

Humanitarian Accountability Partnership - International

"making humanitarian action accountable to beneficiaries"

Progress Update April to July 2006

April 2006

Two key strategic meetings took place in April:

1. Working Group 3 "Business Case": 19th April 2006

The HAP Secretariat convened the first meeting of Working Group 3, the Business Case, in Geneva. Working Group 3 is one of four working groups informing the standards development process. This group focuses on developing, assessing, and testing the indicators for the HAP accountability manual. This group will determine and cost/return on investment ratio of the proposed indicators. Once the testing phase is complete, the group will also advise on the first draft of the certification audit guidelines.

This voluntary group is drawn from the Standards Development Reference Group. The group has 28 members, of whom 18 were able to attend. Attendees included members, interested non-members, four former beneficiaries, a representative of Social Accountability International (SAI), and six HAP staff (including two field personnel).

Working Group 3 will focus on the testing of the requirements based on defined assessment criteria. This assessment will review the proposed indicator and its related standard in terms of:

1. Relevance - Is the indicator an appropriate proxy for the standard in question?
2. Measurability –Is the indicator measurable?
3. Feasibility –Is the indicator measurable in terms of resource commitment?
4. Affordability - Is the indicator realistic in terms of resource commitment?
5. Added Value - Does the indicator bring added benefit for the agency?

Feedback on Questionnaire Consultation held in January through to March 2006

Jennifer Birdsall introduced the questionnaire HAP had designed to elicit line manager and field worker perspectives on various aspects of accountability. The questionnaires were deliberately designed to be open ended to elicit discussion and thoughts from interviewees. 78 replies had been received to date – a huge thank you for all those who took time to complete one (some taking up to 8 hours to complete)

The questionnaire was given to:

- 4 consultants to focus on beneficiary interviews
- Member agency field managers – a number who volunteered
- Volunteers:
- A few line managers who completed the questionnaire by e-mail.

The exercise has yielded several interesting observations and trends. Jennifer will complete a study and make the results available on the HAPI web site.

A few questionnaires are still being completed. The information gained from them will be inserted into the overall finding.

Once again a big thanks for all those who participated. It was decided that a second phase will not be carried out and that focus will be given to the testing phase of the standards and indicators.

2. Editorial Steering Committee (ESC) Meeting: 20th to 21st April 2006

The planning meeting produced a fruitful interaction that resulted in the agreement of 7 standards with their respective indicators. Although still very much in a rough draft format this work will significantly help in consolidating the standards development process and focusing energy on the improvement of the indicators and measurement criteria.

ESC Structure

- ESC Structure
 - ESC Management Group will be responsible for the day to day management of the standards development
 - ESC Advisor Group will support by commenting on drafts, design decisions, and final approval of standards and indicators

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ESC Management Group		ESC Advisor Group	
Jennifer Birdsall	HAP I	Nelly Badaru	Independent
Zia Choudhury	HAP I	Salim Bahramand	Independent
Sheryl Haw	HAP I	Jock Baker	CARE International
Basil Lucima	HAP I	Alex Jacobs	MANGO
Emmanuel Minari	HAP I	Alison Joyner	SPHERE
Nicholas Stockton	HAP I	Peter Klansoe	DRC
		Branka Mraovic	Independent
		Majeed Nassar	Independent
		Monica Oliver	CARE International
		Marcus Oxley	Tearfund UK
		Robert Schofield	Medair
		Ivan Scott	Oxfam GB
		Clare Smith	CARE International
		Elena Tiffert-Vaughan	MAP
		Yasamin Yousofzai	Independent

Work Achieved

Day one was devoted to reviewing current suggested standards, testing with agreed criteria, and approving draft wording of 7 standards. (A further 5 standards were parked for review at a later date)

Day two focused on drawing out measurable indicators (requirements) linked to the 7 agreed standards.

Output: Version 1 Dated: 17th May 2006 of the Accountability and Quality Management Standards and requirements manual released.

