# Working with Partners for Useful and Usable Data - *For DTM & Data Providers*

# 2 Hr 30’

# Why does this session matter?

DTM collects data to inform humanitarian response of partners, both internal (IOM programmes) and external (authorities, Clusters, WGs, AoRs, UN Agencies, NGOs, Red Cross and Red Crescent, local service providers). Working with partners is essential to ensure collecting data that can be used for response. A common approach and predictable series of steps were developed on the basis of successful field implementation by DTM and Partners, under the Grand Bargain workstream on Needs Assessments. These help DTM and Partners minimize challenges and better work together to obtain and useful and usable data and analysis.

*Two versions of this session are available, one for DTM and data providers and one for Partners and data users. The content is the same, but the session is addressed to the two different groups of colleagues. This version is for DTM and Data Providers.*

# Learning Objectives

At the end of this module, participants will be able to:

* List some of DTM partners in your context
* List the foundations of cooperation between DTM and Partners
* Describe the main steps of cooperation and roles
* Identify the tools you need for your work in the DTM&Partners Toolkit

# Session Plan

[Intro (5’)](#_Introduction:_WELCOME,_OBJECTIVES)

1. Who are DTM partners?
2. Communicating clearly about DTM
3. Foundations of Cooperation between DTM and Partners
4. DTM &Partners common Process: Roles at Main Steps
5. DTM&Partners Toolkit: how to navigate

[Conclusions (5’)](#_Conclusions)

# ACTIVITIES

* + Activities during the webinar: Participants use of the chat (or the whiteboard, when available) to answer specific questions. Clarity of question is essential to enable participation. *The facilitator should decide whether or not to allow the use of the mic to answer those questions. Using the mic makes the experience more interactive, however it may be chaotic if the group is very large and if there is a lot of participation in the group.*
	+ Evaluation (after the session)
	+ Knowledge Test (after the session)

# Key Resource Documents

* Pocket Guide (https://displacement.iom.int/dtm-partners-toolkit/predictable-approach) *Available French, Spanish and English*
* FAQ for Clusters (https://displacement.iom.int/dtm-partners-toolkit/what-dtm) *Available in French, English and Spanish*
* DTM and Partners Cooperation in Comics (<https://displacement.iom.int/dtm-toolkit/dtm-partners-toolkit>) *Available in English, French and Spanish*
* DTM&Parnters Toolkit: <https://displacement.iom.int/dtm-toolkit/dtm-partners-toolkit>, Toolkit Guide:<https://displacement.iom.int/dtm-partners-toolkit/guide>, Toolkit Steps:https://displacement.iom.int/dtm-partners-toolkit/steps
* Field Companion: Sectoral Questions for Location Assessment (<https://displacement.iom.int/dtm-partners-toolkit/field-companion-sectoral-questions-location-assessment>)
* Information Needs and Data Users : (https://displacement.iom.int/dtm-partners-toolkit/information-needs-and-data-users)
* Other Tools: Methods and Information (https://displacement.iom.int/dtm-partners-toolkit/other-tools-0)
* Grand Bargain Needs Assessments Outcomes: <https://interagencystandingcommittee.org/improve-joint-and-impartial-needs-assessments>
* Do No Harm Checklist (https://displacement.iom.int/dtm-partners-toolkit/field-companion-sectoral-questions-location-assessment ) *Available French, Spanish and English*
* DTM&Partners Toolkit [YouTubeChannel](https://www.youtube.com/channel/UCGbaV7tk8a5OqltQyeUM-2g) (<https://www.youtube.com/channel/UCGbaV7tk8a5OqltQyeUM-2g>)

# Before the session

As part of preparation for the session, send email to the participants sharing the below listed resources/links. Make sure to share them at least one week before the session (or when the invitation is sent).

1. Short Comic Boo[k - DTM&Partners Toolkit](https://displacement.iom.int/dtm-partners-toolkit/field-companion-sectoral-questions-location-assessment) - *(Available in English, French, Spanish)*

<https://displacement.iom.int/dtm-toolkit/dtm-partners-toolkit>

# CONTENT slide by slide

## Introduction WELCOME, OBJECTIVES and AGENDA – 10’

Activity on slide 1: For Webinars/Virtual sessions:

* This slide remains on the screen while wating for the participants to join
* Remind that the session is recorded, and that they should write their name on the chat, with job title and location, as a means of introduction.
* Ground rules: if you have a question during the presentation, write it in the chat. Somebody will monitor the chat to ensure no question is missed. However, When the presenter gives you space to ask questions, you can unmute your mic and ask your question directly.

