

INTER-AGENCY STANDING COMMITTEE (IASC)  
TASK FORCE ON INFORMATION MANAGEMENT

**Summary Note and Participants List**

10 March 2009  
Room XII (Palais des Nations), Geneva

1. The Chair, Andrew Alspach, OCHA's Field Information Services (FIS) Unit, Geneva, opened the meeting by thanking participants for their attendance and support for inter Agency/Cluster Information Management (IM).
2. The Chair outlined the agenda for the meeting, which was dedicated to a review of the relevance of the "Country Level Inter-Agency Minimum Common Operational Datasets," and the use of P-Codes and GLIDE numbers in emergencies. At the end, a review of the work-plan of the IASC Task Force on IM was conducted.
3. The TF Secretariat reviewed the Summary Note and status of action items of the previous meeting with the following comments:
  - 4i2,3 Sub-group on review to meet/telecon on 23 March 2009 to discuss the issues raised in the 1<sup>st</sup> meeting.
  - 4i4 Pending
  - 4iv OCHA to disseminate the inventory and UNHCR to share their list compiled toolkits
  - 4vi First meeting took place 19 March 2009
  - 4viii Topic of 2<sup>nd</sup> meeting. Follow-up with UNGIWG and GIST on-going.
  - 10 Situation Reports on ReliefWeb, template and guidance to be sent to TF members.

Country Level Inter-Agency Minimum Common Operational Datasets

4. The Chair introduced the topic by clarifying the purpose of the document as a basis for discussion on common operational datasets. The TF reviewed the existing minimum operational datasets and elaborated on the need for an expansion of datasets beyond the ones defined in the document. This discussion focused on the appropriateness of including certain datasets and the Agency/Cluster ability to provide them. The issue of governance was raised and WHO pointed out that a clear structure to acquire, maintain, and disseminate datasets for application in a humanitarian emergency must be discussed and agreed, as well as who will have the final authority to select the datasets. It was noted that the sourcing of datasets should be done in close coordination with the relevant cluster expertise. The TF agreed to create a sub-group to discuss the issues raised and suggest ways forward for the creation of new guidance.

Action Points:

- a. Creation of a sub-group on common operational dataset. Nominated TF members were: WHO, UNHCR, WFP, iMMAP, UNICEF, UNDP/BCPR and OCHA. The focal point for this group is UNHCR.
- b. OCHA to liaise with GIST on the above subject.

#### Use of P-Codes and GLIDE numbers in emergencies

5. The Chair provided an overview of the definition of a P-Code and the general application of it in the field. On further review of P-Code standards, the TF discussed and recommended the inclusion of this coding standard into the common operational dataset guidance. Moreover, it was cited that the standard should be linked to current and past initiatives of UNGIWIW and the GIST. It was noted that the TF should have more of a policy guidance role vis-à-vis the application of P-Codes and Metadata in emergencies as opposed to technical involvement in the coding standard. The TF discussed the identification of a single authoritative P-Code for use in an emergency. Initiatives such as SALB (Second Administrative Level Boundary) and the use of national coding standards were cited as references in this regard.

On the use of GLIDE numbers in disaster, the general consensus of the TF was that they are of use in tracking events over time. Its main limitation, however, is that they are currently developed and managed for natural disasters and not for complex emergencies, thus implying a limitation in the use within humanitarian action. It was also noted that in their application to disaster situations, sometime becomes complex when sub-disasters occur within a larger one. UNDP referred the TF to the GLIDE website for further information on its current application: <http://www.glidenumbers.net>

#### Action Points:

- a. The sub-group on common operational dataset was also tasked with integrating P-Code and GLIDE number guidance into the Country Level Inter-Agency Minimum Common Operational Datasets revision.
- b. Education Cluster (represented by Ms. Zuki Karpinska) to draft a letter from the IASC TF on IM to the GLIDE community on the possible expansion of their system to complex emergencies. This draft is to be reviewed by the sub-group and agreed upon by the IASC TF on IM before submission.

#### Review of the draft work-plan of the IASC Task Force on IM

6. The TF reviewed the work-plan, based upon the TOR of the IASC TF on IM and in the approved format of the IASC. The content of the work-plan was agreed but it was also pointed out that further elaboration on the individual outcomes would need to stem from discussions in the sub-groups. Therefore, the Chair committed the Secretariat to provide guidance to the sub-groups and the focal point on expected input into the work-plan before the next meeting. The work-plan is to be finalized before the fourth meeting of the IASC TF on IM.

#### Action Points:

- a. OCHA to provide guidance for the sub-groups and the role of focal point.
- b. The work-plan is to be finalized before the fourth meeting of the IASC TF on IM.

AOB

7. Interaction pointed out that it would be useful to make visual presentations and documentation available for remote/virtual participants.
8. The TF agreed to have the next meeting on 21 April 2009 in Geneva.

AAIspace  
IMO  
Field Information Services Unit  
OCHA

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## List of Participants:

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