



IPC GLOBAL SUPPORT UNIT MISSION TO CAMBODIA

Findings and recommendations for the introduction of the IPC in Cambodia

10 – 19 November 2010

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1. Awareness raising presentation (PDF) - <i>attached</i>	
2. IPC GSU mission report presentation - including tentative timeline (PPT) - <i>attached</i>	

Acknowledgements

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FAO, WFP and CARE International co-hosted the IPC presentation held on November 10th 2010.

In Cambodia, the mission was coordinated by the WFP country office (Kurt Burja, VAM Officer) and supported by the FAO country bureau (Mr Kosal Oum, national project Coordinator in Cambodia, EC-FAO food security information for action programme for South East Asia).

The GSU would like to thank all the people who supported the mission.

I. Background and Mission Objectives

- **IPC Global Support Unit mission in Cambodia**

An IPC Awareness Raising regional mission took place in South East Asia in November 2010, in Thailand (regional event), Lao and Cambodia (national events) to develop a regional approach to introduce the IPC. The mission was launched upon the request and initiative of member agencies of the IPC Global partnership.

In Cambodia, an awareness raising session took place in Phnom Penh on November 10th, and was followed by series of consultations led by the IPC Global Support Unit (GSU), in order to start discussions and to engage with different stakeholders on the introduction of the IPC in Cambodia, and advise on a possible roadmap to establish the IPC in a timely and in a sustainable manner. This mission was the extension of IPC Awareness Raising missions in three South East Asian countries (Thailand, Laos and Cambodia). The missions were organized upon the initiative of the EC-FAO Food Security Programme in SE Asia and the WFP Regional Office in Bangkok.

This report presents possible steps for establishing the IPC in Cambodia as well as a tentative timeline for implementation, based on the bilateral consultations led by the GSU and the collective meetings which gathered key stakeholders.

- **IPC background in Cambodia**

In 2007, an IPC “pilot” was led for Cambodia. While stakeholders recognized its usefulness for mapping food insecurity, one of the main difficulties identified in the Cambodian context was that version 1.1 of the technical guidance of the IPC, which used until now, is not sufficiently capturing the chronic dimension of food insecurity. Today, the IPC technical guidance is currently being revised into a version 2.0 to be released by mid- 2011, and will aim to better capture food insecurity chronic aspects.

Following the first pilot experience and in the context of the release of the revised IPC guidance by mid-2011, it was felt it would be worthwhile to lead an awareness-raising mission to discuss possible interest in introducing and rolling-out the IPC in the country.

- **Consultation of Cambodia FS stakeholders on IPC interest and relevance**

The IPC GSU mission focused on assessing the interest of stakeholders and examining the possible process for establishing the IPC in Cambodia, with a view to establish an inclusive and consultative approach.

During the mission, one-to-one consultations were held with CARD (Government Council for Agricultural and Rural Development), WFP, FAO, Oxfam UK, Save The Children Australia, CARE, WHO, UNICEF, World Bank, and the National Committee on Disaster Management.

II. Feedback from consultations

- **Confirmed interest: IPC is useful for Cambodia**

All consulted stakeholders met by the mission confirmed their interest in the IPC and its potential usefulness in the context of Cambodia, considering that:

- The IPC is a useful tool for food security analysis
- IPC allows better coordination of interventions based on technical consensus,
- IPC analysis output is seen as useful for agencies' programming and targeting,
- The version 2.0 of the IPC technical guidance will be helpful to better understand the chronic dimension of food insecurity ,
- IPC should be introduced with a vision/strategy to support the objectives of having the IPC institutionalized, owned and led by the government,
- It is critical that IPC introduction in Cambodia should be a joint interagency effort.

- **Concerns and issues to clarify**

Stakeholders confirmed their high potential for IPC application in the Cambodian context. A few stakeholders raised the issue of whether IPC would burden the existing institutional structure and mechanisms for food security analysis in Cambodia. The GSU clarified that the IPC does not replace existing structures and usually helps strengthen existing coordination mechanisms for analysis and also helps build consensus.

Consulted stakeholders also stressed the importance of ensuring a sustainable use of the IPC, and of assessing the availability and capacity of different stakeholders, and especially of the institutional recipient of the IPC.

Finally, stakeholders wanted clarifications on the role of the IPC technical working group as well as on the level of involvement required from key stakeholders.

It was also discussed that stakeholders will look at the relevance of the version 2.0 of the technical guidance in the Cambodian context, to be released by mid- 2011.

III. Institutional setup

- **Linkages with the food security framework**

The IPC objective is in line with the Cambodia Millennium Development Goals (CMDGs) and the CARD 2008-2012 Strategic Framework for Food Security and Nutrition (SFFSN).

The mid-term review of the current SFFSN is a potential opportunity to reflect the added-value of the IPC in Cambodia as well as to suggest ways or steps of integrating the IPC as a tool for classifying the nature and severity of the food security situation in Cambodia, into the 2012-2016 SFFSN.

- **Identification of the “institutional home” for the IPC in Cambodia**

A final meeting was held on November 19th 2010 at WFP Cambodia Office, for GSU members to restate the feedback from consultations and present and discuss with the audience the recommendations and suggested next steps for the introduction of the IPC.

In every country where the IPC is implemented, the objective is to not create any additional structure but insert the IPC into the most relevant body within the national institutional framework. The institutional home for the IPC should be identified based on the closest relevance of the mandate of the institutional body as well as the functional role of such a group or structure. This institutional home will convene a national technical working group, which is inter-agency and inter-ministerial to ensure maximum representation of key stakeholders.

Based on this feedback, stakeholders met in Cambodia recommended that the future home of the IPC could be based within the Food Security and Nutrition Information Task Force. Members of the Task force, as well as additional members interested in participating, would steer and monitor IPC activities in Cambodia, which would fit very well with the currently defined role of the Task force.