*Organizer Introduces facilitators*

Slide 2 includes all the training sessions, adapt and use the slide if giving more than one session, delete if you are giving only one session

Explain [WHEN APPLICABLE] that this webinar fits in the series we are conducting, the objective of the training and run through agenda

Slide 3 includes the self-study material included in the final exams, include if you are giving trainings for the whole series. Otherwise, move to resources

Handover to first Facilitator

## Part 1 – Who are DTM partners?

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| Slide 6: Who do we mean by DTM partners? It is important to clarify, because partner is used in many different ways. In this presentation and in the DTM and Partners Toolkit, we do not mean implementing partners: DTM partners are: any organisation agency institution or group that can use DTM data for humanitarian response. It can be NGOs it can be local organisations, it can be IOM departments and programmes, ex IOM MPA, IOM CBI, WASH… it can be ministries, it can be UN agencies, sectors, working groups, Inter-sectoral working groups, clusters and so on.  |
| Slide 7: Use the chat to tell us who the partners are in your context  |

## Part 2 – Communicating clearly about DTM

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| Slide 8: Why we need to learn how to work with partners? To increase the use of DTM data. To collect data that are useful. DTM data on total population numbers are the most used, but other datasets are not always used and not used to the extend they can be used by all organizations and responders that could use them. Is the time, money we spend on this, and the risk we sometimes expose enumerators to, justified by such use? Why are partners not using the data more? DTM and partners have to work better together for 2 main reasons: 1) Avoid collecting data nobody uses, and 2) ensure collecting necessary data |
| Slide 9: And so, the first thing we did was trying to understand the reasons why our partners weren't using all our data to their full potential. And we asked partners in the field and at the regional level and in headquarters, but we also asked our DTM coordinators in the different countries. the question we went and asked was why? |
| Slide 10: Before we share what we found, let us hear your experience: Use the chat to tell us: What challenges have you encountered working with partners? When you tried to collect, share and analyse data that partners could use, what were the main obstacles you faced? |
| Slide 11: One of the challenges we identified has to do with communicating what DTM does to partners. Let us assume that the woman on the left in this strip is our DTM coordinator. She is announcing that a new DTM round is about to start, and she is talking to cluster coordinators, for example. What do you think she could say differently? |
| Slide 12: We have to remember that other colleagues may not know much about DTM, or may know what DTM was doing in their previous country of operation, and assume DTM does the same thing in this country. But we know that DTM does different types of data collection and analysis in each country, Using Key Informants in displacement situations, or Household level surveys, or Individual level surveys to population on the move, and even registration and counting. Therefore, we have to communicate clearly what DTM does in our country of operation and how. What do you think we should include as a minimum in our presentations and conversations with our partners? - Where this exercise collects information (what locations, regions...), - How often does DTM collect data? Who is the source (who we ask), What is the Method (closed questionnaire? Open-ended questions?), Who are the enumerators (healthcare workers? Protection experts?), What this exercise can and cannot collect |
| Slide 13: Another challenge we identified is that many partners are under the impression that DTM does not share data. This can be due to misinformation, lack of understanding of how and when DTM shares data and also to the fact that some datasets are confidential and therefore Partners have to sign data access request forms, and sometimes and DTM and partners may not know that.  |
| Slide 14: It is therefore very important to show to partners where they can find DTM data: **DTM website for internal displacement** [displacement.iom.int](http://displacement.iom.int/) , **Email lists in country** , **On Humanitarian Data Exchange**<https://data.humdata.org/organization/international-organization-for-migration>, **how to sign Access Request Forms to access Confidential data,** and where to find the forms in three languages: [*https://displacement.iom.int/dtm-partners-toolkit/data-access-forms*](https://displacement.iom.int/dtm-partners-toolkit/data-access-forms) |
| Slide 15: We cannot take for granted that partners understand what DTM data look like and recognize them when they see them. SO, it is also important to show them What DTM data look like and how to read them. For example, this slide shows that *CLICK* Each ROW contains information about 1 location (e.g., a village, camp or site…), *CLICK* Each COLUMN contains 1 type of information about all locations and *CLICK* and that there are Additional tabs that explain the data on the same excel.  |
