



## Inclusive Data Charter monitoring form - guidance

### Please note the following:

- This is a voluntary exercise but it would be great if **every** IDC Champion could complete the form in as much detail as you can. Some IDC Champions have only recently launched their action plan/or are in the process of finalising/revising theirs but it is important and useful if we have baseline data on all Champions (even if this might be brief). This will enable us to really track progress year on year.
- You do not need to report against every Principle (if there are some) that do not link to actions in your action plan. In this case, please just put N/A in the free text box next to the Principle.
- To mark the 1 year anniversary of the launch of the IDC, we hope to develop a range of materials (including some case studies; a summary of actions; and social media activity) to showcase the progress that has been made by Champions and the impact of the IDC. This will be put together using the information you include on the form. The more detail you are able to include the better. Please write the content as clearly as possible and ensure you explain any acronyms or organisation/country/sector specific terms.
- Please attach any supplementary documents (articles/reports/guidance/training material/social media coverage) or links you have that support the content of the form.
- If you have progress to share around actions (not in your IDC action plan but contributing to strengthening data disaggregation as we work towards the SDGs), please detail this in **Section 4 – Additional comments about progress.**

## INCLUSIVE DATA CHARTER INITIATIVE (ANNUAL MONITORING) 2019

<b>Name of IDC Champion:</b>	HelpAge International
<b>Date that your IDC action plan was published:</b>	Action plan is in development
<b>Date of submission of this monitoring form:</b>	14 June 2019
<b>Name of person responsible for completing your IDC monitoring form:</b>	Alex Mihnovits

Before you complete this form, please refer to the guidance above. Please return the form to Linsey ([lwinter@sightsavers.org](mailto:lwinter@sightsavers.org)) by Friday 14 June.

### 1. PROGRESS - THE FIVE IDC PRINCIPLES

**SCORE** 1. No Progress; 2. Some Progress; 3. On Track to Deliver; 4. Delivering a little faster than plan; 5. Delivering much faster than plan

		<b>SCORE</b>	<b>ACTION PLAN PROGRESS (NARRATIVE)</b> . Please describe key achievements in the past year or since you signed up to the Charter (in relation to each principle) and justify your scoring. This should link to actions in your IDC action plan. Please attach any supporting documents.
1.1	<b>Principle One</b> - All populations must be included in the data.	2	<p>While the work on detailed IDC action plan is ongoing, a number of initiatives were taken over the past 12 months that support vision of the IDC for better disaggregated data.</p> <ul style="list-style-type: none"> <li>In an effort to ensure our programs are gender-responsive a <i>10-point priority action plan for gender mainstreaming for 2020</i> was developed in November 2018. The plan includes commitments to (i) report on 3 gender results targets in organisational results framework; and (ii) promote sex-, age- and disability-disaggregated data (SADDD) minimum standards in our programmes</li> <li>In an effort to improve inclusion of people with disabilities in our work HelpAge endorsed Charter for Change at the Global Disability Summit in July 2018. HelpAge made a commitment to improve disability statistics through better implementation of SADDD guidelines internally, and</li> </ul>

			continued work with the Titchfield City Group on ageing and age-disaggregated data externally.										
1.2	<b>Principle Two</b> - All data should, wherever possible, be disaggregated in order to accurately describe all populations.	2	Organisational standards for production of sex- and age-disaggregated data were reviewed and updated. The update includes change in disaggregation standards from 10-year age cohorts to 5-year age cohorts. The aim is to ensure production of more granular data.										
1.3	<b>Principle Three</b> - Data should be drawn from all available sources.	N/A	N/A										
1.4	<b>Principle Four</b> - Those responsible for the collection of data and production of statistics must be accountable.	2	<ul style="list-style-type: none"> <li>To monitor collection and use of sex- and age-disaggregated data (SADDD) across all country offices HelpAge introduced a new organisational indicator.</li> </ul> <p>Each country will be asked to give themselves a score, on their current incorporation of SADDD using the following scale:</p> <table border="1"> <thead> <tr> <th>Score</th> <th>Definition</th> </tr> </thead> <tbody> <tr> <td><b>0</b></td> <td>No SADD data available (i.e. no programmes / projects / research is collecting a full set of age, gender and disability data)</td> </tr> <tr> <td><b>1</b></td> <td>SADD data is not systematically collected (i.e. is available in some areas of work but is not consistently available or is not analysed)</td> </tr> <tr> <td><b>2</b></td> <td>SADD data is systematically collected and analysed (i.e. data is collected consistently and analysed)</td> </tr> <tr> <td><b>3</b></td> <td>SADD data is systematically collected, analysed and used to inform programme development or policy influencing</td> </tr> </tbody> </table> <p>First reporting on this will be in April 2019, we will then set a target for 2020 when we have the baseline.</p> <ul style="list-style-type: none"> <li>During 2019-2020, HelpAge is undertaking two internal reviews in an effort to improve quality and accountability of its programmes and evidence:</li> </ul>	Score	Definition	<b>0</b>	No SADD data available (i.e. no programmes / projects / research is collecting a full set of age, gender and disability data)	<b>1</b>	SADD data is not systematically collected (i.e. is available in some areas of work but is not consistently available or is not analysed)	<b>2</b>	SADD data is systematically collected and analysed (i.e. data is collected consistently and analysed)	<b>3</b>	SADD data is systematically collected, analysed and used to inform programme development or policy influencing
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			<ul style="list-style-type: none"> <li>○ Assessment of inclusion of gender, disability, and age at organisational, programmatic, and technical levels. The assessment was conducted in HelpAge offices in Latin America, Europe and Middle East, and Asia. Based on the outcomes of the assessment each office is responsible for development of the action plan with a timeline, and to identify individuals to take it forward. Country focal points are responsible for monitoring the progress.</li> <li>○ Self-assessment of HelpAge compliance with the Core Humanitarian Standards (CHS) as part of the on-going Quality and Accountability commitments. The completed self-assessment is the first stage to CHS certification which will be achieved by March 2020</li> </ul>
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1.5	<b>Principle Five</b> - Human and technical capacity to collect, analyze, and use disaggregated data must be improved, including through adequate and sustainable financing.	1	
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## 2. PROGRESS – OUTCOMES, OUTREACH AND ENGAGEMENT

