



Country: Myanmar
Project Initiation Plan

Project Title: Rakhine Joint Assessment (RJA): *Socio-Economic Status and Social Cohesion Perceptions of Selected Populations in the Rakhine State*

Initiation Plan Start Date: 1 July 2017

Initiation Plan End Date: 31 December 2017

Implementing Partner: UNDP

Brief Description

The Government of Myanmar (GoM) has requested assistance from the United Nations (UN) to undertake an assessment that will help support a transition from humanitarian aid towards development assistance in Rakhine state, and identify ways to promote social cohesion among different communities in Rakhine state. In response to the request the UN/GoM will undertake a joint assessment in three select townships of Rakhine, followed by an assessment in select IDP camps. The purpose of the joint assessment is to assess the livelihood opportunities for both communities in the three select townships, and to identify key impediments and options for IDPs to be relocated and integrated into development programming once the IDP camps are closed.

Based on the request from the GoM, the UN Resident Coordinator (UNRC) has delegated UNDP and OCHA (on behalf of the United Nations Country Team) to develop a project initiation plan (PIP) to support the implementation of the joint assessment. The PIP covers a six-month period and includes the following activities: 1) design of the assessment, including methodology, tools and questionnaires; 2) formulation of assessment implementation and coordination plan, training of officials and enumerators involved in the assessment; 3) conduct of the assessment and finalizing the assessment report; and 4) follow up on assessment recommendations and design/plan for next phase, if requested by GoM. The World Bank, and ICRC have been invited to participate in the joint assessment, and to be part of a Technical Advisory Group, that will provide technical inputs into the design of the assessment methodology, tools and questionnaires, and the analysis of the results of the assessment.

This PIP builds on the initiation workshop that was held in May in Naypyidaw, hosted by the Ministry of Social Welfare, Relief and Resettlement, funded by UNDP and the World Bank. During this meeting participants from GoM, UN and World Bank explored different assessment methodologies and options for the scope of the assessment. The results of the workshop have been taken into account for the formulation of the PIP.

Programme Period:	2013-2017
Implementation Modality:	DIM
Atlas Award ID:	_____
PAC Meeting Date	August 10, 2017

Total resources required:	USD 704,201
Total allocated resources:	
Government of Sweden	USD 198,450
Government of Switzerland	USD 103,500
Unfunded budget:	USD 402,251

Agreed by UNDP:

Ms. Renata Lok-Dessallien, UNDP Resident Representative

I. PURPOSE

Rakhine is one of the poorest states in Myanmar. It has a history of ethno-political conflict, chronic poverty, social exclusion and low resilience to climate change impacts and natural disasters. The Government of Myanmar (GoM) is pursuing many different strategies to address the range of humanitarian, development and political challenges confronting the state. At the Union level, the State Counsellor has established the Central Committee for the Implementation of Peace and Development in Rakhine State. In August 2016, the GoM established the Advisory Commission on Rakhine State led by former UN SG Kofi Annan. The Commission has been mandated to analyse the present situation of all communities in Rakhine and seek to identify the factors that have resulted in violence, displacement and under-development. The Commission released its preliminary recommendations in March 2017. Final recommendations are expected in August 2017.

The Union Minister of Social Welfare, Relief and Resettlement (MSWRR) on the 7 April 2017 formally requested the United Nations (in a letter to the UN Resident Coordinator) to support the GoM in its efforts to undertake a joint assessment for joint planning in Rakhine State. It was initially envisaged that the assessment would be focused on livelihood and vulnerability issues, and piloted in a few specific areas in Rakhine State with the possibility of scaling to cover the entire state. The UN Resident Coordinator delegated UNDP (and OCHA) to undertake the assessment exercise in close collaboration with other UN Agencies, the World Bank, and ICRC.

An initial workshop was held in Naypyidaw in May 2017, hosted by the MSWRR and funded by UNDP and the World Bank. During the workshop the scope and objective of the assessment was discussed, together with various options for the appropriate methodology, tools and questionnaires that could be used in the assessment. The MSWRR confirmed that the objective of the assessment was to (i) reduce humanitarian dependency and promote durable solutions and long term livelihood opportunities for all communities in Rakhine, especially Internally Displaced Peoples (IDPs); and (ii) identify gaps and opportunities to promote social cohesion and harmonious relations between all communities in Rakhine.

Based on the results of the workshop, UNDP, OCHA and World Bank produced an options paper. Based on the options paper the MSWRR confirmed that the Joint Assessment should proceed, and would consist of two main components:

- i. A qualitative and quantitative assessment of representative communities in three townships (Kyauktaw, Mrauk-U and Minbya) in Zone 1 to understand livelihood issues and opportunities, and identify differences in the living conditions and factors that have caused the differences between the local communities.
- ii. An assessment in select IDP camps to collect key demographic data, and identify key impediments and options for IDPs to be relocated and integrated into development programming following the closure of the IDP camps. This assessment aims to use the well-established JIPS (Joint IDP Profiling Service) methodology.

