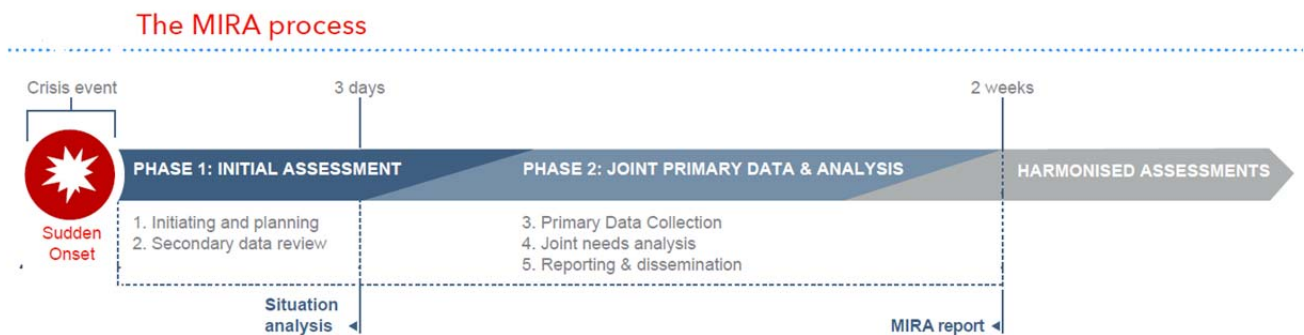


MYANMAR HCT – Multi-Sector Initial Rapid Assessment (MIRA)

Standard Operating Procedures - SOP (Update May 2016)



The Multi-Cluster Initial Rapid Assessment (MIRA)

When a sudden onset disaster strikes, a joint needs assessment process, the Multi-Sector Initial Rapid Assessment (MIRA), is one of the first steps in the Humanitarian Country Team's (HCT) emergency response. The MIRA is the agreed inter-agency approach to undertake a joint assessment and analysis of needs to inform the development of the initial HCT strategic priorities and appeals. The MIRA is comprised of two fundamental components: i) initial assessment to collect and analyze pre- and post-crisis secondary data, ii) and joint analysis to arrive at a collective vision of the humanitarian situation and strategic priorities.

Objective

The primary objective of the MIRA in Myanmar is to provide decision support to the Government of the Union of Myanmar (GoUM) and the humanitarian community in the immediate provision of aid to populations affected by a crisis. The overall purpose is to help all humanitarian decision makers collectively understand and communicate on the nature and dynamics of a crisis in the first days after impact and to support the development of strategic humanitarian priorities. The MIRA informs and supports the design of subsequent needs assessments and analysis which are often more detailed and operational in focus.

Specifically, the MIRA supports these objectives by implementing a framework that will yield fundamental initial information on the needs of affected populations and the priorities for initial distribution of aid at the community level:

- What is the geographical extent of the affected area?
- What proportion of people is affected?
- How and to what extent does the crisis affect populations?
- How and to what extent does the crisis affect livelihoods?
- How does the crisis affect access to basic services and goods?
- Whether there are basic protection concerns for the population and in particular of vulnerable groups?
- What proportion of the population in need is reached by humanitarian interventions?
- What are the priority sectors and groups for intervention?

What the MIRA can deliver:

- ✚ An initial common understanding of the most pressing needs affected areas, and groups
- ✚ A voice for the affected population
- ✚ Information to help guide the planning of subsequent assessments which are more detailed and operationally specific
- ✚ An evidence base for response planning
- ✚ A light, fast inter-agency process based on global best practices in rapid needs assessment

	repository																		
	Collates data from assessment and integrates with information from other sources (media, government,)	AC,MIMU	ICCG																
Analysis	Share primary and secondary data available with ICCG	AC/MIMU	ICCG																
	Analyze primary and secondary data identifying main needs and gaps at sector level	ICCG	AC, AT																
	Agree on joint inter-sectoral analysis	AC	GoUM, AT, ICCG																
	Approve jointly-defined inter-sector priority humanitarian needs and shared initial findings with HCT and GoUM	HCT																	
Reporting and dissemination	Draft the MIRA report	AC	ICCG, GoUM, AT																
	Translate MIRA report into Myanmar	AC	ICCG, GoUM, AT																
	Publish the MIRA report	AC	ICCG, GoUM, AT																

Key stakeholders and main activities

STAKEHOLDER	MAIN ACTIVITIES
Host Government	<ul style="list-style-type: none"> National and/or local government authorities will be consulted and encouraged to lead the coordination of rapid needs assessments along with Damage And Loss Assessment (DALA). National and/or local government authorities will request HCT's support for rapid needs assessment when required.
Humanitarian Coordinator (HC)	<ul style="list-style-type: none"> Ensures the process is launched when needed and that a joint message reflecting the collective voice of the humanitarian community is projected.
Humanitarian Country Team (HCT)	<ul style="list-style-type: none"> Assigns staff from respective agencies to take part in planning, designing and implementing the assessment. Endorses inter-sectoral analysis of MIRA findings and priority humanitarian needs.
Assessment Coordinator (AC)	<ul style="list-style-type: none"> Oversees coordination of the MIRA process, encourages participation by key humanitarian actors in the assessment team and ensures production and dissemination of key MIRA outputs. OCHA will normally take on this role, as designated by the HC.
Assessment Team (AT): Assessment Coordinator, Government, representative or relevant organization may co-chair	<ul style="list-style-type: none"> A multi-cluster/sector, interdisciplinary group (GoUM, HCT, ICCG, NNGO, MRCS, Private Sector...) responsible for supporting the design, planning, coordination and harmonization of assessments; conducting secondary and primary data collection and cross-sectoral analysis; and preparing and disseminating key MIRA outputs. Skillsets to include: participatory and field research methods, assessment, analysis.
Information Management Officer (IMO)	<ul style="list-style-type: none"> Supports compilation of pre- and post-crisis information and secondary data analysis. Manages process of entry, compilation and tabulation of assessment data; ensure comparability of datasets with other information products and requirements; and produces figures, maps, and charts. Serves as member of the assessment team and reports to the assessment coordinator.
Inter-Cluster/Sector leads Coordination Group (ICCG)	<ul style="list-style-type: none"> Ensures participation of cluster/sector members as relevant in the assessment team for planning, design, implementation, and secondary data review and analysis purposes. Ensures collection and analysis of primary and secondary data for the first and second MIRA phases. Ensures information management expertise for primary and secondary data analysis. Support overall MIRA implementation.
Cluster Members	<ul style="list-style-type: none"> Participates by sharing information and/or appointing assessment experts and/or information managers for MIRA process.
Field Assessment Team Coordinator (FATC)	<ul style="list-style-type: none"> Appointed by the assessment coordinator, the field team leader leads the field assessment teams. Ensures that agreed procedures and standards are used to conduct data collection, analysis and field debriefing. Ensures findings and raw data are produced and shared with the assessment coordinator on a timely basis.
Field Assessment Team (FAT)	<ul style="list-style-type: none"> Government, UN, NGOs, NNGO, MRCS, private sector and a gender balanced composition.