

Planning Information System (PLIS)



**USER
MANUAL**

Adaptation to Climate Change into the National
and Local Development Planning (ACCNLDP) II



Implemented by:
giz Deutsche Gesellschaft
für Internationale
Zusammenarbeit (GIZ) GmbH

In cooperation with



Planning Information System (PLIS) **USER MANUAL**

Adaptation to Climate Change into the National
and Local Development Planning (ACCNLDP) II

Published by

Programming Division
Bangladesh Planning Commission
Government of the People's Republic of Bangladesh

Sher-e-Bangla Nagar
Dhaka 1207, Bangladesh

And

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

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Project

Adaptation to Climate Change into the National and Local Development Planning II (ACCNLDP II)

Dhaka, Bangladesh, June 2023

Foreword

According to geographical location, Bangladesh is one of the most climate vulnerable countries of the world. Climate change is both an environmental and developmental issue and it permeates all the sectors including development endeavors. Government of Bangladesh is committed to manage climate change in a way that the country is well protected from its adverse impact and the growth path remains stable and moves to a higher trajectory. Adaptation is one of the ways for Bangladesh to respond to climate change along with mitigation.

A Geographic Information System (GIS) based Planning Information System (PLIS) which incorporates the Climatic Check Method (CCM) has been developed that will provide Government officials with a digitalized tool to appraise climatic resilient projects. The Planning Information System (PLIS) will offer the chance to obtain possible project summary information with a single click and to search project location into a Geodatabase, providing a more realistic image of any project throughout the approval process. With PLIS, different officials from different Wings under Sector Divisions of Bangladesh Planning Commission can more increasingly and effectively use climate risk information during national and local development planning and project appraisal processes to strengthen the climate resilience of public investment. PLIS allows users to explore, analyze, and visualize geographic data in an intuitive and interactive manner.

This user manual is thus designed to build the capacity of the Government officials involved in climatic risk project appraisals in the use of PLIS. This user manual aims to assist both new and experienced users in harnessing the full potential of the PLIS platform by providing step-by-step instructions and tips.

It is hoped that this user manual will serve as a useful resource for all levels of users at the Planning Commission.

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1. List of abbreviations

ACCNLDP	Adaptation to Climate Change into the National and Local Development Planning
BPC	Bangladesh Planning Commission
CCM	Climate check method
PLIS	Planning information system
PPS	Project Planning System.
DPP	Development Project Proforma

Planning Information System (PLIS)



**USER
MANUAL**

2. Introduction

Planning Information System (PLIS) is a user-friendly web-based GIS system to facilitate different officials from different Wings under Sector Divisions of Bangladesh Planning Commission to use climate risk information more increasingly and effectively during national and local development planning and project appraisal processes to strengthen the climate resilience of public investment.

The PLIS website is a powerful tool that allows users to explore, analyze, and visualize geographic data in an intuitive and interactive manner. This user manual aims to assist both new and experienced users in harnessing the full potential of our platform by providing step-by-step instructions and tips.

3. Getting Started

Planning Information System (PLIS) is a GIS based website. The system will allow PPS users to use this system. A user will open a DPP in PPS system and then click on a button under 25.2 to open the PLIS system. PPS system will send basic project details and user authentication token to PLIS system. The PLIS system will authenticate PPS user token and will allow valid PPS users to use this system. PPS users don't need to login separately in the PLIS system.

PLIS system also maintains a separate User Management module. It supports administrator level user and general user. An administrator level user can create, enable, disable general user, and can create another administrator level user. These users can login into PLIS system using the provided credentials, they can also update their own password. PLIS users need to enter their details including user type, division, ministry, agency etc.

4. Logging into the PLIS system

Figure 4.1: User Login page

In this page, a general user or an administrator can log into the PLIS system by using their **Username and Password**. User or Administrator enter their username and password and then click on Login button to login to the PLIS system. The username and password are case-sensitive.

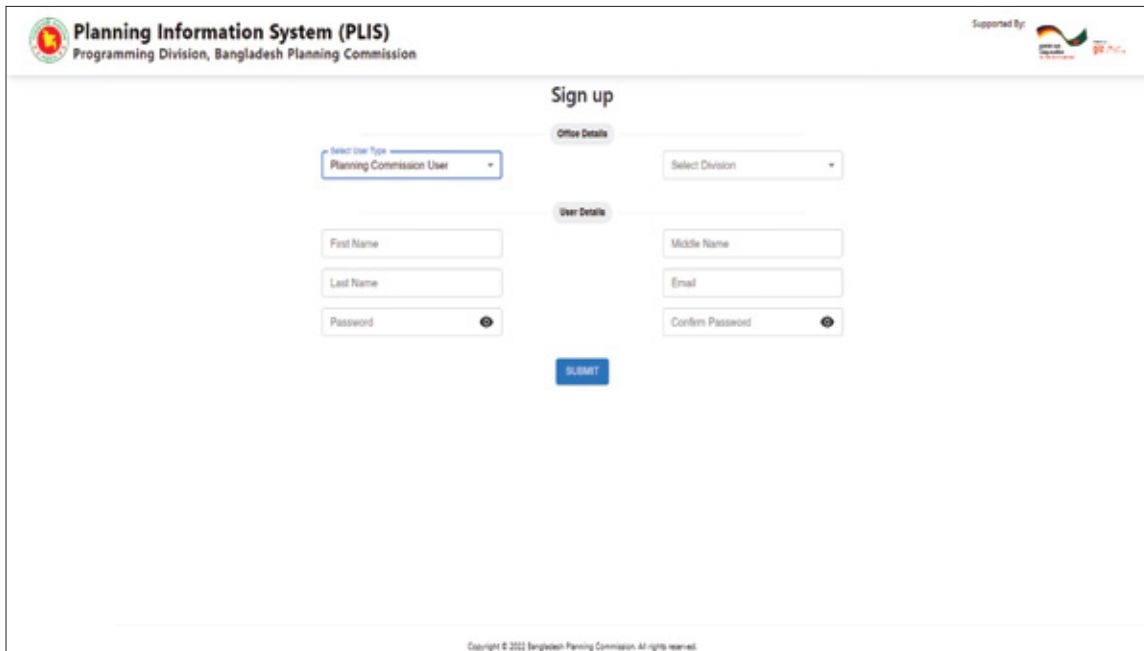
5. Registration for new user

To gain access to the PLIS system, any prospective user from the Planning Commission or the Agency must click on the SIGN-UP button from the login page (Figure 5.1) and complete the registration process. Administrators can also create new users (16.2).

Figure 5.1.: Registration of a new user

5.1. Registration of Planning Commission User

New user from the Planning Commission will complete and submit the Form (Figure 5.1.1). Once the form is received, an Administrator will review and approve the user. Upon approval, the user will be granted access to the PLIS system.