It is assumed that the findings of the two components of the joint assessment will be used by the GoM to inform thinking and planning on how to support a transition from humanitarian aid to longer term development in Rakhine State and how to promote social cohesion amongst the different communities in Rakhine State. Based on the findings of the assessment the GoM and UN may agree on a follow up plan of action, including any additional assessment(s).

II. EXPECTED OUTPUT AND PROJECT RESULTS

Result: Assessment completed for targeted communities and institutions to increase capacities for social cohesion, sustainable livelihoods and improved opportunities for peace

Output 1: Joint GoM/UN assessment in Rakhine State designed and developed in accordance with international best practices

The assessments of the different communities in the three townships (part 1) and assessment in the camps (part 2) will follow different methodologies and different questionnaire(s). In part 1, data will be collected through a mixed-methods approach, i.e. a qualitative and quantitative survey combined. The questionnaire design for the quantitative survey will follow, as much as possible, international standards and best practice for quantitative survey modules. The qualitative survey will be designed in a closely integrated fashion with the quantitative assessment. Focus group discussions and key informant interviews will explore largely the same topics as the quantitative survey, and expand and deepen the assessment's understanding on these topics. It may also add further insights on smaller ethnic groups residing in the three townships that cannot be fully represented in the quantitative survey.

Part 2 will be based on humanitarian assessment principles. Comprehensive studies in select IDP camps have already been conducted by UNHCR/DRC using the JIPS (Joint IDP Profiling Service) methodology under the auspices of the Rakhine State Secretary and in collaboration with District Commissioners and line ministries in 12 IDP camps in Sittwe. The RJA will explore options to make use of the existing JIPS data for the second part of this assessment, and possibly to extend the JIPS exercise to other IDP camps. This would help alleviate the strain on the resources of both the Government and the UN, and ensure consistency of assessments.

The following activities will be undertaken:

Key Activity Result 1.1: Assessment methodology, tools and questionnaires developed

- Activity 1.1.1 Methodology developed jointly by GoM and UN team for townships
- Activity 1.1.2 Questionnaire for quantitative data collection developed jointly and tested
- Activity 1.1.3 Implementation/coordination plan drafted jointly by GoM and UN team

Key Activity Result 1.2: Capacity of GoM staff and officials developed on assessment methods and conflict sensitive research approaches

- Activity 1.2.1 Capacity building sessions held in NPT for MSWRR, RSG and other officials involved in the assessment
- Activity 1.2.2 Capacity building sessions held for RSG and relevant Rakhine Township officials in Sittwe
- Activity 1.2.3 Capacity building sessions held for staff of implementing partner including survey supervisors

Output 2: Joint assessment findings approved, finalized and disseminated

The RJA will identify differences in livelihood opportunities and the living conditions and the factors that have caused the differences between the local communities in the three townships. These findings will be used to recommend future policies, programmes and interventions that would be most effective in addressing the issues identified and promoting socio-economic development. In addition, the separate study in the IDP camps will be used to inform the integration of current IDPs into development programming following the proposed closure of IDP camps.

The findings of the joint assessment will hopefully be used to support the GoM in the implementation of the recommendations of the Rakhine Advisory Commission and the implementation of the five-year Socio-Economic Development Plan for Rakhine State developed by the Rakhine State Government. Further, it is hoped the RJA can be used to help UN agencies and other development partners increase capacities for social cohesion, sustainable livelihoods and improved opportunities for peace for the communities of Rakhine.

The following activities will be undertaken:

Key Activity Result 2.1: Field work conducted in a coordinated manner, including quality assurance

- Activity 2.1.1 Preparation for field work including identification and profiling of villages, and households for sampling identified
- Activity 2.1.2 Qualitative data collection conducted in all three townships
- Activity 2.1.3 Quantitative data collection conducted in all three townships

Key Activity Result 2.2: Data entered and analysed, assessment report submitted

- Activity 2.2.1 Qualitative data analysed and results written up jointly by GoM and UN team
- Activity 2.2.2 Quantitative data entry done and quality controlled jointly by GoM and UN team
- Activity 2.2.3 Quantitative Analysis conducted and results identified jointly by GoM and UN team
- Activity 2.2.4 RJA assessment report combining the findings of the qualitative and the quantitative components written jointly by the GoM and the UN team

Key Activity Result 2.3: Outcomes of IDP camp profiling reviewed, expansion of profiling designed and implemented

