

STRENGTHENING NUTRITION INFORMATION SYSTEMS

in

Côte d'Ivoire, Ethiopia, the Lao People's Democratic Republic, Uganda and
Zambia

VIRTUAL INCEPTION MEETING REPORT

29 September to 7 October 2020



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ABBREVIATIONS AND ACRONYMS

ACF	Action Contre La Faim
AFRO	WHO Regional Office for Africa
AVSI	Association of Volunteers in International Service
BMGF	Bill & Melinda Gates Foundation
CSC	Country Steering Committee
CSE	Chargé de Surveillance Epidémiologique (Epidemiological Surveillance Officer)
DFID	Department for International Development (of the United Kingdom)
DHIS	District Health Information Software
DD	Directions au niveau distrit (District Directorate)
DQs	Data quality Audits
DR	Directions Régionales (Regional Directorate)
EC	European Commission
ESARO	Eastern and Southern Africa Regional Office
EU	European Union
FAO	Food and Agriculture Organization of the United Nations
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit (German Corporation for International Cooperation)
GMP	Growth monitoring and promotion
GNMF	Global Nutrition Monitoring Framework
HMIS	Health Management Information System
HQ	Headquarters
ICT	Information and communication technology
IFA	Iron and folic acid
LQAS	Lot Quality Assurance Sampling
LWF	Lutheran World Federation
M&E	Monitoring and Evaluation
MCHN	Maternal and child health and nutrition
MOH	Ministry of Health
MTI	Medical Teams International
NGO	Non-governmental organization
NIPN	National Information Platform for Nutrition
NIS	Nutrition Information System
PIP	Project Implementation Plan
PLW	Pregnant and lactating women
PNN	Programme National de Nutrition
PSC	Project Steering Committee
RDQA	Routine Data Quality Audit

SDG	Sustainable Development Goals
SMIR	surveillance intégrée de la maladie et la riposte (Integrated Disease and Response Surveillance)
SNIS	système national d'information sanitaire (National Health Information System)
SOPs	Standard Operation Procedures
SUN	Scaling Up Nutrition
TOR	Terms of Reference
TWG	Technical Working Group
UBOS	Uganda Bureau of Statistics
UNICEF	United Nations Children's Fund
UNHCR	United Nations High Commissioner for Refugees
USAID	United States Agency for International Development
VAS	Vitamin A supplementation
WASH	Water, sanitation and hygiene
WCARO	West and Central Africa Regional Office
WFP	World Food Programme
WHO	World Health Organization
WPRO	WHO Regional Office for Western Pacific

EXECUTIVE SUMMARY

The European Commission (EC), United Nations Children's Fund (UNICEF), and World Health Organization (WHO) have launched a joint project, aimed at improving national Nutrition Information Systems (NIS) in five countries: Côte d'Ivoire, Ethiopia, the Lao People's Democratic Republic, Uganda, and Zambia. With financial support from the European Commission, UNICEF and WHO will provide technical support and guidance to countries to implement key activities aimed at improving the generation of timely and quality nutrition data, with the goal of increasing the uptake of nutrition information to support evidence generation for policy and programme development and the implementation and monitoring of nutrition programmes.

To officially launch this project, stakeholders were brought together in a virtual inception meeting, held online from 29 September to 7 October 2020. The overall aim of the inception meeting was to bring together country, regional, and global level stakeholders involved in the project to discuss, plan and coordinate.

All countries, regions and global representatives attended the initial opening session on 29 September 2020. This session included remarks from the Director of the Nutrition Sector at the EC, the Associate Director of Nutrition at UNICEF Headquarters (HQ), the Director of the Department of Nutrition and Food Safety at WHO HQ and country government leads (from Côte d'Ivoire, Ethiopia, Uganda, and Zambia). All of them expressed their support for the EC-NIS project and indicated that improved nutrition information systems is key in their agenda to improve nutrition outcomes. The opening session also included presentations on programme management and governance and group break-out workshops.

A series of country-specific deep-dive sessions were held with Côte d'Ivoire, Ethiopia, Uganda, and Zambia. The Lao

People's Democratic Republic was not ready for their deep-dive session and so it will be held at a future date. During these sessions, each country team made a presentation indicating the current status of the project in regard to the following points: project work plan; coordination structures; project monitoring and reporting frameworks; synergies and partnerships; and visibility and communication plans. A summary of the outputs from these sessions is listed below:

- 1. Project work plans:** All four countries had identified the existing gaps in their NIS. Côte d'Ivoire, Ethiopia, and Uganda presented a draft work plan for the next three months. Zambia, however, was yet to complete the NIS gap assessment and indicated that a project on NIS strengthening called 'Evidence for a health project', supported by the United States Agency for International Development (USAID), may provide a lot of information on nutrition information gaps and would be of help in identifying key gaps in nutrition information in their country. All four countries were yet to develop their project implementation plan (PIP) and define their standard operating procedure (SOP). The Technical Working Groups (TWGs) are expected to finalize their PIP and SOP with the support of the Project Steering Committee (PSC).
- 2. Coordination structures:** Côte d'Ivoire and Uganda had identified the members of both their Country Steering Committee (CSC) and TWG and were in the process of formalizing these groups. While Ethiopia had identified their CSC and had stipulated the roles and responsibilities, they were still in the process of identifying the TWG and its roles and responsibilities. Zambia team had held discussions on the membership, roles, and responsibilities of both the CSC and TWG.

3 Project monitoring and reporting frameworks:

Even though all of the countries, except Zambia, had developed their country-specific results frameworks, they were yet to finalize their monitoring and evaluation (M&E) frameworks with the support of the PSC.

4 Synergies and partnerships:

Countries indicated their intention to partner and use the existing structures in their respective countries to implement the EC-NIS project. Each country's Ministry of Health (MOH) will take the lead in the EC-NIS project implementation. UNICEF and WHO country teams will be the key project partners during the project implementation. The European Union (EC) and the National Information Platform for Nutrition (NIPN) initiative, in the respective countries, will also be key partners. In Ethiopia, apart from the project's key partners (EC, UNICEF, WHO and the NIPN), the project will also involve USAID, the United Kingdom Department for International Development (DFID), the Bill & Melinda Gates Foundation (BMGF), Irish Aid, academia, and research institutions. The existing National Nutrition Monitoring and Evaluation and Research Committee for Coordination will play the role of CSC. In Uganda, additional partners (in addition to MOH, Uganda Bureau of Statistics (UBOS), EC, UNICEF, and WHO) will include other UN agencies such as the Food and Agriculture Organization (FAO) and the United Nations High Commissioner for Refugees (UNHCR); donor agencies, such as USAID; nutrition implementing agencies, such as the Association of Volunteers in International Service (AVSI), Action Against Hunger (ACF), MTI, Baylor, World Vision Uganda, LWF and FHA; as well as civil society groups such as Uganda Health

Federation. Uganda will be using the existing Nutrition Monitoring and Evaluation Thematic Working Group as the TWG. In the case of Zambia, the team is considering complementing the EC-NIS project with an existing USAID project called 'Evidence for Health' to do the gap analysis. This will ensure the efficient use of resources.

5 Visibility and communication plans:

None of the countries had developed visibility and communication plans. They are expected to finalize the plans before the end of the year with the guidance of the PSC.

A brief wrap-up session, with all of the countries and the regional and HQ colleagues, was held on 7 October 2020. This was after all country-specific sessions were complete, to allow for final deliberations and summarizing of common topics. The key results of the meeting were a list of country-specific actions and timelines that are to be completed by the end of 2020. In summary, it is expected that:

- **Each country will establish its coordination structures (CSC and TWG).**
- **Each country will finalize its PIP and define its SOP.**
- **Each country will finalize the work plan for year two (January–December 2021) by the end of November 2020.**
- **The PSC is expected to guide each CSC and TWG in the development and finalization of its visibility and communication plans.**

The PSC remains committed to supporting the activities planned. The full overview of actions and timelines are included in this report (see Table 1 and Table 2).



1

THE EC-NIS PROJECT

1 THE EC-NIS PROJECT

Timely and quality data are essential to be able to guide country programmes in the allocation of resources and the monitoring of results. A well-functioning NIS provides data and information to inform decisions for the planning and implementation of nutrition activities and services. Strengthening NISs is an essential component of strengthening overall health systems. Through funding from the EC, UNICEF and WHO will work together in the following countries **Côte d’Ivoire, Ethiopia, The Lao People’s Democratic Republic, Uganda and Zambia** to strengthen nutrition information systems for better nutrition programming.

The overall objective of the EU-NIS project is to increase the uptake of nutrition information in order to generate evidence that supports the development of policies and programmes and the implementation and monitoring of nutrition programmes. Specifically, this global project focuses on the following five key areas:

- 1 **Assess** the current nutrition information landscape (starting with a review of the national nutrition monitoring framework and information needs, and of the indicators and systems needed to collect data and information).
- 2 **Redefine** the nutrition data elements and indicators in the Health Management

Information System (HMIS) and integrate the standard nutrition module into the District Health Information Software2 (DHIS2).

- 3 **Strengthen** the human resource capacity for the collection, analysis, interpretation, communication, and quality control of nutrition data and the management of NISs.
- 4 **Enhance** IT-supported data management systems in line with the DHIS2 Nutrition Module for the generation of information for programmes and policies.
- 5 **Improve** the availability of timely and quality data from routine data collection and surveys in order to promote and improve the dissemination and uptake of nutrition information.

To officially launch this project, it was important to bring together all stakeholders together. This included government MOH, EC, UNICEF, WHO and partners including NiPN from all five project countries, including regional and HQ representation. Initially, an in-person inception meeting was planned to be held in May 2020 in Nairobi, Kenya. However, due to the ongoing COVID-19 pandemic and travel restrictions, an in-person inception meeting was not possible. Therefore, the PSC agreed to conduct an online inception meeting between 29 September and 7 October 2020.