| Slide 16: We also found out that some partners do not have a clear understanding of the level of details that DTM data usually reach. It is important to explain to partners that, for example, DTM MSLA data are available at **LOCATION** level, that they can aggregate DTM data and analyse them at district, province/governorate or country level (as in reports, for example) and finally that partners can use DTM data at Location Level to compare between locations or to design interventions for each location |
| Slide 17: and finally, show your partners the various data sharing modalities that DTM uses, starting from Referrals to a service provider (include personally Identifiable data), Triggered by a disclosure - consent given- and shared with specific service providers for immediate support. And explain how DTM shares such data during data collection, after working with Protection, GBV, CP and CTiE to train enumerators on safely managing incidents disclosures & equip them with up-to-date referral pathways and contacts for services and Protection focal points. You can also mention that DTM shares with some partners the CONFIDENTIAL datasets for URGENT ACTION (that do not include personally identifiable info) During data collection / As data come in: For example, large number of Unaccompanied Children (UAC), locations with Unexploded Ordnance, Access restrictions. This is possible, after Working with Child Protection (CP), Mine Action, Protection to establish quick data sharing mechanisms and sign Access to Data Request form with these partners in country. DTM shares remaining CONFIDENTIAL datasets (do not include personally Identifiable information) After data cleaning & processing: for example, data on Protection, CP, Counter Traficking in Emergencies (CTiE) & Gender Based Violence (GBV). DTM shares these also after signing Access to Data Request form with these partners in country. However, the bulk of the data are shared publicly, Global DTM website (https://displacement.iom.int, HDX, ReliefWeb, Country website, mailing lists, hard copies…) after data cleaning & processing. |
| Slide 18: Another Challenge we identified is that some partners may not trust DTM data. The first way to avoid this is to be very transparent in the DTM methodology description and be able to explain it in presentation. Methods, Sources, coverage, strengths and limitations must be clearly spelled out, without trying to hide any imperfection of the data. All data are imperfect, but knowing how data were collected helps the user interpret the results and transparency and professionalism build trust.*CLICK CLICK CLICK* Often we hear that lack of trust is due to the fact that datasets are different from each other (e.g., one organization says that there are x number of IDPs, and another says that there are X+y number of IDPs. What do we do when this is the case? |
| Slide 19: Use the chat to tell us: Why are data always different? |
| Slide 20: These and more can be reasons for the differences: **Time** of data collection (things change rapidly, people move, are born, die…), different **Phrasing** of questions (influence answers), **New events**: they can change their answer (e.g., water network breaks, or Food was delivered), Administrative **boundaries** may differ, **location names** may be confused, Administrative **units may not coincide** (e.g., Healthcare units vs Districts), **Methods** of data collection may be different, **Sources** may give different answers (e.g., women right-based vs men need-based), **Coverage** of the data collection exercise may be different (e.g., access restrictions). |
| Slide 21: As this is a common challenge, we developed a 2-pager with suggestions, from IOM and from UNHCR on practical approaches to dealing with different population data.You will find this on the DTM&Partners Toolkit . |
| Slide 22: and finally, the main challenge we identified: DTM does not collect the data that the partners need *(Click CLICK)* |
| Slide 23: We realized that DTM is not the only data provider facing this this type of challenge, so we worked together with many sectors, clusters, experts and organizations, under the grand bargain workstream for needs assessment. We realize these were very common challenges. And we also identified a shared series of solutions. For example, the process we used in the past to engage with partners was **not** based on best practices and did not identify their real information needs. Asking each partner to “give us 5 questions…” is based on wrong assumptions: 1) partners know what they need (and this is rarely the case) and we think that have a plan on how to use the info (and they usually do not have any clear understanding of how they will use the information), 2) you assume that partners understands if your methodology is appropriate to collect the information they need, and we should remember that it is often not their expertise, it is our job to know that 3) you assume that partners have designed the question knowing what data these questions will produce but we know that often they do not understand the type of information they will receive, but rather they have vague expectations, and when the information comes, they find out that they cannot use it.  We need to work together with the partners to ensure they tell DTM what they really need, and how they will use it, and then discuss whether or not DTM can provide that information. This is what we are going to see in the next part of this session.  |