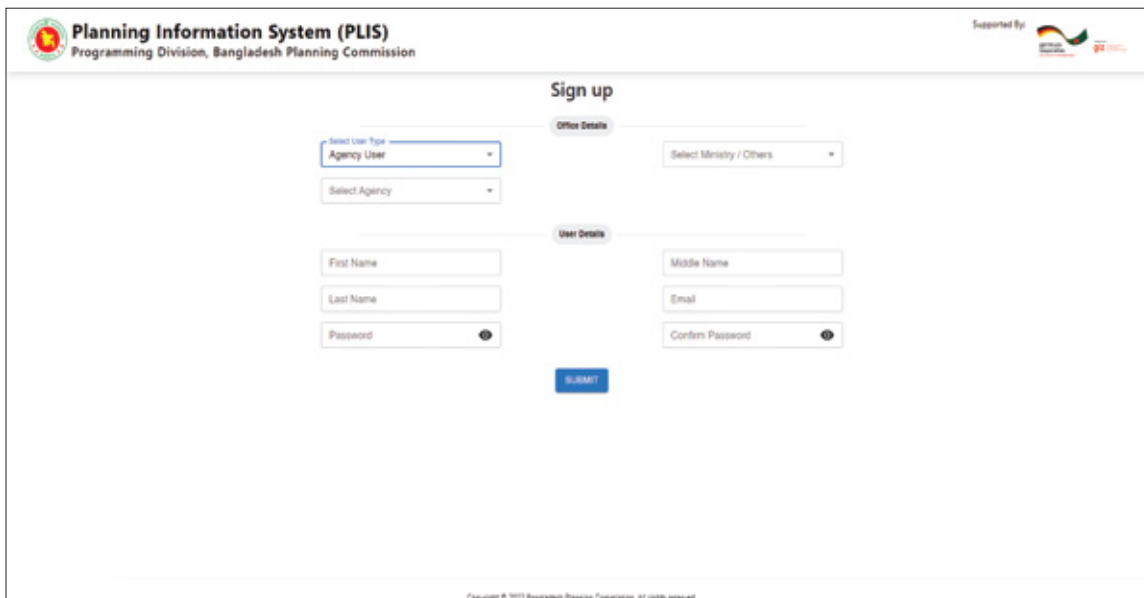


The screenshot shows the 'Sign up' page for a Planning Commission User in the Planning Information System (PLIS). The page header includes the PLIS logo and 'Programming Division, Bangladesh Planning Commission'. The form is divided into two sections: 'Office Details' and 'User Details'. In the 'Office Details' section, the 'Select User Type' dropdown is set to 'Planning Commission User' and the 'Select Division' dropdown is empty. The 'User Details' section contains input fields for 'First Name', 'Last Name', 'Middle Name', 'Email', 'Password', and 'Confirm Password'. A blue 'SUBMIT' button is located below the form. The footer contains the text 'Copyright © 2022 Bangladesh Planning Commission. All rights reserved.'

Figure 5.1.1: User registration page for Planning Commission user

5.2. Registration of Agency User

New users from the Agency will complete and submit the Form (Figure 5.2.1). Once the form is received, an Administrator will review and approve the user. Upon approval, the user will be granted access to the PLIS system.



The screenshot shows the 'Sign up' page for an Agency User in the Planning Information System (PLIS). The page header includes the PLIS logo and 'Programming Division, Bangladesh Planning Commission'. The form is divided into two sections: 'Office Details' and 'User Details'. In the 'Office Details' section, the 'Select User Type' dropdown is set to 'Agency User', the 'Select Agency' dropdown is empty, and the 'Select Ministry / Others' dropdown is empty. The 'User Details' section contains input fields for 'First Name', 'Last Name', 'Middle Name', 'Email', 'Password', and 'Confirm Password'. A blue 'SUBMIT' button is located below the form. The footer contains the text 'Copyright © 2022 Bangladesh Planning Commission. All rights reserved.'

Figure 5.2.1: User registration page for Agency User

6. View All Projects

ID	Project Name	Department	Project Location	Submitted	View on Map
1	Improvement work of Damaged roads, Drains and Footpaths of Saidabad, Jatrabari and Doyagonj area under DSCC	PID-PPH2	Dhaka	18-Oct-2022	VIEW
2	Construction of 11 (eleven) U-Turn projects from Tejgaon Saterasta in Dhaka to Uttara House Building	Road Transport	Dhaka	10-Oct-2022	UPLOAD
3	Construction of Link road from Dhaka Trunk road to Balid Bostami road including Loop road at the outer Periphery of AUW	PID-PPH2	Chittagong	25-Oct-2022	VIEW
4	Delta Hotspot Test	Dev Team	Khulna,Dhaka,Gopalganj	25-Oct-2022	VIEW
5	Construction of Infrastructure for education and better environment of Sylhet City Corporation	PID-PPH2	Sylhet		VIEW
6	Safe water supply and sanitation project in Kuakata municipality under Patuakhali district	PID-PPH2	Patuakhali	06-Jul-2022	VIEW
7	Expansion and development of water supply and sanitation system in Noakhali Municipality	PID-PPH2	Noakhali	10-May-2022	VIEW
8	Hazrat Shahjalal International Airport Expansion Project (Phase-1)	Civil Aviation	Dhaka	08-Jun-2022	VIEW
9	Important Rural Infrastructure Development Project (2nd	PID-PPH2	Khulna	23-Aug-2022	VIEW

Figure 6.1: View All Projects

User or administrator will see this page after logging into PLIS system. This page will show all projects created by / assigned to a user.

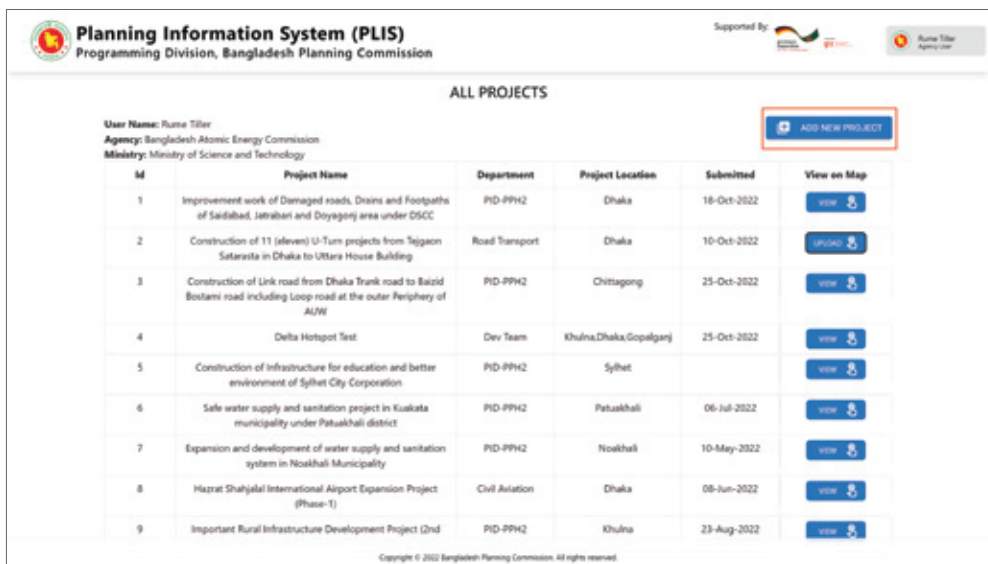
7. Project Summary Page

Figure 7.1: Project Summary

PPS users will be able to analyze DPP using PLIS system without explicit authentication, as they can click on the button under 25.2 of DPP details named "PLIS/CCM Analysis" to start DPP analysis in PLIS system. PPS users don't need to login separately into PLIS system. PLIS will authenticate valid PPS users and allow to open PLIS system. This page will show the DPP summary information received from PPS system and the project location in a map (if available), and users coming from PPS will not need to create new project in PLIS manually.

If the PPS system doesn't send any shapefile, the user may upload their shapefiles here for much more detailed Spatial Analysis.

8. Add New Project



The screenshot shows the 'All Projects' page in the Planning Information System (PLIS). At the top, it displays the PLIS logo and name, along with the user's name 'Ruma Tiller' and agency 'Bangladesh Atomic Energy Commission'. A table lists various projects with columns for ID, Project Name, Department, Project Location, Submitted date, and View on Map. A red box highlights the 'ADD NEW PROJECT' button in the top right corner.