2

AIMS AND EXPECTED
OUTCOMES OF THE
INCEPTION MEETING

2 AIMS AND EXPECTED OUTCOMES OF THE INCEPTION MEETING

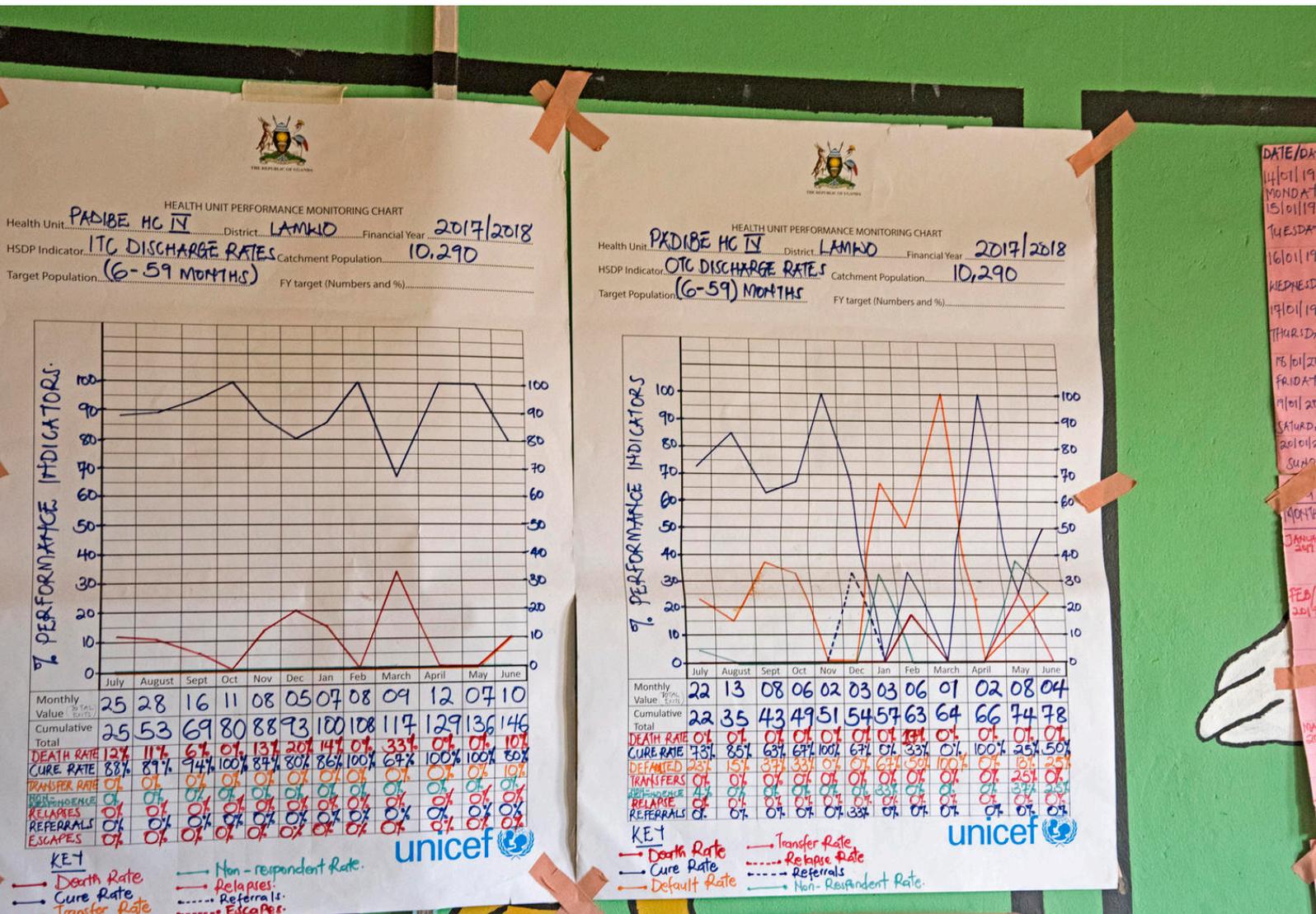
Specifically, the meeting was held to give an opportunity for all partners to convene for:

- **Country deep-dives** - to hold country-specific in-depth sessions to review and agree on the country work plans and to identify key activities and milestones to be achieved in 2020 and 2021.
- **In-country collaboration** - to ensure in-country alignment with NIPN and other data strengthening activities that are taking place inside the countries.
- **Project coordination** - to clarify coordination mechanisms for the project and define the roles and responsibilities of

MOH, UNICEF, WHO, and other partners.

- **Project monitoring and reporting** - to define and agree on the reporting structure, formats, and mechanisms, with clearly established timelines and targets.
- **Project visibility** - to agree on country, regional, and HQ level visibility plans for the three years of the project, including branding, donor visits, documentation, and publicity pieces.

The meeting was organized as a series of two and a half hour online sessions.





3

OPENING SESSION

3 OPENING SESSION

The opening session took place on 29 September 2020 and included opening remarks, presentations on the project description and programme governance and management and concluded with break-out workshops.

3.1 Opening remarks

To start the session, remarks were made by Helena Guarin Corredor, Head of the Nutrition Sector at the European Commission; Victor Aguayo, UNICEF Associate Director of Nutrition; Francesco Branca, WHO Director for Nutrition and Food Safety; and government representatives from the participating countries. All the speakers highlighted their commitments to supporting the EC-NIS project.

European Commission – Helena Guarin

Reducing malnutrition ranks high on the political agenda of the EC and is a key partner of the Scaling Up Nutrition (SUN) movement. The EC has a plan to support 42 partner states in the implementation of nutrition policies and programmes to address the burden of malnutrition. The EC encourages governments to take leadership on the design, implementation, and accountability of nutrition policies and programmes. The role of good nutrition in addressing the COVID-19 pandemic and the related economic crisis further highlight the need for good nutrition. The EC is committed to supporting the strengthening of data collection and analysis, which is very important in nutrition governance in line with the new SUN 3.0 strategy.

The EC is implementing two projects with similar end goals: NIPN and this EC-NIS project; both with a focus on strengthening the generation and utilization of nutrition information for policy development and investment decisions. The two projects will work closely to complement each other. Four of the five countries benefiting from EU-NIS benefited from NIPN over the last two years. This further underscores the need for collaboration and partnerships for the effective implementation of these projects.

UNICEF – Victor Aguayo

UNICEF will launch the global Nutrition Strategy (2020-2030), the strategy sets out the vision and commitment to address all forms of maternal and child malnutrition i.e. wasting, stunting overweight and micronutrient deficiencies. In the new strategy, there are six result areas - strengthening data, knowledge, and evidence for nutrition is one of the key areas. UNICEF is committed to working with national governments, as well as with EC and WHO, to improve the availability and quality of national nutrition data. UNICEF will leverage its technical expertise, country-level personnel at the national and subnational levels and build on its initiatives and partnerships with others to strengthen routine to ensure that data are available – including in complex and fragile settings.

The COVID-19 pandemic has highlighted the importance of having access to timely and quality nutrition information. UNICEF is committed to continue to support countries by developing technical guidance such a core set of standardized nutrition indicators for routine monitoring.

WHO – Francesco Branca

Quality and timely nutrition data remains a key challenge. WHO and UNICEF are working closely together, as the Directors General of both organizations have signed a collaboration framework that will, among other things, seek to scale up collaboration on data. The EC-NIS project is a boost to this collaboration. The importance of data utilization for policy development and programme design and implementation is essential. Through this project, there an opportunity to highlight the bottlenecks in the data value chain (the availability at the routine data level and nutrition surveys) and make improvements, including the HMIS. Strengthening of the DHIS2 in countries will be of importance in making data systems efficient. WHO is looking forward to seeing the outcome of the discussions and the priority areas for each country.

Government representatives

Government representatives from the Côte d'Ivoire, Ethiopia, Uganda, and Zambia, emphasized in their remarks the importance of having strong nutrition information management in nutrition programme planning and implementation. Further, they indicated that a strong NIS plays a crucial role in nutrition and health system strengthening efforts. The government representatives emphasized that nutrition information is the backbone of sound decisions, policies, and programmes.

All of the country representatives highlighted data quality as a challenge particularly affecting the quality of nutrition programming while acknowledging that are conscious efforts being made more needs to be done. They expressed confidence that the EC-NIS project will greatly contribute to strengthening NIS in their respective countries and will offer learning opportunities among countries benefiting from the project. Côte d'Ivoire, Ethiopia, Uganda, and Zambia government representatives promised to support this initiative for successful completion.

Due to competing activities, the Lao People's Democratic Republic government representatives were not present and the country was represented in the opening session by representatives from UNICEF and WHO. Investments have also been made to

carry out multiple indicator cluster surveys and other surveys to collect nutrition data and to the utilization of data for decision and policy making in the country, particularly under the NIPN initiative which is supported by the EC. As part of a wider health system strengthening effort, there has been intervention aimed at improving nutrition data through DHIS2. Despite these efforts, there remain notable gaps in collecting and analysing nutrition data. This has been a bottleneck to evidence-based management efforts in the Lao People's Democratic Republic. EC-NIS will be an opportunity to address these gaps and will support the improvement of nutrition data for decision making.

3.2 Project description

Participants were taken through a brief description of the project including the alignment of the project to the World Health Assembly Global Nutrition Monitoring Framework and the Second International Conference on Nutrition (ICN2) framework for action. The presentations highlighted the EUs commitment to improving nutrition at the national, regional, and international levels. These commitments are aligned with WHO and UNICEF's mandate to enhance nutrition actions and monitor the global goals and targets.

The participants also went over the objectives and outputs of the project (**see Box 1**).

Box 1: Project objectives

Main objective: Increased uptake of nutrition information and improved knowledge for policy and programme development implementation and monitoring.

Specific objective: Improved NIS and country capacity in monitoring programmes and international/national nutrition targets.

Outputs:

- Revised national nutrition monitoring frameworks filling in major nutrition data gaps.
- Refined/new data collection systems for existing HMIS, including a nutrition module (based on routine health centre data and sentinel sites) using updated data collection tools and digital data collection platforms.
- Enhanced human resource capacity for the collection, analysis, interpretation, communication, and quality control of nutrition data and the management of NISs.
- Improved IT-supported data management systems in line with the DHIS2 nutrition module and generation of information for programme and policy.
- Availability of quality and timely data from routine collections in health centres and surveys, and improved dissemination of NIS information.

Further, participants were taken through the selection criteria for the project as well as the series of activities to be implemented for the project, which include:

1. Formation of CSCs and TWGs (see Box 2)
2. Development of PIPs and SOPs
3. Review of existing NIS/HMIS
4. Implementation of actions to establish or strengthen country NIS through:
 - a. National workshops
 - b. Review and refine data collection mechanisms
 - c. Capacity building through training on data collection and management as well as the training of policy makers and programme managers
 - d. Strengthening of data collection and management
 - e. Need-based IT support for data management
 - f. Advocacy and communications
5. Assess the quality of nutrition data collected through NIS

Box 2: Membership roles and responsibilities of CSCs and TWGs

Country Steering Committee (CSC)

- A senior representative of the MOH – 1
- WHO country representative or designate and UNICEF Chief of Nutrition – 2
- Member of the EC country delegation – 1
- Other relevant actors in the country (government ministries/institutions, development actors, such as NPIN, FAO, WFP, etc.) – 3

Roles and responsibilities

- Strategic oversight of the project's implementation and advise TWG.
- Convene stakeholders' meetings to introduce and discuss the project and actions needed to establish/strengthen the NIS.
- Meet every six months with the TWG to review, discuss and approve the annual work plan of the project.
- Oversight to TWG in the planning, implementation, and monitoring of the project.
- Advise on or address any risks that could undermine the project's success.
- Play a major role in advocacy and visibility of the project.