- Activity 2.3.1 Review of outcomes of camp profiling by GoM and UN
- Activity 2.3.2 Plan for expansion of camp profiling, and review of questionnaires by GoM and UN
- Activity 2.3.3 Camp profiling
- Activity 2.2.4 Findings of camp profiling added to RJA assessment report, written jointly by GoM and UN

Key Activity Result 2.4: Assessment report finalized and disseminated

- Activity 2.4.1 Findings of assessment report disseminated, providing inputs for action plans

III. CONFLICT SENSITIVITY APPROACH

In line with the objectives of the RJA, this Assessment will be founded on principles of conflict sensitivity. It is essential to have careful consideration and consistent application of conflict sensitive throughout all levels of the design, implementation and analysis phases of assessment, particularly given the fragile context of the target area. The RJA will continuously analyze and react to the context in which the RJA will be operating, the interaction between the assessment and the context (how the context affects the assessment and how the assessment may affect the context); and through understanding of this interaction, risk mitigation efforts will be maximized to avoid negative impacts (“do no harm”). Given that the target area has witnessed social unrest and episodes of communal violence, and that tensions between communities continues to exist, it is imperative that the RJA process should not jeopardize people’s lives, exacerbate people’s emotional and psychological vulnerabilities, or contribute to the conflict or crisis. Conflict sensitive strategies and protocols the RJA includes, but is not limited to, the following:

Design Phase

- Reflective measures, whereby all RJA design and field teams reflect on their understanding about conflict, violence and peacebuilding. This allows for understanding internal assumptions and attitudes and how they could feed into all aspects of assessment and the interactions with all stakeholders throughout the RJA phases.
- Understanding how the questions being asked in the survey may be interpreted with acute consideration around the sensitivity of the questions. This is essential to ensure respondents do not feel vulnerable, offended or threatened during FGDs, IDIs and quantitative survey interviews. Additionally, the questions should also be framed and asked in a way that eliminates the introduction of any bias, which may not just contaminate the responses but also unintentionally cause a provocation.

- Strong consideration towards who is participating in the survey. For the quantitative portion, selecting the participants is based using random selection methodologies to reinforce impartiality. For FGDs and IDIs, there will be careful consideration into local divisions and power structures that would determine how respondents are selected and approached. In all instances, those who are selected are not obligated to participate, and replacement protocols have been designed should selected participants refuse or withdraw from the survey.
- Communication, outreach prior to fieldwork, and village de-sensitization. A clear communication directive will be included alongside some pre-testing. This will ensure that villages understand the purpose of the survey; that a consistent message is being delivered to every village; and the results expected to manage expectation and create understanding.
- Specifically, gender sensitivities will be upheld to ensure proper understanding of how the assessment may exacerbate and raise tensions around issues of gender. FGDs and IDIs will separate gender to provide safe spaces for discussion. The quantitative survey takes into account how the role of the 'head of household' and main respondent affect responses.

Implementation Phase

- The questionnaire will be pre-tested to ensure the questionnaires are appropriate for the context, and will allow for any errors to be identified or changes to be made to ensure it is as conflict sensitive as possible. Pre-testing also provides an opportunity for the enumerators have a chance to practice conducting the survey and feel more comfortable and familiar with the survey, and can articulate the questions and respond to queries from the respondent confidently, coherently and in line with the conflict sensitive communication directive.
- All field staff will be trained in conflict sensitivity for both the qualitative and quantitative methods. This includes, but is not limited to, ensuring that the field staff understand the importance of their personal presentation and understand the sensitivities around certain questions that will be asked and expectations on the results of the RJA. This is particularly essential given that the field staff will essentially be ambassadors for the RJA project and, by extension, those commissioning this survey. Critical look into power relations how this can affect responses and how to help mitigate these so as to keep the openness of the discussions.
- Language considerations are a critical part of the RJA. Enumerators, facilitators and supervisors will ensure all quantitative and qualitative data collection will be conducted in the respondents' language. Survey questionnaires will also be translated into the two main local languages to facilitate this. Arranging qualified interpretation in meetings and other coordination forums will also ensure inclusion of all stakeholders in strategic discussions.
- Similarly, it is advised that enumerators are of the same ethnicity as the responds. This will provide an additional layer of buy-in and trust from the participants in the community, given the continuing levels of inter-ethnic mistrust, as well as help solve any language barriers. However, there would need to be strong training to guarantee that the enumerators do not introduce any own prejudices or bias into the data collection and maintain neutrality and impartiality to preserve the quality and integrity of the data and avoid inciting discord.
- Following a suitable and coherent communication strategy that all the survey team have in-depth understanding of, to ensure that a consistent message is being delivered across all target areas in this RJA. This would include ensuring that the survey team give proper introductions, speak politely, show identification, and explain what the survey objectives are. Communications materials in local languages, explaining organizational mandate, background and activities will be given to respondents. Ensuring expectations are not overly raised through the assessment process this involves clearly stating the aims of the assessment to those being consulted and explaining what the follow-up steps will be.

