Information Management and Assessment Working Group
IMAWG Meeting
ISCG Sector Conference Room | 26 September 2024, 11:00 – 13:00

ISCG | INTER SECTOR COORDINATION GROUP | Rohingya Refugee Response | Bangladesh

Agenda:
1. *Unit costing*
2. *2025 JRP project template*
3. *ISNA analysis / reporting template*
4. *AOB*

Participants:
In person: ISCG, CPSS, LSDS, WASH, SCCCM, GBVSS, Nutrition, Protection, UNHCR.
Online: FSS, Health, UNHCR.

1. Unit costing:
- **LSDS:** The sector has developed a common guideline for all partners for unit costing for activity groups. The guideline was presented to SAG members and as well as later shared on sector coordination meeting with all the partner too.
    - Since an activity group may contain activities of different costings. So, the sector considers the unit cost of the most expensive activity of a group to be the unit cost of that group.
    - The activity may happen both for Rohingya refugees and for the host communities. So, the sector considers the unit cost of the refugees.
    - Unit of measurement for calculating the cost: cost per beneficiary.
    - The unit cost for activity group should include all operational and non-operational costs.
- **WASH:** The sector considers the cost per beneficiary to be the unit of measurement. The sector currently sets up the unit cost per beneficiary 16 – 22 USD for NFI items (inc. operational and non-operational costs). The costing proposal is already shared with the SAG members and their inputs have been addressed. The sector is trying to rationalize the area of responsibilities. With the consultation of the partners, they will propose who will appeal for which area. The discussion is on-going, and there will be a final decision in the mid-October. The sector will ensure that even there are more partners in the same area, there will be no overlap in activities.
    - Heavy constructions for WASH sector, for example large scale water network, major treatment plants, etc. have already been completed over the years. Hence, in case of heavy construction, WASH sector has specific catalogue for design, quality maintenance, and costing guidelines. Which also helps the agencies to set up the unit cost.
    - For maintenance, there might be some limitations. For example, the level of maintenance might not be same for every facility. Still, the guideline from the sector helps to set up the unit cost for maintenance as well.
    - Sector decides that 15% budget will be allocated for host communities.
- **Nutrition:**
    - The sector will do the same for calculating the unit costing for activity groups by measuring the average of the unit costs of the activities; just like they did in previous years. Still there might be some limitations; for example, operational cost may vary from agency to agency based on their type.

- o The sector has already gone for one partner per camp; so, there is no probable chances for duplication.
- **GBV:** The sector is considering activity level unit cost instead of activity level costing for now. For the activity groups, the unit of measurement may vary depending on the type of activities. For some groups, unit cost is based on per facility, and for some groups, unit cost is based on per person.
- **CPSS:** The sector had a large-scale exercise last year; the sector came up with a methodology on unit cost based on that exercise. The sector considers the average cost of the activities which belong to a group, to be the unit cost of the activity group; and add or deduct 10% with the average cost of the activities.
  - o The sector is conducting mapping exercise to reduce the probable duplication of work location wise. This mapping exercise helps the sector for decision-making during the JRP project submissions.
- **Protection:** The sector collected the activity groups from the UN agencies at first. And they visualize the information in an interactive dashboard (power bi) to see which agencies are covering the major areas. And then the sector calculated the unit cost by doing the average.
  - o Often the unit costs vary from agency to agency. To mitigate this limitation, the sector has set up a range from low to high costs to ensure minimum standards of the services.
- **SCCCM:** The sector is working on coming together with a consolidated guidance for unit costs. Since previous year, Shelter-CCCM sector has been formed by merging up 2 individual sectors (Shelter-NFI, and SMSD). Last year, the sector collected different unit costs from different agencies (since the agencies acquire different expertise) and considered the average for the unit costs. This year, the sector is looking forward to planning on a more efficient techniques for unit costing.
  - o Some activities related to site management (access maintenance and construction) cover the whole population of the camps. So, there are some challenges and limitations on calculating the unit cost.
- **Food security:** The sector is also having limitations on setting up the range of the unit costs. Because sometimes it's high for some agencies and very low for some agencies depending on the agency type.
- **Health:** To calculate the unit costs for health sector is difficult. Because health services are not like the usual and regular services which are being provided to the beneficiaries.
  - o The unit costs vary from year to year, because of the behaviour changes of the wave of the diseases. For example, currently cholera outbreak is common in the camps, but in next year it may not be.
  - o The variations of the purchase costs for medicine and medical equipment from agency to agency also have significant shifts.

Still the sector is working on harmonizing the unit costing and trying to figure out addressing all the limitations.

2. 2025 JRP project template:

- There was a proposal from ISCG that the unit cost per beneficiary for each activity group may be included in the template in such way that when partners would entry their targets and the budget would be auto calculated. But it will not be applicable for many of the sectors. The proposal is not approved.

3. ISNA analysis / reporting template:

- The data collection for ISNA has already been finished. Now ISCG will take some time to review the data and soon the whole dataset and initial analyses will be shared with the sectors.
- After receiving the dataset, the sectors will start working on the final analyses on the provided template. This year, ISNA results will be visualized in a factsheet briefly sector-wise.
- The sectors and CCTs can use primary data collected for ISNA, as well as secondary data from other sources; for example, other assessments, 4Ws, etc.
- Regardless of the provided analyses done by ISCG, sectors can do their own analysis since the dataset is shared with the sectors.
- Sectors can look upon cross-cutting sectors for their own analysis.
- Sectors can come up with their own recommendations and later those can be shared with SAG members so that they can validate and even also provide their insights. Because the recommendations might be relevant to the decision-making processes for JRP and might align with the long-term visions.

Action points:

- The next IMAWG meeting will be held on 8th of October from 11:00 to 13:00.
- WASH sector will present the dashboards.
- The sectors who have not shared the initial strategies for 2025 JRP (narrative, PiN and Targets, Log-frame and Activity matrix) with ISCG, will share soon.
- **by 15 October 2024:** sectors/sub-sectors, CCTs will share their ISNA analyses with ISCG.