Technical Working Group (TWG)

- Nutrition focal point of the MOH – 1
- Representation from health/nutrition information systems – 1
- WHO and UNICEF technical focal points – 2
- Technical staff from other government agencies (members from nutrition-sensitive areas/ministries such as maternal & child health; water sanitation; education; etc., and development actors such as NIPN; DHIS2 focal point; SUN focal point; etc.) – 3

Roles and responsibilities

- Responsible for implementation of all project-related technical activities.
- Responsible for the design of the actions required to strengthen the country NIS in consultation with the Steering Committee.
- Assist the CSC in organizing and preparing meetings, and document processes and outcomes of the meetings.
- Organize national workshops to review existing NIS and areas that require support.
- Conduct a review of the country NIS/HMIS.
- Review and refine existing data collection mechanisms.
- Review and develop all technical documents and tools.
- Develop a PIP and SOP
- Training of health workers on nutrition data collection and management, and training policymakers and programme managers on the use of nutrition data.
- Provide/ensure need-based IT support for data management.
- Enhance advocacy and communications for the project.
- Assess the quality of nutrition data collected through the NIS

3.3 Programme governance and management

Participants were taken through the project governance, management and monitoring and evaluation procedures. Each country is expected to develop a monitoring and evaluation framework. Every year the project team will be expected to prepare a progress report which will be consolidated into an annual

report for the EC. Other areas presented during this session include;

- Synergies for greater impacts
- Project work plans
- Budget overview
- Technical and financial reporting (see Box 3)
- Visibility and communication (see Box 4)

Box 3: Reporting overview

Reporting timelines

Interim reports: To be submitted five months after the end of the reported period.

UNICEF to submit to WHO narrative reports by 31 March and financial by 30 April.

Final reports: To be submitted six months after the end of the implementation period.

The contracting authority may request additional information to be supplied within 30 days.

Report content:

- Summary and context of the action. Actual results - outcomes, outputs, results, activities, indicators, and beneficiaries (updated log frame matrix). Information on the activities directly related to the action.
- Difficulties encountered and measures; breakdown of total costs.
- Visibility and communication actions. A summary of controls carried out and measures taken. Eventual changes introduced. Work plan and budget for the following period. Request for payment.

Financial reporting

Interim reports: Actual expenses & commitments => CUMULATIVE

Final report: Actual expenses = incurred costs – services rendered, supplies delivered and works carried out for the project and within the agreed implementation period.

Box 4: Communication and visibility

Communication strategies

- Communication and visibility activities will be carried out with careful consideration of the messages, target audiences, and timeliness of the messages.
- All activities will be closely coordinated with the EC focal point and the EC delegation staff for a common understanding of the joint efforts and the highest level of compliance.
- The communication and visibility strategies should be consistent with the requirements for implementing partners regarding communication and visibility in EU funded projects.

Resources and materials

- Communication and Visibility in EU-financed External Actions: Requirements for implementing partners (Projects), 2018. Available at: https://ec.europa.eu/international-partnerships/system/files/communication-visibility-requirements-2018_en.pdf.
- Communication and Visibility Manual for European Union External Actions, 2010. Available at: https://ec.europa.eu/international-partnerships/system/files/communication-and-visibility-manual_en.pdf.

Communication and visibility audiences

		Target audience
Primary Audience	National government	<ul style="list-style-type: none"> Nutrition programme managers and policymakers in the MOH and other relevant ministries Health authorities at the subnational levels. National health/nutrition institutes in charge of coordinating national nutrition plans and strategies
	Actors involved in the existing health/nutrition information systems	<ul style="list-style-type: none"> People involved in the national HMIS People involved in data collection, data management, and reporting systems
	Healthcare service providers	<ul style="list-style-type: none"> Physicians, nurses, and other health staff at different levels of healthcare
	Stakeholders in the country	<ul style="list-style-type: none"> FAO, WFP, donor agencies (EC, DFID, World Bank, BMGF, GIZ, etc.)
Secondary Audience	Global initiative for nutrition monitoring	<ul style="list-style-type: none"> The SUN Movement
	Other global nutrition information platforms	<ul style="list-style-type: none"> The NIPN The Nutrition Evaluation Platform
	Other global actors	<ul style="list-style-type: none"> International Food Policy Research Institute (IFPRI), Nutrition International, Global Alliance for Improved Nutrition (GAIN), Helen Keller International, etc.
Optional	EU-opinion leaders, EU countries and European organizations (as applicable)	<ul style="list-style-type: none"> Opinion-formers, decision-makers, and the general public in the EU European organizations leading on nutrition initiatives or information systems initiatives relevant to nutrition

Time frame

September 2020



Project fact sheet

March 2021



Brochures,
Posters,
Stickers etc.

June 2021



Project documents disseminated through various email listservs and through RO/COs, accompanied by short technical briefs with infographics etc.

After discussions, country teams went to 'virtual break-out' rooms for group workshops. The feedback from the break-out rooms is presented in the next section.

3.4 Feedback from break-out workshops

Côte d'Ivoire:

- Team requested clarification regarding details of activities to be financed under this grant.
 - *Response: Countries were tasked to liaise with the UNICEF/WHO focal person for clarification on which specific activities/sub-activities can be included.*

Ethiopia:

- May the country complement project plans with relevant and ongoing country plans permitted?
 - *Response: The project is meant to contribute to the strengthening of existing systems. As such, the team was advised to assess the existing implementation gaps and align the activities with the country's agenda. EC remains flexible and the project activities may be used to complement government planned activities that may have been planned earlier and are oriented towards achieving a share of the objectives of the project.*

Uganda:

- What is the appropriate composition of the CSC?
 - *Response: UNICEF and WHO teams have come up with terms of reference to guide the country teams in composing the CSCs and TWGs. However, the terms of reference are only meant to guide the country teams. Countries need to be creative and come up with all-inclusive teams that include all persons relevant to*

the project implementation. The terms of reference state that:

“The Steering Committee will be jointly convened by the WHO and UNICEF Country Offices and will bring together the government ministries, WHO and UNICEF country representatives or their designates, members of the EC country delegations, and other relevant nutrition actors working in the country”.

The composition of the Steering Committee may vary depending on existing functional structures in each project country. In the case of an existing functional committee in place (e.g., in countries with the NIPN project), it will be integrated instead of creating a new one.

Zambia:

- Considering that the project was meant to start in April 2020, but funds were received in country in August 2020, how will this delay affect the activities and reporting schedule?
 - *Response: The European Commission calendar is rigid. The reporting timelines for EC starts at the beginning of the year (January) and end on 31 December. As such, first reporting period will be 1 April-31 December 2020, and subsequent reporting will be done as per the calendar year.*
- Some of the planned project activities are also in the county's ongoing programme, how should they be incorporated?
 - *Response: Countries need to assess their systems and look for existing gaps concerning the NIS. EC is flexible and will adapt to the specific country context.*



4

COUNTRY-SPECIFIC
DEEP-DIVE SESSIONS

4 COUNTRY-SPECIFIC DEEP-DIVE SESSIONS

A series of country-specific deep-dive sessions were held with Côte d'Ivoire, Ethiopia, Uganda, and Zambia. The Lao People's Democratic Republic was not ready for their deep-dive and so this will be held with the full country team at a later date (see Annex 2). During these sessions, each country team made a presentation indicating the current status of the project related to the following outcomes:

1. Project work plans

2. Project coordination structures
3. Project monitoring and reporting frameworks
4. Synergies and partnerships
5. Visibility and communication plans

A summary of outcomes from these sessions can be seen below (see Table 1 and Table 2). The complete overviews from each session and the generic agenda can be found in Annex.

Table 1: Summary of EC-NIS project outcomes

Project outcomes	Côte d'Ivoire	Ethiopia	Uganda	Zambia
Project work plans	PIP and SOP not finalized	PIP and SOP not finalized.	PIP and SOP not finalized.	PIP and SOP not finalized
	<p>Key priority activities for 2020 include:</p> <ul style="list-style-type: none"> • organizing the initial review workshop to review the national NIS; • finalization of CSC and TWG; organizing a workshop to present the project to the TWG; • develop a 2021 work plan; • Finalization of monitoring and evaluation framework; finalization of visibility and communication plan. 	<p>The general work plan for 2021- 2024 was completed but needs to be validated by CSC when it is fully constituted.</p> <ul style="list-style-type: none"> • Key priority activities for 2020 include; stakeholders' engagement (conduct inception meeting for the national nutrition monitoring framework); • Capacity building of policy makers and programme managers on NIS which will begin with capacity needs assessment; and a review of nutrition 	<p>Uganda team has identified key NIS gaps. The key priority activities for the Uganda team include:</p> <ul style="list-style-type: none"> • to conduct a national stakeholder workshop to review and refine existing data collection and existing nutrition mechanism information systems and areas that require support, and • Appropriately customize the nutrition indicators in the DHIS2. 	<p>Zambia Country team have prioritized consultations with MOH and existing steering committees, finalization for TOR and: -</p> <ul style="list-style-type: none"> • Finalize consultation on the membership of TWG within the existing structures, as well as the TOR. Prioritize the recruitment of a NIS consultant and conducting a review of the existing data sources, indicators, data collection mechanisms, and human resource capacity. • Hold stakeholders' consultations to strengthen and review existing efforts and align the NIS project with the existing initiative.

