INFORMATION MANAGEMENT WORKING GROUP

10 MAY 2023
AGENDA

1) Revision of minutes of last meeting
2) Revision of ToRs and Action Plan
3) RRP activity achievements report
4) RRP Regional Refugee Funding Tracker Dashboard
5) AoB
## ACTION POINTS – LAST MEETING

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>ACTION POINT</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Situation Analysis presentation - Mareena</td>
<td>• IMWG co-chairs will share the presentation with the members.</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>3. Livelihoods and Health Survey presentation - IFRC</td>
<td>• IMWG co-chairs will share the preliminary results dashboard with members.</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>4. A.O.B.</td>
<td>• Partners will provide Activity and Funding inputs to close Q1 RRP report</td>
<td>COMPLETED</td>
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Minutes available in ODP
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.
2. Revision of ToRs and Action Plan

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
2. Revision of ToRs and Action Plan

Points of discussion

- Data collection & Assessments (sharing information)
- RRP – situation and response monitoring
- Ad-hoc technical support
## 2. Revision of ToRs and Action Plan

### Action Plan

<table>
<thead>
<tr>
<th>AREA</th>
<th>ACTIVITIES</th>
<th>TIMELINE</th>
<th>RESPONSIBLE ACTORS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Setting the foundations</strong></td>
<td>Appoint organization’s IM focal points who will participate in the group and update contact details</td>
<td>Ongoing</td>
<td>IM WG members</td>
</tr>
<tr>
<td></td>
<td>Review and update the Terms of Reference</td>
<td>May and November 2023</td>
<td>IM WG Co-Chairs, with endorsement of IMWG members</td>
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<tr>
<td></td>
<td>Develop the Action Plan</td>
<td>May 2023</td>
<td>IM WG Co-Chairs, with endorsement of IMWG members</td>
</tr>
<tr>
<td><strong>Management, Coordination and Capacity Building</strong></td>
<td>Participate in the activities of, and ensuring coordination with, other relevant working groups and actors</td>
<td>Ongoing</td>
<td>IM WG Co-Chairs</td>
</tr>
<tr>
<td></td>
<td>Keep informed RCF members and relevant WGs on the IM WG activities and discussions</td>
<td>Ongoing</td>
<td>IM WG Co-Chairs</td>
</tr>
<tr>
<td></td>
<td>In coordination with relevant actors and experts, facilitate discussions on agreed-upon topics that are relevant to Information Management</td>
<td>Ongoing</td>
<td>IM WG Co-Chairs and members</td>
</tr>
<tr>
<td></td>
<td>Provide technical support and advice to member organizations or other relevant actors</td>
<td>Ongoing</td>
<td>IM WG Co-Chairs and members</td>
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</table>
## 2. Revision of ToRs and Action Plan

### Action Plan

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<tr>
<td>Analysis and Assessments</td>
<td>Maintain and update Assessment Registry</td>
<td>Ongoing</td>
<td>IM WG Co-Chairs and members</td>
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<tr>
<td></td>
<td>Inform and present to group members on upcoming/ongoing data collection and/or analysis activities</td>
<td>Ongoing</td>
<td>IM WG members</td>
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<td></td>
<td>Provide technical support and advice on assessment; revision of methodologies and questionnaires</td>
<td>Ongoing</td>
<td>IM WG Co-Chairs and members</td>
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<td></td>
<td>Support and facilitate joint analysis when needed; ex: MSNA</td>
<td>Ongoing</td>
<td>IM WG Co-Chairs and members</td>
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<td></td>
<td>Support and facilitate the dissemination of products and resources</td>
<td>Ongoing</td>
<td>IM WG Co-Chairs and members</td>
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<tr>
<td>Monitoring and Reporting</td>
<td>Establishment of reporting system (activities and funding)</td>
<td>January 2023</td>
<td>IM WG Co-Chairs, with endorsement of IMWG members</td>
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<td></td>
<td>Development of reporting Framework</td>
<td>January 2023</td>
<td>IM WG Co-Chairs, with endorsement of IMWG members</td>
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<tr>
<td></td>
<td>Report organization activities and funding received in reporting system</td>
<td>Monthly</td>
<td>IM WG members</td>
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<td></td>
<td>Continuous support and ad-hoc trainings to partners</td>
<td>Ongoing</td>
<td>IM WG Co-Chairs</td>
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<td></td>
<td>Sharing of good practices and lessons learned</td>
<td>Ongoing – together with ad-hoc trainings</td>
<td>IM WG Co-Chairs and members</td>
</tr>
</tbody>
</table>

IM WG members review and provide inputs by 19th May
3. RRP activity achievements report
3. RRP activity achievements report

Reached by Sector

- **NITRA**
  - **PROTECTION**
    - ACT 1: 50
    - ACT 2: 30
    - ACT 1 + ACT 2: 80
    - If not duplication: 80
    - NITRA - PROTECTION: 80
  - **EDUCATION**
    - ACT 3: 10
    - ACT 4: 40
    - MAX (ACT 3 / ACT 4): 40
    - If duplication: 40
    - NITRA - EDUCATION: 40

- **ZILINA**
  - **PROTECTION**
    - ACT 1: 15
    - ACT 2: 15
    - ACT 1 + ACT 2: 30
    - If not duplication: 30
    - ZILINA - PROTEC.: 30
  - **HEALTH**
    - ACT 5: 20
    - ZILINA - HEALTH: 20
3. RRP activity achievements report

Reached by Sector

**NITRA**

- **PROTECTION**
  - ACT 1: 50
  - ACT 2: 30
  - If not duplication: ACT 1 + ACT 2 = 80

- **EDUCATION**
  - ACT 3: 10
  - ACT 4: 40
  - If duplication: MAX (ACT 3 / ACT 4) = 40

**ZILINA**

- **PROTECTION**
  - ACT 1: 15
  - ACT 2: 15
  - If not duplication: ACT 1 + ACT 2 = 30

- **HEALTH**
  - ACT 5: 20

**TOTAL ALL REGIONS AND ALL SECTORS**

- NITRA: MAX ALL SECTORS = 80
- ZILINA – MAX ALL SECTORS = 30
- **110**
4. RRP Regional Refugee Funding Tracker Dashboard

**Quarterly Funding Report**

[Image of the dashboard with charts and data]
THANK YOU VERY MUCH

NEXT IM WG MEETING: 31ST MAY 2023