

# Information Products and Services Catalogue

OCHA ERITREA

2020

## About

---

This product catalogue describes information management (IM) and reporting products that the OCHA Eritrea office produces. It includes a set of standard products used to support humanitarian coordination, as well as ad-hoc products that can be produced upon request. Product scope and frequency are determined by needs, demands, data availability and capacity.

**CONTACT:**

**TSEGAI TESFAI**

Information Management Officer (IMO)

[tsegai.tesfai@un.org](mailto:tsegai.tesfai@un.org)

**May 2020**

---

# CONTENTS

**03 INFOGRAPHICS**

- 04 OPERATIONAL PRESENCE (3W)
- 05 FUNDING SNAPSHOTS

**06 REPORTS**

- 07 BASIC SERVICES RESPONSE PRIORITIES (BSRP)
- 08 PERIODIC MONITORING REPORT (PMR)
- 09 BSRP - KEY ACHEIVEMENTS DASHBOARD
- 10 THEMATIC REPORTS/SITREPS

**11 MAPS**

- 12 ERITREA - REFERENCE MAP
- 13 THEMATIC MAPS

**14 INTERACTIVE VISUALIZATIONS**

- 15 INTERACTIVE - FUNDING SNAPSHOTS
- 16 INTERACTIVE - OPERATIONAL PRESENCE (3W)
- 17 THEMATIC INTERACTIVE

**18 CONTACT AND CONTENT MANAGEMENT**

- 19 CONTACT LISTS
- 20 CONTENT MANAGEMENT / WEB PLATFORMS



# INFOGRAPHICS



## 6

### INFOGRAPHIC PRODUCTS

#### FUNDING SNAPSHOTS

BSRP (Basic Services Response Priorities)  
Quarterly, 1 Product

SPCF (Strategic Partnership and  
CooperationFramework: 2017-2021)  
Quarterly, 2 Products

CERF (Central Emergency Response Fund)  
Quarterly, Ad hoc, 1 Product

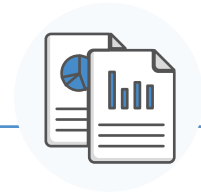
Funding by Donor  
Quarterly, 1 Product

#### OPERATIONAL PRESENCE (3W)

BSRP (Basic Services Response Priorities)  
Quarterly, 1 Product

SPCF (Strategic Partnership and  
CooperationFramework: 2017-2021)  
Quarterly, 1 Products

# OPERATIONAL PRESENCE (3W)



## DESCRIPTION

The main purpose is to show the operational presence by sector and location within the annual BSRP and SPCF 2017-2021 responses. It reflects the UN agencies response plan activities at zoba (region) level.

## SCOPE AND APPLICATION

- BSRP (Basic Services Response Priorities)
- SPCF (Strategic Partnership and Cooperation Framework 2017-2021)

## FREQUENCY

Quarterly, Ad hoc

## METHODOLOGY

Data is collected form UN Agencies using 3W data collection excel template. Collected data cleaned and analysed in excel pivot tables and Power BI metrixes.

Resulted analysis is compiled and graphically presented using Adobe Illustrator (Ai).

## FORMAT

A4, PDF

Files are saved both in Ai and PDF formats.

## SOURCES

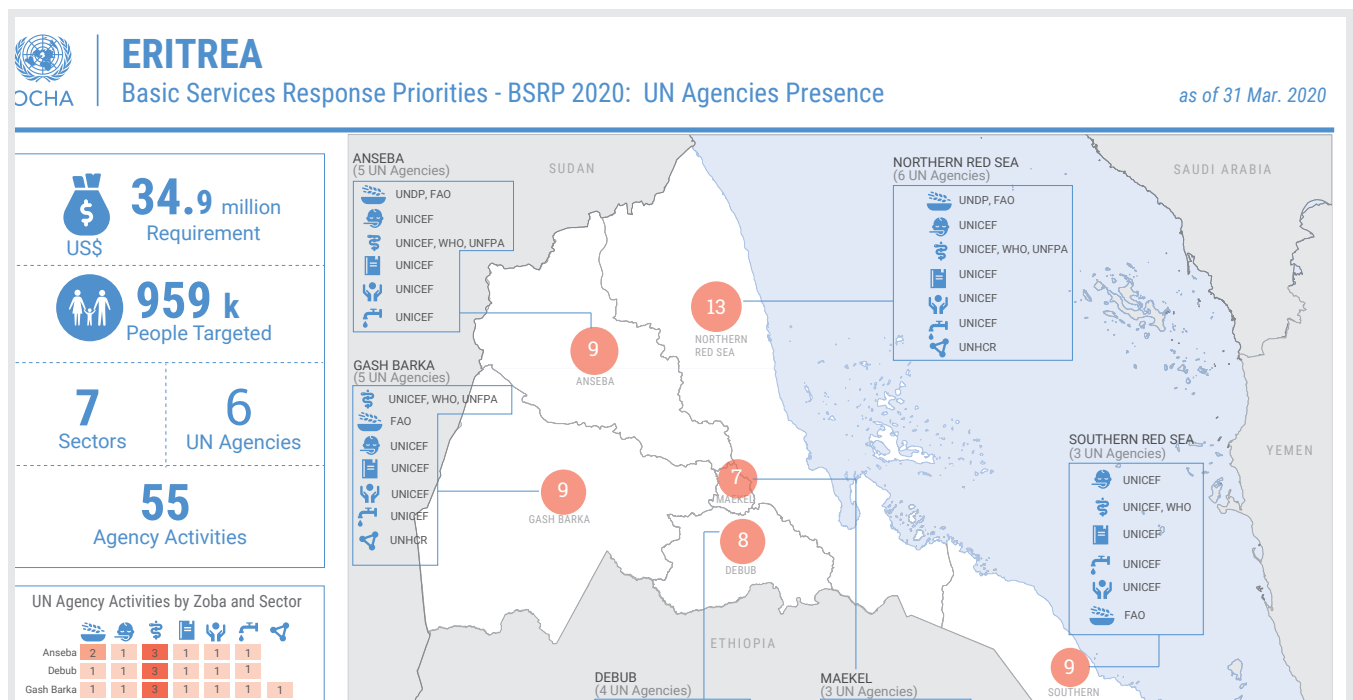
UN Agencies

## DISTRIBUTION

Via e-mail (for both BSRP and SPCF)

Upload to HR.info and HDX (for SPCF)

## SOFTWARE USE



# FUNDING SNAPSHOTS



## DESCRIPTION

Funding Snapshots display the level of funding by sector and by agency for the different response plans and allocations. They are mainly based on information reported to OCHA by UN Agencies and reports from Financial Tracking System (FTS).