Project outcomes	Côte d'Ivoire	Ethiopia	Uganda	Zambia
		<p>indicators and data collection infrastructure.</p> <ul style="list-style-type: none"> The proposed activities include a review of existing data collection tools (in DHIS2/HMIS) using the lens of nutrition. 	<p>prioritize: the development of PIP and SOP; as well as</p> <ul style="list-style-type: none"> the development and validation of the HMIS/ DHIS2 training manual for health workers and tools for data quality assessments. 	<ul style="list-style-type: none"> develop PIP and SOP, develop project M&E framework, initiate and develop visibility and communication plan, update country work plan and seek approval from the PSC.
Project coordination structures	CSC members identified but not formalized country to develop the TWG.	<p>A proposal submitted to have the existing National Nutrition Monitoring and Research Committee as the project CSC.</p> <p>The roles and responsibilities of the committee are as shown in annex (see Annex 1).</p> <p>TWG not yet developed.</p>	<p>CSC and TWG members identified as well as their roles and responsibilities.</p> <p>Members are from MOH, EU, UNICEF, WHO other UN agencies, international non-governmental organization (NGO), and civil society organizations supporting nutrition information strengthening in Uganda.</p>	<p>Consultations are ongoing on the membership and terms of reference of the CSC and TWG.</p>
Project monitoring and reporting frameworks	Not yet developed.	Not yet developed and requested support from the PSC.	In the process of developing a monitoring and evaluation plan, to be completed by the end of 2020.	Not yet developed and is expected to develop and finalize the framework by December 2020.

Project outcomes	Côte d'Ivoire	Ethiopia	Uganda	Zambia
Synergies and partnerships in addition to EC, MOH, UNICEF and WHO	The technical review of the gaps to build on existing information based on the 2018 routine data quality audit.	Other partners to be involved in coordination include: Academia, research institution, donor community, UN agencies, and civil society. All these partners will participate in coordination under the existing National Nutrition Monitoring and Evaluation Research Committee.	Other partners will include UN agencies supporting nutrition information strengthening, such as, FAO and UNHCR. Donor partners, such as USAID. International NGOs, such as, AVSI, ACF, MTI, Baylor, World Vision Uganda, LWF, LHA, and civil society groups, such as, UBOS and Uganda Health Federation. They will all be involved as members of the Nutrition Monitoring and Evaluation Thematic Working Group which will be performing the role of the project TWG.	NIPN. The team proposes to use the existing structures for coordinating and implementing the project to make it efficient and create sustainability.
Visibility and communication plans	Not yet developed, to be completed by end of 2020.	Not yet developed, to be completed by end of 2020.	Not yet developed, to be completed by end of 2020.	Not yet developed, to be completed by end of 2020.

Table 2: Summary of priority EC-NIS project activities 2020

Country	Priority activities
Côte d'Ivoire	<ul style="list-style-type: none"> • Organize an initial review workshop of the national NIS. • Set the CSC and the TWG. • Organize a workshop to present the project to the TWG. • Organize a workshop to present the action plan to the CSC by the TWG.
Ethiopia	<ul style="list-style-type: none"> • Conduct inception meetings on the national nutrition monitoring framework. • Conduct an initial review of the existing electronic data collection tools in the lens of nutrition HMIS/DHIS2. • Design/upgrade/update the DHIS2 indicators and reference guide focusing on nutrition indicators.
Uganda	<ul style="list-style-type: none"> • Conduct national stakeholders' workshops to review and refine existing data collection mechanisms. • Appropriate customization of the nutrition indicators in the DHSI2 system (Q4 2020). • Develop the PIP and SOP. • Organize national workshops to review of existing NIS/HMIS and areas that require support. • Support nutrition data use through evidence-based decision-making, policy development and advocacy at all levels of nutrition programming and management. • Conduct baseline project evaluation.
Zambia	<ul style="list-style-type: none"> • Conclude consultation with MOH management on linkage with existing steering committees including finalization of TOR. • Facilitate formalization of linkages between the NIS project steering committee with existing country steering committee. • Finalize consultation and formation of TWG membership within the existing structures including finalization of the TWG Terms of Reference. • Conduct a review of NIS: existing data sources, indicators/data elements, data collection, analysis mechanisms, and human resource capacity. • Hold stakeholder consultation to present and review existing efforts and aligned the EU-NIS project to the ongoing initiative (HMIS and Nutrition common results framework). • Update country work plan and seek approval from the PSC. • Undertake a review of platforms to disseminate/share nutrition information. • Finalize review of NIS protocol.



5

CLOSING SESSION

5 CLOSING SESSION

During the closing session, held on 7 October 2020, each country team presented an outline of the progress including on the key step of establishment of the CSC and the TWG. Countries also presented their key actions and milestones for quarter 4 of 2020 and 2021 (see

Table 3). Countries also presented an overview of their monitoring plans. The PSC also shared its continued commitment and provided an overview of next steps (see Table 4). Below, you can see the attendees at the virtual closing session (see Figure 1).

Table 3: Country-specific EC-NIS project action points

Country	Key action	Responsible	Timeline
Côte d'Ivoire	Finalize PIP and SOP	CSC	31 October 2020
	Finalize work plan for 2021	TWG with validation by CSC	30 November 2020
	Finalize visibility and communication plan	TWG with validation by CSC	31 December 2020
Ethiopia	Finalize PIP and SOP	CSC and TWG	31 December 2020
	Finalize work plan for 2021	TWG with validation by CSC	30 November 2020
	Finalize monitoring and evaluation framework	TWG with validation by CSC PSC to guide the country team	Before 31 December 2020
	Finalize the discussion on the membership and responsibilities of the TWG	The CSC, i.e. the National Nutrition Monitoring, Evaluation and Research Steering Committee	1 December 2020
	Finalize visibility and communication plan	TWG with the support of CSC and PSC	By the end of year 1 December 2020
The Lao People's Democratic Republic	Inception Meeting	PSC	
Uganda	Develop PIP and SOP	CSC and TWG	31 October 2020
	Finalize work plan for 2021	TWG with validation by CSC	30 November 2020
	Finalize monitoring and evaluation framework	TWG with validation by CSC PSC to guide the country team	Before 31 December 2020
	Develop visibility and communication plan	TWG with the support of CSC and PSC	By the end of year 1 December 2020
Zambia	Complete the discussion on the way forward for both CSC and TWG; whether to initiate new structures or use the existing structures for project coordination and implementation	MoH, WHO and UNICEF country teams	31 October 2020
	Develop PIP and SOP	CSC and TWG	31 October 2020
	Complete discussions on NIS gaps	TWG	31 October 2020

	Finalize work plan for 2021	TWG with validation by CSC	30 November 2020
	Develop monitoring and evaluation framework	TWG with validation by CSC	Before 31 December 2020
	Develop visibility and communication plan	TWG with the support of CSC and PSC	By the end of year 1 December 2020

Table 4: Key action points for EC-NIS project by PSC

Key action	Responsible	Timeline
Meeting recordings and presentations	UNICEF regional office	9 October 2020
Package of documents to guide the countries in the development of: PIP; SOP; monitoring and evaluation framework; and communication and visibility plans	PSC	12 October 2020
Provide information about the preparation of the Year 2 (2021) work plan (and budget) that should be finalized in November to allow disbursement before the end of the year	PSC	12 October 2020
Feedback on Inception meeting to donor	PSC	15 October 2020

ANNEXES

ANNEX 1: COUNTRY-SPECIFIC DEEP-DIVE SESSIONS

Côte d'Ivoire

Côte d'Ivoire has already put in place the project coordination structures including the TWG and the CSC. Further, the country reported having reviewed the NIS and identified the existing gaps which are summarized below. However, the country noted that the review was based on a routine data quality assessment carried out in 2018. The results highlighted the following:

- Insufficient qualified human resources and equipment
- Poor quality of nutrition services offered in the maternal and child platforms
- A plethora of data collection tools that do not always take into account all nutrition

indicators

- Unavailability of standard data collection tools
- Issues of validity, reliability, completeness, and timeliness of nutrition data collected
- Poor use of routine data for clinical, programmatic, and strategic nutrition decision making.

Outcome 1: Project work plans

Current status: Côte d'Ivoire has not developed the PIP or the SOP.

Way forward: The PSC will provide a standard template to guide the country team in developing both PIP and SOP.

Table 5: Côte d'Ivoire EC-NIS plan of action

Year	Country-level activities	Key result(s)
2020 Conduct a review of the Country NIS/HMIS		
2020	Organize an initial review workshop of the National NIS.	A comprehensive review of NIS/HMIS.
Establishment and strengthening of coordination structures		
2020	Set the CSC and TWG.	Functional CSC and TWG.
	Organize a workshop to present the project to the TWG.	TWG masters the contours of the project.
	Organize a workshop to present the action plan to the CSC by the TWG.	The CSC takes ownership of the project.
2022- 2023	Organize annual CSC coordination meeting.	Presentation of the project results and review of the implementation plans.
Project evaluation plan		
2022	Mid-term evaluation	NIS meets international criteria for monitoring nutrition
2024	Final evaluation	
Activities to be implemented		
Area	Activity	Results expected
National workshops	Workshop for restitution of the results of the analysis and presentation of the project with the DRs and DDs	Result 1: The national nutrition monitoring framework is reviewed and takes into account the shortcomings identified.
	Quarterly meeting of the TWG (2021-2022-2023-2024)	

Review and refine the existing data	Develop a data collection/data analysis sharing application that can be installed on a smartphone or an extension of the nutrition module of DHIS2 (2021-2022).	Result 2: The NIS (DHIS2) is revised to include nutrition modules (based on routine data from health centres and sentinel sites) using up-to-date data collection tools using ICT.
	Support the process of revising primary and reporting tools to include key nutrition data and indicators (2021).	
Review and refine existing data collection mechanisms	Support the establishment of an early warning system for nutritional surveillance by revising the SMIR reporting frameworks and disseminating the procedures (2021).	Result 2: The NIS (DHIS2) is revised to include nutrition modules (based on routine data from health centres and sentinel sites) using up-to-date data collection tools using ICTs.
	Mentor the CSEs and nutrition workers in the management of routine nutrition data (collection, entry, validation, analysis, and production of nutrition reports) and the use of the nutrition module in the DHIS2 platform (2021)	
Capacity building	Develop, reproduce and distribute the reference documents (directives, standard norms, guide, checklist, protocol, algorithm, etc.) to service providers (2021).	Result 3: The capacities of human resources for the collection, analysis, interpretation, dissemination, and quality control of nutritional data and the management of NIS are strengthened.
	Strengthen the capacities of providers to develop and use dashboards for monitoring nutrition indicators for decision-making (2021).	
	Build the capacity of district and HRA management teams for nutrition data analysis during regular coordination meetings to guide decision-making (2021).	
Strengthening data collection and management	Strengthen the capacities of data managers and PNN agents to analyse nutrition data and produce periodic reports on the nutritional situation (2021-2022).	Result 4: ICT data management systems aligned to the nutrition module of DHIS2 for the production of information for programmes and policies are improved.
	Strengthen the capacities of DIIS data managers to analyse nutrition data and produce periodic reports on the nutritional situation (2021).	
	Evaluate IT equipment needs and provide support in IT equipment and material (2021-2022).	
	Support the PNN and the nutrition officers of the health districts with an internet connection (2021-2024).	
	Support DS and DR in internet connection for the use of DHIS2 (2021-2024).	
Need-based IT support for data management	Perform bi-annual nutrition data quality: Lot Quality Assurance Sampling (LQAS) and DQS audits (2021-2023).	Result 5: Routine and survey data are of good quality and available on time.
	Carry out quarterly reviews of the quality of nutrition data – Routine Data Quality Audit (RDQA) starting with pilot areas (2021-2023).	