## Part 3 - Foundations of Cooperation between DTM and Partners

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| Slide 24: DTM and partners based their cooperation on globally agreed foundations, and we have highlighted 6 pillars of foundation for that cooperation. We're going to go through each one of them identifying the most important points  |
| Slide 25: The first pillar of these foundations is a common process, an agreed process based on best practises that allows DTM and partners to know the different steps to go through the different steps without missing anything |
| Slide 26: Use the chat to tell us what some steps of this shared process are. |
| Slide 27: [*Tell participants that what they mentioned is part of the process or rephrase and correct if it is not*]. Now, let us start from the beginning of the process. We never start from questions we always start from decisions and information needs and then we walk backwards. This means that when we look at a data collection exercise including a DTM data collection exercise we will start by identifying the decisions that we need to make (that is the use of the information we are going to collect) and then the information gaps: what information is missing in order to make those decisions. We then identify the methodology and only then we design data collection tools: questionnaire and data analysis plan.  |
| Slide 28: Let us spend some time explaining what we mean by decisions, information needs and then questions in the questionnaires. Those are all different: information needs are not the same as the questions in the questionnaires. A decision is what the partner needs to decide and has to do with their humanitarian response. It could be around deciding where to work in a country, prioritization of groups to support, identification of programmes and response modalities etc. Let us see in practice what these are: Decisions, Information Needs and Questions*CLICK* Let us consider that our decision is: Where should I establish services for survivors of GBV? We may need two Information to decide: In what locations is risk of GBV higher? And What locations are not covered by existing GBV services? As you can see these two information needs can be met through a variety of questions, depending on the method and source used: KII: Are there locks on the latrines? Are the washing facilities segregated by sex? Are there locks on the shelters? Are there lights at latrines/on the way there? HH Survey: What dangers do you/your family member face when going to get water? Who goes to collect water? FGD: How safe women (or men, or girls, or boys) feel in the site? OCHA/Government: Where is the active fighting? Where are armed groups? Or, for the services: KII: Are any of the following services available in this location? FGD: what barriers to accessing available GBV services (by group)? Expert Interviews: Is there a reporting mechanism for GBV? What are the bottlenecks? GBV Sector/Ministry: GBV service mapping  |
| Slide 29: Let us remember that another pillar of the cooperation is Complementarity between different methods of data collection, and we saw this in the example before, where we needed KII, FGD, HH level surveys and data from Government to fully understand one information (in what locations are people most exposed to GBV): Each method can provide specific info and no other: Partners will use DTM info together with other information obtained through different methods. What does that mean for DTM? Where does DTM fit in this? We do not always use all these methods. This means that we should clarify to partners what our method of data collection can provide and what it cannot provide for their analysis. We must be clear about what information they will have to look for using a different method, or through their own assessment. It is important to remember that every method of data collection every data collection has strengths and limitations and DTM is no exception. There are good examples of how some of our partners have understood this: for example, the child protection cluster or area of responsibility has developed a clear framework (called the NIAF) where they identify what type of information they need and where they can obtain each information from. Some information will come from DTM, other information from a household level survey, other information from government data, etc. This also means that partners cannot expect all their data from DTM, and they will have to use other sources, including their own assessments, to complement DTM data.  |
| Slide 30: Use the chat to tell us: How many methods of data collection do you use in your operation? And what do others use? |
| Slide 31: A third pillar of the cooperation is that roles are based on skillset and complement each other: As you may remember from the session on Basic IM principles, There was a grand Bargain agreement that we need 4 profiles/skillsets to work together to obtain Evidence-Based Decisions (the four bubbles of the Venn diagram in the slide): The 4 bubbles are: decision makers, subject matter experts, cultural or context experts, IM or data experts. If only one is missing, we cannot get evidence-based decisions. We need to have sectoral expertise, context expertise, IM and assessment expertise and Decision Making in order to obtain evidence-based decision-making.  |
| Slide 32: Use the chat to tell us: In which bubble are you? Sometimes one person may fit in more than one bubble.  |
| Slide 33: Another pillar of the cooperation is that Cooperation is a shared responsibility. DTM provides data to the large **humanitarian community**, mostly through public dissemination. DTM data is used by **large number** of **partners**, including *Disaster Management Authorities, Ministries, Inter-Sector, Sectors, UN agencies, NGOs, Local organizations...* Each response will have its specific partners: **DTM** should endeavour to engage with them from the start, as much as these **partners** should do the same.  |