## FREQUENCY

Quarterly, Ad hoc

## FORMAT

A4, PDF

## SOURCES

UN Agencies, FTS

## DISTRIBUTION

Via e-mail (for both BSRP and SPCF)  
Upload to HR.info and HDX (for SPCF)

## SCOPE AND APPLICATION

- BSRP (Basic Services Response Priorities)
- SPCF (Strategic Partnership and Cooperation Framework 2017-2021)
- CERF (Central Emergency Response Fund)
- Donor specific

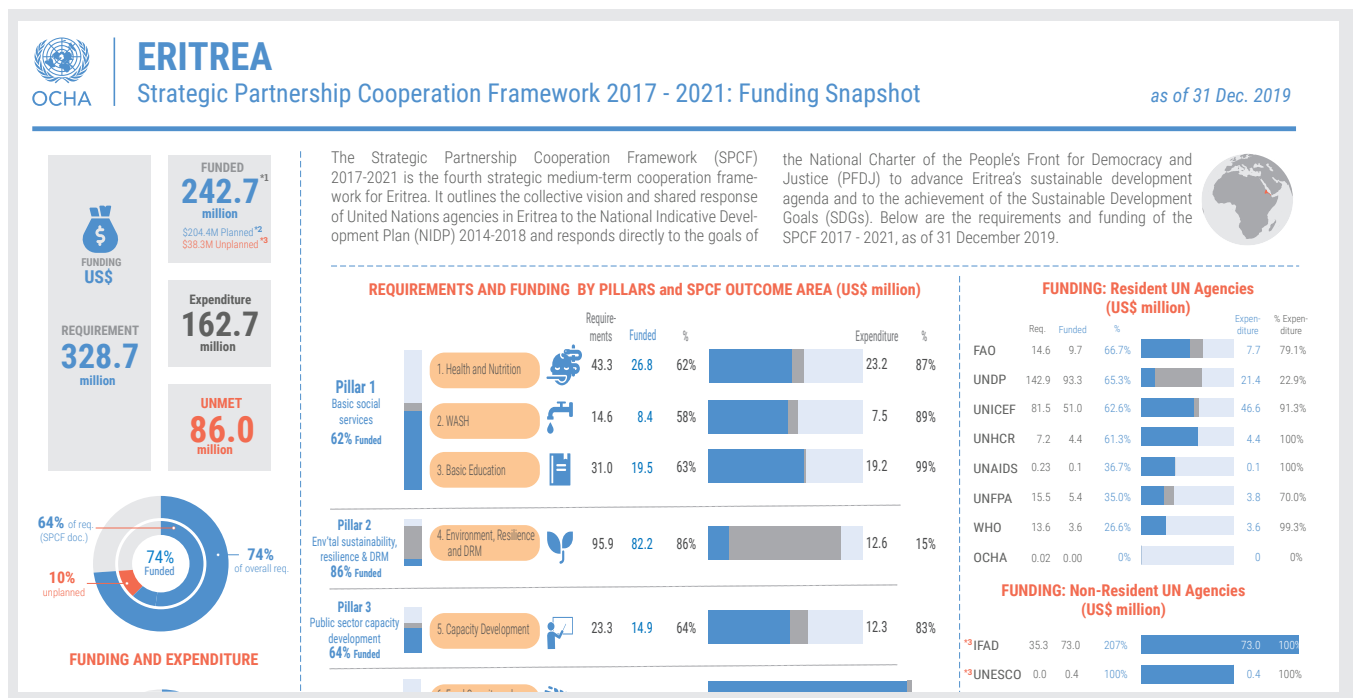
## METHODOLOGY

Data is collected from UN Agencies using Funding data collection excel template. Collected data cleaned and analysed in excel pivot tables and Power BI metrices.

Resulted analysis is compiled and graphically presented using Adobe Illustrator (Ai).

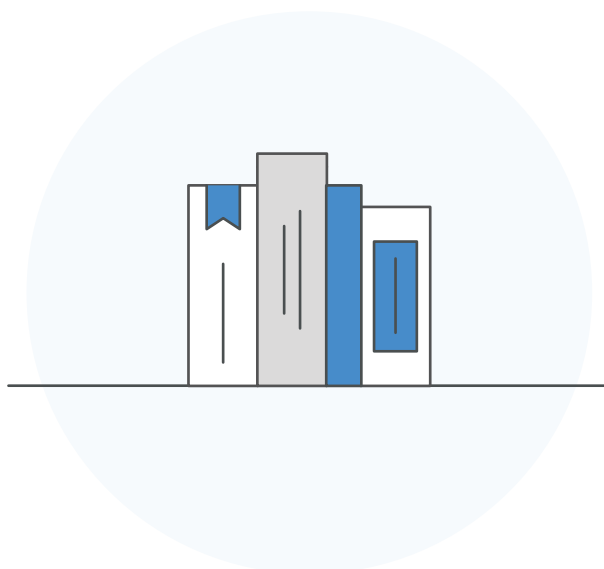
Files are saved both in Ai and PDF formats.

## SOFTWARE USE





# Reports



## 5

### REPORT PRODUCTS

#### RESPONSE PLAN

BSRP (Basic Services Response Priorities)  
Annual, Ad hoc updated, 1 Product

Periodic Monitoring Report (PMR)  
Annual, Ad hoc updated, 1 Product

BSRP: Key achievements report  
Annual, Ad hoc updated, 1 Product

#### SITUATION REPORT

COVID - 19 SitRep  
Biweekly, 1 Product

Thematic SitReps  
Ad hoc up on request, 1 Products

# BASIC SERVICES RESPONSE PRIORITIES (BSRP)



## DESCRIPTION

This document is consolidated by OCHA on behalf of the United Nations Country Team in Eritrea. It provides a shared understanding of the situation in Eritrea, including the most pressing needs and the estimated number of people who need assistance. It represents a consolidated evidence base and helps inform joint strategic response planning.

## FREQUENCY

Yearly, with ad hoc updates.