	Strengthen the capacities of DRs and DSs to carry out audits and reviews of the quality of nutrition data (initial 2021 - recycling 2023).	
	Review of achievements, bottlenecks, and project perspectives (2022-2023).	
Advocacy and communication	Carry out two national feedback sessions on the results of routine nutritional surveillance (meeting with DRs and DDs) (2022-2023).	Result 6: Promotion and dissemination of nutritional information is improved.
	Develop and distribute a quarterly information bulletin on the nutritional situation (2021-2024).	
	Communication on different networks (digital networks) (2020-2024).	
	Support the development of a monthly information bulletin at the DS level on the nutritional situation (2021-2024).	

Outcome 2: Project coordination structures

The Ivorian team has identified the project coordination structures (see Table 6). The country has decided on the CSC with a membership of four groups (i.e. the government ministry responsible for health issues as well as the WHO, UNICEF, and EU representatives). Members of the TWG will also be drawn from the Ministry of Health, WHO, UNICEF, and NIPN.

Table 6: Côte d'Ivoire EC-NIS TWG and CSC

Technical Working Group (TWG)		Country Coordination Committee (CSC)	
Name	Title	Name	Title
KOUAME Oka René	Coordinating Director (DC) National Nutrition Programme (PNN)		Cabinet Ministère de la Santé et de l'Hygiène Publique
M'BAHIA-YAO Crystel-Andrée	DCA- National Nutrition Programme		WHO Country Representative
KOUAME Désiré	DCA- National Nutrition Programme		UNICEF representative
KOUAME Ethmonia	M&E Manager, National Nutrition Programme, PF project		EU representative
PONGATHIE Adama	Director of the Health Information and Informatics Department (DIIS)		
DOSSO Ali	SE-CONNAPE		
N'DRI Faustin	Project Manager PMMIN		
DRS			
DDS			
SAKI-NEKOURESSI Geneviève	WHO - Mother-Child and Nutrition Programme Officer		
N'DRI Eric-Didier	WHO - Nutrition Officer - FP project		
GARNIER Denis	UNICEF - Nutrition Programme Manager		
KOFFI Paulin	UNICEF - Nutrition Specialist		

Outcome 3: Project monitoring and reporting frameworks

The results framework for the Ivorian team is

shown below (see Table 7). The team is expected to develop a comprehensive monitoring and evaluation plan before the end of 2020 with the guidance of the PSC.

Table 7: Côte d'Ivoire EC-NIS Results Framework

Result area	Intervention logic	Indicator	Baseline (2020)	Target (2024)
Impact	Appropriate use of nutrition information and improved knowledge for policy and programme development, implementation, and monitoring.	Number of key documents drawn up from the improved SNIN over the project period.	0	4
		Number of events/meetings of high-level planning of programmes and policies in which representatives of nutrition participated, to take into account priority information in nutrition on the project period.	1 – COVID-19 response plan	4
Outcome	The SNIS and the country's capacities in monitoring national and international nutrition programmes and indicators are improved	The proportion of the six priority global indicators identified by AMS 2012 integrated into the SNIS (dictionary of health indicators 2015).	50%	100%
		The proportion of priority global indicators identified by the 2012 AMS of nutrition and reported in the SNIN.	50%	100%
		Promptness of data transmission.	To be determined	90%
Result area	Intervention logic	Indicator	Baseline (2020)	Target (2024)
Output	The national monitoring framework (DIHS2) of nutrition is revised and corrects the main deficiencies in terms of nutritional data.	The proportion of Global Nutrition Monitoring Framework (GNMF) indicators entered in the NIS.	50%	100%
	The existing data collection tools are refined, or new tools are developed for the collection of nutrition data for the SNIS already in place with its nutrition section.	Number of data collection tools revised/developed	To be determined	To be determined
	HR capacities are improved for NIS data management (collection and analysis).	The proportion of EDC meetings incorporating trend analysis of nutrition data.	To be determined	85%

		Number of people trained per health district in the management of nutrition data.	86 per district (2018- 2020)	280 (4 persons from each of the seven selected districts, 70 persons for the remaining districts)
	An improved data management system capable of providing quality nutrition data for programme and policy development is in place.	Number of districts with a functional nutritional dashboard in DHIS2	To be determined	113
		Number of districts with a nutrition officer	To be determined	113
	Routine/quality assessment data are comprehensive and available on time.	Readiness rate	To be determined	90%
	The dissemination of information produced through the SNIS is improved.	Number and types of publications on nutrition data disseminated at the level of regions, districts, and central decision-makers.	To be determined	12 newsletters

Risks and assumptions were also highlighted in these meetings (see Table 8).

Table 8: Côte d'Ivoire EC-NIS risks and assumptions

Key assumptions	Risks	Sustainability
1. The ongoing revision of the SNIS will facilitate the integration of nutrition indicators.	1. Electoral tensions.	1. Capacity building of the various stakeholders.
2. The involvement of stakeholders will facilitate the implementation of the project.	2. The second wave of COVID-19 / or any other natural phenomenon that could have an impact on the process.	2. Existence of an adapted and efficient SNIS.
	3. Delay in making funds available.	
	4. Delay in the development of tools using ICT.	

Outcome 4: Synergies and partnerships

In coordination of activities, the Côte d'Ivoire project team proposes structures guided by the PSC. In this regard, all initiatives will be led by the MOH with technical support from UNICEF, WHO, and the EU at the steering committee level and the MOH, UNICEF, and WHO at the TWG level. During the NIS gaps review, the team relied on the existing information mainly

on the 2018 routine data quality audit report.

Outcome 5: Visibility and communication plans

The country has not yet developed the visibility and communication plan. Further guidance on the development of visibility and communication plan will be provided by the PSC at the regional and global levels.

Ethiopia

Outcome 1: Project work plans

The key priority activities in Ethiopia regarding the EC-NIS include:

- Stakeholders engagement- conduct inception meeting for the national nutrition monitoring framework.
- Capacity building of policy makers and

programme managers on NIS which will begin with a capacity needs assessment.

- Review of nutrition indicators and data collection infrastructure - the proposed activities include a review of existing data collection tools (in DHIS2/HMIS) in the lens of nutrition.

The Ethiopian team also identified key gaps in NIS (see Table 9).

Table 9: Ethiopia identified gaps in existing nutrition information

	Existing NIS	Identified gaps
1	HMIS/DHIS2	Indicators: Only eight nutrition-specific indicators. Key nutrition indicators for infant and young child nutrition, and maternal and adolescent health are missing. Data collection tools: Design (not precise), not available and parallel reporting system by the partners. Data flow: Report completeness and timeliness Data quality: Consistency Data utilization: Low uptake of nutrition data for decision making.
2	Unified Nutrition Information System (UNISE) using DHIS2	UNISE is in the implementation phase and has challenges concerning the completeness and timeliness of nutrition data.
3	Public health emergency management surveillance data system	Weak real-time surveillance systems, delay of emergency nutrition report. Capacity gaps in emergency nutrition information analysis. There is limited data derived from nutrition surveys.

During the meeting it was agreed as follows:

Current status: PIP and SOP has not been developed.

Way forward: The UNICEF and WHO technical team (headquarters) will share a standardized

template to guide in the development of the PIP and SOP.

The Ethiopian country team came up with a work plan covering the year 2020 to 2024 (**see Table 10**).

Table 10: Ethiopia EC-NIS project work plan

Area	Country level activities	Indicative year
National workshops	<ul style="list-style-type: none"> Conduct inception meetings on the national nutrition monitoring framework. 	2020
Review and refine existing data collection mechanism	<ul style="list-style-type: none"> Conduct an initial review of the existing electronic data collection tools in the lens of nutrition HMIS/DHIS2. Design/upgrade/update the DHIS2 indicators and reference guide focusing on nutrition indicators. 	2020- 2021
Capacity building	<ul style="list-style-type: none"> Conduct capacity needs assessments. Train policymakers and programme managers on NIS. Train health workers on HMIS/DHIS2 specifically on updated/ developed data collection tools. 	2020- 2021
Strengthening data collection and management	<ul style="list-style-type: none"> Design, develop and update electronic and non-electronic data collection tools at the national and subnational level. 	2021- 2023
Need-based IT support for data management	<ul style="list-style-type: none"> Review the governance documents for data flow for both health facilities. Provide support in upgrading in DHIS2 and UNISE. 	2020-2021-2023
Advocacy and communication	<ul style="list-style-type: none"> Review of a platform to disseminate and share nutrition information. Establish and strengthen nutrition data-sharing platform including nutrition dashboard at all levels. Conduct a workshop for advocacy of data use. 	2020- 2023
Others	<ul style="list-style-type: none"> Provide regular technical support on DHIS2 for quality data entry, analysis, and reporting. Support the availability of registers, tally sheets, and cards. Strengthen data quality checks mechanisms (LQAS, RDQAs). 	2020- 2023

Outcome 2: Project coordination structures

Country Steering Committee (CSC)

Current status: The Ethiopian country team did the analysis of existing nutrition coordination platforms with the National Nutrition Coordinating Board (NNCB) being at the apex. This coordinating body is expected to be replaced by the National Food and Nutrition Council under the 2020-2030 Food and Nutrition Strategy. Under the NNCB, the team put the National Nutrition Technical Council (NNTC) as the second in command in the nutrition coordination structure. Under the NNTC, there are three committees which include; National Nutrition Programme Management

Committee, National Food Fortification Steering Committee, and National Nutrition Monitoring, Evaluation, and Research Committee. Ethiopia team proposed to use the National Monitoring, Evaluation, and Research Committee as the CSC. This committee will be chaired by EPHI and the members of the committee will include:

- NNP signatory sector
- Universities with food and nutrition science programmes
- International research institutes such as ILRI and IFPRI
- Donors including USAID, EU, DFID, Irish Aid, BMGF, and World Bank

- UN agencies including UNICEF, WHO, FAO and WFP
- Civil societies and international NGOs
- Nutrition platforms (e.g. NIPN and Rural Economic Development and Food Security Sector (RED FS))
- Nutrition taskforce

The main responsibilities of the CSC will be:

- Provide technical support and promote the generation and validation of evidence on nutrition interventions and research in Ethiopia.
- Facilitate the timely use of evidence to inform the national policy, planning, and decision-making process for relevant nutrition action.
- Evaluate and strengthen routine NISs and the related flow of information.
- Review the implementation progress, challenges, and the status of NNP related outcome indicators.
- Support and contribute to the dissemination of key findings and lesson learned to a broader network of partners by convening national and regional level for workshops.

