



The Halifax Group

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The Halifax Group is a multi-service Information Technology (IT) Management consulting company. Since 1988 we have consistently delivered high quality solutions to our customers in government and several industry sectors.

We take pride in our ability to partner with our customers, allowing them to focus on the mainstay of their businesses, while we look after their information technology issues.

The Halifax Group is an IT solution provider, offering a single or all of the following professional services to satisfy client requirements.

Project Management Services – To provide methods, tools, and discipline to the planning and control of medium to large scale IT projects.

Technical Architecture Services – To design and support efficient technology platforms using state-of-the-art components.

Software Development Services – To build software products and custom-built software solutions, using state-of-the-art development tools and techniques.

Management Consulting Services – To support Program Sponsors and large scale IT Project Managers to achieve appropriate approvals and funding necessary to advance.

Training Solutions – To provide a systematic approach to developing training requirements and materials, customized learning strategies and e-learning solutions.

Procurement Management – To help organizations buy goods and services that meet specified standards at the most effective cost.

Desktop Baseline Management – To provide the tools and expertise to plan and control large networks and desktop baselines.

Health Care Solutions – Complete consulting, procurement, project management, implementation and support services for Health Care solutions.

Covert Operations Management System – A secure integrated informant management system that meets the demand of today's Policing Model of Integration and Interoperability.



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Project Management Services

The Halifax Group provides customers with the skills and techniques necessary to implement effective project control. Typically we are involved from initial planning through full implementation. Often we establish a project control office (PCO) to serve as the “construction site managers” on behalf of our clients, controlling the sequence of activities, the entry and exit of contractors, quality of deliverables, the schedule and the budget. Our customers have more time to carry on with their primary functions, knowing that their information technology project is controlled by professional project managers, hired to service their interests. **Project Management services include:**

- Development of Work Breakdown Structures,
- Planning, Costing and Forecasting,
- Task and Schedule Management,
- Integration Management and Scope Management,
- Configuration Management,
- Performance Management,
- Quality Management,
- Human Resource Management,
- Information and Communications Management,
- Risk and Issue Management,
- 3rd Party / Vendor / Contractor Management.

Technical Architecture Services

The Halifax Group can help any organization deal with technology issues. The technical architecture is the composite of all of the technologies which provide the operating platform for the business applications, including such items as operating systems, middle-ware, networks, routers, data base management systems, firewalls, servers, etc., all of which must interconnect perfectly to support day-to-day operations. **Systems Engineering Services include:**

- Security Assessments,
- Performance / Capacity Assessments,
- Design,
- Specifications,
- Data Communications,
- Troubleshooting,
- Data Base Design and Implementation,
- Network Architecture Management.



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Management Consulting

Successful organizations have a clear strategic vision, focused core competencies, and accountabilities, resources and leadership that are fully aligned with achieving results. The Halifax Group offers a comprehensive range of bilingual services to support executives and managers in leading their organizations to success. **Management Consulting services include:**

- Business vision development,
- Core competency definition,
- Strategic and business planning, and business case development,
- Organizational design and development,
- Risk management,
- Strategic resourcing,
- Service delivery analysis and review,
- Management review and internal audit,
- Strategic communications,
- Policy development, analysis and implementation.

Software Development

Often, generic and broad industry application solutions do not fully meet the specific needs of specialized organizations. The Halifax Group builds, implements and supports software applications which are unique to each customer. Software Development Services include:

- Requirements Definitions,
- Software/Hardware/Security Platform Architectures,
- Programming and Unit Testing,
- System Verifications,
- Legacy System Migration with Data Conversion,
- Quality Assurance and Configuration Management,
- User Training,
- System Installation and Rollout,
- System Maintenance and Enhancements.



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Training Services

Timely access to information is critical to the success and security of any organizations. As the tools to access this information and the nature of the information itself changes, providing effective training becomes essential. The Halifax Group's training service help clients successfully provide today's work force with the proper tools and training to meet current and changing information needs. We offer the complete range of bilingual services necessary to assist you in the design, development and implementation of customized training and e-learning solutions. **Training services include:**

- Learning Strategy Development
- Curriculum Planning & Design
- Custom Content Development
- Training Delivery, including traditional classroom based, e-learning and distance education

Procurement Management

The Halifax Group's Procurement Management services help clients adhere to policies, budgets and guidelines for the appropriate acquisition of services, products and material as and when required to meet project schedules. As an active member of the vendor community we bring a perspective to the productions of procurement documents which is welcomed by suppliers, resulting in clear and concise responses for our clients to evaluate. **Procurement services include:**

- Procurement Strategy and Methodology Selection,
- Industry Briefing Preparation and Industry Consultation,
- Request for Proposal (RFP) Development
- RFP Post Release Q & A and Amendment Management,
- Proposal Evaluation Assistance,
- Contract Negotiation Assistance,
- Debriefing of Unsuccessful Bidders,
- Ongoing Contractor Relationship Management



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Health Care Solutions

The Halifax Group offers consulting, procurement, project management, implementation and support services to implement and support Health Care solutions.

The Halifax Group's flagship system **CareNotes CRS™** is a complete Web-enabled Electronic Patient Record (EPR) Solution which emphasizes multidisciplinary and multi-agency clinical care, specifically designed for Mental Health patient care.

Innovation in Mental Health
Innovation in Child and Family Mental Health
Innovation in Substance Misuse

CareNotes CRS™ delivers:

- **To the Organization** – a fully integrated electronic health and social care record that covers all aspects of care program approach (care plans, care notes, etc.), inpatients, outpatients, day care, community care, and substance misuse, as well as Mental Health Act Administration.
- **To the Users** – an intuitive, easy to use, forms-based interface with functionality that mirrors and promotes best practice.
- **To the Patient** – improved care due to availability of relevant information wherever and whenever it is needed 24hrs a day 7 days a week.

Covert Operations Management System

Covert Operations Management System (COMS) is a suite of data management systems designed and developed with Law Enforcement in mind. COMS allows for networked tracking of Confidential Sources, Undercover Operators, Expert Witnesses and more.

The Halifax Group has built a secure integrated informant management system that meets the demands of today's policing model of integration and interoperability. COMS has securely integrated all Canadian Provinces and Territories within a Virtual Private Network utilized by the Royal Canadian Mounted Police (RCMP).

COMS can be utilized on a 24 hours-a-day - 7 days-a-week basis to compile, search and share intelligence generated by confidential informants. Integrated within COMS are units for the storage and retrieval of:

- Confidential Informants, Coverpersons,
- Undercover Operators,
- Expert Witnesses,
- Informant Recruiters, Handlers



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Desktop Baseline Management Division

Desktop Baseline Management is ensuring that the software operating on the organization's desktop is completely under the control of the organization. Using commercial products, custom built software and proprietary methods, The Halifax Group has managed as many as 60,000 desktops for a single customer, maintaining a consistent baseline for the organization as a whole, while allowing different divisions throughout the world, to operate applications specific to their needs – all from a central control point. **Services offered by the Desktop Baseline Management Division include:**

- Desktop and Server Monitoring,
- Change and Configuration Management,
- Release Management,
- Software Distribution server management in support of Release Management,
- Service Desk, including the provision of 24/7 on-call support,
- Incident and Problem Management,
- Life Cycle Product Support,
- Server and Workstation monitoring to provide positive acknowledgment that patches have been applied,
- Procurement,
- Network hardware and software support (Installation, configuration and maintenance),
- Application configuration management, delivery, and installation.