## FORMAT

A4, PDF

## SOURCES

UN Agencies, other relevant resources

## DISTRIBUTION

Via e-mail

OCHA Eritrea SharePoint Site

## SOFTWARE USE



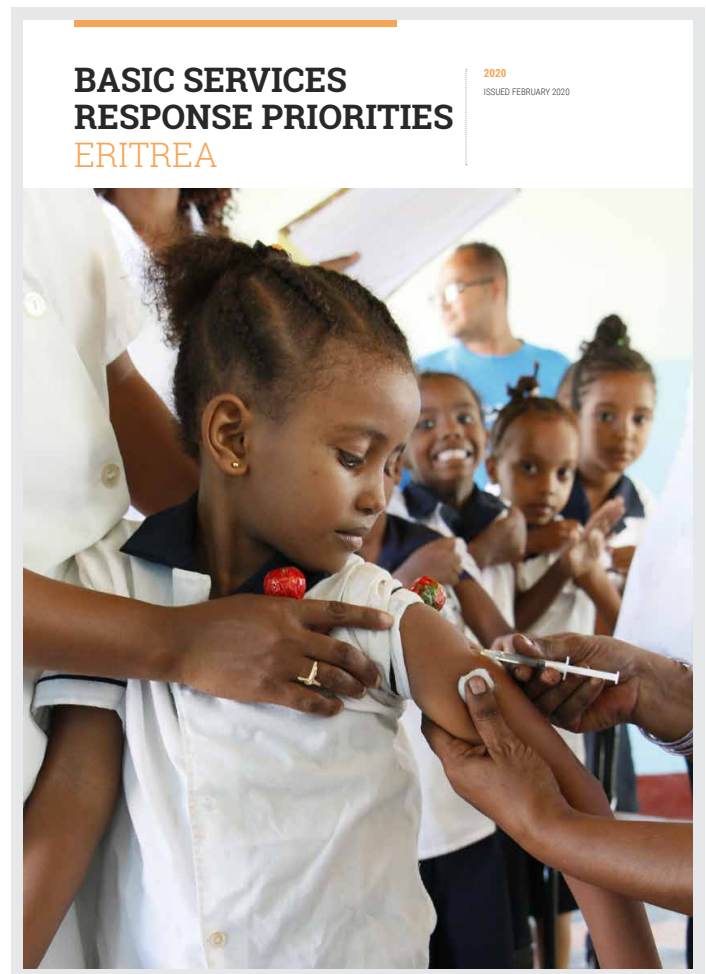
## SCOPE AND APPLICATION

- BSRP (Basic Services Response Priorities)

## METHODOLOGY

Project information and data are collected from UN Agencies using the project registration form/template. Collected information and data reviewed, verified, analysed and compiled. First draft shared to UN Agencies for their review and the final draft is graphically produced in Adobe In design (.indd).

Files are saved both in InDesign Document (.indd) and .PDF formats.





# PERIODIC MONITORING REPORT (PMR)

## DESCRIPTION

This document is consolidated by OCHA on behalf of the United Nations Country Team in Eritrea. It provides the periodic monitoring results of Basic Services Response Priorities (BSRP), including the most pressing needs, gaps and the progress towards the achievements of the planned responses.

## FREQUENCY

mid year, with ad hoc updates.

## FORMAT

A4, PDF

## SOURCES

UN Agencies, other relevant resources

## DISTRIBUTION

Via e-mail

OCHA Eritrea SharePoint Site

## SOFTWARE USE



## SCOPE AND APPLICATION

- BSRP (Basic Services Response Priorities)

## METHODOLOGY

Project information and data are collected from UN Agencies using the project registration form/template. Collected information and data reviewed, verified, analysed and compiled. First draft shared to UN Agencies for their review and the final draft is graphically produced in Adobe In design (.indd).

Files are saved both in InDesign Document (.indd) and PDF formats.

### Periodic Monitoring Report

2018 Basic Services Response Priorities - Eritrea

Covering January to June 2018
Prepared by UNOCHA for the United Nations Country Team

**FUNDING:**

US\$23.8 million

Required

37% of total requirement

US\$8.8 million

Received

**CONTENTS:**

**Overview** ..... 1

**Changes in context** ..... 3

Humanitarian context & Needs analysis ..... 3

Response capacity ..... 3

**Strategic Objectives: Achievements to date** ..... 4

**Analysis** ..... 5

Funding analysis ..... 5

Challenges ..... 6

Contingency/Preparedness Plans ..... 6

Recommendations ..... 6

**Sector Achievements** ..... 7

Food Security ..... 7

Nutrition ..... 9

Health ..... 10

WASH ..... 12

Basic Education ..... 13

Child Protection & Social Protection ..... 14

Multi-Sector ..... 15

**Roles & Responsibilities** ..... 16

**OVERVIEW**

**Key Achievements Towards Strategic Objectives**

Activities in the Basic Services Response Priorities (BSRP) 2018 have been progressing reasonably well in the first half of 2018, given the funding constraints and operational challenges. They are contributing to specific sector objectives as well as the overall strategic pillars of the Strategic Partnership Cooperation Framework (SPCF) 2017-2021, though the latter is currently difficult to measure.

Since the BSRP is intended to help prioritise resource mobilisation efforts for basic service priorities within the framework of the SPCF, its contribution to overall SPCF funding is important. The BSRP, as of June 30, accounts for 23% of SPCF funds raised in 2018.

**Challenges**

In addition to funding and human resource constraints, several key challenges persist within the operational environment in Eritrea. Availability of, and access to, data continue to be a limiting factor, in addition to some restrictions in obtaining travel permits as well as in approving needs assessments. Procurement is a challenge for many planned activities, with current policies and procedures causing delays, and with some supplies unavailable through the main channels.

Strict financial regulations also exist at Ministry levels, which have a high impact on operations given that all activities are implemented through national implementing partners.

**Recommendations**

Increased resource mobilisation efforts by the RC/HC, UNCT and HQs, are essential, as key gaps remain in the funding of important BSRP activities.

There is consistent agreement on the need for continued advocacy on a number of key issues which are limiting the efficiency and impact of BSRP activities, and affecting the ability to utilize available resources. These include availability and access to data; approval of needs assessments; more efficient procurement processes; and more efficient granting of travel permits; in addition to specific advocacy issues such as on the approval of exit visas for Somali refugees wishing to be repatriated or resettled.

Enhanced harmonisation of the BSRP with the SPCF would also help to keep the BSRP more coherently linked to the overall strategic objectives of the UN's work in Eritrea, as agreed with the Government. The monitoring framework of the BSRP should therefore be linked to that of the SPCF. The BSRP's contribution to the SPCF strategic pillars should be measured through the mid-term and final SPCF evaluation.

Internal UN document 1



# BSRP - KEY ACHEIVEMENTS DASHBOARD



## DESCRIPTION

This two-three pager document summarizes BSRP (Basic Services Response Priorities) key achievements for the respective year. It can be shared as stand alone document or attached as annex on the following year's BSRP document.