The way forward: All stakeholders described by the PSC (see Annex 6) should be included in the CSC. The CSC will be meeting quarterly.

Technical Working group (TWG)

Current status: Not yet decided.

Way forward: Ethiopia country team is in the process of initiating the TWG by the end of 2020.

Outcome 3: Project monitoring and reporting frameworks

The Ethiopian team presented a draft project result framework (see Table 11 and Table 12). However, the team awaits the finalization and validation of the monitoring and evaluation framework by the joint WHO-UNICEF team, which will further guide them in finalizing the monitoring and evaluation framework. Regarding the financial and technical reporting, the team was advised to adhere to the EU reporting guidelines that follow the January-December calendar. While the EU requires the countries to report annually, the WHO-UNICEF team requires the countries to do a semi-annual report to track the progress (after six months).

Table 11: Ethiopia EC-NIS results framework

Result area	Intervention logic	Indicator	Baseline (2020)	Target (2024)
Impact	Uptake of nutrition information and improved knowledge for policy and programme development.	Number and type of documents (national, regional nutrition policies, sector strategies, programme documents, media) drawing on NIS.	3 (Food and nutrition platforms, Sekota declaration, Health Sector Transformation Plan (HSTP))	4 multi-sectoral strategy documents, desk review documents, DHIS2, reference guide, Food and nutrition platform)
Outcome	Improved NIS and country capacity in monitoring programmes and international/national nutrition targets.	Number of nutrition specific and sensitive indicators regularly collected and reported adequately through NISs for evidence-based decision (timely and reliable data).	7 nutrition specific	8 nutrition-specific and 60 nutrition-sensitive

Result area	Intervention logic	Indicator	Baseline (2020)	Target (2024)
		Quality and timely information on the coverage of selected nutrition interventions.	Vitamin A supplementation (VAS), growth monitoring and promotion (GMP), iron and folic acid supplementation (IFA), screening of children and pregnant and lactating women (PLW)	VAS, IFA, GMP (screening of children and PLW), therapeutic feeding program, counselling, adolescent nutrition, WASH in health facilities, life skills training to adolescents, Productive Safety Net Program households for malnourished children

Table 12: Ethiopia EC-NIS project indicators at the output level

Result area	Description	Indicator
Output	A revised National Nutrition Monitoring and Evaluation Framework.	Number of indicators collected through NIS.
	Refined/new data collection system (revised data collection tools) for existing HMIS, including a nutrition module,	Number of refined/new data collection tools for HMIS and other nutrition-sensitive areas.
	Enhanced human resources capacity for data management and NIS management.	Number and profiles of people trained on competencies required by a NIS.
	An improved data management system capable of generating quality nutrition data and information for programmes and policies.	A system providing quality nutrition information on time.
	Availability of quality and timely routine/survey data.	Number of indicators included in the annual report published by HMIS/NIS.
	Improved dissemination of NIS information.	Number and types of publications from NIS dissemination by target audiences.

Outcome 4: Synergies and partnerships

The EC-NIS project in Ethiopia involves a lot of partnerships with key partners being the MOH, EC, UNICEF, NIPN, and WHO. As illustrated in the composition of the steering committee, several partners are involved, including: academia; international research institutions; donor communities including USAID, DFID, BMGF, Irish aid and World Bank; other UN agencies, namely FAO and WFP; as well as civil society.

The project proposes to work within the existing structures, namely the National Nutrition

Monitoring and Evaluation and Research committee for coordination purposes.

Outcome 5: Visibility and communication plans

Current status: Ethiopia has not yet developed a visibility and communication plan. The country awaits the global team to guide them on how to develop the plan.

Way forward: The WHO-UNICEF team to guide the Ethiopia team to develop a visibility and communication plan.

Uganda

In Uganda, the EC- NIS project began with few activities having taken place. As illustrated in the sections below, the team has already established coordination/governance structures as well as the work plan (see Table 13). However, the team is awaiting guidance on how to develop a PIP and SOP, as well as the finalization of the monitoring and evaluation framework.

The Ugandan country team has identified key gaps in the nutrition information system as follows:

- Poor quality of nutrition data due to incomplete, inaccurate, and untimely reporting to the system.
- Poor data capturing at the DHIS2.
- Inappropriate customization/computation of nutrition indicators (i.e. wrong denominators or numerators). In some cases, there is a duplication of nutrition indicators in DHIS2.
- Some nutrition indicators in the National

Nutrition Monitoring and Evaluation Framework are missing in DHIS2.

- Limited knowledge of nutrition monitoring and evaluation of the healthcare workers, data managers and personnel.
- Inadequate support supervision and mentorship.
- Incomplete information flow and utilization of nutrition information.
- Inadequate supply of nutrition data monitoring tools, namely the HMIS and anthropometric measurement tools.

Outcome 1: Project work plans

Current status: The Ugandan team has not yet developed the PIP and SOP.

Way forward: The team awaits guidance from the PSC on how to develop both the PIP and SOP. During the meeting, the PSC members promised to share the template for further guidance.

Table 13: Uganda EC-NIS project plan of action

Year	Activity/sub-activity	Key milestone
Activity 1: Conduct a review of the country NIS and HMIS		
2020	Conduct national stakeholders' workshops to review and refine existing data collection mechanisms.	Finalized monitoring and evaluation framework (Q4 2020).
	Appropriate customization of the nutrition indicators in the DHSI2 system (Q4 2020).	Appropriate customization of the nutrition indicators in the DHSI2 system (Q4 2020).
Activity 2: Steer the establishment or strengthening of country NIS		
2020	Develop the programme implementation plan and SOPs.	Programme implementation plan and SOPs.
	Organize national workshops to review existing NIS/HMIS and areas that require support.	Finalized monitoring and evaluation framework.
	Support nutrition data use through evidence-based decision making, policy development, and advocacy, at all levels of nutrition programming and management.	Nutrition quarterly bulletins developed and disseminated.
2021	Strengthen capacity building of national and district/local authorities on NIS.	Capacity of health workers and policy makers in HMIS/DHSI2 are built.
	Review and validate all relevant technical guidelines/standards/strategies/tools on NIS.	Finalized HMIS/DHS2 manuals developed.
	Support nutrition data use through evidence-based decision-making, policy development, and advocacy at all levels of nutrition programming and management.	Nutrition dashboards developed.

Activity 3: Implement actions to establish or strengthen country NIS		
2020 (national workshops)	Conduct national workshops to review and refine existing data collection mechanisms.	Finalized national nutrition monitoring and evaluation framework (2020).
	Support coordination between the core staff from NIPN and the EU-NIS project through the organization of semi-annual meetings, in coordination with the MOH nutrition technical working group.	Appropriately customized nutrition indicators in the DHSI2 system (2020).
2020 (review and refine existing data collection mechanisms)	Develop and validate the HMIS/ DHIS2 training nutrition manual for health workers.	Draft HMIS/DHSI2 manuals.
	Review the SOPs for nutrition indicators in HMIS.	Finalized SOPs for nutrition indicators in the HMIS.
	Develop and validate nutrition data quality assessment tools.	Nutrition data quality assessment tools developed.
	Develop and pilot a district mentorship reporting tool in ODK for use by national and district nutrition mentors and supervisors.	Functional digitalized mentorship tool.
2021 (capacity building)	Setting up sentinel surveillance sites.	Functional sentinel surveillance sites.
	Pre-test the HMIS /DHIS2 nutrition training manual.	Finalized HMIS/DHSI2 nutrition training manual.
	Conduct a national training of trainers on the use of the HMIS training manual.	National training of trainers on the use of HMIS/DHSI2 conducted.
	Conduct a national training in web-based DHIS2 nutrition and development of nutrition dashboards.	Regional and national dashboards developed.
	Orient policy and decision-makers (programme managers, etc.) on navigation through the DHIS2, on the extraction of data and analysis for their use for decision making.	Health works and policymakers equipped with skills and knowledge in HMIS/DHSI2.
2021 (strengthening data collection and management)	Conduct the national nutrition quarterly performance review meetings on DHIS2.	Performance review meetings held.
	Conduct national training on data quality assessments.	National data quality assessments training conducted.
	Conduct baseline, midterm, and end-term project evaluation.	National data quality assessments training conducted. Baseline, midline, and end line reports (to be done in 2020 and 2024).
2021 (need-based IT support for data management)	Procure and supply phones/tablets for selected districts, sentinel sites, and national level.	Phones and tablets procured and distributed.
	Provision of internet data bundles for sentinel districts and MOH (nutrition and community health).	Procurement of internet data bundles.
	Support the procurement and distribution of registers, tally sheets, and other nutrition data capture and reporting tools.	Register tally sheets and other nutrition data capture and reporting tools procured and distributed.
	Procurement and maintenance of computers for high volume facilities and MOH departments.	Computers procured and maintained.
2020–2024 (advocacy and communication)	Develop and disseminate quarterly policy briefs/reports to define baseline status, key activities, and achievements.	Quarterly policy briefs developed and distributed.
	Develop, print, and disseminate the quarterly nutrition bulletins.	Quarterly nutrition bulletins developed, printed, and disseminated.

	Organize an annual regional nutrition performance review meeting with all regional referral hospitals and MOH.	Annual region nutrition performance reviews conducted (to be done in 2021).
	Convene annual nutrition symposium	Nutrition symposium conducted.
Activity 4: Assess the quality of nutrition data collected through the NIS		
2020	Conduct baseline project evaluation.	Baseline evaluation conducted.
2021	Conduct the national nutrition performance review meetings on DHIS2.	National performance review meetings conducted.
	Conduct national data quality assessments.	National data quality assessments conducted.
2022	Conduct mid-term project evaluation.	Mid-term evaluation conducted.
	Conduct the national nutrition performance review meetings on DHIS2.	National performance review meetings conducted.
2023	Conduct end-term project evaluation.	End-term evaluations conducted
	Conduct the national nutrition quarterly performance review meetings on DHIS2.	National performance review meetings conducted.