- As part of the communication strategy, and to ensure that selected participants are happy to respond to the questionnaires, it is also important that the enumerators emphasise that the data will be treated anonymously and will be analysed in an aggregated format (with no specific households or individuals named). They should also mention that the data collected will not be shared with any third parties and would not be used for any alternative purposes (e.g. for tax), and crucially that this offers them the opportunity to have their voices heard and put forward their grievances. This would also form a strategy towards addressing the survey fatigue that might pervade communities in the area, given the interest and interventions conducted by other development and humanitarian organisations in the past.
- The team of enumerators in both the quantitative and qualitative surveys will include both Muslim and ethnic Rakhine individuals. While the survey team anticipates no issues with the travel and logistics for ethnic Rakhine enumerators, there may be some issues in the safety of identifying Muslim enumerators (for fear of reprisals from other community members, both Muslim and ethnic Rakhine) and generally transporting Muslim enumerators between target areas. Precautions will be made to ensure the enumerators' safety when traveling between participating villages, including identifying safe passages and utilizing specific transport. Muslim enumerators should be willing to conduct the surveys, and should not feel forced or coerced in to doing so.

Analysis Phase

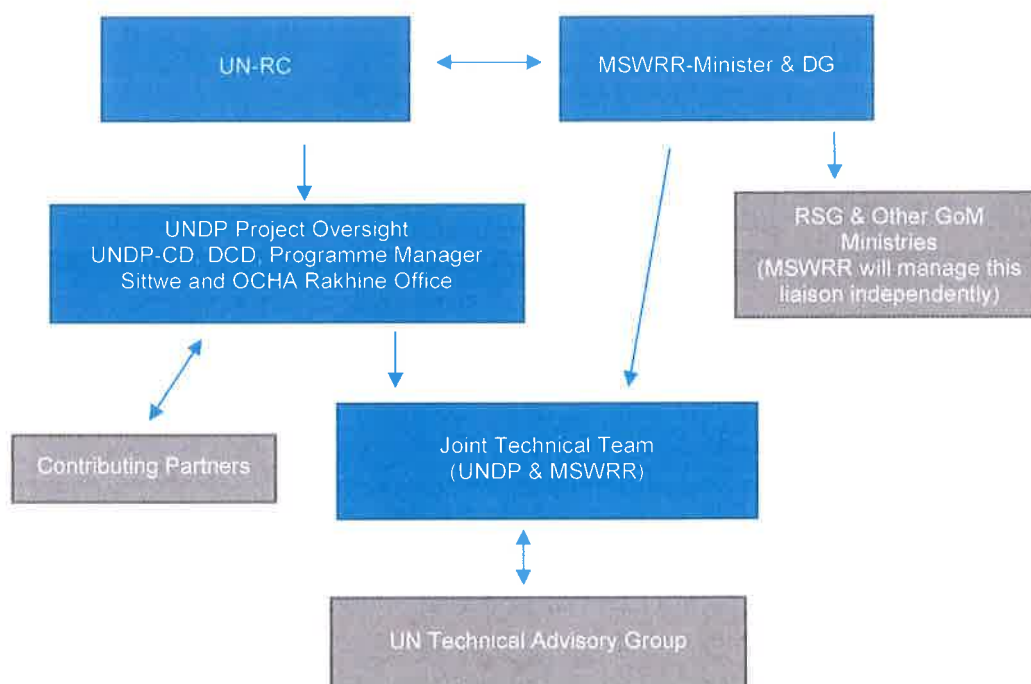
- As mentioned above, data will be kept confidential and analysed in an aggregated format; no names will be collected helping respondents answer honestly with reduced fear of repercussions;
- Joint Analysis between UN and GoM will be critical. Once the analysis is complete, the process by which different parts of the analysis are integrated into a more comprehensive, holistic, and systematic narrative can begin. In practice, such synthesis occurs in tandem with analysis, but at the last phase of the analysis two major questions have to be addressed: a) what to report, and b) the mechanics of when reports will be made, and to whom. The RJA will include briefings to senior management (both UN and GoM), both on the methodology before implementation, during implementation and at the conclusion of the process to promote the transparent and collaborative approach and provide a platform to raise and address concerns.
- Particular methods and measures will be explored in which conflict-sensitive recommendations can be feasibly operationalized in the target area. This would involve familiarity with research, approaches and tools to understand conflict, conflict transformation and peacebuilding. This knowledge improves awareness of the potential or actual impacts of the recommendations on conflict dynamics and peacebuilding and helps to guide more effective, coherent interventions.