## Part 4 – DTM & Partners common Process: Roles at Main Steps

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| Slide 34: After seeing the foundations of cooperation, we will now look at the roles and responsibilities of DTM and Partners at specific steps of the process. |
| Slide 35: Let us do a small quiz: In the next slides we will consider specific steps in the process of joint evidence-based decision-making. For each step, we will ask whose role and responsibility that step is: Is it DTM or the partners’ responsibility? The participants should answer according to their understanding & experience and the first that answers correctly will get a point. Participants can use the chat to tell us to answer the questions on the following slides. *(Moderator should keep track of the points – be generous, give double points and half points, make it fun: it is a game!)* |
| Slide 36: whose role or responsibility is it to identify decisions and information needs? Use the chat to respond. [*Only after participants have provided some answers the facilitator will click again on the PowerPoint and the answer will appear*]. YES, identifying decisions they must make and the information they need to make those decisions is the partners’ responsibility. This is why partners are the ones who know what decisions they are should make and what information they need. |
| Slide 37: whose role or responsibility is it to identify the method of data collection? Use the chat to respond. [*Only after participants have provided some answers the facilitator will click again on the PowerPoint and the answer will appear*] YES, identifying the method of data collection to use in a country is DTM responsibility. *Ask participants why/or explain yourself* Indeed, DTM knows the strengths and limitations of their methodology, and should explain it to partners.  |
| Slide 38: Let's take a few minutes now and talk about designing data collection tools and then we'll continue the game. What are data collection tools? Clearly they are questionnaires, but there is also another set of data collection tools that are very important: they called data analysis plans. Data analysis plan link the data to the analysis and should be developed and verified by partners before finalizing the questionnaires |
| Slide 39: A data analysis plan is like a blueprint or a plan that shows what the building will look like when it's finished. Would you ever start building without a plan?  |
| Slide 40: Before we start training and sending people to the field, we need to have written down what the final product would look like. For that, we can use mock-ups of the final results, like the charts on the slide. This means that for every question we ask we have in writing: how the data will be analysed, and for which purpose will the data be used and by whom (who is/are the main client/s for that specific piece of data). This is called an analysis plan and should be shared with partners before collecting data. Why? So the partners verify the data they will receive are fit for their use/purpose. Also, it will help when partners change staff and new staff asks for new things. We can show them what was agreed with their predecessor. Writing who asked is important to give the information back to that partner, especially when the data is not for public dissemination.  |
| Slide 41: A reminder: when we design questions and data collection tools, we should always keep in mind that we can do harm at all stages of a work. We can do harm to enumerators, we can do harm to key informants, or in any interviewed person, we can do harm to communities and to the organisation itself. So, we must go through a do no harm analysis for each question in our questionnaire, and if we find out that the question is likely to do harm, we must change it and then reassess. One group of people is really important for this type of analysis: the people that know the context: cultural experts, context experts, local staff, local organisations. We can use their expertise in order to minimise the harm we do. There is a separate training session on Mainstreaming protection in IM activities that you can take.  |
| Slide 42: Ok, let us continue our quiz. Whose role or responsibility is it to design data collection tools? [*Only after participants have provided some answers the facilitator will click again on the PowerPoint and the answer will appear*] YES, it is DTM responsibility, but partners should verify that the final product is indeed what they need, before DTM starts collecting data.  |
| Slide 43: whose role or responsibility is it to analyse? [*Only after participants have provided some answers the facilitator will click again on the PowerPoint and the answer will appear*]. in reality this is a tricky question: because the role depends on the level of analysis.  |
| Slide 44: We often speak about analysis but we often all mean different things foreign information management officer analysis is mostly charts, maps, tables, pivot tables. For a protection officer it would be a long narrative explaining the reasons and the conditions and so on. The truth is we're all right because analysis is many things. We can illustrate the different levels of analysis as in the slide that you see in front of you. Each level of analysis builds on the previous one, answers specific questions and is performed by people with specific skill sets. For example, the first level “describe” is often done by the information management officer. In our case then it's DTM responsibility to describe the data we collect. DTM will then present the share the data and the description with the sectoral experts, who will attempt to find causes or links so to explain certain things. DTM can sometimes provide explanation on reasons for population movements, but not on sectoral information, as DTM are not Protection, WASH, Education or Shelter experts. Remember that our partners include other IOM departments and units. That means for example that, if DTM asked questions about protection, DTM will produce a descriptive analysis of the results of those question. DTM will then present this analysis to the protection colleagues, they will further analyse to explain the reasons, and interpret what information means. They will then try to identify an appropriate response. **The role of DTM is to describe and to present a shared data with the right colleagues so that they can further analyse** |
| Slide 45: Remember to agree in advance what level of analysis DTM will do and what will be done by partner. If nobody can analyse the data, do not collect them! |
| Slide 46: In the following slides you can find some implementation tips that might be useful and helpful to you when you want to improve your cooperation with partners.  |
| Slide 47: For example, it's a good practise to involve certain partners in training DTM enumerators, to ensure good understanding of definitions and modality of interviews. This is specifically important when we look at child protection, protection or gender based violence or counter trafficking concepts. But this is also important when we train our enumerators on PSEA (prevention of sexual exploitation and abuse).  |
| Slide 48: One of the issues that frustrates mostly the relationship between DTM and partners is the fact that partners often believe that DTM does not share the data. Simply because they don't know where to find the data. So, it's extremely useful for DTM in the beginning of the process to show the partners where they can find reports and data and let them know when they publish the data. Often teams send an email when they publish data (it is important to keep the contact list for that email up to date, as partners may change over time). Remember that it is not sufficient to tell partners orally to go to the DTM website. DTM has many websites. The partners do not know which website they need to go and look at. Present DTM to partners, and while you do that show them the website and tell people where to Click to find reports and data sets. It's a very simple thing to do but if you don't do it, it may create many problems afterwards. |
| Slide 49: Once you have your dataset, do some descriptive analysis on each sector and organize a presentation to your partners (e.g., present your Child Protection and Protection results to your Protection colleagues, UNHCR and UNICEF). Many people do not have time to read reports: Your partners are more likely to use your data when somebody has explained them. |
| Slide 50: Tip 4: Respect each other's competencies & work together along the process: Data collection, IM and Sectoral expertise are specific professional competencies.  For example, Sectoral colleagues do not design KII questionnaires &  DTM colleagues do not handle Protection cases or build shelters or latrines |