Outcome 2: Project coordination structures

Country Steering Committee (CSC)

Uganda has formed the CSC for the project (see Table 14). The composition of the CSC has team members drawn from the MOH, UNICEF, WHO, EC, and other UN agencies, international NGOs, and civil societies. Its composition was guided by the terms of reference provided by the PSC.

Table 14: Uganda EC-NIS project CSC

Name	Title	Name	Title
Dr. Charles Olaro (Chair)	Director of Health Services (curative services) - MOH	Jaqueline Uwamwiza	European Union
Samalie Namukose (Secretary)	Principal nutritionist-MMH	Dr. James Muwonge	UBOS representative
Dr. George Upenytho (Co-chair)	Commissioner Community Health-MOH	Paul Mbaka	AC/Department of Health Information
Dr. Sarah Byakika	Commissioner Health Services –Planning (MOH)	Nelly Birungi	Nutrition Manager UNICEF
Dr. Charles Oyo	CHS-Non-communicable diseases (MOH)	Country Representative	WHO
USAID M&E	Technical Director USAID	Carol Kyozi	AC/ health surveillance
Patrick Nganzi	NIPN representative	Dr Julius Kasozi	UNHCR
Dr. Nathan Tumwesigye	Chief of Party- USAID /MCHN	Dr. Robert Ackatia-Armah	WFP
Dr. Viorica Berdaga	Chief – CSD UNICEF		

The Ugandan team has defined the roles and responsibilities of the CSC as follows:

- Provide strategic oversight during the implementation of EC-NIS project activities. In this regard, the CSC is expected to
 - Convene stakeholders' meetings to discuss the project and actions needed
 - Review quarterly progress and advice on ongoing activities.
 - Approve the annual work plan of the project.
 - Guide the Nutrition Monitoring and Evaluation Thematic Working Group.

- Advise on or address any risks that could undermine the project's success.
- Play a major role in nutrition advocacy and visibility of the project.

Technical Working Group (TWG)

In addition to CSC, the Ugandan country team

reported having decided on the project TWG, known as 'Nutrition Monitoring and Evaluation Thematic Working Group'. The membership of the group includes a nutrition focal point from the MOH and a focal point of health information systems. It further includes UNICEF and WHO focal points in Uganda and nutrition-specific and sensitive actors (see Table 15).

Table 15: Uganda EC-NIS project TWG (Country Nutrition Monitoring and Evaluation Thematic Working Group)

Name	Title	Name	Title
Samalie Namukose (Chair)	Principal nutritionist-MOH	Edmond Muyingo	District Health Information representative
Paul Mbaka (Co-chair)	Assistant Commissioner Department of Health Information	Rebecca Musene	District Health Information
Laura Ahumuza (Secretary)	Senior Nutritionist-MOH	Dr. Frank Mugabe	Non communicable disease representative
Sarah Ngalombi	Senior Nutritionist-MOH	Dr. Florence Turyashemerwa	Nutrition Specialist UNICEF
Tim Mateeba	Senior Nutritionist	Dr Bodo Bongomin	WHO
Martin Lukwago	DHI	Carol Kyoziira	Assistant Commissioner health surveillance
Technical officer	UBOS	Sheilla Natukunda	UNICEF
Edgar Twinomujuni/Banoonya Arthur	WFP	Patrick Walugembe	USAID/MCHN activity
Patrick Nganzi	NIPN	Edong Stella	WHO
All Regional Referral Nutritionists	Regional Referral Hospitals	Dr. Hafisa Kasule	WHO
Isaac Kabazzi	UNHCR	All Nutrition implementing Partners	E.g. AVSI, ACF, MTI, Baylor, World Vision, LWF, FHA, etc.
Wandera Bonnie	USAID -SITES	Wilberforce Mugwanya	MCH-MoH
Dr. Nathan Natseri	WHO	Dr. Grace Ssali	Uganda Health care Federation
Dr. Hanifa Bachou	Technical Director USAID MCHN	Dr. Oyugi Jessica	UNICEF

The roles and responsibilities of the TWG include:

- Design the actions required to strengthen the country NIS in consultation with the CSC.
- Assist the CSC in organizing meetings; prepare background documents for the meetings, and document processes and outcomes of the meetings.
- Organize national workshops to review existing NIS and areas that require support.
- Review the existing HMIS/DHIS2 system

and address any existing gaps.

- Strengthen capacity building of national and districts on NIS.
- Review and validate all relevant technical guidelines/standards/strategies/tools on NIS.
- Develop PIP and SOP for NIS.
- Enhance advocacy and communications for the NIS project.
- Participate in nutrition data quality assessments.
- Identify and support other key research

gaps in the area of NIS.

- Support nutrition data use through evidence-based decision-making, policy development, and advocacy at all levels of nutrition programming and management.
- Conduct performance review meetings and development of annual reports.

The team sought to know whether the TWG is large enough or sufficient for project implementation purposes. In response, the PSC members who were present during the meeting advised the team to consider inclusivity and efficiency. As such, where the TWG Terms of Reference guide the team on the recommended

number and members to include, and members are selected at the discretion of the country team, considering a number that ensures the efficiency of the group.

Outcome 3: Project monitoring and reporting frameworks

Regarding the programme technical and financial monitoring and reporting, the Uganda country team is developing a monitoring and evaluation plan by the end of 2020. The PSC promised to share the draft monitoring and evaluation framework to guide the team as they finalize theirs. The project result framework has been completed (see Table 16).

Table 16: Uganda EC-NIS project results framework

Results area	Logic intervention	Indicator	Baseline (2020)	Target (2024)
Impact	Uptake of nutrition information and improved knowledge for policy and programme development, implementation, and monitoring.	Number and type of regional/national nutrition policies, strategies, and programme documents drawn from NIS information.	0	2
		Number of events/workshops attended by policymakers/programme managers to facilitate nutrition policy.	0	5
Outcome	Improved NIS and country capacity in monitoring programmes and international/national nutrition targets.	Number of nutrition indicators reported on adequately (timely and reliable).	0	15
		Quality and timely information on coverage of selected interventions (IMAM, MIYCAN, micronutrient supplementation, child health days).	To be determined	To be determined
Outputs	A revised National Nutrition Monitoring Framework filling in major nutrition data gaps.	Number of nutrition indicators (including GNMF) collected through NIS.	5	5
	Refined/new data collection system (revised data collection tools) for existing HMIS including a nutrition module.	Number of training materials (HMIS/DHSI2, DQA, SOPs, mentorship tool).	0	4
		Functional sentinel surveillance sites.	0	3
Enhanced human resources capacity for data management and NIS management		Number and cadres of people trained in HMIS/DHSI2.	0	120
		Number of policymakers and managers trained in HMIS/DHSI2.	0	30

Outputs	An improved data management system capable of generating quality nutrition data and information for programmes and policies.	Number of regions providing quality nutrition information: Completeness.	12	14
		Number of regions providing quality nutrition information: Timeliness.	2	13
		Number of regional and national nutrition dashboards developed.	0	14
		Number of national nutrition quarterly performance meetings held.	0	8
		Number of regional and national nutrition dashboards developed	0	14
		Number of nutrition indicators included in the annual report published by NIS.	0	18
		Number of national nutrition quarterly performance meetings held.	0	8
		Number and types of publications from NIS disseminated (policy briefs/ bulletins/newsletters). Number of nutrition indicators included in the annual report published by NIS.	0 0	Bulletins-12 Policy briefs-12 Newsletter-18 18
Availability of quality and timely routine/survey data.	Number of presentations by NIS team at meetings (quarterly).	0	12	
	Number and types of publications from NIS disseminated (policy briefs/ bulletins/newsletters).	0	Bulletins-12 Policy briefs-12 Newsletter-18	
Improved dissemination of NIS information.	Number of presentations by NIS team at meetings (quarterly).	0	12	

Risks and assumptions were also highlighted in these meetings (see Table 17).

Table 17: Uganda EC-NIS project risks and assumptions

Key assumptions	Risks and mitigating actions	Sustainability
<ol style="list-style-type: none"> HMIS/DHSI2 generates regular nutrition data. Availability of human resources, materials, and facilities. Intended deliverables are realistic as per the scheduled timeline. The estimated budget will not escalate unusually to cover the actual cost. MOH will be able to adequately support the project. Support from the key stakeholders. 	<ol style="list-style-type: none"> Activities may take longer than expected and this may cause delay to meet deadlines – WHO/UNICEF focal points will communicate to the programme managers to build contingency plans. COVID-19 outbreak Escalation of project costs due to the increase of price or foreign exchange rate-project budget will be prepared considering inflation 	<ol style="list-style-type: none"> Strong ownership by government and capacity building will contribute to sustainability. Engagement of partners will ensure technical assistance for continuity of activities beyond project time.

Regarding the financial and technical reporting, the Uganda team sought guidance from the PSC team members on the reporting timelines. In response, the PSC advised the team as follows:

- Technical and financial reporting to be done annually as per the EC guidelines, which follows the January–December Calendar.
- As part of progress monitoring, the WHO and UNICEF joint team will require the country teams to do semi-annual reporting after every six months.
- The PSC will advise on the reporting timelines about year 1 (2020) where the project began in April with first disbursement being done in August 2020.
- Regarding allowable cost, the PSC team advised the country team to confirm when in doubt as to what activities can be catered for by the project budget.

Outcome 4: Synergies and partnerships

During the implementation of the project, several partners will be engaged (as illustrated under the section Outcome 2: Project coordination structures). Under the leadership of the Uganda MOH, the following partners will be involved in

the implementation of the project at either the CSC or TWG level:

- UN Agencies (UNICEF, WHO, FAO and UNHCR)
- Donor Agencies (EU, USAID)
- Nutrition implementing agencies (NIPN, AVSI, ACF, MTI, Baylor, World Vision Uganda, LWF, FHA)
- Civil society groups, (Uganda Health Federation, etc.)

The Uganda team utilizes an existing structure at the TWG level for the implementation of this project (i.e. The Nutrition Monitoring and Evaluation Thematic Working Group). This will enhance the sustainability of the project.

Outcome 5: Visibility and communication plans

Current status: The country team is yet to develop the visibility and communication plan.

Way forward: The PSC promised to issue guidelines to support the country team in developing their visibility and communication plan.

