Session 2
Database building
"In God we trust. All others must bring data."

- W. Edwards Deming, Statistician, Professor and Author
### DATABASES

<table>
<thead>
<tr>
<th>WHAT</th>
<th>TO WHOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Activity Description</td>
<td>Total Number of Beneficiaries</td>
</tr>
<tr>
<td>Content</td>
<td>Beneficiary Type</td>
</tr>
<tr>
<td>Total weight/unit</td>
<td></td>
</tr>
<tr>
<td>Cluster Objective</td>
<td></td>
</tr>
<tr>
<td>Cluster Activity</td>
<td></td>
</tr>
<tr>
<td>Modality</td>
<td></td>
</tr>
<tr>
<td>HRP yes/no</td>
<td></td>
</tr>
</tbody>
</table>

### WHO

<table>
<thead>
<tr>
<th>CONTACT DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
</tr>
</tbody>
</table>

### WHERE

- **Region**
- **Pcode**
- **District**
- **Pcode2**

### WHEN

- **Starting date**
- **End date**
- **Reporting month**
- **Present status**
### What data needs to be compiled?

<table>
<thead>
<tr>
<th>Organization</th>
<th>Implementing partner</th>
<th>Donor</th>
<th>Geographical coverage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Activity description, content, quantity</td>
<td>Cluster objective and activity</td>
<td>Modality</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Beneficiaries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Starting and End date.</td>
</tr>
<tr>
<td>Reporting month</td>
</tr>
<tr>
<td>Status of the intervention</td>
</tr>
</tbody>
</table>

**TIP:**
Coordination at subnational level will require geographical detail.
Principal recipient

Implementing Partner
DONORS

Principal recipient

Implementing partner

IMPLEMENT

Humanitarian Aid and Civil Protection

DONORS
• Which modalities are there?
  – Cash/vouchers
  – In kind
    • Food
    • Inputs
    • Capacity building
• Specificities of each
– value distributed
– the duration that this amount is thought to last,
– times of distribution per month.

**FSC support to partners:**
- advocate for harmonization among partners.
- Cash WG in country to work on the MEB
• Content of the food distributed/ food basket.

• We want to know how many people go from food insecure to food secured.

**FSC support to partners:**
- harmonize food basket contents,
- adapt food basket to seasons.
Is there any lean season?
Who can benefit from FS interventions?
- Individuals or households?
- Animals?

vulnerability categories

FSC support to partners:
- Avoid duplication by identification of vulnerability groups to be assisted by each organization.
LIVELIHOOD INPUTS & LIVESTOCK
IMPROVED ACCESS TO FOOD interventions

How do we REPORT beneficiaries assisted?

**FSC support to partners:**
- Advise to add up interventions to create kits (i.e. vaccination kit: vaccine and vet treatment)
- NUTVAL
Actuals vs. Plans
START and END dates.

**TIP:**
Ensure that the start and end date timeframe and the Status are aligned.

**TIP:**
When the current month report does not have any actuals that were planned for that month:

CALL THE ORGANIZATION
Planning Data

When?

- Whenever a partner has new activities (based on seasonality, funding, etc.)
- Whenever plans are modified
- At least 2-3 times/year

Implemented

When?

Once a month

Reporting deadline = 10th of each month.

Day 1: Send request to submit actual values for the interventions that were implemented during the previous month.

Day 7: Send reminder only to partners who have not reported.

Day 1-10: Partners submit actual values