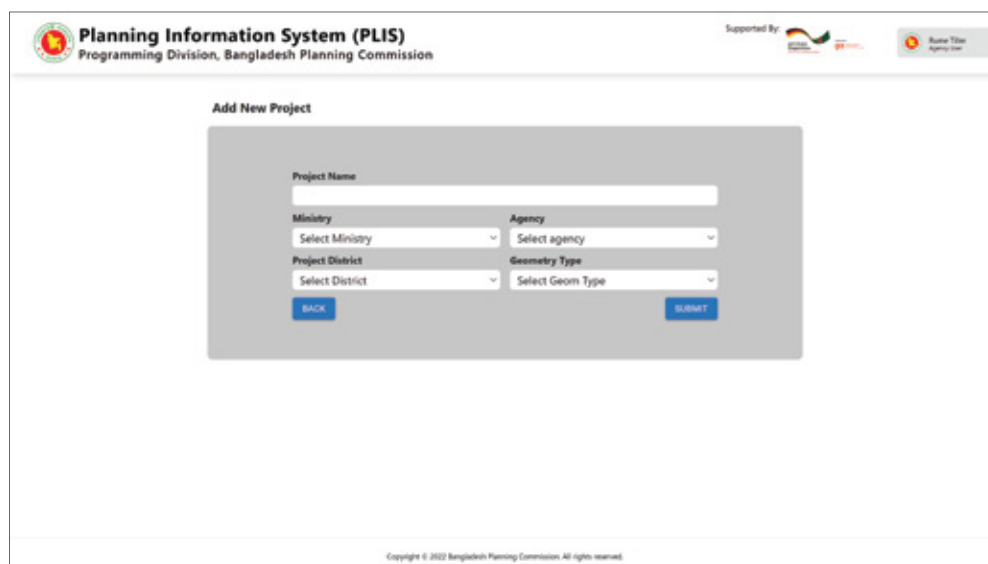
ID	Project Name	Department	Project Location	Submitted	View on Map
1	Improvement work of Damaged roads, Drains and Footpaths of Saidabad, Jatrahari and Doyagonj area under DSCC	PID-PPH2	Dhaka	18-Oct-2022	View
2	Construction of 11 (eleven) U-Turn projects from Tejgaon Satarata in Dhaka to Uttara House Building	Road Transport	Dhaka	10-Oct-2022	View
3	Construction of Link road from Dhaka Trunk road to Balid Bostani road including Loop road at the outer Periphery of A/UW	PID-PPH2	Chittagong	25-Oct-2022	View
4	Delta Hotspot Test	Dev Team	Khulna,Dhaka,Gopalganj	25-Oct-2022	View
5	Construction of Infrastructure for education and better environment of Sylhet City Corporation	PID-PPH2	Sylhet		View
6	Safe water supply and sanitation project in Kualata municipality under Pataakhali district	PID-PPH2	Pataakhali	06-Jul-2022	View
7	Expansion and development of water supply and sanitation system in Noakhali Municipality	PID-PPH2	Noakhali	10-May-2022	View
8	Hazrat Shahjalal International Airport Expansion Project (Phase-1)	Civil Aviation	Dhaka	08-Jun-2022	View
9	Important Rural Infrastructure Development Project (2nd	PID-PPH2	Khulna	23-Aug-2022	View

Figure 8.1: Add new project

In this page, a user can add a new project.

1. Click the '**Add New Project**' button on the 'All Projects' page.

This action will open the page shown below.



The screenshot shows the 'Add New Project' form. It includes a text input for 'Project Name', a 'Ministry' dropdown menu, an 'Agency' dropdown menu, a 'Project District' dropdown menu, and a 'Geometry Type' dropdown menu. There are 'BACK' and 'SUBMIT' buttons at the bottom of the form.

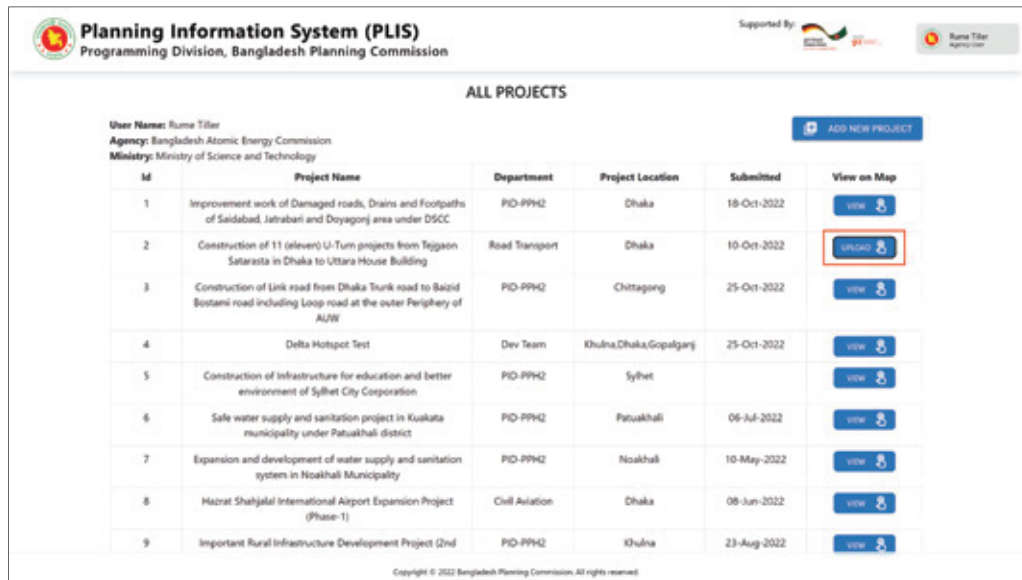
Figure 8.2: Information of a new project should be added in this page

User will fill up the following information to add/ create a new project:


1. Project name
2. Sector (Select Sector from drop down menu.
3. Sub Sector (Select Sub Sector from drop down menu.
4. Start and End date of the project
5. Click Submit.

9. Upload Spatial Data File

Users can upload a spatial data file from this page












Planning Information System (PLIS)
Programming Division, Bangladesh Planning Commission

Supported By:  Ruma Tiller Agency User

ALL PROJECTS

User Name: Ruma Tiller
Agency: Bangladesh Atomic Energy Commission
Ministry: Ministry of Science and Technology