## FREQUENCY

Yearly, with ad hoc updates.

## FORMAT

A4, PDF

## SOURCES

UN Agencies, other relevant resources

## DISTRIBUTION

Via e-mail, OCHA Eritrea SharePoint Site

## SOFTWARE USE



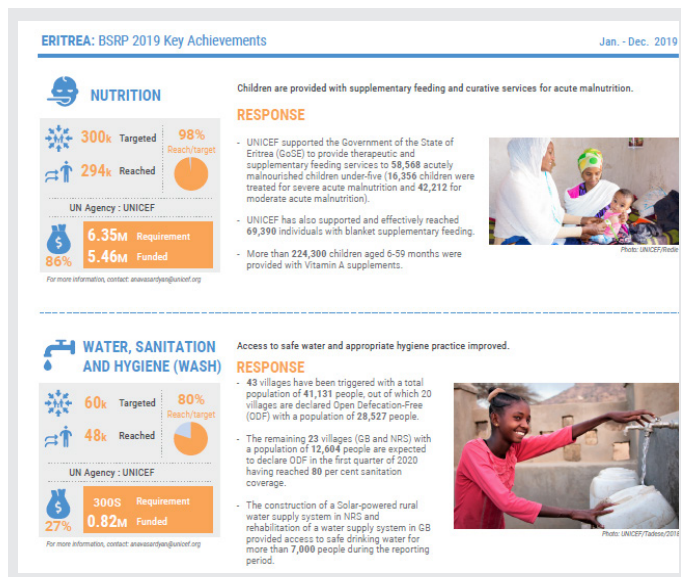
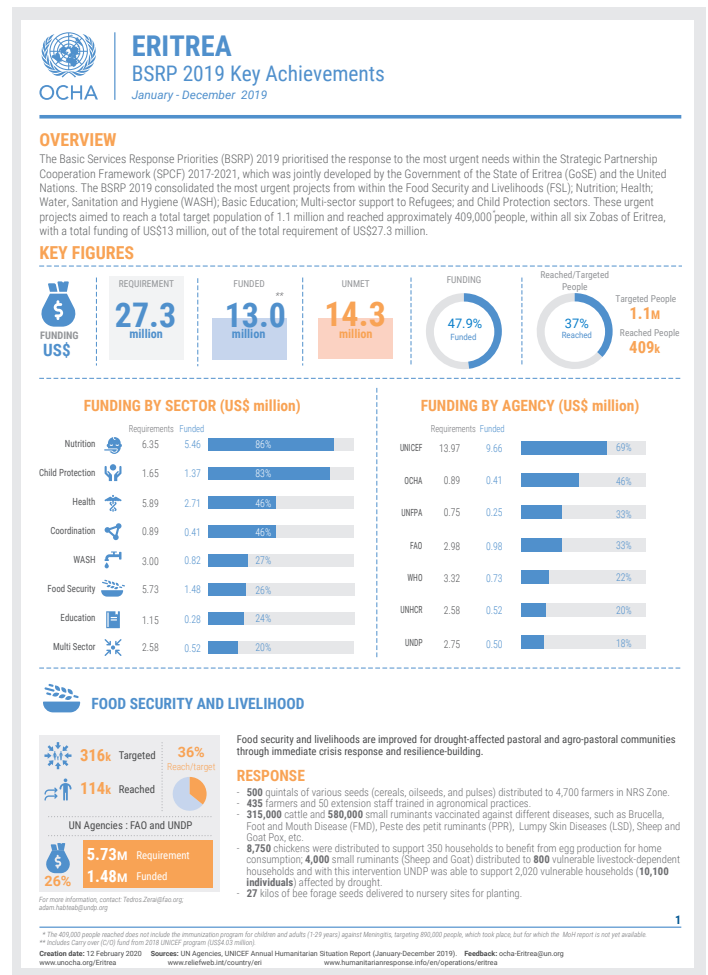
## SCOPE AND APPLICATION

- BSRP (Basic Services Response Priorities)

## METHODOLOGY

BSRP Key Achievements information and data are collected form UN Agencies using the a word form/ template. Collected information and data reviewed, verified, analysed and compiled. First draft shared to UN Agencies for their review and the final draft is graphically produced in Adobe In design (.indd) or Adobe Illustrato (Ai).

Files are saved both in InDesign Document (.indd) and/or .ai and .PDF formats.





# THEMATIC REPORTS/SITREPS

## DESCRIPTION

These are two-three pager report/Situation Report documents, prepared up on request from other UN Agencies and other partners.

## FREQUENCY

Ad hoc.

## FORMAT

A4, PDF

## SOURCES

UN Agencies, other relevant resources

## DISTRIBUTION

Via e-mail

## SOFTWARE USE



## SCOPE AND APPLICATION

- Thematic

## METHODOLOGY

Information and data are provided by the requesting organization in different formate/template. Collected information and data reviewed, analysed and compiled. First draft shared to the requester for their review and the final draft is graphically produced in Adobe In design (.indd) or Adobe Illustrato (Ai).

Files are saved both in InDesign Document (.indd) and/or .ai and .PDF formats.

### COVID-19 SITUATION REPORT

Report No. 1/2020 Date of issue: 6<sup>th</sup> May 2020

<b>Situation Report:</b> Confirmed COVID-19	<b>Country:</b> Eritrea
<b>Date of report:</b> 6 May 2020	<b>Investigation start date:</b> 21 March 2020
<b>Prepared by:</b> UNCT, Eritrea	

#### I. EPIDEMIOLOGY

**Summary of COVID-19 Cases in Eritrea**

- Eritrea recorded its first confirmed COVID-19 case on 21<sup>st</sup> March 2020.
- Nationwide lockdown started on 2<sup>nd</sup> April 2020, initially for 21 days, and then extended indefinitely.
- The people of Eritrea are engaging in the fight against COVID-19 by abiding with the nationwide lockdown, contributing funds and mobilising resources.

**Status:**

- As of 6<sup>th</sup> May 2020, there were 39 confirmed COVID-19 cases in Eritrea.
- 30 have recovered and have been discharged.

