DATA MANAGEMENT WORKING GROUP MEETING

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| Minutes | May 17, 2019 | 10:00-12:00 | UBOS BOARDROOM |

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| Meeting called by | GODFREY NABONGO AND BO HURKMANS |
| Type of meeting |  DATA MANAGEMENT - CORDINATION |
| Facilitator | BO HURKMANS |
| Note taker | HILLARY MUMBERE |
| Attendees | XABIER GOIRIA (FAO), SONJA MEYER (CRRF), JURG WILBRINK (NLRC), OLOYA ABDU (AAH), DIANAH NAKASUJJA (AVSI), EUNICE ATIM (UNICEF), JOHN PAUL NYEKO (AVSI), AGATA ELIE (REACH), JANE FRANCES NAKANWAGI (LWF), IVAN MAFIGIRI (UBOS), CATHERINE BEKUNDA (UBOS), BERNARD JUSTUS (UBOS), MWESIGYE BILLY (DRC), SIMONA SIMKUTE (DRC), TORACH GEORGE (DRC), DENNIS TUMUSIIME (WFP), BO HURKMANS (UNHCR), HILLARY MUMBERE (UNHCR) |
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## Agenda topics, Revised WG ToR (attached), Update on the roll-out of ActivityInfo, Briefing from the Assessment Technical Working Group

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| discussion |  |
| 1. **Revised WG ToR**
	1. It is agreed that the DMWG should meet every other month instead of monthly.
	2. It was suggested that the GIS Sub-Group meeting could perhaps be combined with the Data Management WG meeting or be held back-to-back. At the next DMWG meeting, GIS will therefore be on the agenda.
2. **Update on the roll-out of ActivityInfo**
	1. The reporting for Q1 2019 was completed and the data cleared by the sector leads. The products (dashboards) are being developed (i.e. Performance Snapshot and Sector Dashboards).
	2. Livelihoods & Resilience, WASH and Protection had the most number of partners reporting and West Nile having the most reporting partners among the regions.
	3. The District Local Governments will be brought on board for the next reporting phase (Q2 2019).

***Feedback about Activity Info**** The system is generally easy to use.
* Some of the indicators are not easy to capture due to the disaggregation requested.
* The Education indicator on mobilisation should be changed to district level instead of school level.
* Education reporting should be aligned with the Education Response Plan so that partners are not asked to report twice.
* It is not realistic to include the coordinates of individual trees planted for Environment.
* Logistics activities are not captured in the system, yet some partners are funded to undertake these (such as AAH).
1. **Briefing from the Assessment Technical Working Group**
	1. A newly formed technical working group responsible for coordinating large-scale joint needs aassessments. More details about the first assessment this TWG will be overseeing, the Vulnerability and Essential Needs Assessment (VENA), can be found in the TOR.
	2. All members are requested to send in relevant data to REACH for the VENA secondary data review.
	3. Spatial indicators are proposed in light of the VENA, members are requested to send feedback to REACH by 24 May. Financial agencies/providers should be consulted on cash assistance and WFP/UNOPS about mapping of roads.
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| Action items | Person responsible | Deadline |
| Give feedback about the issues addressed in regards to ActivityInfo reporting for Q1 2019 |  Bo and Hillary |  Next meeting |