ADD NEW PROJECT

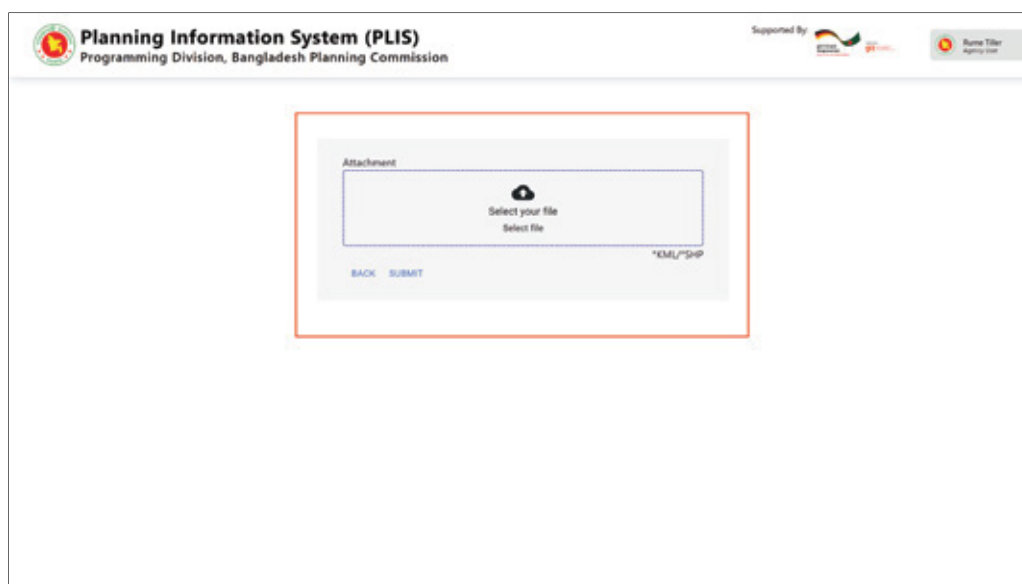
Id	Project Name	Department	Project Location	Submitted	View on Map
1	Improvement work of Damaged roads, Drains and Footpaths of Saidabad, Jatrabari and Doyagonj area under DSCC	PID-PPH2	Dhaka	18-Oct-2022	VIEW 
2	Construction of 11 (eleven) U-Turn projects from Tejgaon Satarasta in Dhaka to Uttara House Building	Road Transport	Dhaka	10-Oct-2022	UPLOAD 
3	Construction of Link road from Dhaka Trunk road to Baizid Bostani road including Loop road at the outer Periphery of A/U/W	PID-PPH2	Chittagong	25-Oct-2022	VIEW 
4	Delta Hotspot Test	Dev Team	Khulna,Dhaka,Gopalganj	25-Oct-2022	VIEW 
5	Construction of Infrastructure for education and better environment of Sylhet City Corporation	PID-PPH2	Sylhet		VIEW 
6	Safe water supply and sanitation project in Kuakata municipality under Pataakhali district	PID-PPH2	Pataakhali	06-Jul-2022	VIEW 
7	Expansion and development of water supply and sanitation system in Noakhali Municipality	PID-PPH2	Noakhali	10-May-2022	VIEW 
8	Hazrat Shahjalal International Airport Expansion Project (Phase-1)	Civil Aviation	Dhaka	08-Jun-2022	VIEW 
9	Important Rural Infrastructure Development Project (2nd	PID-PPH2	Khulna	23-Aug-2022	VIEW 

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Figure 9.1: Upload a spatial file.

1. Click the 'Upload' button.

This action will open the page shown below.



Planning Information System (PLIS)
Programming Division, Bangladesh Planning Commission

Supported By:  Ruma Tiller Agency User

Attachment

Select your file
Select file

BACK SUBMIT

*KML/SHP

Figure 9.2: Upload a spatial file (KML/SHP) from user's computer

User will do the following to upload a spatial data file:

1. Click on 'click here to select file for upload.'
2. Select the file from the user's computer or drag the file and drop it inside the box.
3. Click Submit.

The user may also perform analysis without uploading any shapefile, but presence of shapefile will yield much more detailed analysis result.

10. View a Project

Id	Project Name	Department	Project Location	Submitted	View on Map
1	Improvement work of Damaged roads, Drains and Footpaths of Saidabad, Jatrabari and Doyagonj area under DSCC	PID-PPH2	Dhaka	18-Oct-2022	VIEW
2	Construction of 11 (eleven) U-Turn projects from Tejgaon Satarasta in Dhaka to Uttara House Building	Road Transport	Dhaka	10-Oct-2022	UPLOAD
3	Construction of Link road from Dhaka Trunk road to Baizid Bostami road including Loop road at the outer Periphery of AUW	PID-PPH2	Chittagong	25-Oct-2022	VIEW
4	Delta Hotspot Test	Dev Team	Khulna,Dhaka,Gopalganj	25-Oct-2022	VIEW
5	Construction of Infrastructure for education and better environment of Sylhet City Corporation	PID-PPH2	Sylhet		VIEW
6	Safe water supply and sanitation project in Kuakata municipality under Patuakhali district	PID-PPH2	Patuakhali	06-Jul-2022	VIEW
7	Expansion and development of water supply and sanitation system in Noakhali Municipality	PID-PPH2	Noakhali	10-May-2022	VIEW
8	Hazrat Shahjalal International Airport Expansion Project (Phase-1)	Civil Aviation	Dhaka	08-Jun-2022	VIEW
9	Important Rural Infrastructure Development Project (2nd	PID-PPH2	Khulna	23-Aug-2022	VIEW

Figure 10.1: View a project.

In this page, a user can view a project.

1. Click the 'View' button.

This action will open the page shown below.

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Figure 10.2: Analysis page with Layers, Legends and Analyze Button

11. Select Layer(s)

In the Project page there will be a list of Layers on the left side panel. User can select one or more layers needed for analysis.

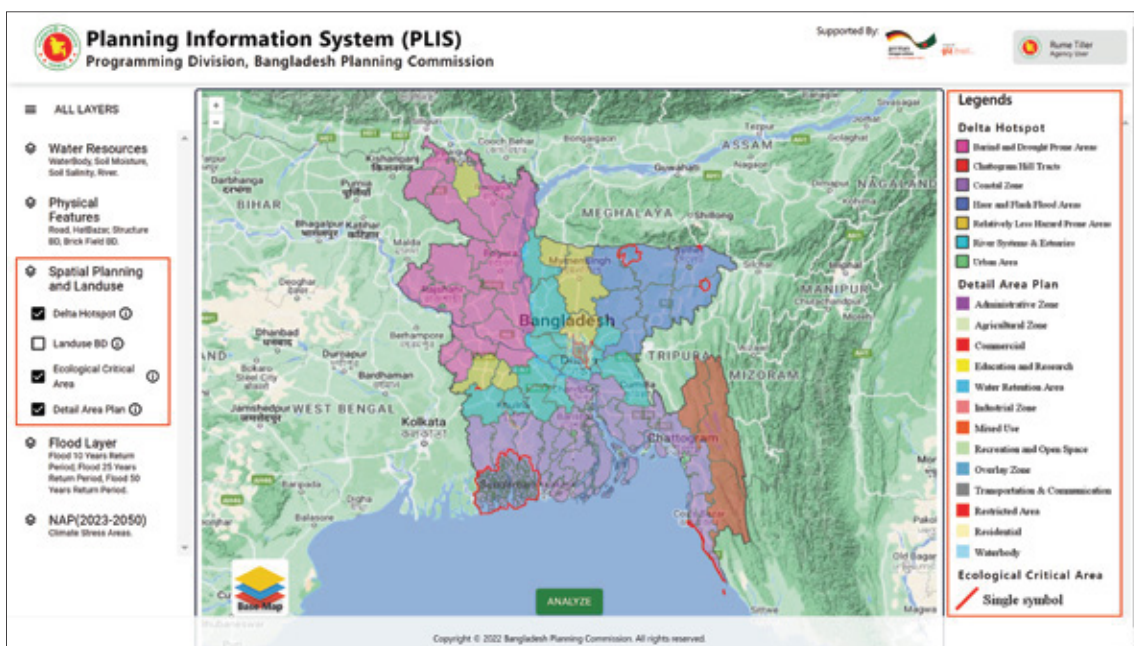


Figure 11.1: Select Layers

Click on the necessary layers for analysis to make them active. Legends from the layer will be automatically generated and displayed on the right side panel.

