
A strategy is not a physical document. It should be a set of Guiding Principles and Practices that the various actors involved voluntarily choose to incorporate into their work. The following points should be borne in mind:

1. An Information Strategy must be related to the Sector strategy. This provides it with the framework for implementation, as information management involves financial, human, IT resources, etc.
2. An Information Strategy must have clear and realistic objectives that relate very clearly to the needs that have been identified by the sectoral working group.
3. An Information Strategy requires the support of senior management.
4. An Information Strategy should clearly identify different types of information and the different purposes that this information is used for (security updates, baseline data collection, situation reports, etc). The Strategy should recognize that different types of information have different uses for different actors and seek to maximize information that is multi-purpose.
5. A Strategy Document is a useful guide to the Strategy BUT should not be mistaken for the Strategy itself. Such a document might include the elements listed below. However it is useful to bear in mind that each of these elements are only reflections of processes.

Introduction
An introduction to the strategy paper, including the rationale behind developing a strategy in the first place and the aim it hopes to fulfill.

Background
A brief explanation of the context in which the strategy is being implemented, including an outline of the opportunities and problems that the strategy will have to account for.

Information Needs
This is the identification by the key players of what they require, in the context of section 2, and how these needs will be incorporated into the strategy. Not all information needs to be included and there should be discussion of what is and is not within the scope of the strategy. This should include an audit of existing information resources and a list of requirements based on that.

Roles and Responsibilities
This identifies that international organizations, local actors, Interim Administration and other actors that are directly responsible for creating, analyzing, disseminating or using information. These roles must be clearly described and accepted by the actors.

Implementation
This includes a prioritization of actual activities that need to be undertaken to implement the strategy, the identification of a team responsible for ensuring that those activities are taking place and clear management plans for individual projects.

Review Process
The strategy must be monitored and regularly reviewed in order to ensure that it is working effectively.