February 20, 2020

60% of Eritrea's land is suitable for locust breeding (71,000 km<sup>2</sup>)

**Overall Regional Appeal**

**\$136.8M**

**ERITREA RESPONSE**

**\$8.5M Requirement**

- \$1M Coordination and preparedness
- \$3.75M Safeguard livelihoods and promote early recovery
- \$3.75M Control

**Targets**

- 150k ha Urgent surveillance
- 50k ha Control
- 4,000 HH Livelihoods support

**LOCUST INFESTATION**

**KEY MESSAGES**

- Eritrea is on the frontline of the regional response to Desert Locust crisis in the Greater Horn of Africa.
- More than half of Eritrea's land mass is suitable for the breeding of Desert Locusts (71,000 sq km) – winter breeding areas on the Red Sea coast, and summer breeding areas in the western lowlands.
- Forecasts suggest that conditions on the Red Sea coast will be favourable for breeding until August 2020.
- The potential impact of a large Desert Locust infestation on food security and nutrition in Eritrea is serious and alarming, particularly for communities already facing drought conditions.
- Controlling the breeding of Desert Locusts in Eritrea as a matter of urgency will contribute strongly to protecting food security and nutrition both in Eritrea and the region, and to avoiding the need for more costly interventions later on.
- \$8.5M is required for the response in Eritrea.
- This consists of \$3.75M for urgent surveillance (150,000 ha) and control (50,000 ha), \$3.75M to safeguard livelihoods and promote early recovery (4,000 households), and \$1M for coordination and preparedness.
- This relatively small funding requirement can have a potentially significant impact on overall regional response.

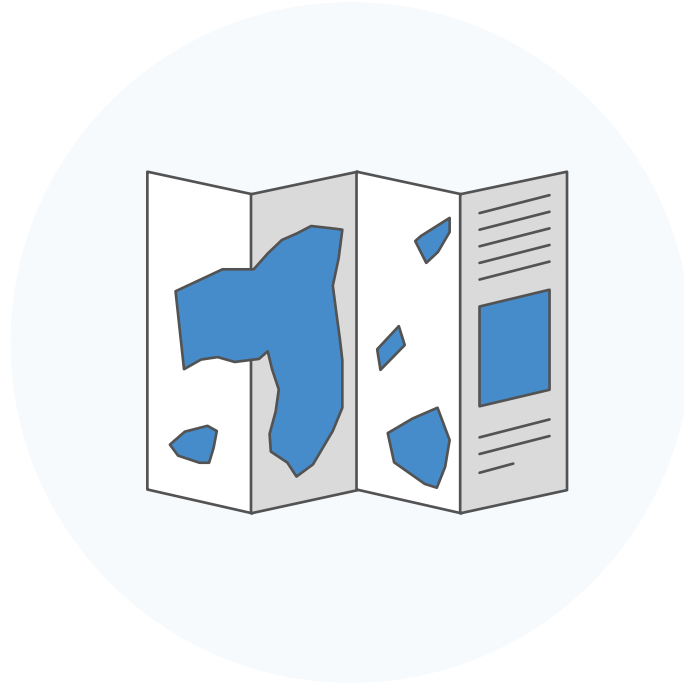
Creation date: 20 Feb. 2020

Source: FAO

Produced by: OCHA in collaboration with FAO



# MAPS



4

## MAP PRODUCTS

### REFERENCE MAPS

Eritrea Reference Map  
Ad hoc, 1 Product, in A0, A1 & A4

### THEMATIC MAPS

Thematic Maps based on request  
Ad hoc, XX Product



# ERITREA - REFERENCE MAP

## DESCRIPTION

Reference Map show international boundaries, first and second administrative boundaries, major cities, major roads, airports and other basic features as required.

## FREQUENCY

Ad hoc.