12. Spatial Analysis

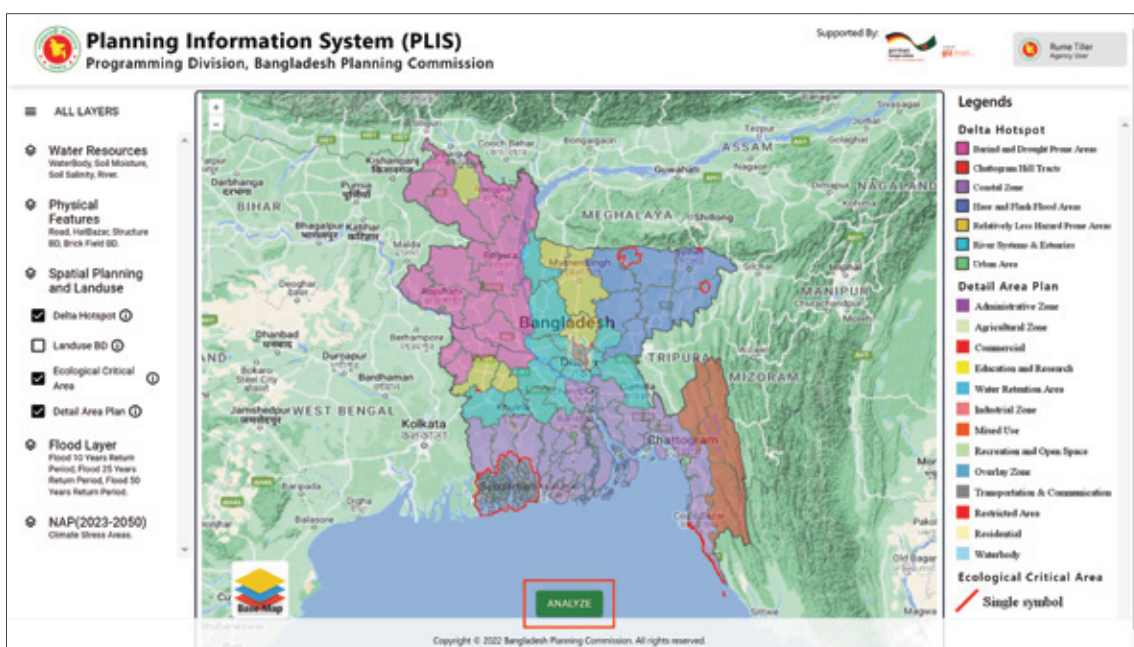


Figure 12.1: Spatial Analysis

After the selection of layer(s), Click the 'Analyze' button to perform the spatial analysis.

13. CCM Questionnaire and Spatial Analysis Result

This page contains the Climate Check Method (CCM) questionnaire and the detailed spatial analysis of a project.

User will be able to:

1. Write a comment.
2. Check/ select the appropriate option.
3. Answer pertinent questions from Climate Check Method (CCM)

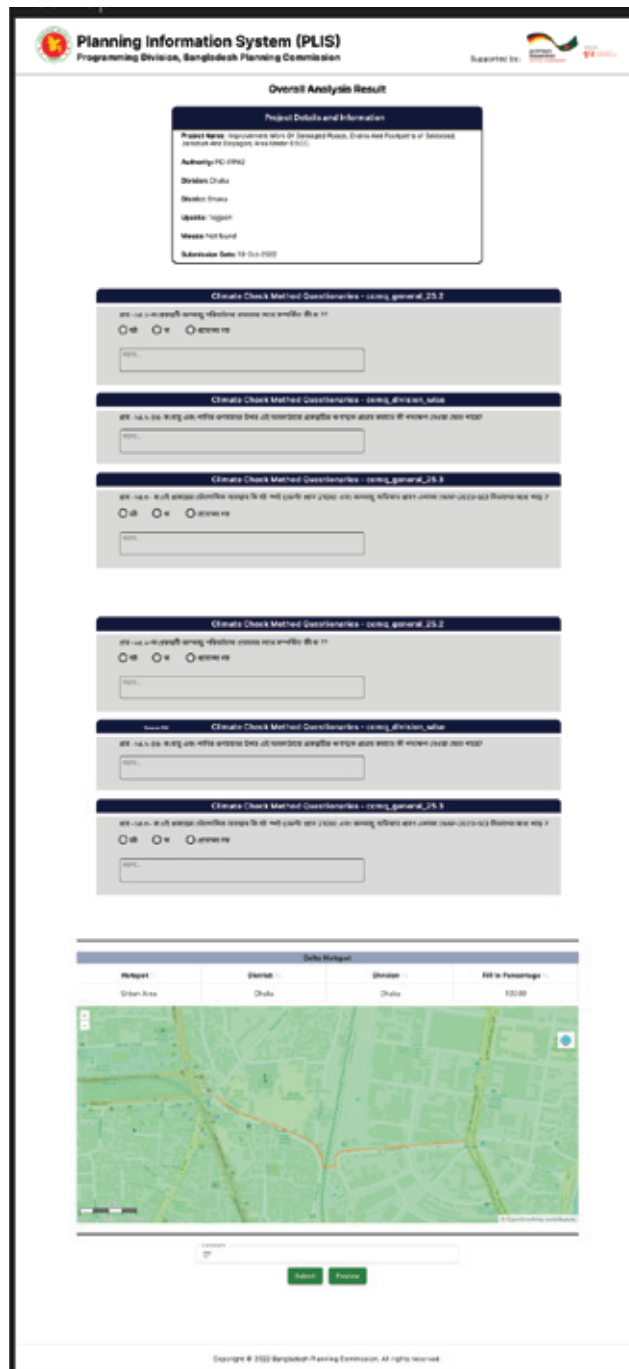


Figure 13.1: CCM Questionnaire and Spatial Analysis Result

14. Generate PDF

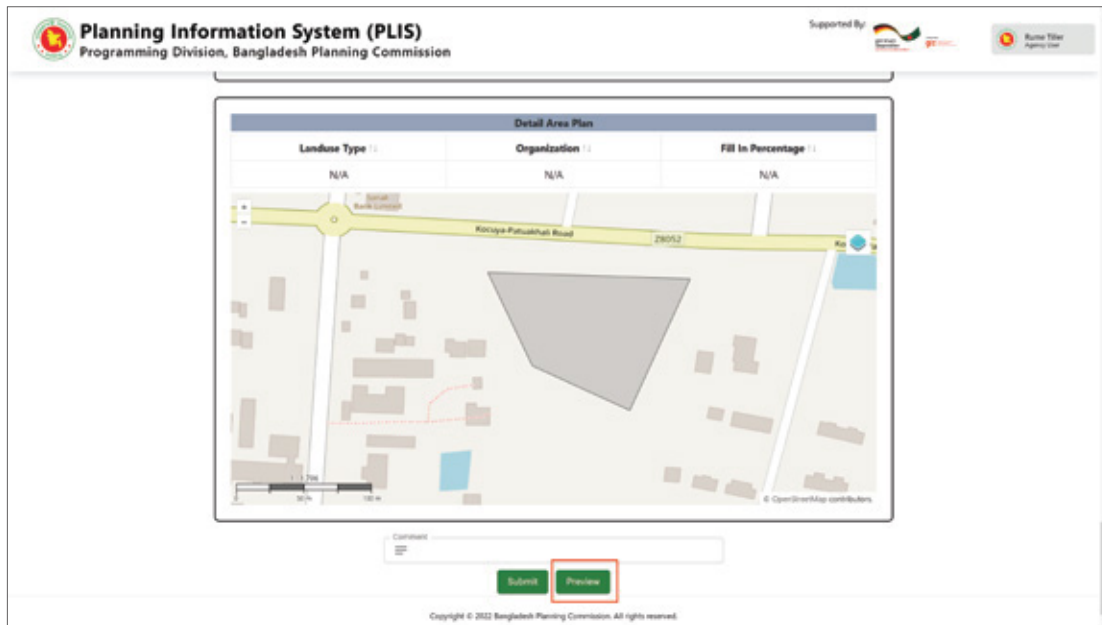


Figure 14.1: Generate PDF

To generate PDF:

1. Click on the 'Preview' button.

PLIS system will open the analysis result as a pdf file, use can view and save the file into their local storage.

