



**GOVERNMENT OF KERALA**

**Abstract**

LSGD - Covid-19 - Prevention activities - Expert Data Management Team constituted - Orders issued.

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**LOCAL SELF GOVERNMENT (IB) DEPARTMENT**

**G.O.(Rt)No.1453/2020/LSGD** Dated,Thiruvananthapuram, 04/08/2020

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Read G.O.(Rt.)No.1364/2020/LSGD Dated 16/07/2020.

**ORDER**

The Local Self Government Department is actively involved in the Covid-19 prevention activities along with Health & Family Welfare Department, Kerala State Disaster Management Authority (KSDMA) and the District Administration. Maintenance of Covid First Line Treatment Centres, (CFLTCs), Quarantine Centres, surveillance activities etc. are being carried out by the LSGs effectively. The Director, Urban Affairs and Director, Panchayat are collecting various data on a daily basis from the LSGs on these activities. In order to analyse these data at the State level an expert Data Management Team is necessary.

2. In the above circumstance, Government are pleased to constitute an Expert Data Management Team in the Local Self Government Department, with the following members.

- i. Dr. Monish Jose, Faculty Member (Asst. Professor), KILA
- ii. Dr. Sandeep G., Research Associate, KILA
- iii. Shri. Ajmal A., Programme Co-ordinator for UNDP Projects, KILA.
- iv. Prof. Sunny George, Faculty Member (Professor) KILA
- v. Shri. Mathew Andrews, Assistant Director KILA
- vi. Shri.Rajesh R.V., Research Associate, KILA (Now working with CPMU for SDG works).

3. The Data Management Team is assigned with the following functions and responsibilities:

- i. Collection and consolidation of all reports related to COVID-19 that are necessitated from time to time, including weekly or daily reports.
- ii. Regular Tabular reporting (twice a week) that can be shared with the Office of Chief Secretary, Minister (LSGD) and Chief Minister to be done.
- iii. Error rectification in reports - by validation, cross checking of suspicious figures or cases of not reporting - evident or glaring mistakes need to be weeded out of the reports.
- iv. Data analytics - the reports have a wealth of information of what is happening and what is not happening both with the approval and the arrangements for CFLTCs- need to flag the lagging LSGs so that action can be completed in vulnerable, or critical areas.
- v. Cross referencing with other available data sets like community clusters and containment zones needs to be done so that prioritisation of intervention can be effectively done.
- vi. Preparing presentations that would effectively communicate the nature of data sets that we have to be undertaken.

4. The Director, Urban Affairs and Director, Panchayats will provide any assistance that is needed to the team, as well as respond to errors or rectifications pointed out.

5. Section Officer Smt. Sherin Titus and Assistant Shri.Nithin Thalib K are the team at the LSGD to Co-ordinate the above work, and they should work directly with the Principal Secretary.

(By order of the Governor)  
**SARADA MURALEEDHARAN IAS**  
**PRINCIPAL SECRETARY**

To:

Director, Urban Affairs, Thiruvananthapuram.

Director, Panchayat, Thiruvananthapuram.

Director General, KILA, Thrissur.

Executive Director, Information Kerala Mission,  
Thiruvananthapuram.

Persons Concerned. (Through Director General, KILA)

Principal Accountant General (A&E), Kerala, Thiruvananthapuram.

Accountant General (E&RSA/G&SSA), Kerala,  
Thiruvananthapuram.

Information and Public Relations (Web and New Media) Department.

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Section Officer.