May 2006

Preparation was made for the 1st Regional workshop that was to be held in Dhaka, Bangladesh. The workshop was held on the 31st May to 1st June and despite the terrible earthquake that occurred in Indonesia just before this workshop drawing some of the participants away to respond, we still had 31 people attending.

A full report can be read on the HAP web site.

ECB2¹ / HAP Meeting

The Editorial Steering Committee for ECB2 and HAP met in Oxford on the 12th May to discuss synergies and complementarity of the ECB2 "How to Guide" and the HAP accountability manual.

Output: HAP and ECB2 will work together on the ECB2 How to Guide to link to the Good Practice section in the HAP manual. HAP will ensure that the tools listed in the ECB2 guide are tested alongside the accountability manual during the workshops and the field testing phase.

June 2006

The ESC Management Team redrafted the Accountability and Quality Management Standards and Requirements: Version 2 of 6th June 2006. This was post the feedback from the Dhaka Workshop.

A feedback form was sent around to the reference group to collate their thoughts and insight on this version of the draft. The deadline for feedback was 6th July 2006.

Preparation for the second regional workshop was carried out.

Initiative 1. ¹ The Emergency Capacity Building Project (ECB) is a cooperative undertaking of the Inter-Agency Working Group (IWG), a consultative membership of seven humanitarian agencies (CARE, Catholic Relief Services, International Rescue Committee, Mercy Corps, Oxfam-GB, Save the Children-US, World Vision) that have committed to jointly improving their emergency response capacity. ECB2 is the 2nd initiative in this project entitled: **Accountability and Impact Measurement**. Goal: *Enhanced agency accountability to humanitarian sector standards and improved practices in impact measurement of humanitarian action.*

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July 2006

The second regional workshop was held in Nairobi, Kenya on the 3rd and 4th July. 41 participants attended.

A full report can be found on the HAP web site.

Output: Post the feedback from both workshops and the reference group the ESC management team redrafted the Accountability and Quality Management Standards and Requirements. **Version 3 dated 27th July 2006** is now released. This will be the version used through out the field testing phase (August to October 2006)

Progress per Working Group

Working Group One	Working Group Two	Working Group Three	Working Group Four
Scoping	Good Practices	Business Case	Implementation
<ul style="list-style-type: none"> The Covenant has been redrafted post feedback from participants in this group. A big thank for feedback received from: <ul style="list-style-type: none"> Sean Lowrie Alice Jardin Peter Walker Alison Joyner Christian Muntean Benoit Miribel Juliette Prophan Natalie Herlemont Mark Janz John Telford Nicholas Morris Mamadou Ndiaye Barney Mayhew A Foreword has now been drafted – all comments and feedback welcome. 	<ul style="list-style-type: none"> Two regional workshops held with a total of 72 participants. Two new drafts of the accountability manual have been released. A number of reference group participants were bale to respond and send their completed feedback forms in that helped redraft the latest version of the standard. <p>NB: This is now the last opportunity for the reference group to feedback and be involved either by:</p> <ol style="list-style-type: none"> Completing the new feedback form – return by 20th October 2006 taking part in the self assessment field testing phase. <p>For more information contact shaw@hapinternational.org</p>	<ul style="list-style-type: none"> 3 field sites are currently being chosen to carry out the field testing of the accountability requirements. At each of the 3 sites an open day is planned for all members and interested non members working in the area to come and discuss the standard and the results of the field test. Potential sites are: <ul style="list-style-type: none"> Senegal (confirmed) Sri Lanka Sudan (Darfur) Somaliland South Caucuses Uganda Jennifer Birdsall and Monica Oliver are supporting the field testing phase through: <ul style="list-style-type: none"> Designing and monitoring the self assessments Supporting the field test sites Collating the feedback <p>The main output will be advising on the results of all three activities so as to inform the ESC on the feasibility and affordability of the standards / requirements.</p>	<ul style="list-style-type: none"> Andrew Lawday has been taken on as a consultant to research into the most appropriate marketing and communication strategy to use for the HAP standard. A strategic plan will be decided on in August 06.