Information Management Working Group - Minutes

10 May 2023
Online meeting

Agenda

1. Review of minutes of last meeting and actions points
2. Revision of ToRs and Action Plan
3. RRP activity achievements report
4. RRP Regional Refugee Funding Tracker Dashboard
5. AoB

1. Review of minutes of last meeting and actions points
   - Situation Analysis presentation - Mareena
     IMWG co-chairs shared the presentation with the members.
   - Livelihoods and Health Survey presentation - IFRC
     IMWG co-chairs shared the preliminary results dashboard with members.

2. Revision of ToRs and Action Plan
   UNHCR co-chair informs IMWG members that last revision of Terms of Reference were in October 2022, and it was agreed to proceed with revision each 6 months. Therefore, UNHCR co-chairs presented the current ToRs to open the discussion. IMWG members will have one week to provide inputs to be included in the new version of ToRs.
   - Current Main areas of Work
     - Coordinate and harmonize the establishment and management of monitoring systems, needs assessments and other information systems from an inter-agency perspective.
     - Systematically share updates on information management activities between organizations working on the humanitarian response
     - Forum for discussions on data quality, data collection methodologies and technical data issues
     - Explore possibilities for joint information products including data analysis.
     - Promote harmonization of codes and standards

   - Current Outputs
     - Regular coordination meetings among information management experts
     - Clear data sharing mechanisms and agreements
     - Humanitarian indicators to monitor the situation and the response.
     - Common set of data and information management standards
     - Provision of technical support to aid sector specific analysis
     - Support data collection, collation of the 5W data
     - Support to sectors in their operational coordination, response and advocacy
     - Inter-agency data sharing platform update

Additionally, IMWG co-chairs suggest building an Action Plan for 2023 as follows:
### ACTION POINTS:
- IMWG cochairs will share with IMWG members ToRs and Draft of the Action Plan for 2023.
- IMWG members review and provide inputs to ToRs and Draft Action Plan by 22th May.

### 3. RRP Activity Achievements Report

UNHCR co-chair informs IMWG members that Q1 activity and funding report has finalized. Information related to activities reported by partners is publicly available in the Interactive Dashboard available on the Operational Data Portal (ODP). Additionally, it has been published a RRP Monthly Achievements Report, available in ODP.

- January 2023
- February 2023
- March 2023

UNHCR co-chair presented activity calculations for the RRP activity achievements report reached by sector that shows calculations with and without duplications for a particular region / sector / total:

### ACTION POINTS:
- IMWG members will review RRP Monthly Achievements Report and provide inputs to improve this product.
4. **RRP Regional Refugee Funding Tracker Dashboard**
   The [Regional Refugee Funding Tracker Dashboard](#) was presented by the UNHCR co-chair. This is a regional tool to share funding received and reported by RRP partners under the Ukraine Situation. This dashboard is updated on a quarterly basis with RRP partners inputs.

5. **A.O.B.**

Next meeting: 31st May; 2.00-3.00 pm