15. Submit Analysis Result

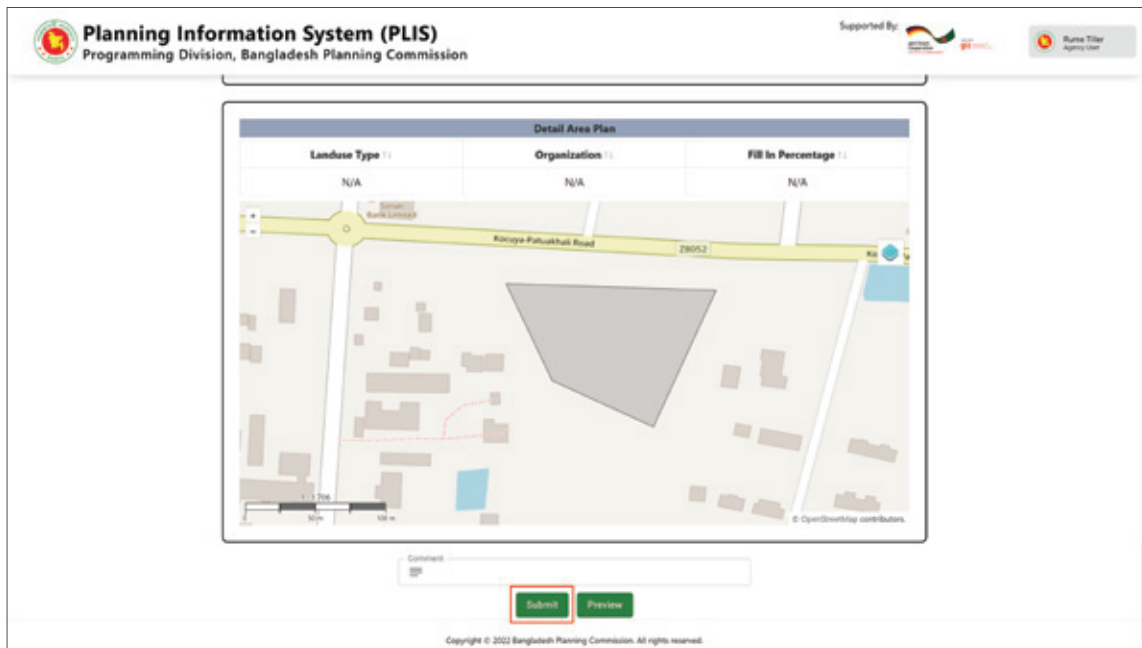


Figure 15.1: Submission of Analysis Result

Click the 'Submit' button to submit the analysis result into PPS. PLIS system saves the result as a pdf file, sends the link to PPS system and PPS system will show the pdf file link next to 25.2 of the corresponding DPP.

16. Administration

16.1. Administrator Dashboard

Administrators will see the Project List page (Figure 16.1.1) after successfully logging in into PLIS system. They will click on the dropdown menu option at the top right corner (logged in username) of the page and then click on the Admin Dashboard menu item to navigate to the Administrator Dashboard page (Figure 16.1.2).

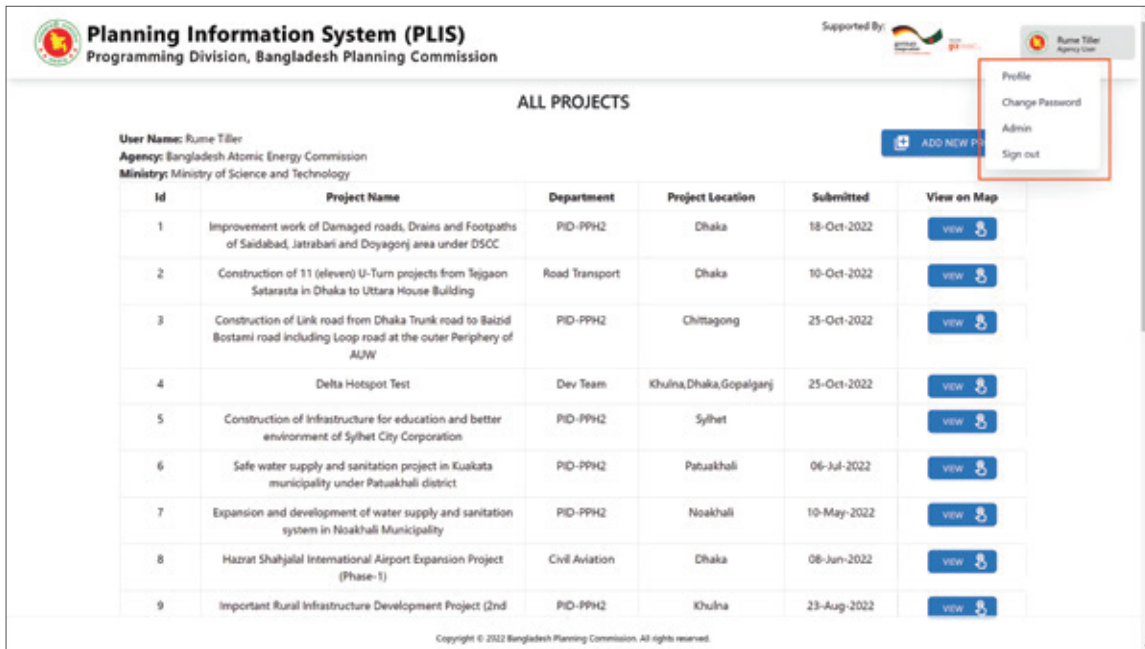


Figure 16.1.1 – Project List Page

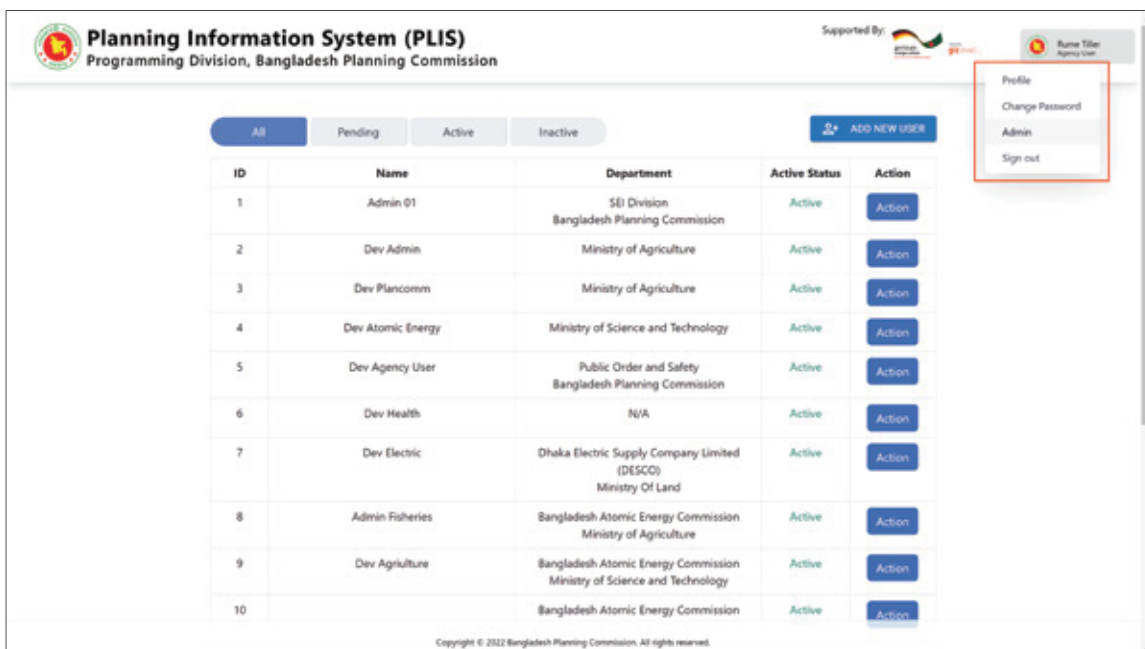


Figure 16.1.2 – Administrator Dashboard

This is the dashboard page for administrators to manage administrative tasks. Administrators can view existing users of PLIS with their status, can add new users, can enable/disable an existing user, change, and reset password etc.