In addition, the quarterly FSN Early Warning bulletin, to be produced regularly by the Task Force in the future, was identified as the most appropriate channel to communicate the outputs of the IPC analysis.

It was decided that the next steps for introducing the IPC would be discussed with the broader group during the next meeting of the FSN Information Task force.

Functional mechanisms to manage IPC activities in the future would have to be determined in the future by key stakeholders working in Cambodia. These will concern activities such as determining the reporting process of the team conducting the IPC analysis, defining the process for the peer review of the analysis, for endorsement of the final analysis, and for communicating the outputs.

IV. IPC introduction process

- **General guidance**

Developing the capacity of conducting an IPC analysis may be achieved through training as well as learning by doing exercises. It is equally important to look into the process which will lead to the sustainable institutionalization of the IPC and its integration to the relevant existing food security analysis mechanisms.

The process for “establishing” the IPC in a country is guided by the **IPC Operating Principles or key steps** (Page 8-1 of the current IPC user guide, MODULE 8: “HOW TO ESTABLISH AN IPC IN YOUR COUNTRY”), and can be summarized as follows:

1. Awareness raising and preliminary consultation of interest
2. Mapping of “institutional home”
3. Getting acceptance from FS agencies and aiming at government ownership
4. Define TORs for IPC interagency working group that will pilot the IPC establishment process
5. Identify the right people to get involved in the IPC analysis
6. IPC as an ongoing process: Learning by doing
7. Building national capacity
8. Decentralization issues

In addition to these general principles, a document providing detailed step-by-step guidance for establishing an IPC has been developed. These **“General IPC Process Guidelines”** are attached in to the present report in annex.

- **Some next steps for Cambodia**

Technical Working Group

Further to the restitution meeting held on November 19th, TORs should be drafted to define the main functions of the IPC national technical working group. These functions typically include:

- Strategic and planning (of the IPC implementation process)
- Act as a technical support group to the IPC
- Assess resources requirements and available funds/fundraising opportunities
- Coordinates IPC activities
- Links to IPC Regional and Global levels
- Ensure quality monitoring and consistency of the analysis

- **Ownership**

The ownership of the process of establishing the IPC in country is of equal importance to the ownership of the IPC outputs. Thus, it is the task of the agencies and structures that compose the IPC working group, to assess and determine the timing of the process according the specific constraints of the Cambodian context (seasonality, assessment of existing capacities and resources to implement an IPC analysis, foreseen opportunities for the institutionalization – e.g. Mid Term Review of CARD's Strategic Framework for Food Security and Nutrition).

The next section proposes a suggestion of a tentative timeline for the IPC process in Cambodia.

- **Data requirements**

The IPC is designed to build non existing information systems and data sets. As such, it uses only secondary data and thus does not prescribe any specific/dedicated collection of data. It is however a useful tool to identify data gaps and advocate improving the collection of any missing data. As shown in annex 5, a large range of data sets and sources can be used as direct or indirect evidence to guide the IPC classification analysis.

According to different stakeholders' feedback, data quantity and quality in Cambodia is sufficient to lead reliable integrated food security analysis using the IPC protocols. The IPC working group will be in charge to identify the most relevant types and sources of data in Cambodia to be used in the IPC analysis (this exercise is called "data mapping").

Some capacity should also be mobilized prior to the analysis workshop to organize the data and rate its reliability, prepare graphs, do trend analysis, and pre-fill the analysis templates with this information.

The frequency of analysis should be determined by Cambodian stakeholders and analysts.

- **Financial requirements**

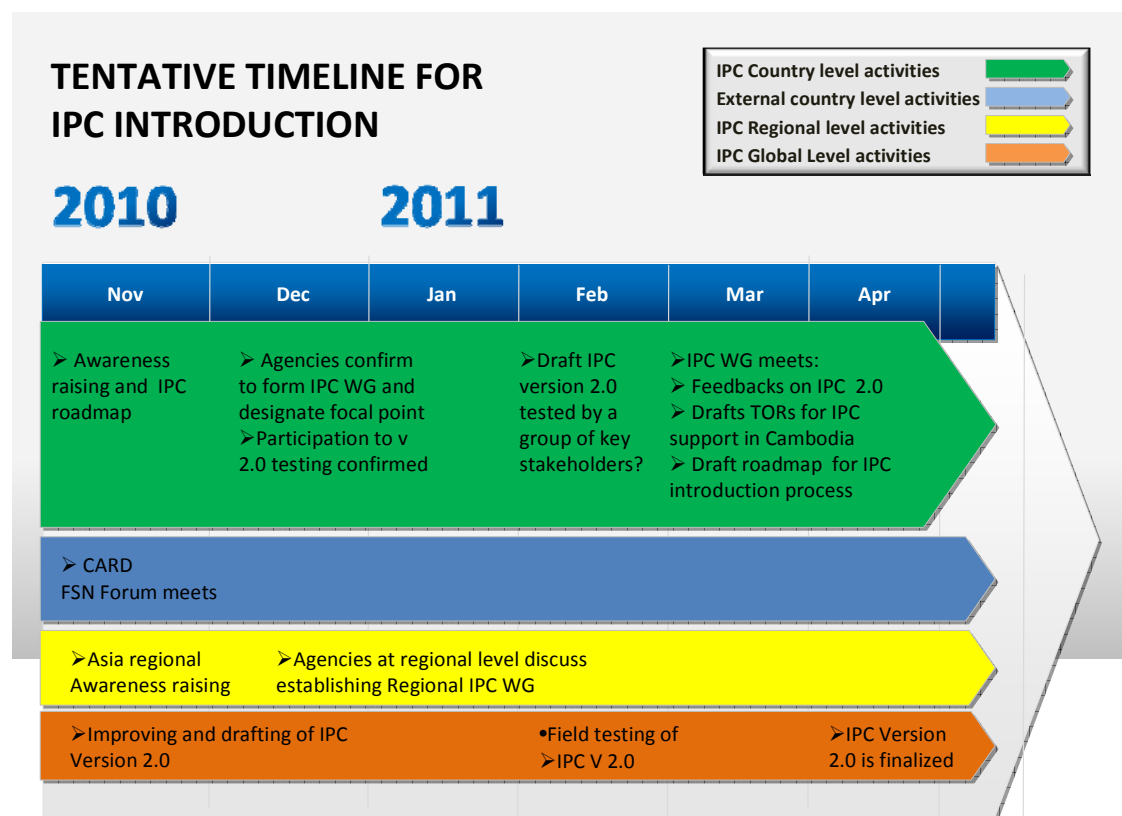
Since the IPC is an add-on to existing information systems and a process that fits into existing institutional processes and structures, it is not a costly process. A preliminary costing may be done in Cambodia when initiating the process (some guidance is provided in the table in annex "IPC Roadmap"). The group should then identify available financial resources and discuss the opportunity of seeking additional financial support, for instance through a multi-agency proposal.

