Poland Information Management Working Group
Meeting notes – 28 April 2022

Poland: Information Management Working Group

Meeting notes
Date: 28 April 15:00 CET

Present: ACAPS, Ashoka, CP Sector Coordinator, Habitat, Health Sector IMO, IFRC, INTERSOS, IOM, NRC, REACH, Save the Children, UNHCR, UNICEF

Agenda:

1. Introduction
2. Presentation on the site mapping and monitoring and discussion
3. AoB

Action points
Completed action points are deleted

#	Action	Responsible	Deadline	Status
1	Follow up SDR meeting to help design MSNA	ACAPS, REACH, NRC, UNHCR	ASAP	Pending
2	Submit information about data initiatives and assessments using Kobo tool	All members	Ongoing	Ongoing
3	Provide feedback to the presentation on the site mapping and monitoring draft tool	All members	4 May COB	Pending
4	UNHCR to follow up with Central Statistics Office (GUS) about the planed HH level assessment	UNHCR	ASAP	Pending
5	Get in touch with individual sector coordinators to receive sectoral feedback on the site mapping and monitoring tool	REACH	Next week	Pending
6	Share data on the locations of collective sites with UNHCR. To: krolikie@unhcr.org	All partners	ASAP	Pending

1. Introduction

The notes of the previous meeting are open for feedback till end of day, Friday. Two dashboards were published on the portal: PESEL registration and RRP 2022 for Poland.

2. Presentation on the site mapping and monitoring and discussion

Presentation available here: https://data2.unhcr.org/en/documents/details/92367

This workstream will focus on:

1. Harmonization of workflows, methodologies of data collection, terminologies and guidelines
2. Working on a synchronized tool and questionnaire

3. Capacity building of different agencies on data collection in close coordination with the inter-agency coordination team
4. Coordination of geographical coverage to reduce the duplication of efforts and expanding the scope to cover whole of Poland
5. Setting up a good data management plan (Cleaning, Triangulation, Analysis, Sharing)
6. A concrete data stream to RIDL that will populate the OPSMaps.

The presentation has focused on the following details:

- Level of data collection and geographical distribution;
- Definitions of locations and typology of sites, including various attributes;
- Harmonized tool;
- Standards for capacity building;
- Data flow.

The link to the draft tool for review: https://ee.humanitarianresponse.info/x/djRnXrPj

Additional comments and considerations:

- The site typology and attributes will take into account the regional approach and harmonization from regional perspective;
- Focus for now on the locations that provide accommodation (sleeping overnight), mid to long term. This does not exclude the transit site with bed capacity, but the approach to those due to the nature and their purpose.
- Aligning with the European Union Agency for Asylum assessment on RCs;
- The name of the site should be separate from the typology and attributes: the site can be called various names which does not necessarily follow the agreed definitions for the attributes and typology.
- Given the potential high number of sites, it might prove difficult to make sure that all sites are assessed at the same time or in similar rounds. So the way to go about it could be to have always the date of the site assessment indicated and ensure the standard to follow up on the assessment and monitoring of those sites that are becoming outdated.
- Pushing out the data to RIDL and subsequently OPS maps as quick as possible will be a priority to ensure availability of such data for the humanitarian community.
- **All agencies that have information about the sites they visited are invited to share them with UNHCR for the subsequent inclusion in the master list of sites (this means the data would be published as part of the COD). This would help build the initial dataset.**
-