16.2. Create New User

Administrators click on 'Add New User' button from the administrator dashboard page (Figure 16.1.2) and PLIS shows them the following new user page.

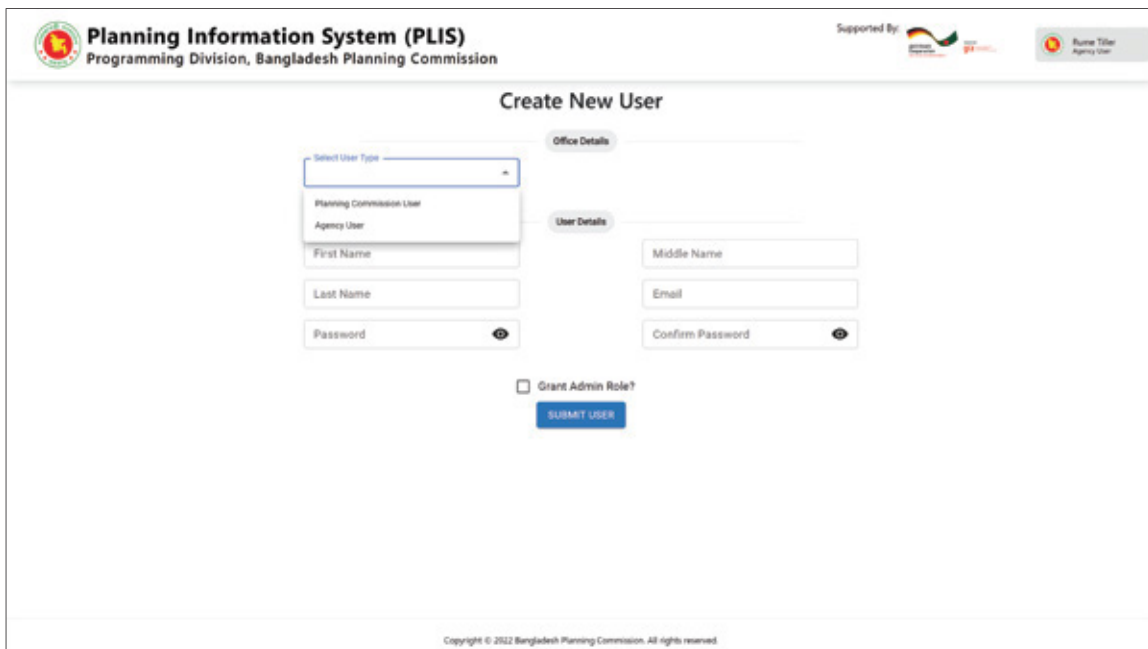


Figure 16.2.1 - Create new user

Selecting User type from the dropdown menu of Figure 16.2.1 will open the following pages.

If an Administrator selects 'Agency' the following page will be opened.

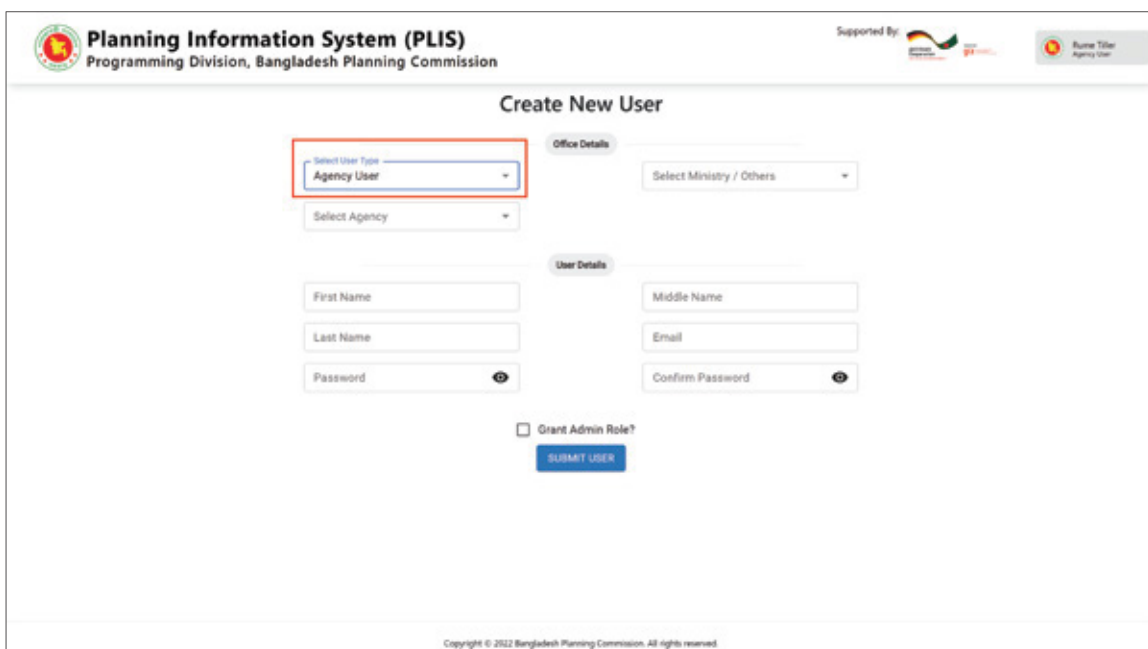


Figure 16.2.2 - Create new user from Agency

If an Administrator selects 'Planning commission/ Ministry User' the following page will be opened.

Figure 16.2.3 - Create new user from Planning Commission/ Ministry

*Two different types of users will require two different types of Office details as can be seen in the UI (Figure 16.2.2, Figure 16.2.3).

*Checking the 'Grant Admin Role' will let the admin register a user as admin (who will have the same rights as an admin).

16.3. User list and available actions

ID	Name	Department	Active Status	Action
1	Admin 01	S(1) Division Bangladesh Planning Commission	Active	Action
2	Dev Admin	Ministry of Agriculture	Active	Action
3	Dev Plancomm	Ministry of Agriculture	Active	Action
4	Dev Atomic Energy	Ministry of Science and Technology	Active	Action
5	Dev Agency User	Public Order and Safety Bangladesh Planning Commission	Active	Action
6	Dev Health	N/A	Active	Action
7	Dev Electric	Dhaka Electric Supply Company Limited (DESCO) Ministry Of Land	Active	Action
8	Admin Fisheries	Bangladesh Atomic Energy Commission Ministry of Agriculture	Active	Action
9	Dev Agriculture	Bangladesh Atomic Energy Commission Ministry of Science and Technology	Active	Action
10		Bangladesh Atomic Energy Commission	Active	Action

Figure 16.3.1. List of all users and available actions

Administrators can activate and deactivate a user by clicking on the 'Action' button from the administrator dashboard page and it will show them the following page.