IV. MANAGEMENT ARRANGEMENTS

The following make up the management arrangements for the Rakhine Joint Assessment:

- UN Resident Coordinator will provide overall guidance for the UN engagement, and will interact with MSWRR and RSG, on all strategic and political matters concerning the assessment. The UN Resident Coordinator Office will support UNDP/OCHA and other implementing partners in managing relations with the GoM/MSWRR, and will support the conflict sensitivity training and other types of capacity development activities.
- The UNDP Country Director and UNDP Deputy Country Director will provide overall oversight and supervision for the project. The UNDP Programme Manager based in Sittwe will manage the project with support from the Coordinator Specialist in Yangon. The OCHA Rakhine Head of Office (with support from OCHA office in Yangon) will co-manage the field coordination and implementation of the assessment with the UNDP office in Sittwe.

- The core joint RJA technical team will consist of, UNDP Coordination Specialist, Statistics Specialist based in Yangon, survey expert and government officials selected from the MSWRR.
- A UN Technical Advisory Group (UN-TAG), comprised of various UN agencies, will be established to provide technical inputs into the design of the methodology, tools and questionnaires, and the analysis of the results of the assessment.
- Contributing Partners will provide guidance throughout all stages of project.



V. MONITORING

A work plan will be used to monitor progress against the outputs, results and planned activities. The core UNDP RJA Team and the Technical Advisory Group will be responsible for monitoring the field work and a final report will be provided at the conclusion of the PIP.

VI. BUDGET

The total budget for the assessment is **US\$704,201** for the period 1 July – 31 December 2017. UNDP and the World Bank have already funded several preliminary activities from their own core funds. The main budget categories are:

Budget Category	Amount
UNDP/UNV Staff Costs	31,480
Consultants	204,001
Contractual Services	276,717
Travel	63,950
Training, workshops, conferences	28,600
Supplies, Equipment, ICT	46,290
Sub Total	652,038
UNDP GMS (8%)	52,163
Total	704,201

VII. WORK PLAN (JULY – DECEMBER 2017)

All figures are in USD

Year: 2017

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	Funding Source	PLANNED BUDGET (USD)	
		Q1	Q2	Q3	Q4			Budget Description	Amount
Output 1: Joint GoM/UN needs assessment in Rakhine State designed and developed in accordance with international best practices	1.1 Methodology, tools and questionnaires developed								
	1.1.1 Methodology developed jointly by GoM and UN team for townships		X			UNDP	UN volunteers	3,881	International consultants
	1.1.2 Questionnaire for quantitative data collection developed jointly and tested		X	X		UNDP	Local consultants	78,750	Local consultants
	1.1.3 Implementation/coordination plan developed by GoM/UN		X	X		UNDP	Travel	7,000	Travel
							Training, workshops and conferences	9,400	Training, workshops and conferences
							Supplies	2,500	Supplies
							Equipment and furniture	2,745	Equipment and furniture
							Information Technology Equipment	500	Information Technology Equipment
								500	
	Sub-total 1.1							105,276	
	1.2 Capacity of GoM staff and officials developed on assessment methods and conflict sensitive research approaches								
	1.2.1 Capacity building sessions held in NPT for MoSWRR, RSG and other officials involved in the assessment			X		UNDP	UN volunteers	3,881	International consultants
	1.2.2 Capacity building sessions held for RSG and relevant Rakhine Township officials in Sittwe			X		UNDP	Local consultants	6,563	Local consultants
	1.2.3 Capacity building sessions held for staff of implementing partner including survey supervisors			X		UNDP	Travel	4,500	Travel
							Training, workshops and conferences	8,900	Training, workshops and conferences
							Supplies	11,100	Supplies
							Equipment and furniture	4,490	Equipment and furniture
							Information Technology Equipment	1,000	Information Technology Equipment
	Sub-total 1.2							41,434	
	Sub-total result 1							146,710	

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	Funding Source	PLANNED BUDGET (USD)	
		Q1	Q2	Q3	Q4			Budget Description	Amount
Output 2: Joint assessment findings approved, finalised and disseminated	2.1 Field work conducted in a coordinated manner, including quality assurance								
	2.1.1 Preparation for field work including identification of villages and households for sampling identified			X		UNDP	UN volunteers	3,881	
	2.1.2 Qualitative data collection conducted in all three townships			X		UNDP	International consultants Local consultants Travel Training, workshops and conferences Supplies Equipment and furniture Information Technology Equipment Contractual Services-impl partner	26,250 10,500 12,000 2,000 4,330 1,000 1,000 139,986	
	2.1.3 Quantitative data collection conducted in all three townships			X		UNDP			
	Sub-total 2.1							200,947	
	2.2 Data entered and analysed, assessment report submitted								
	2.2.1 Qualitative data analysed jointly by GoM and UN team results written up jointly by GoM and UN team			X		UNDP	UN volunteers International consultants Local consultants	3,881 6,563 3,500	
	2.2.2 Quantitative data entry done and quality controlled jointly by GoM and UN team.			X		UNDP	Travel Training, workshops and conferences Supplies	11,200 4,000 5,990	
	2.2.3 Quantitative Analysis conducted and results identified jointly by GoM and UN team				X	UNDP	Equipment and furniture Information Technology Equipment Contractual Services-impl partner	1,000 1,000 16,731	
	2.2.4 RJA assessment report combining the findings of the qualitative and the quantitative components written jointly by the GoM and the UN team				X	UNDP			
	Sub-total 2.2							53,865	
	2.3 Outcomes of IDP camp profiling reviewed, expansion of profiling designed and implemented								