## Part 5 – DTM&Partners Toolkit: How to Navigate

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| Slide 51: So far, we spoke about: who are DTM Partners, The pillars of our engagement with partners (shared responsibility, common process, start from use and not from questionnaire, clear roles and responsibilities, use the appropriate method and source for each type of information, using many datasets from different sources for analysis) and roles of DTM and Partners at key steps of the process. Let us now look at tools that can make your job easier: the DTM & Partners toolkit.  |
| Slide 52: DTM&Partners Toolkit is Publicly available. Let's first look at how to navigate the toolkit. If you google DTM and Partners Toolkit you will land on this page, this page is a repository of all the documents all the tools and it's organised with folder and sub folders.  |
| Slide 53: If you click on a folder a sub folder will open and you will see number of documents that you can click on and download on your computer. Most of the documents are in English. Some have been translated into French and Spanish.  |
| Slide 54: There is a second way of consulting the DTM and partners toolkit and it is through a page that we call a guide. You can use the page to consult by topic. It has a frequently asked questions structure. For example, how do I use the team for health? or how does the team collect data? When you identify the information the topic that you are interested in you click on it and there will be a page that opens and explains to you the basics that you need to know about that issue, and also refers you to a number of documents on the toolkit with links.  |
| Slide 55: There is a third way to consult the determine partners toolkit. This is through a visual page that describes the common process. What you do is you click on each step on the interactive visual and you will have the basic information on that step, including links to tools that are relevant for that step. You can click on a step by DTM or step by the partners. As you see in the image, the steps by the partners are in orange and the ones by DTM are in blue. |
| Slide 56: So it is important to remember and to mention to your partners how the DTM and partners toolkit was developed. It was developed jointly by DTM together with the partners that we most often work with in the field. These partners include clusters and working groups and NGOs and UN agencies like UNHCR and UNICEF as well as global experts on different issues like cash or prevention of sexual exploitation and abuse and others. We jointly applied results of Grand Bargain EDAUUR to DTM & Partners’ cooperation. |
| Slide 57: Tools are aimed at facilitating the work and cooperation of DTM and Partners colleagues in the field. Let us see some examples of the tools that you will find in the toolkit.  |
| Slide 58: Among the main tools that you will find in the toolkit there are tools that explain what DTM is and what it does what are DTM strengths and what are their limitations these are available for specific clusters and sectors but also in general for a more general audience. You will find tools in English Spanish and French, you will find short 2-pager documents, you will find presentations that you can modify when you have to present DTM to partners, and you also find in-depth guidance on how to use DTM for specific sectors, for example child protection, wash, GBV |
| * Slide 59: there are also specific Guidance developed with and by Clusters/Sectors to collect and use DTM MSLA data. These include GBV, CP, Mine Action, Disability Inclusion, Shelter, CCCM and Health.
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| * Slide 60: One of the most important tools that you will find on the guide is a pocket guide on the approach process and rules. This is a short document in a pocket format, with visuals and bullet points that summarises all what we presented today and helps the team and partners cooperate better. This document is available in English, French and Spanish.
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| * Slide 61: As people don't have the time to read reports and guidance, we developed a fun comic book that explains how to work together better. it's called “working with partners in comics” and it's a good tool that you can read yourself or you can give to partners to read.
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| * Slide 62: there is also the Do No Harm Checklist to be used by DTM and Partners when designing the questions and ensuring the questions do no harm to communities, enumerators or others.
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| * Slide 63: Mapping information needs and methods: this is a template that helps partners map the information they need, for what decisions and how they will obtain it, including through DTM.