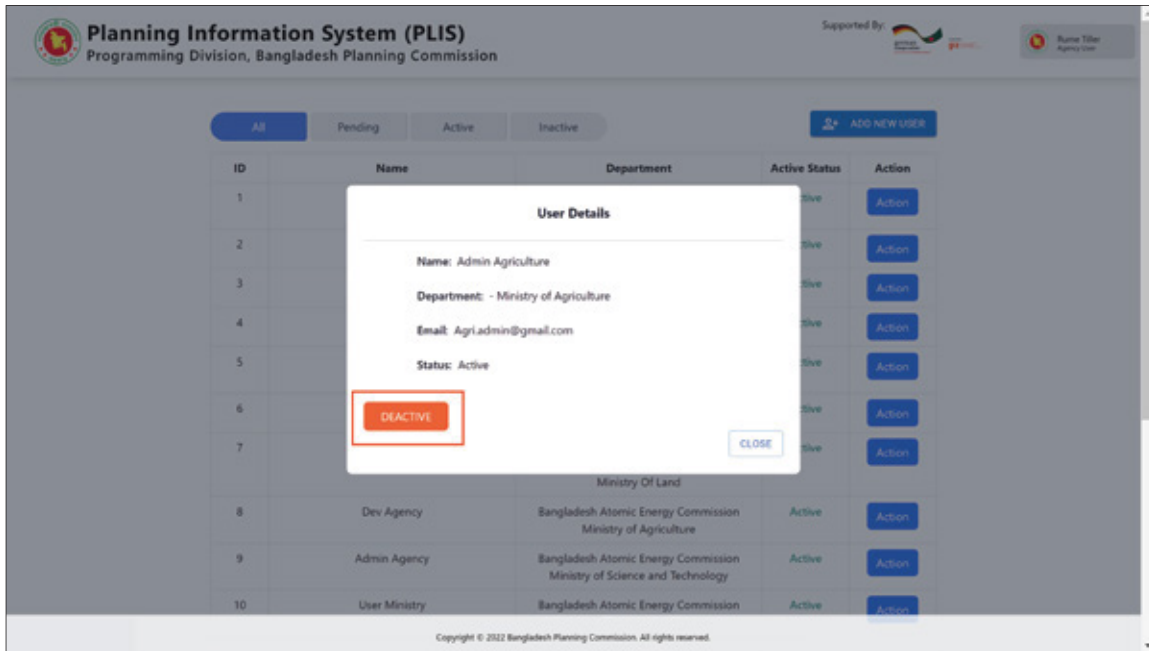


Figure 16.3.2. Deactivate or Activate a user

An administrator can click on Deactivate or Activate button to deactivate/activate a user from this page.

16.4. User status

An administrator can view user list with different user status by clicking on these buttons from the administrator dashboard page.

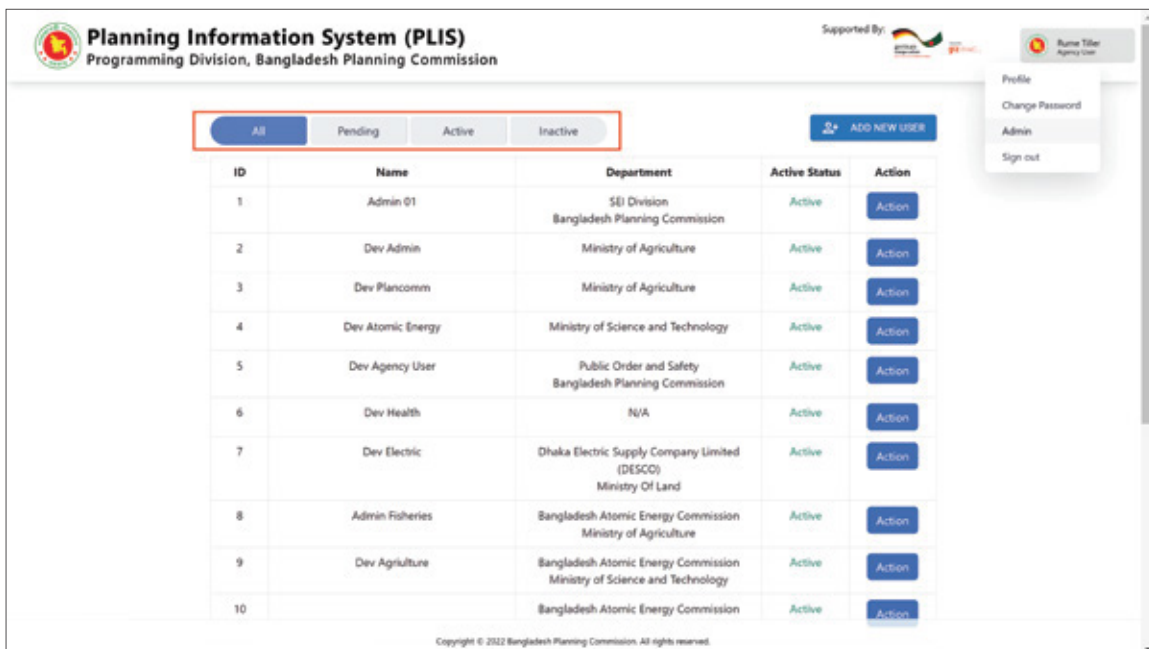


Figure 16.4.1. Status of users

16.5. Change Password

A user can change their individual password on this page. An administrator can also change the password of any other user of his own department.

Click on 'Change Password'

Id	Project Name	Department	Project Location	Submitted	View on Map
1	Improvement work of Damaged roads, Drains and Footpaths of Saidabad, Jatrabari and Doyagonj area under DSO	PID-PPH2	Dhaka	18-Oct-2022	View
2	Construction of 11 (eleven) U-Turn projects from Tejgaon Satarasta in Dhaka to Uttara House Building	Road Transport	Dhaka	10-Oct-2022	View
3	Construction of Link road from Dhaka Trunk road to Baizid Bostami road including Loop road at the outer Periphery of AJW	PID-PPH2	Chittagong	25-Oct-2022	View
4	Delta Hotspot Test	Dev Team	Khulna, Dhaka, Gopalganj	25-Oct-2022	View
5	Construction of Infrastructure for education and better environment of Sylhet City Corporation	PID-PPH2	Sylhet		View
6	Safe water supply and sanitation project in Kuakata municipality under Patuakhali district	PID-PPH2	Patuakhali	06-Jul-2022	View
7	Expansion and development of water supply and sanitation system in Noakhali Municipality	PID-PPH2	Noakhali	10-May-2022	View
8	Hazrat Shahjalal International Airport Expansion Project (Phase-1)	Civil Aviation	Dhaka	08-Jun-2022	View
9	Important Rural Infrastructure Development Project (2nd	PID-PPH2	Khulna	23-Aug-2022	View

Figure 16.5.1. Change Password

This action will open this dialog box shown in Figure 16.5.2.

Id	Project Name	Department	Project Location	Submitted	View on Map
1	Improvement work of Damaged roads, Drains and Footpaths of Saidabad, Jatrabari and Doyagonj area under DSO	PID-PPH2	Dhaka	18-Oct-2022	View
2	Construction of 11 (eleven) U-Turn projects from Tejgaon Satarasta in Dhaka to Uttara House Building	Road Transport	Dhaka	10-Oct-2022	View
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4	Delta Hotspot Test	Dev Team	Khulna, Dhaka, Gopalganj	25-Oct-2022	View
5	Construction of Infrastructure for education and better environment of Sylhet City Corporation	PID-PPH2	Sylhet		View
6	Safe water supply and sanitation project in Kuakata municipality under Patuakhali district	PID-PPH2	Patuakhali	06-Jul-2022	View
7	Expansion and development of water supply and sanitation system in Noakhali Municipality	PID-PPH2	Noakhali	10-May-2022	View
8	Hazrat Shahjalal International Airport Expansion Project (Phase-1)	Civil Aviation	Dhaka	08-Jun-2022	View
9	Important Rural Infrastructure Development Project (2nd	PID-PPH2	Khulna	23-Aug-2022	View

Figure 16.5.2. Change Password Dialog Box



The ACCNLDP II project increases the use of climate risk information during planning and appraisal processes in the Bangladesh Planning Commission, Ministry of Planning, and the Government of the People's Republic of Bangladesh to strengthen the climate resilience of public investments.