A technically competent multi-agency team will need to be established and which will have the capacity to implement an IPC analysis workshop.

Please see whether you also need to talk about the setting up a technically competent multi-agency team in the country to carry out the IPC works.

V. Tentative timeline for an IPC Cambodia roadmap

Please note that all of the suggested dates are only tentative. It is the function of the IPC interagency working group to set dates in a consultative and consensual manner.

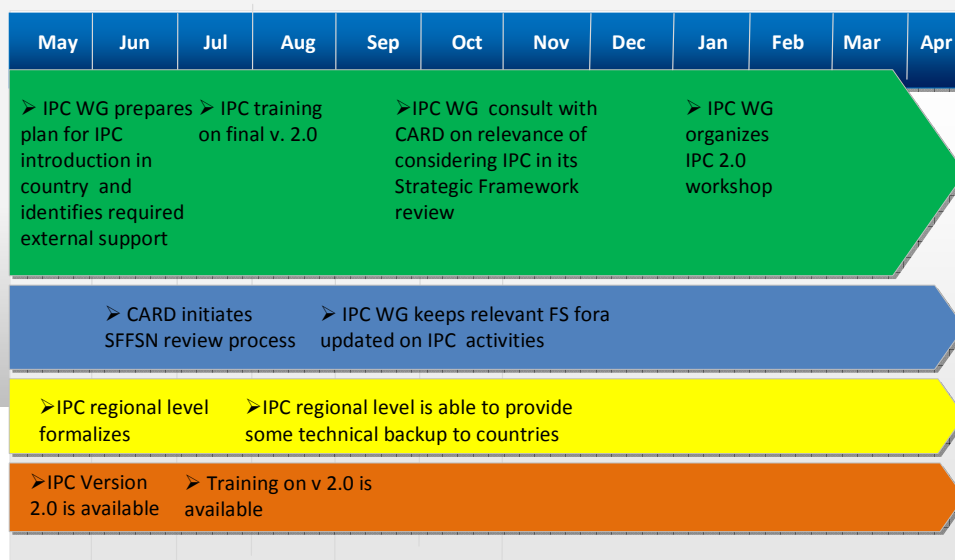


TENTATIVE TIMELINE FOR IPC INTRODUCTION

IPC Country level activities	
External country level activities	
IPC Regional level activities	
IPC Global Level activities	

2011

2012

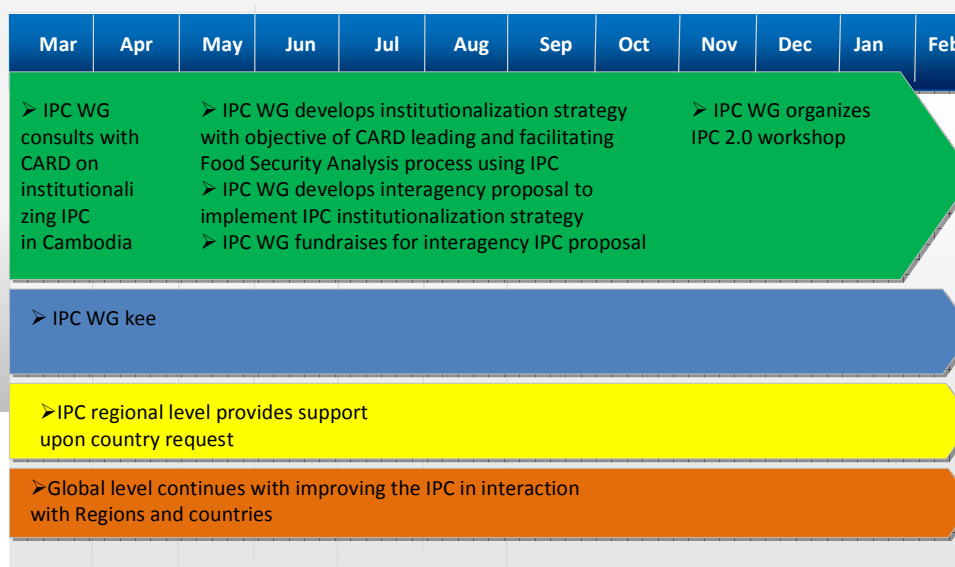


TENTATIVE TIMELINE FOR IPC INTRODUCTION

IPC Country level activities	
External country level activities	
IPC Regional level activities	
IPC Global Level activities	

2012

2013...