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET (USD)	
		Q1	Q2	Q3	Q4		Funding Source	Amount
		2.3.1	Review of outcomes of camp profiling by GoM and UN		X			
2.3.2	Plan for expansion camp profiling, and review of questionnaires by GoM and UN		X			UNDP	Contractual Services-imp partner	120,000
2.3.3	Camp profiling.				X	UNDP		
2.3.4	Findings of camp profiling added to RJA assessment report				X	UNDP		
Sub-total 2.3								120,000
2.4 Assessment report finalized and disseminated								
2.4.1	Findings of assessment report disseminated, providing inputs for action plans			X		UNDP	UN volunteers International consultants Local consultants Travel Training, workshops and conferences Supplies Equipment and furniture Information Technology Equipment	15,956 56,875 3,500 22,450 9,000 19,735 1,500 1,500
Sub-total 2.4								130,516
Sub-total result 2								505,328
TOTAL PROGRAMME COSTS								
UNDP General Management Service (GMS) 8%								652,038
Total Cost								704,201

VIII. ANNEX

RISK ASSESSMENT MATRIX

Risks	Likelihood	Impact	Mitigation strategy
The fragile environment, prone to outbreaks of violence would slow momentum on implementation and would not be conducive to achieving project results; security situation could potentially put field teams at risk. There is poor trust in the government in some areas in the assessment and poor trust in the international community in other areas. Perceived reactions to participation in the survey may result in negative consequences for respondents.	Medium	High	Continuous assessment of the context in target areas; flexibility to adjust timeframe; Service Provider has strong relationships on the ground
Movement of Muslim field teams across various villages and townships may put them at risk.	Medium	High	Security Strategy developed in partnership with government. Muslim teams will have all necessary government authorizations and will have a dedicated vehicle and driver knowledgeable of the area, and we will ensure that sample villages are safely accessible by road – this way Muslim teams will be able to travel uninterrupted from one Muslim village to the next. In cases where it is deemed necessary, Muslim teams can be accompanied by GAD or MSWRR representatives.
The success of the Project is largely dependent on the willingness of local level stakeholders to engage in the Assessment. Lack of understanding for the project objectives, approaches and underlying principles would significantly reduce its participation	Low	Medium	Conduct preliminary sensitization through communication outreach protocol and pre-testing the survey. Conflict sensitivity training for all national partners
Data quality/loss: The assessment is based on the understanding that respondents will be answering truthfully to the best of their knowledge and understanding. Capturing accurate measure of livelihoods, part of which may be conducted illegally in Rakhine due to limitations of movement,	Low	Medium	Survey being done in local languages, trust-building as part of the survey methodology design based on sensitization and conflict sensitive trained field staff. Survey respondents' names will not be recorded. Ensure data is coded and recorded into a database in Rakhine to prevent loss.

<p>may fail to capture true income sources. Loss of data due to poor hard copy management</p> <p>Low interest and involvement of other ministries (Union and State) poses risk to the integration of policies, strategies and plans coming from assessment results. This may impede the recommendations being;</p> <ul style="list-style-type: none"> ▪ Translated into action ▪ Used to influence policy ▪ Lead to potential programming and evaluation processes ▪ Linked to other forms of analysis ▪ Highlight lessons learned ▪ Reveal early warning indicators and root causes of conflict. 	Medium	Medium	<p>Working closely with government on joint methodology and analysis to ensure trust in the survey design, the instruments and tools used to collect the data, the process of capturing and analysis of data. Meetings with senior level representatives from government to ensure they are consulted throughout the process. The use of mixed-method approach to assessment is will be applied due the complexity and multi-faceted nature of potential interventions in Rakhine. To ensure reliability, the data and information used will be triangulated where possible. As much as possible, data will be verified before analysis. By combining multiple data sources and validation approaches, evaluators will seek to overcome the bias. Assessment will be under taken with attention to rigorous quality assurance processes.</p>
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Rakhine Joint Assessment Presentation



August 4th, 2017
Naypyitaw
Time: 10:00am – 12:00pm

Objective of meeting:

Presentation for the endorsement of the Rakhine Joint Assessment (RJA) to senior representatives from the Ministry of Social Welfare, Relief and Resettlement (MoSWRR), Resident Coordinator's Office (RCO) by representatives of the UN and MoSWRR Technical Teams.

