**WORK PLAN FOR THE MONTH OF APRIL TO END OF MAY**

**GANTT CHART**

<table>
<thead>
<tr>
<th>Project</th>
<th>Task</th>
<th>Involved</th>
<th>TIME</th>
<th>April</th>
<th>May</th>
</tr>
</thead>
<tbody>
<tr>
<td>File Server Clean Up</td>
<td>Finding Junk &amp; Duplicates</td>
<td>Ali Wali, Ahadi</td>
<td>11-Apr</td>
<td>15-Apr</td>
<td>4 Days</td>
</tr>
<tr>
<td></td>
<td>Move &amp; Removing Data</td>
<td>Hamayoon, Ahadi</td>
<td>12-Apr</td>
<td>20-Apr</td>
<td>9 Days</td>
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<tr>
<td></td>
<td>Updating Project Paths</td>
<td>Ahadi, Sear</td>
<td>21-Apr</td>
<td>28-Apr</td>
<td>8 Days</td>
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<tr>
<td>District Maps Review</td>
<td>Review</td>
<td>Ahadi, Ali Wali</td>
<td>11-Apr</td>
<td>14-May</td>
<td>20 Days</td>
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<tr>
<td></td>
<td>Digitizing</td>
<td>Khalid, Ahadi</td>
<td>11-Apr</td>
<td>13-May</td>
<td>20 Days</td>
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<tr>
<td></td>
<td>Updating Standard Products</td>
<td>Sear, Khalid, Ahadi</td>
<td>29-Apr</td>
<td>31-May</td>
<td>22 Days</td>
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</tbody>
</table>

**Staff Leave Plan**

**Server Clean Up**
Remove all the duplicates and junk files from the server (z:\) Drive, to organizing all the shape files and project files.

- **Staff Involve:**
  - Hamayoon Majidi: 8 Hours
  - Ali Wali: 14 Hours
  - Wali Ahadi: 30 Hours
  - Sear: 20 Hours

**District Maps Review**
The processes of updating the district maps have been completed. These maps needs to be reviewed, for quality check and also to make sure that standards are applied.

- **Staff Involve:**
  - Ali Wali: 9 Hours
  - Wali Ahadi: 36 Hours

**Digitizing Major Canals (Kunduz, Baghlan & Takhar)**
Digitizing the selected irrigation schemes in Baghlan, Kunduz and Takhar provinces, the main objective of the project is to locate and define irrigation schemes to be considered for rehabilitation under the Water Management Program funded by the ECC, and due to having facilities and skills AIMS has undertaken the digitization of this project.

- **Staff Involve:**
  - Khalid: 81 Hours
  - Ahadi: 9 Hours

**Updating standard products**
AIMS has defined new standards for the map contents, labels and symbols, therefore the entire standard maps, which make before these standards needs be updated.

- **Staff Involve:**
  - Ahadi: 40 Hours
  - Sear: 53 Hours
  - Khalid: 13 Hours