## FORMAT

A4, A1 & A0, PDF

## SOURCES

Government, HDX

## DISTRIBUTION

Via e-mail, OCHA Eritrea SharePoint Site, HR.info upload

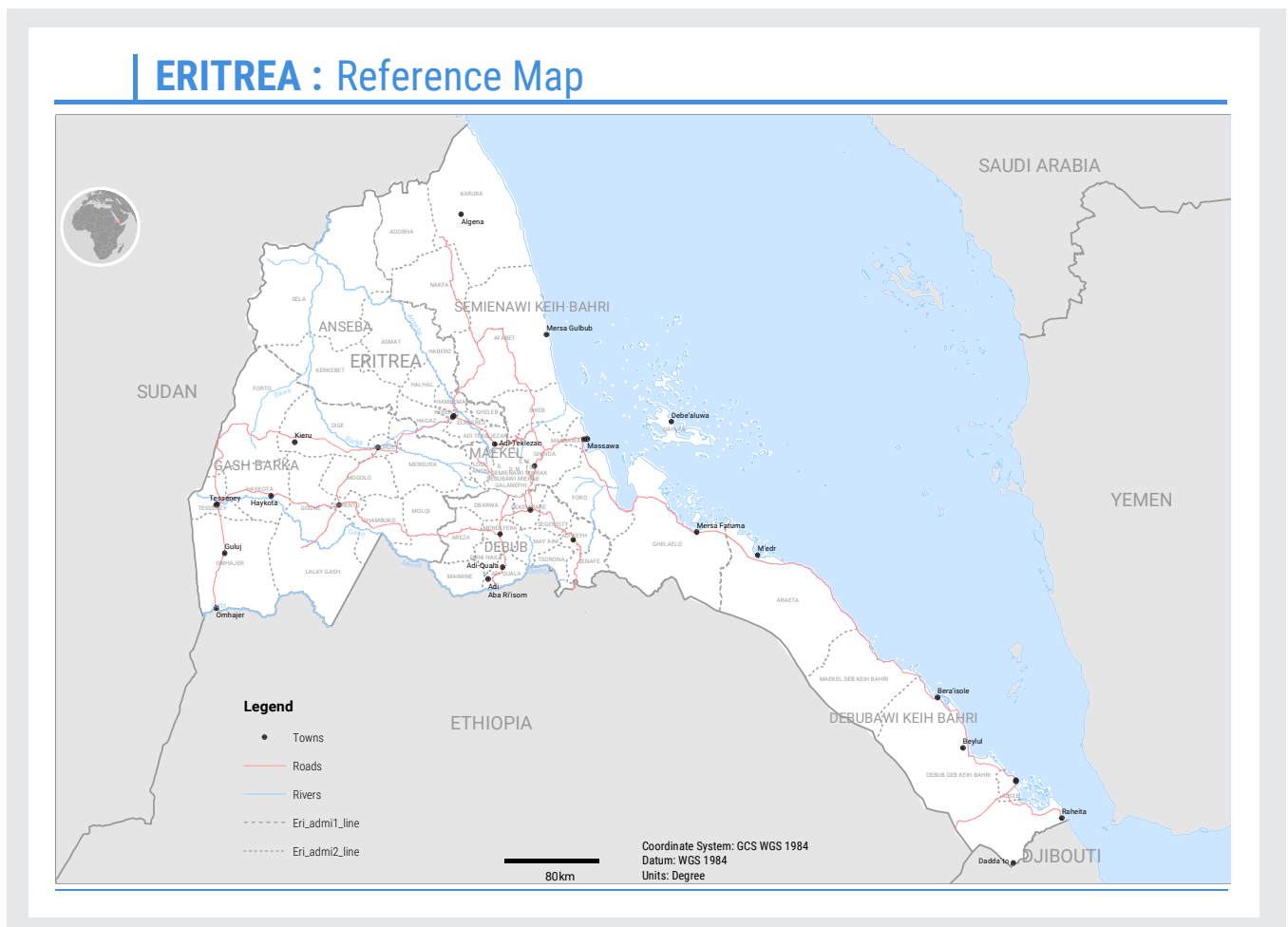
## SCOPE AND APPLICATION

- All programs and frameworks
- Thematic

## METHODOLOGY

Common Operational Datasets (CODs) and other country specific geographical datasets are collected, reviewed, verified, analysed and compiled in ArcGIS geodatabase. Reference map is generated. Files are saved both in .mxd and .PDF formats.

## SOFTWARE USE



# THEMATIC MAPS



## DESCRIPTION

Thematic Map are maps that usually highlight only one kind of information on one particular topic. The details may be physical, statistical, measured or interpreted.

## FREQUENCY

Ad hoc.

## FORMAT

A4, A1 & A0, PDF

## SOURCES

UN Agencies, Government, HDX

## DISTRIBUTION

Via e-mail

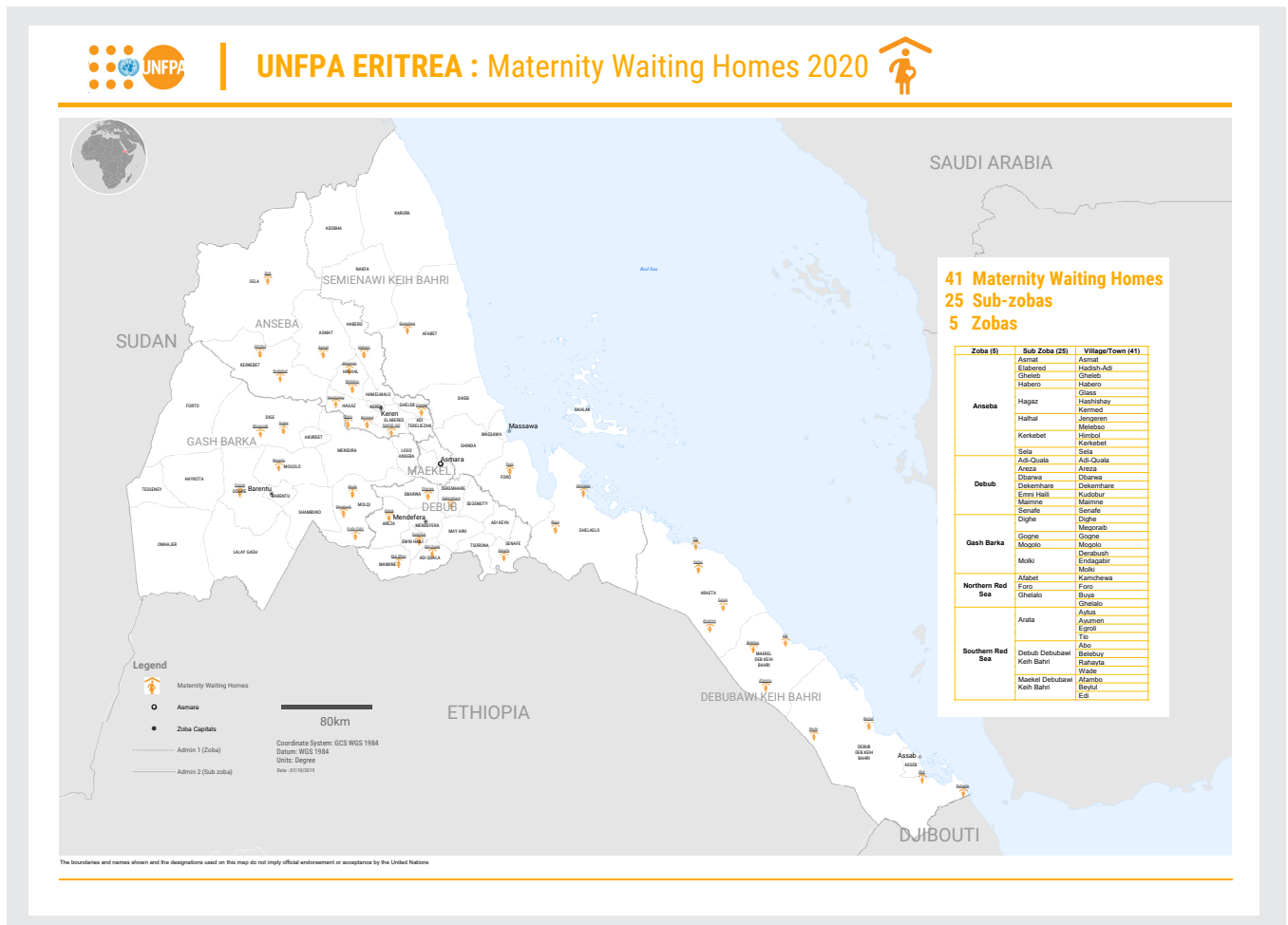
## SCOPE AND APPLICATION

- All programs and frameworks
- Thematic

## METHODOLOGY

Common Operational Datasets (CODs) and other country specific geographical datasets are collected, reviewed, verified, analysed and compiled in ArcGIS geodatabase. Reference map is generated. Files are saved both in .mxd and .PDF formats.

## SOFTWARE USE





# INTERACTIVE VISUALIZATIONS



7

## INTERACTIVE PRODUCTS

### FUNDING SNAPSHOTS

BSRP (Basic Services Response Priorities)  
Quarterly, 1 Product

SPCF (Strategic Partnership and  
Cooperation Framework: 2017-2021)  
Quarterly, Product

Funding by Donor  
Quarterly, 1 Product

### OPERATIONAL PRESENCE (3W)

BSRP (Basic Services Response Priorities)  
Quarterly, 1 Product

SPCF (Strategic Partnership and  
Cooperation Framework: 2017-2021)  
Quarterly, 1 Product

COVID - 19 Items Supply Dashboard  
Ad hoc updated, 1 Product

Thematic Interactive Dashboards  
Ad hoc up on request, 1 Product



# INTERACTIVE FUNDING SNAPSHOTS

## DESCRIPTION

Funding Snapshots display the level of funding by sector and by agency for the different response plans and allocations. They are mainly based on information reported to OCHA by UN Agencies and reports from Financial Tracking System (FTS).

