

Information Management Working Group - Minutes

16 November 2022

Online meeting

Agenda

1. *Review of minutes of last meeting*
2. *Review IM WG ToRs*
3. *Results feedback survey*
4. *ODP and IM WG SharePoint folder*
5. *RRP Update – 5W October update & Indicators 2023*
6. *Assessments and Assessment Registry*
7. *A.O.B.*

1. Review of minutes of last meeting

2. Review IM WG ToRs

First Terms of Reference were designed in April 2022, when the IM WG was conformed. After six months and considering the turnover and new participants in the group, it is proposed to share and review the ToR for any required modification. This ToRs update will serve as a base to build an IM WG Workplan for the following months. As no comments were received, ToRs update is approved.

Action points:

- IM WG coordinators will upload updated version on ODP.

3. Results feedback survey

To better understand WG members expectations and improve the work under this WG, a feedback survey was sent to all members. Once received some responds, WG coordinators proceed with the analysis and shared the results with the WG members. These results will be considered for next year strategy.

Action points:

- IM WG coordinators will share results with WG members.

4. ODP and IM WG SharePoint folder

Due to the turnover and new participants in the group, IMWG coordinators proceed with a refresh of the different platforms to share documents and information: ODP for external documents and IMWG SharePoint folder for internal exchanges.

Action points:

- IM WG coordinators will proceed to update the contact list of the group.
- IM WG coordinators will provide access to new members to the SharePoint folder

5. RRP Update – 5W October update & Indicators 2023

5W October update is uploaded in ODP 5W dashboard.

As part of the RRP 2023 process, the framework with the list of activities and indicators will be adapted for next year monitoring and reporting. The new framework takes into consideration the new regional indicators, and the type of

activities proposed by partners for next year. The first draft of country indicators was already shared with 2023 RRP partners and IMWG members, and feedback provided.

Action points:

- IM WG coordinators will share final list of indicators in the coming weeks.

6. Ongoing Assessments and Assessment Registry

Update on the ongoing assessments at country level:

The Site monitoring and needs assessment is about to be released – this is an interagency initiative with UNHCR and IOM and supported by REACH. The final report is planned to be ready in the coming weeks. As part of this exercise UNHCR and REACH will continue monitoring the needs of the Sites through follow up calls monthly. There is a shared file with the list of accommodation sites; in case any member would like to add any other Site that is not listed.

MSNA has been published and available in [ODP](#).

An Area Based Assessment is being conducted in 4 cities (Bratislava, Kosice, Nitra and Zilina). This assessment aims to inform an area-based response by local authorities, as well as humanitarian actors about the priority needs of the refugee population in terms of access to basic services, social cohesions between refugees and host population, and local refugee response mechanisms.

IMWG coordinators remind participants to include their inputs on the Assessment Registry to get a better picture of the ongoing or planned assessments in the country – this registry is accessible to all IMWG participants, so they can start including the information of their organization assessments.

Action points:

- IMWG members include their assessment on the Assessment Registry → [LINK](#)
- IMWG members check and include any new Site on the Accommodation Sites List → [LINK](#)

7. A.O.B.