ANNEX 1
ROADMAP FOR IPC INTRODUCTION IN CAMBODIA
RECOMMENDATIONS BY THE IPC GLOBAL SUPPORT UNIT
November 2010

Note: "IPCWG" refers to the structure that will be taking on the functions of what is generally called an IPC Working Group, in steering and monitoring IPC activities and process.

This table is purely indicative, as basis for discussions among the IPCWG.

Indicative timeline	Activity	Issues to be discussed/decided	Recommendations/suggestions/ precautions	Requirements
November 2010	Awareness raising and consultations with stakeholders Submission of recommendations and suggestions by the GSU			
December 2010	During FSN Information Task Force meeting	<ul style="list-style-type: none"> - Members to confirm the institutional home for the IPC and define TORs for the IPC related functions of the group 	<ul style="list-style-type: none"> - Identify agencies non member of the Task Force and willing to participate - Determine role and involvement of the FSN Information Analysis Team - In a longer perspective, identify functions and process for the analysis workshop (e.g. the reporting process of the team conducting the IPC analysis, the process for the peer review of the analysis, for endorsement of the final analysis, for communicating the outputs) - Determine who will ensure Secretariat functions 	
January/ February 2011	IPC version 2.0 draft tested by a key group of stakeholders as global technical development activity	<ul style="list-style-type: none"> i. Confirm participation of a small group of food security and nutrition analysts to the testing 	<ul style="list-style-type: none"> i. It is a global activity in order to provide inputs for the finalization of the version 2.0 ii. The group should be restricted to 5/7 FS analysts iii. It will not provide a national product, the relevance of IPC in Cambodia will be assessed upon release of the final version 2.0 by May 2011 	Around 5 days (Venue + Per diem + travels)
After the	IPCWG meeting	<ul style="list-style-type: none"> iv. Feedback on the testing of draft 	<ul style="list-style-type: none"> - Define time and rhythm of analysis (the analysis 	

testing		<p>version 2</p> <ul style="list-style-type: none"> i. Confirmation of interest to introduce the IPC until the first national analysis workshop in January 2012 i. Agree on next steps and activities until the analysis workshop ii. 	<p>workshop with transitory map could be hold on annual basis in January, and the chronic map updated every 5 years when CDHS is released – taking into account final version 2.0)</p> <ul style="list-style-type: none"> k. Think of linking with the regional level if Regional support group is being set up x. Assess training needs xi. Assess costs for the first phase and identify available funds/pertinence of fundraising i. Identify external technical support to provide training, lead exercise and analysis workshop 	
May/June/ July 2011?	Training/exercise of IPCWG	<ul style="list-style-type: none"> i. Training and exercise with final version 2 	<ul style="list-style-type: none"> v. All IPCWG members should participate v. Identify external participants, in particular from CARD vi. Invitations should be sent by the hosting institution ii. Plan the exercise in time with CARD Strategic framework review or with the CDHS release ii. Consult CARD on the opportunity of including the IPC in the Strategic framework review / in the later coming 2012-2016 update 	<ul style="list-style-type: none"> k. Budget for data organization and pre-filling of templates k. 5 days? 2 days training and 3 days exercise (venue + per diem + travels)
Dec 2010/ Jan 2011	Refreshment training?	<i>Envisage a refreshment training prior to the analysis workshop according to the date of the training/exercise</i>		
January /February 2012	IPC analysis at national level	<p>Plan the different activities around the workshop:</p> <ul style="list-style-type: none"> i. Data organization and pre-filling of templates i. Analysis workshop i. Peer review of results v. Quality assessment of the analysis 	<ul style="list-style-type: none"> i. Participants to the workshop should have attended the training i. Clarify process for peer review and final validation i. Dissemination event should be organized by the hosting institution 	<ul style="list-style-type: none"> k. Technical external support: one week preparation + one week workshop k. 5 days workshop (venue + per diem + travels) i. Post workshop: draft the report and design the map i. Dissemination event

		v. Dissemination of final results		
February 2012	IPCWG meeting	i. Review of IPC analysis results and final assessment of its relevance for Cambodia v. Endorsement of IPC by CARD and confirmation by partners of interest to launch the next phase and implement the IPC on a regular basis	v. Commitment to institutionalize the IPC	
2012	Launching of phase 2	i. Agreement on the strategy for phase 2 and vision for IPC in Cambodia i. Elaborate a multi agency proposal ii. Elaborate an institutionalization and capacity building strategy and plan at central level in agreement with CARD	x. Long term proposal, ideally 3 to 5 years xl. Recruit an IPC coordinator to lead IPC activities (trainings and workshops) or rely on regional support	
Long term	IPC decentralization?	<i>If relevant, envisage decentralizing the process and involving structures at provincial level (in the analysis or the validation of results)</i>	<i>li. Identify proper hosting institution (ministries..) at decentralized level and clarify process between central and decentralized</i>	

Please note that, along the process in support of establishing the IPC in Cambodia, a regional platform is expected to take shape at the South East Asia regional level with the objectives of having an IPC support capacity able to provide technical and other appropriate back up to ensure the consistent development of the IPC in the region.

Annex 2

IPC Process Guidelines

This document provides generic guidance to any stakeholder with an interest in the IPC on the protocols, guiding principles and basic steps and requirements for conducting the IPC process.

Reference is made at the end of the document to resources available to answer further questions on the IPC process.

The IPC process (and the purpose of this document)

The IPC is a set of protocols to consolidate food security information for decision making on current situations and future scenarios. The usefulness and singularity of the IPC is to make complex food security analysis more accessible and meaningful for decision makers at country, regional and global levels. It provides a platform for sharing information and enabling stakeholders to work together. It works within and strengthens existing information systems and institutions. Additionally, it puts national governments as the institutional drivers for developing lasting food security solutions.

