

Sector Digital Strategic Plan

All sectors are required to develop sector digital strategic plans to guide the sector's digital adoption and implementation in accordance with each sector's mandate, The Strategic plan shall be aligned to all relevant National guiding strategies. All plans where applicable shall have accompanying sector policies to enable effective implementation at the institution level.

The following is a summary of key steps to the development of digitalization strategic plan at the sector level:

- Assessment of the current situation
- Definition of the strategic target position
- Definition of gaps
- Establishing a roadmap to close the gaps.
- Roles and responsibilities
- Resources and Impact

Assessment of the current situation

- The development of a digitalization strategic plan shall be initiated by the mapping of a sector's business, information, applications, and technology and infrastructure domains.
- The mapping shall be aimed at highlighting the linkage between the above four domains to support the sector's mandate and strategic objectives.
- The business domain shall focus on functions, services, processes, and roles.
- The information domain shall focus on data models, data source and data usage (internal and external).
- The application domain shall focus on applications portfolio, interfaces, and services.
- The technology and infrastructure domain shall focus on hardware and software assets as well as network infrastructure and configuration.
- The output of the above mapping process shall be the sector/institution's IT landscape view known as the "As-Is Blueprint."

Definition of the strategic target position

The desired situation and attainable targets shall be defined within a period of 3-5 years. The target position shall contribute to the overall goals and strategic objectives of the institution, the specific sector strategic objectives, and also aligned to the National digitalization strategy and existing digitalization initiatives by the government. Stakeholders' needs and funding mechanism shall as well be considered.

Definition of gaps

Based on the assessed current situation, a gap matrix shall be developed to highlight shortages in the four domains.

Establishing a roadmap to close the gaps.

This stage shall highlight the following:

- Highlight Strategic interventions that bring about the desired results.
- Process changes that are needed and impact on institution's business.
- Proposed new digitalization projects or existing digitalization projects that shall be re-focused and related description, priority, timeframe and schedule.

Roles and responsibilities

The success of the sector digitalization strategic plan depends on the endorsement, commitment, and ongoing support from the sector leadership and relevant stakeholders. It is important to establish a stakeholder's matrix that clearly outlines respective roles and responsibilities for each party.

Resources and Impact

Resources (human and financial) needed to implement the strategy and potential sources of funds will be highlighted and a clear monitoring and evaluation matrix of the strategy to measure implementation progress and impact.