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| * Slide 64: This is a list of information that DTM MSLA can help with, and decisions they support, at Strategic, Programmatic and Operational level. This is a good tool to share with partners, so they have examples of what they could obtain from DTM MSLA done through KII.
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| * Slide 65: This Short guide to Methods of Data Collection helps colleagues understand, in 1 page, what different methods and sources of information can provide, we have also a one page with examples, interviews with HH or Individuals, with a closed questionnaire, non-expert KII. Expert key informants, semi structure interviews with focus groups, etc
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| * Slide 66: you will also find Sectoral Trainings for DTM Coordinators and Enumerators on the toolkit, that you and your partners can adapt to your response context
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| * Slide 67: The last tool would like to present to you is called the *DTM field companion*. The field companion includes sectoral questions for the multi sectoral location assessment. These questions were designed with all the different clusters at global level and other global experts and working group and included in the DTM Data Dictionary. The questions are specifically designed to work for the DTM Key Informants and observation methodology. You will find a field companion for each sector. The version in PDF, the one that you see on the slide, has one question per page. You will also find a version on Excel: each question is on one row.
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| * Slide 68: What is the field companion? The Field companion is a help for the colleagues in the field. It includes different information for each question. It starts with the information need that that question contributes to, it also includes suggested descriptive analysis both visually and a narrative paragraph. It also includes the use that partners can make of the results of that question. You will also find the modality of data sharing for that question results (whether it's you can share it publicly or only confidentially/bilaterally) and the preconditions there must be in place before that question can be asked.
 |
| * Slide 69: How do use the field companion how does it help? After the information needs are identified by your partners, DTM can use the field companion to select among those questions those that contribute the needed information and then DTM can propose those to the partners. Of course, the questions should be adjusted to the context. The important thing is that you don't use the Field Companion as a menu for the partners to choose from. We have experience with that and we saw that it does not work: you do not get the information the partners need but you **are** going to get very long questionnaires.
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| * Slide 70: Remember the toolkit is alive. This means that we continue adding useful tools. We encourage you to let us know which tools you would need in order to better work with your partners. Consider what issues are stopping you from working well with your partners, and what tools we should develop together with the partners to help you and them. For example, do we need a field companion for Interviews with Individuals?  Use the contact details on this slide to get in touch.
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| Slide 71: Key takeaways are from this session are:  * + DTM can collect data using different methods
	+ Partners are those actors who can use DTM data for humanitarian response
	+ DTM &Partners follow a common process to identify information needs, develop data collection tools, collect and analyse data.
	+ DTM & Partners have different but complementary skills: they also have different roles
	+ Cooperation is based on specific foundations
	+ Plan with Partners increases use of DTM data
	+ Toolkit can help you solve some challenges
	+ Toolkit is alive! Contact dpavone@iom.int or DTMSupport@iom.int to request new tools
 |
| Slide 72: these are some useful resources for you. Remember to go on the Toolkit and see what is new. |
| Slide 73: Did we reach our Objectives? Check with participants if, at the end of this module, they feel able to**:*** + - List some of DTM partners in your context
		- List the foundations of cooperation between DTM and Partners
		- Describe the main steps of cooperation and roles
		- Identify the tools you need for your work in the DTM&Partners Toolkit
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| Slide 74: Provide your feedback in the EVALUATION & Take the Knowledge TEST! |
| Slide 75: Goodbye, see you at the next session  |