The IPC is defined as a set of six protocols, as described in the table below. **The IPC protocols encompass tools and processes** to produce food security situation analysis that is comparable, transparent, relevant, accountable, consensual, and easy to communicate:

1. *Common Scale for Severity Classification and Early Warning*, to enable comparability from place to place and over time (**comparability over time and space**)
2. *Evidence Based Analysis*, to document, source and characterize evidence in support of the classification (**transparency**)
3. *Links to Response*, to provide general guidance on the appropriate response for various levels of food insecurity (**relevance and needs-based**)
4. *Communication tools*, to consolidate essential conclusions for decision makers in an accessible and consistent format (**clear and accessible communication**)
5. *Promotion of Technical Consensus*, to ensure key stakeholders from government, NGO, UN, and academic agencies concur with the technical findings of the analysis (**ownership and legitimacy**)
6. *Quality Monitoring*, to assure decision-makers and others of the validity and reliability of the IPC analysis (**rigour and accountability**).

The IPC process therefore refers not only to the **technical specifications** of the IPC but also to the **institutional, communication, quality monitoring, capacity building, implementation guidelines or requirements** that have been established to meet the core objectives of the IPC Initiative. These requirements and guidelines are laid out in the latest version of the IPC Technical Manual [and IPC User Guide].

The IPC protocols serve as **standards** to establish a common language for food security professionals on essential aspects of food security analysis. It should be noted however that they are designed to be **followed and adhered to in any context** and they would be applicable to whatever data collection systems, methodological approaches, and institutional arrangements exist in a given country.

The IPC Guiding Principles

The IPC has developed a set of guiding principles for operating within a country in the framework of a common inter-agency approach. These are intended to ensure that the process is sustainable, owned by national governments and mindful of existing mechanisms and processes underway. These Guiding Principles are in line with the six IPC protocols.

IPC Guiding Principles (summarized)
<ol style="list-style-type: none"> 1. The IPC process is consensual and facilitated by key stakeholders, including the government. 2. All efforts should be made to engage and build capacity of government and promote ownership and strengthen the institutional process. 3. Maintenance of internationally-agreed standards for IPC analysis. 4. IPC analysis is done in a timely fashion. 5. Agencies commit to a multi-year process. 6. The implementation of IPC processes should be demand driven by government where possible. 7. IPC can be started regardless of data availability. The initial situation analysis will be useful and improved. 8. Any data used should contain confidence rankings. 9. IPC process should comprise a mechanism to build an institutional commitment from government. 10. Results of IPC analysis should be made available to the public. 11. IPC analysis should be done with technical neutrality and through consensus building. 12. IPC results are peer reviewed to check quality and maintain standards. 13. IPC should be developed as an iterative learning process. 14. The leadership of IPC processes depends on both comparative advantages and responsibilities. 15. IPC should be used to engage/advocate with donors to make decisions according to need.

Stakeholders of the IPC Process

The work of the IPC initiative is developed by different structures at national, regional and global level. Different types of stakeholders from the food security sector participate in the IPC process.

At national technical working group (NTWG) level: the national technical working group should be chaired by the national government and have committed participation from technically-oriented food security analysts along two main criteria: (1) representative of relevant sectoral expertise, and (2) representative of relevant stakeholder institutions.

- Government agencies with responsibilities in food security or related fields. At sometime the government should be the leading stakeholder of the IPC process.
- National, International NGOs with presence in the country, and UN organisations that carry out food security related activities.
- Donors willing to participate and dedicate to the IPC analysts with the necessary technical capacity.
- Universities that work in food security related areas and can contribute with relevant specialists.

The role of NTWG participants is to implement the steps of the IPC process at national level and to take part in regional events that may be organized to develop regional IPC analysis and/or identify areas of improvement of the IPC initiative. If the IPC process is taken at sub-national level the same stakeholders would participate but corresponding to the particular level at which the IPC is operating (e.g. a provincial government).

At regional technical working group (RTWG) level:

- Regional political bodies with a mandate that includes responsibilities in food security (e.g. SADC-RVAC in the Southern African Region).

- Staff from regional offices of International NGOs and UN organisations working in food security or related fields.
- Representatives from NTWG of countries in the region considered.

The members of the RTWG are responsible for carrying out regional IPC analysis and identify areas for improvement of the IPC initiative at regional and global level.

The Global and Regional Support Units (GSU and RSU) are composed of IPC specialists working for the IPC Global Partners that provide technical support to the IPC process at country level. This type of support normally consists of awareness raising missions, facilitation of analytical workshops and participation in quality monitoring activities. Country support from GSU and RSU is only provided when requested from NTWG.

In addition to this, the GSU is in charge of producing new versions of the IPC Technical Manual and User Guide, with the support of internationally recognized food security experts. It prepares documents that compile areas for improvement for the IPC at all geographical levels, training materials and liaise with other international initiatives in the field of food security. Ultimately, it assists the **IPC Global Steering committee** in its deliberations by providing a secretariat and supportive documents.