The RJA aims to help inform Government of Myanmar efforts to transition from humanitarian to development assistance in Rakhine State; identify gaps and opportunities to promote social cohesion and harmonious relations between all communities in Rakhine, and support the implementation of the interim recommendations of the Rakhine Advisory Commission.

PROPOSED AGENDA

Agenda Items	Presenters
Welcome Remarks	Union Minister of Social Welfare, Relief and Resettlement UN Resident Coordinator
Presentation of Final objectives, methodology and timeline: <ul style="list-style-type: none">▪ Survey design▪ Quantitative Overview▪ Qualitative Overview▪ Conflict Sensitivity Strategy▪ Timeline and Implementation Strategy▪ Q & A	MoSWRR Technical Team Representative: Dr Min Thein, Director of Relief Division for Lower Myanmar UN Technical Team Representative: Felix Schmieding Statistics Specialist
Endorsement and Way Forward	Union Minister of Social Welfare, Relief and Resettlement (MoSWRR) UN Resident Coordinator
End of Meeting	

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MEETING MINUTES

Our team and the government technical team joint presented the foundation, methodology and workplan this was followed by a Q & A and determination of the way forward.

The RC and the Union Minister where impressed by the good working relationship between the UN/MoSWRR Joint technical team and endorsed the objectives, methodology and workplan for the Rakhine Joint Assessment.

Meeting discussions outlined clear directives on agreed procedures for the way forward and implementation:

- The Ministry will expedite the RJA through the Ethics Review boards, we will submit the English version of methodology and both qualitative and quantitative instruments immediately, with agreement that as translation versions can be submitted as they are completed and not wait. Full translation is set to be completed by end of next week.
- It was also agreed to present the methodology through the NSDS Survey Cluster Meeting (cross Ministry coordination body for surveys)
- Some materials need to be completed In-Depth Interview guidelines and consent forms
- They would like CVs of UN Principle Investigators (Technical Team)
- It was agreed to do all steps in parallel to ensure speed of delivery and be able to produce a preliminary report by first September. All agreed the timeline is very tight so coordination across all fronts is key.
- The Ministry was assured by the RC that all procurement of tenders will be jointly selected and both the RC and Minister discussed the importance of unbiased enumerators
- The Ministry noted that it is timely to put together various committees through the identification of the individuals from both the UN and MoSWRR side for quality assurance for implementation and analysis. This will include:
 - ✓ Joint Supervisory Steering committee
 - ✓ Data Management Committee
 - ✓ Security Committee
 - ✓ Implementation Team

Once the above was agreed too Renata raised the point that a decision/plan on the camp component is timely. It was approved for the joint technical team to explore the raw data of the JIPS, the methodology and tools to determine if it can be used for the Rakhine Joint Assessment. If it is determined the data can be used, a secondary analysis of the data in line with the RJA objectives will proceed. If there are gaps seen in the data, supplementary data collection may be considered. If it is determined the data is not useful for the RJA additional discussions on how to proceed will be needed. It was noted MoSWRR would like to do one additional camp, Say Tha Mar Gyi, but as this camp was covered in the Sittwe Camp Profiling Report it was decided that if it is determined the data can be used no additional camp will need surveyed. A good step forward with the openness of Ministry to explore the JIPS data.

Meeting closed with the special thanks to the joint technical team and a positive step forward for UN and MoSWRR partnership.





Rakhine Joint Assessment Presentation



Date: August 7th

Location: Rakhine State Government Office, Sittwe

Objective of meeting: Presentation of and receive inputs on draft assessment for the Rakhine Joint Assessment (RJA).

PROPOSED AGENDA

Time	Agenda Items	Presenters
8:30 – 9:00	Registration	
9:00 – 9:20	Welcome Remarks	Representative of Rakhine State Government Representative of United Nations
9:20 – 10:45	Meeting Objectives and context. Presentation of draft assessment & methodology: <ul style="list-style-type: none">▪ Survey design▪ Quantitative Overview▪ Qualitative Overview▪ Conflict Sensitivity Strategy▪ Timeline and Implementation Strategy	MoSWRR Technical Team Representative UN Technical Team Representative – Felix Schmieding, Statistics Specialist UN Technical Team Representative – Alex Jaggard
10:45 – 11:00	Coffee/Tea	
11:00 – 12:30	Cont'd presentation of draft assessment methodology followed by Q & A	MoSWRR Technical Team Representative UN Technical Team Representative – Felix Schmieding, Statistics Specialist UN Technical Team Representative – Alex Jaggard

RAKHINE STATE GOVERNMENT MEETING SUMMARY

They were very happy to see this was a joint endeavor. The Minister took his opening speech to criticize other agencies with the assessments they have conducted without approval from government. Tensions were very high at the timing of our visit between UN/INGOs and the RSG. We tried our best to not exasperate tensions but use our RJA experience to help bridge some tensions with a positive experience. The main comments by government were on issues of trusting the enumerators.

