRP Response (Emergency Operations)	07/01/13	12/31/14	●	██████████																			
	DRP Infrastructure Recovery	07/01/13	12/31/14	▲																				
	Insurance	07/01/13	12/31/14	▲	██████████																			
	BPBC4 Transition Program	10/01/14	12/31/14	NS																				
	Guidelines to departments submitting flood related adjustments	07/01/13	07/31/13	DONE	█																			
	2014 Adjustments Project	08/31/13	09/30/13	DONE		█	█																	
	Approval of Immediate / Urgent Projects	08/31/13	09/30/13	DONE		█	█																	
PORTFOLIO MANAGEMENT	Short-term policy review and recommendations	07/01/13	12/31/13	●	██████████																			
	Mid & long-term applicable policies are reviewed & amendments to prov'l legislation suggested for consideration.	01/01/14	12/31/14	NS																				
	Short-term advocacy strategies developed to support The City's strategic positions.	07/01/13	12/31/13	●	██████████																			
	Mid and long-term advocacy strategies developed to support The City's strategic positions.	01/01/14	12/31/14	NS																				
	Land Use Bylaw Review and Update Project	07/01/13	12/31/14	●	██████████																			
	Communication Strategy (6, 9, 12 month)	11/01/13	06/22/14	●					█															
	Portfolio Monitoring and Reporting Program	07/01/13	12/31/14	●	██████████																			
	Information Collection Roles defined, reporting structure and schedule established	07/01/13	11/30/13	●	██████████																			
	Data request management and mapping distribution	07/04/13	06/30/14	●	██████████																			
	The City's Long Term Resiliency Recommendations Program - input to BPBC4	12/01/13	11/24/14	●					█															
	HR Support to ROC Team	07/01/13	12/31/14	●	██████████																			
	Staff Recovery Team	07/01/13	12/31/14	●	██████████																			
	Expert Management Panel on River Flood Mitigation alignment	09/01/13	05/31/14	●		█	█																	
	Corporate Flood response / Recovery / Resiliency Lessons Learned	01/01/14	12/31/14	NS																				
	Participate in CEMA Debrief with Agency Partners	09/01/13	09/30/13	DONE		█																		
	ROC lessons learned	03/01/14	12/31/14	NS																				
	Input to Tomorrow's Workplace	09/01/13	12/31/14	●		█	█																	
	Input to Business Continuity Plans	09/01/13	12/31/14	●		█	█																	

3rd Party response review being undertaken by Conference Board Canada.