**OUTCOMES, OUTREACH AND ENGAGEMENT PROGRESS (NARRATIVE).** Please describe in detail what you have done in relation to each question (over the past year or since you signed up to the IDC). Please attach any supporting documents.

2.1	Has the progress described in your narrative response above (in section 1) brought about any change in policy; programmes; and/or practice? This could be internal or external.	It is early to track progress due to ongoing development of the action plan.	
2.2	Which of the following has signing up to the Inclusive Data Charter helped strengthen in your organisation in relation to data disaggregation? Select all that apply.	a) Data b) Skills c) Knowledge d) Resources e) Other	Signing up to the IDC helped to: <ul style="list-style-type: none"> <li>• Reflect on existing data processes within the organisation and to identify gaps relating to skills, available resources and the use and management of data</li> <li>• Examine how these processes can be better joined up</li> <li>• Raise greater awareness within the organisation of importance of better data production</li> </ul>

2.3	Have you collaborated with other IDC Champions in terms of the actions you have outlined above in the past year (in section 1)? If yes, then please name them and describe what you did.	No advocacy/engagement in relation to actions listed in Section 1 was undertaken with IDC Champions due to ongoing development of the action plan.
2.4	Are there specific Champions you would like to collaborate with over the next year; and if yes, what on?	Once the plan is finalised it will be possible to identify possible collaborations.
2.5	Have you shared practice with other countries/organisations on the actions you outline in Section 1? If so, please name them and what you did.	No external-facing advocacy/engagement in relation to actions listed in Section 1 was undertaken due to ongoing development of the HelpAge IDC plan.
2.6	Have you encouraged other countries/organisations to sign up to the Inclusive Data Charter? If yes, which were these?	Information about the Inclusive Data Charter was shared with participants of HelpAge-led training seminars on inclusion in the UK, Tanzania and Mozambique.

### 3. CHALLENGES - IMPLEMENTING YOUR ACTION PLAN

3.1	What, if any, have been the challenges with implementing your IDC action plan? How have you overcome these challenges?	HelpAge IDC action plan is in development, however it will need to take into account low levels of capacity, limited resources, workload, and gaps in technical skills within country offices.
3.2	How can the IDC Secretariat support you over the next year?	Once the plan is finalised it will be possible to identify specific needs.

### 4. ADDITIONAL COMMENTS ABOUT PROGRESS (NOT COVERED ABOVE) SINCE YOU SIGNED UP TO THE IDC

**This section could be used to describe other actions you have completed/are completing since signing up to the Charter (not necessarily outlined in your IDC action plan).**

As part of the Age and disability capacity (ADCAP) programme HelpAge has been involved in the development and launch of the Humanitarian Inclusion Standards.

<https://www.helpage.org/newsroom/latest-news/new-humanitarian-guidelines-launched-for-ageing-and-disability-inclusion/>

This year in partnership with CBM, HelpAge International has been developing core indicators to support each of the key standards and themes, to ensure organisations are able to implement the standards and provide inclusive humanitarian responses. The new indicators include the collection and use of disaggregated data to design and measure programmes successfully.

The indicators are due to be shared June / July 2019.