GIMAC: DEEP SECONDARY DATA REVIEW PROJECT

1. What is GIMAC?

The Global Information Management, Assessment and Analysis Cell (GIMAC) is a humanitarian multi-stakeholder initiative, proposed jointly by several United Nations and international NGO partners; operational since May 2020.

GIMAC aims to coordinate, structure, collate, manage and analyse COVID-19 related information; and to provide technical support and services to prioritised countries and global decision making based on a request.

Further information can be found on https://www.gimac.info/

2. What is the DEEP Secondary Data Review project?

The Data Entry and Exploratory Platform (DEEP), Secondary Data Review (SDR) Project is a GIMAC project. This project is hosted by the Danish Refugee Council (DRC) and implemented by Data Friendly Space (DFS). The project will produce a secondary review of qualitative data; using GIMAC Analytical Framework[1] for selected countries for a fixed timeframe; utilising the DEEP software. This secondary data review on DEEP software will allow the country to have country-specific humanitarian qualitative data stored and structured in a repository which could be used with different purposes; such as the analysis of humanitarian situation and operations.

3. Why has your country been selected as a possible candidate for this project?

The DEEP Secondary Data Review Project is going to be implemented in seven countries. Taking into account different criteria such as the COVID-19 index, the language of the country, funding gap and the cluster activation, a list of potential countries have been selected by GIMAC in consultation with Global Cluster Coordination Group (GCCG)[2] and your country is one of them. GIMAC would like to start the process of consultation with selected countries to understand if they are interested in being part of the project. This will allow GIMAC to finalise the list of the seven countries where the project will be implemented.

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[1] GIMAC Analytical Framework is adapted from Joint Inter-Sectoral Analysis Framework (JIAF). Page 4: The framework structure developed by the Global Information Management and Analysis Cell for COVID-19 (GIMAC) to guide joint analysis on the impact of the pandemic is expected to yield useful lessons learned for the JIAF over the coming months. These will have to be discussed and considered for the update of the guidance in 2021.
[2] GCCG was consulted from 8 - 16 October 2020

4. What is the value addition of this project for your country?

For the project duration, qualitative secondary will be stored in a structured way using the DEEP software; including the country-level assessments, surveys, situation reports etc. Information from these reports will be tagged by sector/Cluster, thematic areas of GIMAC Analytical Framework; focusing on context; COVID-19 and other humanitarian shocks affecting people, systems and operations; along with anticipated risks.

These outputs of the project can be used for different in-country joint analysis processes; such as monitoring the change in the humanitarian situation; to adjust on-going response; produce strategy and advocacy products; information can be used in humanitarian briefings etc. The project intends to benefit both inter-Cluster/sector and Cluster/sector level.

5. What would be the outputs of the project?

The outputs of the project include:
1. The DEEP project with the secondary qualitative data structured based on the GIMAC framework supported by one data exploration module, searching, filtering and export functionalities.
2. An Assessment registry[3], supported by data exploration modules allowing functionality to search, filter and export; including an information gap score for geographical areas, affected groups and sectors.
3. A Secondary Data Review word document providing monthly data collation with additional data cleaning in a report format[4].
4. Based on the Secondary Data Review word document, a summary of key findings will be developed by the GIMAC Joint Analysis Team[5].

6. Which additional support GIMAC could provide to your country on this project?

In addition to the outputs listed in point 5 and after discussion and agreement with the country, GIMAC could additionally support the country on:
- The development of a Humanitarian Situation Analysis report based on the Secondary Data Review word document. GIMAC could provide support on:
  - The organization of a remote Joint Analysis workshop to:
    - Validate with the country the key findings provided by the GIMAC Joint Analysis team.
    - Develop a draft document template for the Situation Analysis Report

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[3] On the DEEP Software
[4] For the duration of the project
[5] GIMAC Joint Analysis Team consist staff from OCHA, UNHCR, IOM-DTM, Global Health Cluster, UNICEF, MAPACTION and IMPACT Initiative.

- Support the country to identify the key points that should be reflected in each of the sections of the Humanitarian Situation Analysis report.
- If requested GIMAC could support the country on the secondary data review of specific quantitative data[6] and the production of products such as graphics, charts and maps to support joint analysis.
- The training on secondary data review, the use of DEEP Software and the GIMAC analytical framework.
- Based on the Secondary Data Review word document, the identification of the information gaps and advice on primary data collection (the implementation of primary data collection is not included, for further information please download the Field Request Mechanism from: https://www.gimac.info/field-support/

7. What are the country responsibilities if decided to participate in the project?

The participation in the project is voluntary; the only objective of GIMAC and DFS is to support the countries with our expertise. If your country decides to be part of the project, the responsibility of the country operation will include:

1. To ensure that there is a country Expert Group established. That does not imply creation of a new entity, only a group of colleagues available to collaborate with us from inter-Cluster/agency perspective; with different mandates and backgrounds, who would coordinate with GIMAC and project manager on the project.
2. The Expert Group will support GIMAC and the project manager to identify the qualitative documents and assessments available in countries which would be tagged[7] using the GIMAC Analytical Framework during the Secondary Data Review Project. This would allow the project team to ensure that the documents that the project is going to be tagged are relevant for the country. Also, the project team will collect documents which are publicly available on the internet.
3. In addition to the standard outputs of the project, if the country decided to request additional support from GIMAC. The Experts Group will take a supplementary role but, in this case, further discussions will take place between GIMAC and the country to ensure agreement between the two parties.
4. At the end of the project, the country will provide a short briefing to inform GIMAC how the project deliverables were utilised in different processes, possible benefits and challenges concerning the project.
5. Once the project is completed, the country agrees to provide feedback through a survey for monitoring and evaluation of the project.

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[6] Such as selected structured quantitative data, needs assessment indicators, monitoring and tracking indicators.
[7] Tag the qualitative information using the GIMAC Analytical Framework is the way to structure the data on the DEEP software and it is the work done by the taggers of the project.

8. Who should accept or decline the project?

The decision to accept or decline the participation of the country on the project would need to be taken by the Inter-Cluster Coordination Group (ICCG) or equivalent coordination structure.

9. What are GIMAC and DRC-DFS responsibility if your country accepts to participate in the project?

If your country accepts to participate in the project, GIMAC and DRC-DFS will be responsible:
1. GIMAC will coordinate the process with the Expert Group appointed by the country and deliver the outputs described on this document on a timeframe[8] established.
2. DRC-DFS will produce project outputs 1-3 and GIMAC will produce output 4.
3. On request, additional GIMAC services. These services will be agreed with the country through a separate document which will outline the scope and service outputs.

10. How can you communicate that you accept or decline participation on this project?

To communicate that the country accepts or declines participation on this project. GIMAC would require a reply to the email where this document was attached with your decision. Please ensure that the ICCG is consulted and has a joint agreement before communicating the decision to GIMAC. If you need further information during the process please contact Fawad Hussain Syed (fawadhussain@un.org) and Alicia Ortega (ortegago@unhcr.org).

ADDITIONAL INFORMATION

1. Annex GIMAC analytical framework
2. Annex GIMAC country selection process.

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[8] The timeframe of the project outputs will be discussed with the country after showing its interest to participate in the project. Outputs listed on the section 5 will be delivered before June 2020.

This project is in support of GIMAC activities
www.GIMAC.info
GIMAC Overview l GIMAC Concept Note l GIMAC Field Request Mechanism

Funded by U.S Office of Foreign Disaster Assistance
www.usaid.gov

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www.thedeep.io

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