Main Steps of the IPC process

Characteristics of the IPC process

- **Main steps:** the IPC process comprises 11 steps as per the table below. These steps are generally undertaken sequentially but they are only indicative of the most likely process and the process at national level will be tailored to country context and specificities. Indeed, some steps may be repeated if necessary at any time (e.g. capacity building and awareness-raising). Depending on the particular conditions existing in a country, certain steps may be skipped. However certain steps must be accomplished in order to comply with the minimum guidance and requirements (these are underlined).
- **Institutional and data requirements:** Management of the IPC process does not require the creation of new structures or coordination mechanism. The general recommendation to countries starting with the IPC is that the NTWG is a function of an existing food security coordination mechanism already in place. At the same time the IPC is not a system for collecting food security information, it uses the information produced by systems operating in the country. For more details, please consult page 15 and 8-2, 8-3 of IPC Technical Manual and User guide.
- **Timing:** the IPC process can be started at any time and the steps can be taken at the pace and time that is required by local conditions in order to produce a timely analysis (reminder: IPC analyses are being produced when necessary, i.e. when the food security situation changes. See IPC Technical Manual page 15).
- **Duration:** conducting the IPC analysis itself, which corresponds to step 6, requires the organization of an analysis workshop for a few hours or a few days, depending on the context and complexity of the analysis. Completing the overall process, that is all 11 steps, however will require more time, probably a few months, in order to complete all the steps. The exact duration of that process will vary depending on pre-existing conditions such as pre-existing levels of IPC awareness, technical capacity within participant organisations, level of commitment of these organisations and in particular from the national government, and amount of resources and external support invested in the process.

Once the process has been completed once (and a first IPC analysis has been produced), the same process may be restarted when needed starting from step 3. Steps 1 and 2 will be ongoing too, depending on the needs in a specific context. The IPC process over time is a multi-year, incremental, learning by doing process. It may take several IPC analyses before the NTWG is able to deliver a fully-compliant IPC compliant situation analysis. It should be noted that trial exercises using real data may be undertaken before starting a first full-fledged IPC process. It will have demonstration, capacity-building and awareness raising effects which will help the country move to a first full-fledged analysis.

- **Decentralization:** If there was agreement on taking the process to a decentralized level, the same steps would apply in each of the administrative units (or other type of unit) where the IPC process was intended to be rolled-out.
- **IPC support request:** before starting the below process, the country may contact the GSU with a request for technical support. In this case, the GSU assesses the request and needs. It is in position to provide information and support from

its central office and possibly to also organize technical backstopping missions.

Indicative steps to implement the IPC				
Step	Activities typically performed ¹	Requirements	Stakeholder involved	Indicator of accomplishment
1. Awareness raising	<ul style="list-style-type: none"> Information and Presentations to key stakeholders Short demonstration exercises. Distribution of IPC documents. Study trips to attend IPC events in other countries Exchanges with GSU, to request support if needed 	<ul style="list-style-type: none"> Initial interest from food security stakeholders exist. Resources are available (venue, documents, facilitator) 	<ul style="list-style-type: none"> Food security organizations operating in the country. National government. GSU and RSU on request. 	<ul style="list-style-type: none"> Attendance list to awareness raising sessions show a broad representation of food security stakeholders including government agencies.
2. Consensus-building and Establishment of NTWG	<ul style="list-style-type: none"> Assessment of stakeholders' opinion about the IPC Identification of institutional home for the IPC Preparation of a joint statement by key stakeholders in support of the IPC Establishment of an IPC Technical Working Group 	<ul style="list-style-type: none"> Stakeholders have a good understanding of all aspects of the IPC process Willingness to commit to the IPC process from food security stakeholders 	<ul style="list-style-type: none"> Food security organizations operating in the country National government 	<ul style="list-style-type: none"> A joint statement in support of the IPC roll-out in the country is signed by key food security organisations
3. Planning	<ul style="list-style-type: none"> Design of an implementation plan and calendar Institutional mapping (general) Data mapping Identification of sources of funding, and preparation of proposals possibly (as needed) Identification of technical support required (request to GSU) Other assessments, as needed 	<ul style="list-style-type: none"> Planning is clarified Sources of funding are available Organizations participating in the TWG have the necessary resources to do this work 	<ul style="list-style-type: none"> TWG GSU and RSU on request. 	<ul style="list-style-type: none"> An implementation plan is prepared A proposal to fund the implementation plan is accepted
4. Capacity building	<ul style="list-style-type: none"> Training of trainers on the IPC IPC and food security training of analysts On-line courses on the IPC are followed Supply of equipment and software 	<ul style="list-style-type: none"> TWG members can commit their time to training sessions Resources for organising training sessions are available. 	<ul style="list-style-type: none"> TWG GSU and RSU on request. 	<ul style="list-style-type: none"> Results of tests after training demonstrate analysts are sufficiently qualified in IPC
<u>5. Inventory of information</u>	<ul style="list-style-type: none"> Preparation of data Preliminary filling-out of analysis templates (meta-data analysis). Assessment of information's reliability. 	<ul style="list-style-type: none"> All existing evidence is identified and made available. 	<ul style="list-style-type: none"> TWG GSU and RSU on request can provide some support 	<ul style="list-style-type: none"> A data-base with existing information on food security is produced. Analysis template part 1 is completed.

¹ Not all activities may be necessary in all countries.