## FREQUENCY

Quarterly, Ad hoc

## FORMAT

Interactive

## SOURCES

UN Agencies, FTS

## DISTRIBUTION

Upload - OCHA Eritrea SharePoint Site (for both BSRP and SPCF), Upload - HR.info and HDX (for SPCF)

Link to dashboard shared via e-mail

## SCOPE AND APPLICATION

- BSRP (Basic Services Response Priorities)
- SPCF (Strategic Partnership and Cooperation Framework 2017-2021)

## METHODOLOGY

Data is collected form UN Agencies using Funding data collection excel template. Collected data cleaned and analysed in excel pivot tables and Power BI metrixes.

Resulted analysis is compiled and visually presented using Power BI.

Dashboard published on web and/or embedded in SharePoint site or web portal.

## SOFTWARE USE





# INTERACTIVE - OPERATIONAL PRESENCE (3W)

## DESCRIPTION

The main purpose is to show the operational presence of UN agencies by sector and location within the annual BSRP and SPCF 2017-2021 responses. It reflects the UN agencies response plan activities at zoba (region) level.

## SCOPE AND APPLICATION

- BSRP (Basic Services Response Priorities)
- SPCF (Strategic Partnership and Cooperation Framework 2017-2021)

## FREQUENCY

Quarterly, Ad hoc

## FORMAT

Interactive

## SOURCES

UN Agencies, FTS

## DISTRIBUTION

Upload - OCHA Eritrea SharePoint Site (for both BSRP and SPCF), Upload - HR.info and HDX (for SPCF)

Link to dashboard shared via e-mail

## METHODOLOGY

Data is collected from UN Agencies using Funding data collection excel template. Collected data cleaned and analysed in excel pivot tables and Power BI metrixes.

Resulted analysis is compiled and visually presented using Power BI.

Dashboard published on web and/or embedded in SharePoint site or web portal.

## SOFTWARE USE



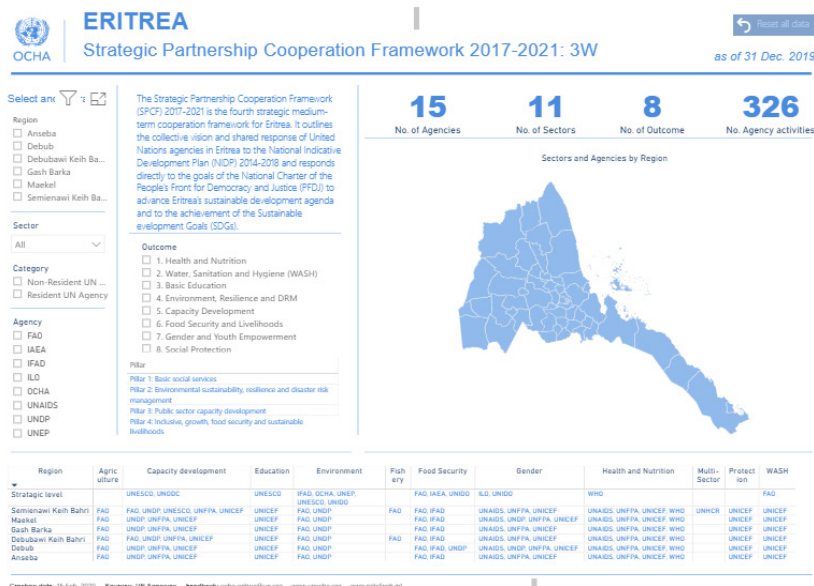
Datasets

Activity Stream

Stats

### Interactive Data

### Strategic Partnership cooperation Framework 2017 - 2021, Funding Snapshot & Operational Presence, 31 Dec. 2019







# THEMATIC INTERACTIVE

## DESCRIPTION

The main purpose is to show an interactive version of the data and information that the requesting agency or organization want to highlight.