They were reassured that enumerator selection will be done jointly. Various ministry representatives, education and health, reiterated the importance for the MoSWRR to coordinate with their offices and ethical boards. The MoSWRR technical colleagues assured they would take their comments back to NPT.

The RSG Minister endorsed the Rakhine Joint Assessment. Technical team to determine focal point to ensure smooth communication between UN, Union Level and State level government.

A handwritten signature in blue ink, appearing to read 'Ry Buttler', is located in the lower right quadrant of the page.



Rakhine Joint Assessment

Donor Meeting Minutes



Two preliminary Donor Meetings were held to go over the draft of the PIP - July 17th (DFID, EU, Switzerland, Sweden) & August 1 (DFAT, USAID, JICA)

For these meetings the Donors received the letter from the Minister of Social Welfare, Relief and Resettlement (MoSWRR) to the United Nations (UN) to conduct a joint assessment in Rakhine, in line with the interim recommendations from the Rakhine Advisory Commission. The Options Paper which was the result of an initiation workshop for the RJA in NPT on 17 and 18 May with the participation of representatives of 14 Ministries, the State Secretary of Rakhine State Government, Senior Representatives of the World Bank, ICRC and several UN agencies. The Options Paper detailed four possible options for the Assessment, the MoSWRR chose Option Two for the RJA - Assessment in three townships and selected IDP camps (in parallel). A copy of the Rakhine Joint Assessment Project Implementation Plan document.

Peter welcomed donors. UNDP Technical team presented PIP overview, methodology and way forward

- Comments on the importance of conflict sensitivity while reflected in our approach was absent from the PIP. It was deemed critical to add a section on this.
- Risks are high with the assessment due to the sensitivity and many were discussed. It was decided this would be best reflected in a risk mitigation matrix added to the PIP although it is not a requirement.
- Questions also touched on the importance of trust-building through this exercise with government and the critical importance of capacity building.

THE FINAL DONOR MEETING TO REVIEW PIP

This meeting took place on August 10th, 2017 with EU, Swiss, Sweden, DFAT and USAID. Peter presenting the Project Implementation Plan followed by Q & A and further discussion on bilateral contributions and other last inputs.

Peter's (UNDP CD) main points:

- Reiterate purpose of the PIP which is to explore the potential of a full project based on the results. The PIP does not require an in-depth analytical framework however as per our first discussions as the RJA is grounded in a conflict sensitive approach this has been outlined in the PIP.
- Update on the endorsement from Renata (RC) and the Union Minister

- It was agreed that the RJA will be passed by the Ethical Review Board which has been set for August 18th.
- It was agreed the joint technical team will review the methodology, process, instruments and raw data from the first round of JIPS to determine if it is viable for the Rakhine Joint Assessment. If it seen as in line with the RJA objectives, the raw data will be used for the RJA.
- The joint technical team presented to the Rakhine State Government and the Rakhine Coordination Group in Sittwe on Monday and Tuesday this week. The RSG was very happy to see a joint process and highlighted how important is to work together on assessments such as this. Most of the comments were adding advice on implementation and coordination. RSG endorsed the RJA. The Rakhine Coordination Group provided many technical inputs to the questionnaires which our joint technical team will be incorporating. They also provided advice on desensitizing communities and training for the enumerator teams which will help us with our implementation.

This was followed by a review of the updated PIP which now reflects the changes from the initial meeting as well as Q & A:

- Donors were happy to see the inclusion of the conflict sensitivity reflected in the document
- The additional Annex of a Risk Mitigation Matrix was also well received due to the sensitive nature of the project
- The only additional input was that a donor board for project steering be added to the management arrangements
- A main point from all donors was the importance of the assessment results to be made public or at least available to the international community. Peter assured that while a formal discussion on this is still pending with government counterparts at no point has the government made anything confidential in regards to the Rakhine Joint Assessment. It was also discussed that as the analysis of the data will also be done jointly this will be a critical time to identify data the government may be uncomfortable with.

All partners agreed this was a critical project for the UN, the international community and the government and the PIP was endorsed. Bilateral agreement was made with Switzerland and Sweden. EU can contribute in other ways and this will be determined. It was agreed the camp component funding be revisited once the government has made a decision on the JIPS data.