<u>6. IPC analysis</u>	<ul style="list-style-type: none"> Analysis workshop with key analysts identified by the NTWG: <ul style="list-style-type: none"> IPC classification (situation analysis and risk levels) based on the filled in templates Analysis of response options and population figures Preparation of report and IPC map 	<ul style="list-style-type: none"> All relevant data is available for the analysis All necessary sectoral experts take part in the analysis. The consensus building approach functions correctly 	<ul style="list-style-type: none"> TWG GSU and RSU on request. 	An IPC map, analysis templates (all parts) and standardised population tables are produced in compliance with Technical Manual's specifications.
<u>8. Quality monitoring of analysis results</u>	<ul style="list-style-type: none"> Applying the quality monitoring tool for analysis results Correcting aspects of the analysis as requested by the peer reviewers 	<ul style="list-style-type: none"> The results of the analysis are ready Peer reviewers are available TWG members are willing to accept critical comments to their work. 	<ul style="list-style-type: none"> Food security experts based in the country but not participating in the TWG. GSU and RSU on request. TWG 	<ul style="list-style-type: none"> Corresponding quality monitoring check-list is completed.
<u>9. Quality monitoring of process</u>	<ul style="list-style-type: none"> Applying the quality monitoring tool for IPC process Informing the GSU and RSU about areas for improvement relevant at their levels (e.g. improving the Technical Manual) 	<ul style="list-style-type: none"> The IPC analysis is completed 	<ul style="list-style-type: none"> TWG. GSU and RSU. 	<ul style="list-style-type: none"> Corresponding quality monitoring check-list is completed Areas for improvement identified are applied to the national process and in the regional and global levels
<u>10. Communication and Dissemination</u>	<ul style="list-style-type: none"> Preparing a report containing the results of the analysis as well as the conclusions of the quality monitoring Publishing report in websites and/or specialised publications Sending the report to the media Sending the report to relevant mailing lists (e.g. donors) Presenting the report in relevant fora 	<ul style="list-style-type: none"> IPC results are available. Quality monitoring activities are concluded. 	<ul style="list-style-type: none"> TWG 	<ul style="list-style-type: none"> A report is produced. Donors and a broad number of organisations working in food security receive the report.
<u>11. Lessons learnt</u>	<ul style="list-style-type: none"> To meet with IPC food security stakeholders for discussing how the project for implementing the IPC is being conducted 	<ul style="list-style-type: none"> At least one IPC analysis has taken place 	<ul style="list-style-type: none"> RSU TWG GSU on request 	<ul style="list-style-type: none"> A report with lessons learnt is produced.
Planning next round	(Back to step 3 for a new IPC process, planning for the next round of analysis)			

Further details on some specific steps of the IPC process

- **Establishing the NTWG:** as seen before, the NTWG is composed of individuals from a broad inter-agency group. Preferably this group should be an already existing coordination mechanism for food security (e.g. UN food security cluster), so that the creation of new structures is avoided. Once this “institutional home” has been identified, it will be necessary to obtain the IPC buy-in from its member organisations. For this, a number of activities for raising awareness may be performed, as shown in the table above (step 1: awareness raising). Once an agreement is reached about the relevance of the IPC for the country and the need to start an IPC process, participating agencies will designate their focal points at the NTWG. They will also decide which organisations will lead and provide secretariat support to the NTWG.
- **Inventory of information:** IPC is an add-on to existing food security information systems. Prior to conducting an IPC analysis it is necessary to identify all relevant information. Completing a table as the one presented in page 8-4 of the User’s Guide could be a way to do this. Further to this, elements of information identified in that table may be directly introduced in the analysis templates. This preliminary filling-up of the templates can be done in different ways according to particular conditions of the country: by hiring a consultant, by leaving it to the organisation responsible for the secretariat of the NTWG, by designating an ad-hoc task force within the NTWG, or by making each NTWG member responsible for introducing their own information in the template so that all the information is later consolidated in one single template. Inventory of information is not only necessary for the analysis itself but also to guide future data collection activities in the field, as it allows the identification of data gaps.
- **Building Capacity:** this includes providing the necessary initial training to members of the NTWG to be able to do a first IPC analysis. This training can be provided by RSU or GSU. Staff from these support structures can travel for some days or a few weeks to countries requesting this type of support. Usually in this type of missions it is included the facilitation of a first analytical workshop and an awareness raising agenda. IPC training can also be followed through the use of distant learning materials. At certain occasions it is required that members of the NTWG follow a basic food security training before the IPC training, to ensure that concepts of the IPC are perfectly assimilated by all NTWG members. In addition to this initial training, NTWG members will need to do several IPC analyses before they are fully familiar and confident with the tool. Once a first group of people is confident with the use of the tool, it can provide training to others, for example at decentralized level (training of trainers approach).

Indicative costs

Because IPC does not require establishing new institutional structures and it does not internalize the cost of data collection (see above), the costs are relatively low. Costs linked to the IPC process typically concern: national coordination and technical support (human resources costs – these human resources can be already readily available in country), punctual technical backstopping from RSU or GSU, workshop/training costs associated with awareness-raising (step 1) or analysis (step 6) workshops, travel costs for participants, and miscellaneous smaller costs. An example of typical cost structure for a country starting with the IPC is included below. Figures are not indicated as they will vary greatly depending on country context and the below table is merely indicative of potential expenditure items.

Example of typical country-level costs	
International technical support	10 days to provide initial training of trainers, awareness raising and pilot analysis facilitation (this cost is possibly supported by the GSU) International travel + per diem (this cost is possibly supported by the GSU)
National technical support	10 days for coordination 10 days for information inventory
Workshop/training	Venue for workshop for 5 days and documentation Travel for workshop for 15 participants

Resources

Core resources

- IPC website, www.ipcinfo.org
- IPC Technical Manual V1.1 <http://www.fao.org/docrep/010/i0275e/i0275e.pdf>
- IPC User's Guide V 1 http://www.ipcinfo.org/attachments/IPC%20UserGuide_Low.pdf
- IPC info-kit: the starters 'kit to understand the IPC protocols, the IPC Initiative and browse core IPC products, *forthcoming*
- IPC information and training toolkit, *forthcoming*: for those familiar with the IPC protocols and approach, a hands-on kit with technical and non technical presentation material on the IPC
- IPC distance learning materials, *forthcoming*

Other useful links on the IPC website

- <http://www.ipcinfo.org/pubs.php>
- <http://www.ipcinfo.org/rep.php>
- <http://www.ipcinfo.org/links.php>
- <http://www.ipcinfo.org/trainers.php>
- <http://www.ipcinfo.org/learning.php>

Annex 3

EXAMPLE OF DATA TO USE AS DIRECT OR INDIRECT EVIDENCE IN THE IPC ANALYSIS

This is a non mandatory and non exhaustive list of data you can use to fill the IPC analysis template, based on technical recommendations and country experience. For guidance on the reference outcomes, difference between direct and indirect evidence, thresholds, data interpretation and trends, please consult the IPC technical guidance 1.1 (to be revised in version 2.0 early 2011).