## FREQUENCY

Ad hoc

## FORMAT

Interactive

## SOURCES

Requesting organization, UN Agencies

## DISTRIBUTION

Upload - to requester's SharePoint Site and other web platforms

Link to dashboard shared via e-mail

## SCOPE AND APPLICATION

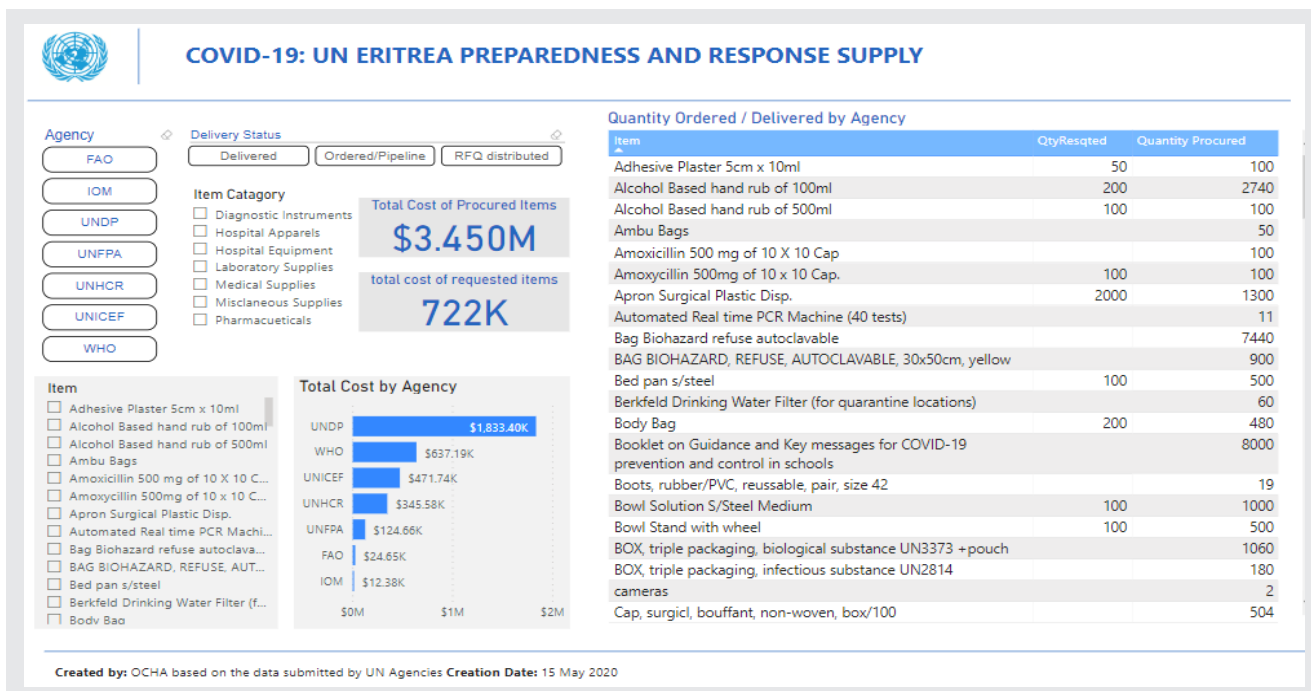
- Thematic

## METHODOLOGY

Information and data are provided by the requesting organization in different format/template. Collected information and data reviewed, analysed and compiled. First draft shared to the requester for their review and the final draft is graphically produced in Power BI.

Files are saved in .pbix formats.

## SOFTWARE USE





# CONTACT AND CONTENT MANAGEMENT



# CONTACT LISTS

## DESCRIPTION

Contact Lists provide the name, organization, location, e-mail and telephone number for actors working in an operational environment. Contacts are organized and provided to UN Agencies by sector, location, or by the most useful information detail.

## FREQUENCY

Ad hoc

## FORMAT

A4, Excel Sheet

## SOURCES

UN Agencies, Government, other organizations

## DISTRIBUTION

Upload - to OCHA Eritrea SharePoint Site

Shared via e-mail

## SCOPE AND APPLICATION

- All program frameworks

## METHODOLOGY

Information and data are provided from UN Agencies and other organizations using a template. Collected information and data reviewed, compiled and shared.

## SOFTWARE USE



Agency	Function	Responsible per	Position	Res. Contact details
UNICEF		Shaheen Nilofer	Representative	Zone: Jakaranda Street: 299-1 House:
UNICEF	Crisis Management Team	Shaya Asindua	Deputy Representative	Zone: Jakaranda Street: 299-1 House I
UNICEF	Crisis Management Team	Ardiana Buzoku	Chief of Operations, (C	Zone: Tiravolo Street: Goluj House No
UNICEF	Crisis Management Team	Rabindra Giri	Communication Specii	Zone: Kampo Bollo Street: Kerkebet H
UNICEF		Arman Navasardyan	Humanitarian Affairs S	Zone: Tiravelo Street: DibDib 1A189 H
UNICEF		David Tsetse	WASH Manager	Zone: Enda germen Mekane selam Str
UNICEF	Crisis Management Team	Geoffrey Acaye	Chief of CSD (Member	Zone: Kampo Bollo Street: Kerekebet.
UNICEF	Critical Operations Staff	Vichitra Laksananan	Supply/Logistics Spec	Zone: Germen Area Street: Kushet Roa
UNICEF	On-Call Programme Staff (to t	Samson Desie	Nutrition Specialist/PS	Zone: Tiravolo Street: Htsito House Nc
UNICEF	Crisis Management Team	Henok Ghebreyohanr	ICT Officer	Zone: Edaga Hamus Street: Dgsana Ho
UNICEF	On-Call Programme Staff (to t	Yirgalem Solomon	WASH Specialist	Zone: Maekel Ketema Street: 171 Hou
UNICEF	On-Call Programme Staff (to t	Semere Ghebreorgis	Health Specialist	Zone: Tiravolo Street: Kushat Road Ho
UNICEF	Critical Operations Staff	Tsegazeab Kiflemarian	Administrative Officer	Zone: Maitemenai Street: 112-2 Hous
UNICEF	On-Call Operations Staff (to b	Lucia Ghebrenegus	Finance Officer	Zone: Edaga Hamus Street: Debre Mea
UNICEF	On-Call Programme Staff (to t	Yalem Mohamed	QA Officer	Zone: Akria Street: 134/17 House No:
UNICEF	Crisis Management Team	Samuel Yohannes	Education Specialist	Zone: Sembel Street: Dembe Sembel H
UNICEF	On-Call Programme Staff (to t	Samuel Isaac	Child Protection	Zone: Arbate Asmera Street: 131-7 Ho
UNICEF		Sirak Beyene	Staff Association	Zone: Gejeret Street: Radio Marina-Me
UNICEF	On-Call Operations Staff (to b	Aster Ermias	HR Officer	Zone: Alformayo Street: Adal House N
UNICEF	On-Call Programme Staff (to t	Abrehet Tesfamariam	PSV	Zone: Sembel Street: 8-835 House No
UNICEF	Crisis Management Team	Awet Araya	C4D Officer	Zone: Tiravolo Street: Warsay #130 Hc
UNICEF	Critical Operations Staff	Mussie Ghebremeskel	Driver	Zone: Tiravolo Street: Warsay #130 Hc
UNICEF	Critical Operations Staff	Yonas Haile	Driver	Zone: Adi Qaedad Street: Zone 5 (Tesa
UNICEF	On-Call Programme Staff (to t	Fana Tekie	Programme Associate	Zone: Sembel Street: 8-835 House No
UNICEF	Critical Operations Staff	Abdella Abdulkasim	Alternate Driver in the	Office PABX: +291 1 154868 EXT 311
UNICEF	On-Call Operations Staff (to b	Fitsum Abraha	Administrative Assista	Office PABX: +291 1 154868 EXT 342
UNICEF	On-Call Programme Staff (to t	Tecla Gebrehiwet	Child Protection Office	Office PABX: +291 154868 EXT 329 M
UNICEF	On-Call Programme Staff (to t	Sarah Tekle	Education Officer	Office PABX: +291 154868 EXT: 387 f
UNICEF	On-Call Programme Staff (to t	Tesfay Bahta	Education Officer	Office PABX: +291 154868 EXT 380 H
UNICEF	Crisis Management Team	Arman Navasardyan	Humanitarian Affairs Specialist,	

# CONTENT MANAGEMENT / WEB PLATFORMS

## SHAREPOINT SITES

OCHA ERITREA SharePoint Site

OCHA ERITREA  
COVID-19 SharePoint Site

## WEB PLATFORMS

Humanitarian Response

[HR.Info](#)

Humanitarian Data Exchange

[HDX](#)