Note that it is not necessary to collect all this evidence! Rather this is a list of example types of evidence that can be used when making a classification decision. For any given situation you would want to identify the most relevant and salient pieces of evidence to guide the classification analysis.

REFERENCE OUTCOME	DIRECT EVIDENCE	INDIRECT EVIDENCE
Mortality	<ul style="list-style-type: none"> 0-5 death rate (deaths of children below 5 years of age /10,000/day) Crude death rate (total deaths/10,000 persons/day) ... 	<ul style="list-style-type: none"> MUAC SAM GAM Birth records (neonatal mortality) Adult BMI Grave counting Health Center Death records Religious leader consultations Case fatality rates from health surveillance bulletins ...
Nutritional status	<i>U5 Acute Malnutrition:</i> <ul style="list-style-type: none"> Mean WHZ GAM Prevalence (WHZ) MUAC < 115mm Edema <i>(all from representative surveys)</i> <ul style="list-style-type: none"> Weight for Age (WA - underweight) ... 	<ul style="list-style-type: none"> Admissions to feeding programmes Health Information System Data Sentinel site data WHZ, MUAC, edema (from non-representative data collection) Prevalence of underweight ...
	<i>U5 Chronic Malnutrition</i> <ul style="list-style-type: none"> Stunting prevalence ... 	<ul style="list-style-type: none"> Health Information System Data Prevalence of underweight ...
	<i>Adult Under nutrition</i> <ul style="list-style-type: none"> BMI < 18.5 PW MUAC < 22.5 ... 	<ul style="list-style-type: none"> Admissions to feeding programmes Health Information System Data Sentinel site data Rapid assessments Affected pop with access to formal/informal humanitarian assistance: feeding centers, health centers, clean water etc. ...

	<i>Micronutrient Deficiency (Adults and Children)</i> <ul style="list-style-type: none"> • Vitamin A Deficiency • Prevalence of Anaemia • Iodine Deficiency • ... 	<ul style="list-style-type: none"> • Clinical signs of micronutrient deficiency • Health Information System Data • Maternal mortality • ...
Disease	<ul style="list-style-type: none"> • Frequency of cases of ARI • Under 5 morbidity: % of children with illness in 2 months preceding the survey (diarrhoea, fever, cough) • HIV prevalence • Annual Aids deaths • Need for ART • Distribution of endemic malaria • ... 	<ul style="list-style-type: none"> • Coverage and Vitamin A supplement • Health centers data (admissions for malaria, cholera...) • ...
Food access	<i>Quantity:</i> <ul style="list-style-type: none"> • Prevalence caloric intake < 2,100 kcal/Adult equivalent • Food Consumption Score • HEA Consumption Gap • Meal Frequency (At least 5x daily for <5's) • Food entitlement gap • Dietary intake • ... 	<ul style="list-style-type: none"> • Coping Strategies Index (CSI) • Change in meal frequency • Purchasing power/ToT (livestock to cereals, labour to cereals) • Proportion of population unable to access a basic consumption basket during the analysis period • HDDS • Consumer Price Index • Atypical increase in expenditure on food • Staple food market prices • Income and food sources (based on livelihood patterns) • Income diversification • Expenditures (HHs spending more than 75% of income on food purchase) • Social access • Access to markets for cereals and livestock (formal and/or informal) • Location of markets for cereals and livestock • ...
	<i>Quality:</i> <ul style="list-style-type: none"> • HH Dietary Diversity Score • ... 	<ul style="list-style-type: none"> • Other measures of food items or food groups consumed • Shifts in expenditure patterns toward cheaper and less nutritious foods • ...
Food availability	<ul style="list-style-type: none"> • Agricultural production: area, yield and production compared to the previous agricultural season • Per capita cereal production vs. annual requirements • Supply lines • Food balance sheets • Livestock production • ... 	<ul style="list-style-type: none"> • % of HHs accessing veterinarian services • Food aid beneficiaries • ...
Water access / Availability	<ul style="list-style-type: none"> • Source of water • Stability of access to water • Sanitation 	

Destitution / Displacement	<ul style="list-style-type: none"> • Prevalence of whole household, food insecurity related migration (extreme migration) • Prevalence of complete destitution • ... 	<ul style="list-style-type: none"> • Expansion of informal settlements • IDP/refugee concentrations • ...
Civil security	<ul style="list-style-type: none"> • Government or UN reports 	
Coping	<ul style="list-style-type: none"> • Coping strategy index • HH food security access scale (adapted from FANTA) • Use of coping strategies • ... 	<ul style="list-style-type: none"> • HHs having difficulty in accessing food after harvest period • ...
Structural issues	<ul style="list-style-type: none"> • Governance and institutional structures • Economic and agricultural policies • Access to land • Infrastructures • Access to energy and intrants • ... 	
Hazards	<ul style="list-style-type: none"> • Cumulative rainfall • Rainfall as % of normal • Dry spells • NDVI • WRSI • Economical shock • Disease breakout • Evidence for any shock on food security • ... 	
Livelihood assets (5 capitals)	<ul style="list-style-type: none"> • Erosion of livelihood assets • HEA • ... 	<ul style="list-style-type: none"> • MSF Coping Typology • Livelihood CSI • Social: Orphanage, Dependency ratio, Breastfeeding practices... • Labour opportunity and wage rates • Remittances • Access to credit • ...