Zambia

The Zambian country team is in the process of setting up the project implementation structures. The team is in the process of assessing the indicators, capacity, and system with the support from Evidence for Health where nutrition is included. Zambia is also in the process of developing the nutrition common result framework led by the National Food Security and Nutrition Committee with the support from the SUN learning and evaluation project. Currently, the existing coordination structures at the MOH include:

- MOH Nutrition Technical Working Group with a sub-group dealing with measurement and evaluation matters
- MOH Measurement and Evaluation Working Group
- Nutrition Measurement and Evaluation and Research Technical Working Group

The following gaps in the NIS were identified:

- Weak NIS within the HMIS.
- Some critical indicators are still missing in the HMIS. As such, the majority of data are collected through parallel systems.
- Nutrition data collected is not regularly analysed to inform the decision-making process for nutrition programming.
- Key NIS data are not mainstreamed in DHIS2.
- Capacity gaps in data collection, collation, analysis, and use for programming.

The team indicated that discussion is still underway and that the priority activities for the year 2020 are the following:

- Setting up project implementation structures

(i.e. CSC and TWG).

- Development of PIP and SOP.
- Identifying gaps in the NIS by reviewing existing nutrition data sources indicators, data collection analysis processes, and human resource capacities. They are relying a lot on ongoing similar projects such as USAID's 'Evidence for Health Projects' which aims to identify key gaps in the general health information system. The team further indicated that upon completion of the analysis, it will consider the missing gaps in the analysis which will inform them what they need to add in terms of analysis.
- Supporting the implementation of DHIS2/HMIS and synergizing with existing projects, such as Evidence for Health.

Outcome 1: Project work plans

Project Implementation Plan (PIP)

Current status: The project team has not yet developed the PIP.

Way forward: The team awaits guidance from the PSC to give guidance on how to develop the PIP. During the meeting, the PSC members promised to share the template for country team guidance.

Standard Operation Procedure (SOP)

Current status: The Zambian country team has not developed a SOP like other country teams.

Way forward: The country team is expected to come up with project SOP, guided by the template to be issued by the PSC.

A tentative work plan has been developed (**see Table 18**).

Table 18: Zambia EC-NIS project plan of action

Year	Activity	Key milestone
2020 (establishment of coordination structures)	Conclude consultation with MOH management on linkage with existing steering committees, including finalization of TOR.	The CSC for EC-NIS project in place with clear TOR.
	Facilitate formalization of linkages between EC-NIS PSC and existing steering committees.	
	Finalize consultation and formation of TWG membership within the existing structures, including finalization of the TWG TOR.	The TWG in place to lead the implementation of the EC-NIS project with TOR.
2020 (review of country NIS/HMIS)	Complete recruitment of NIS consultant.	NIS gaps assessment report.
	Conduct a review of NIS (existing data sources, indicators/data elements, data collection, analysis mechanisms, and human resource capacity)	
	Hold stakeholder consultation to present and review existing efforts and align the NIS project to ongoing initiative (HMIS and Nutrition Common Results Framework).	Project final work plan.
	Update country work plan and seek approval from the PSC.	
	Undertake a review of platforms to disseminate/share nutrition information.	
2020 (establishment or strengthening of country NIS)	Finalize review of NIS protocol	
	Develop country PIP and SOP	PIP and SOP
	Development project monitoring framework	Project monitoring and evaluation framework in place.
	Initiate development of a nutrition module for NIS/DHIS2.	Nutrition module for NIS/DHIS2 in place.
	Develop/adopt visibility/communication plan.	Visibility and communication plan.
2021	Procurement of equipment.	All equipment required by the project to be in place.
	Develop/Update NIS training package.	NIS training package.
	Undertake human resource capacity building activities at various levels on data collection, analysis, and use of nutrition data.	Availability of human resources to collect and analyse data. Evidence-based decision-making platforms in place.
	Upgrade /update the DHIS2 nutrition indicators and IT system for data entry, presentation, and reporting.	
	Strengthen the use of data for decision making through the use of dashboards at district and provincial levels.	

Outcome 2: Project coordination structures

The Zambian country team is in the process of developing project coordination structures. The discussion on utilizing the existing TWG, which includes the MOH Measurement and Evaluation TWG or the Nutrition Measurement and Evaluation Research TWG (for a multi-sectoral coordination platform).

Discussions are also going with the MOH on the formation of the CSC for the project with proposals of utilizing an existing steering committee of a project dealing with a similar topic in Zambia. The conclusion of the project coordination structure is expected to be finalized before the end of 2020.

Outcome 3: Project monitoring and reporting frameworks

The Zambian country team is expected to conclude a comprehensive review of the existing NIS, drawing a lot of information from the 'Evidence for Health' project, which the team indicated has similar objectives as the EC-NIS project (with few differences). The team is also expected to borrow information from the Nutrition Common Result Framework for a multi-sectoral coordination platform, as they develop the project monitoring and evaluation framework. The project monitoring and evaluation framework is expected to be completed by the end of 2020.

During the country-specific deep-dive session, the PSC team clarified the following regarding financial and technical reporting:

- Annual reporting to the EC, covering the period of January- December.
- Semi-annual reporting to be done to the UNICEF and WHO joint team for monitoring purposes.

Outcome 4: Synergies and partnerships

The Zambia Country team is planning to utilize existing structures in coordinating and implementing the EC-NIS project. To avoid duplication and ensure efficient utilization of resources, the Zambian team will be considering what other partners, such as USAID in their 'Evidence for Health' project, and analysing how the programming compliments and differs as the EU-NIS project. Key programme partners for implementation include; MOH, EC, NIPN, UNICEF, and WHO.

Outcome 5: Visibility and communication plans

The Zambian country team has not yet developed the visibility and communication plan. The team is due to complete it by the end of 2020.

ANNEX 2: LIST OF PARTICIPANTS

A list of participants for the virtual inception meeting has been developed (see Table 19).

Table 19: EC-NIS project inception meeting list of participants

No	Name	Organization	Title	Email address
Headquarters				
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ANNEX 3: MEETING AND SESSION AGENDAS

The agendas for the E-NIC Virtual inception meeting (see Table 20) and each individual session, are found in this annex.

Table 20: EC-NIS project virtual inception meeting agenda

Meeting session	Date	Time	Participants
Opening session	29 September 2020	6 a.m. (New York) 12 p.m. (Geneva) 10 a.m. (Côte d'Ivoire) 5 p.m. (the Lao People's Democratic Republic) 1 p.m. (Kenya, Uganda, and Ethiopia) 12 p.m. (Zambia)	All country, regional, and HQ partners
Côte d'Ivoire deep-dive session	30 September 2020	2 p.m. (Côte d'Ivoire) 4 p.m. (Geneva) 10 a.m. (New York)	Country team: MOH, UNICEF, WHO and partners, regional and HQ focal point
Ethiopia deep-dive session	2 October 2020	2 p.m. (Ethiopia) 1 p.m. (Geneva) 7 a.m. (New York)	Country team: MOH, UNICEF, WHO and partners, regional and HQ focal point
Uganda deep-dive session	5 October 2020	2 p.m. (Ethiopia) 1 p.m. (Geneva) 7 a.m. (New York)	Country team: MOH, UNICEF, WHO and partners, regional and HQ focal point
Zambia deep-dive session	6 October 2020	2 p.m. (Zambia) 2 p.m. (Geneva) 8 a.m. (New York)	Country team: MOH, UNICEF, WHO and partners, regional and HQ focal point
Closing session	7 October 2020	6a.m. (New York) 12 p.m. (Geneva) 10 a.m. (Côte d'Ivoire) 5 p.m. (the Lao People's Democratic Republic) 1 p.m. (Kenya, Uganda, and Ethiopia) 12 p.m. (Zambia)	All country, regional, and HQ partners.

Table 21: EC-NIS project inception meeting opening session agenda

Time	Topic	Presenter	Facilitator
40 mins	<i>Welcome and overview of the meeting (5 mins)</i>	Elisa Dominguez, Technical Officer, WHO HQ	Louise Mwirigi, Nutrition Specialist, UNICEF HQ
	<i>Opening remarks (15 mins)</i>	Helena Guarin, Head of Nutrition Directorate, Brussels.	
	<ul style="list-style-type: none"> • EC • UNICEF • WHO 	Victor Aguayo, Associate Director of Nutrition, UNICEF HQ	
	<i>Introductions (20 mins)</i>	Francesco Branca, Director, WHO HQ	
	<ul style="list-style-type: none"> • Country teams remarks and introductions led by MOH • HQ and regional teams 	Government representative from each country	
		Chika Hayashi, Senior Adviser, Statistics and Monitoring, Data and Analytics, UNICEF HQ	
		Kuntal Saha, technical officer, WHO HQ	
25 mins	<i>Outline of the project (15 mins)</i>	Chika Hayashi, Senior Adviser, Statistics and Monitoring, Data and Analytics, UNICEF HQ	
	Q&A (10 mins)		
	<i>Break (10 mins)</i>		
65 mins	Budget and reporting (15 mins)	Peter De Coster, Programme Assistant, PPD Brussels, and Katerina Ainali, Programme officer, WHO HQ	Louise Mwirigi, Nutrition Specialist, UNICEF HQ
	Communications and visibility (15 mins)	Kuntal Saha, Technical officer, WHO HQ	
	Break-out rooms (10 mins)	<i>Country-specific break-out rooms to prepare questions for plenary on the presentations so far.</i>	
	Plenary Q&A (20 mins)	Louise Mwirigi, Nutrition Specialist, UNICEF HQ	
	Wrap-up (5 mins)	Mara Nyawo, Nutrition Specialist, UNICEF Eastern, and Southern Africa Regional Office	

Table 22: EC-NIS project inception meeting country-specific deep-dive sessions generic agenda

Time	Topic	Presenter	Facilitator
60 mins	Welcome, agenda, and ground rules (5 mins)	Mara Nyawo, Nutrition Specialist, UNICEF Eastern and Southern Africa Regional Office (ESARO)	Mara Nyawo
	Introductions (10 mins)		
	Objectives of the meeting (5 mins)		
	Governance at the country level (15 mins)	Louise Mwirigi, Nutrition Specialist, UNICEF	
	•Country Steering Committee •Technical working group		
	PIP and SOPs (15 mins)	Elisa Dominguez, Technical Officer, WHO HQ	
•M&E Framework •Reporting •Visibility and communication			
Q&A (10 mins)	Elisa Dominguez, Technical Officer, WHO HQ		
10 mins	Break (10 mins)		
50 mins	Work planning (15 mins)	Country team	Louise Mwirigi
	Review work plan -presentation from the country team on what they have already done		
	Identify key milestones 2020 and 2021		
	Q&A (20 mins)		
	Wrap-up (10 mins)	Mara	
	Next steps Present PPP template and explain what is needed from the country teams in the final meeting		
Close (5 mins)	Elisa / Hana / Adelheid		

Table 23: EC-NIS project inception meeting closing session agenda

Time	Topic	Presenter	Facilitator
55 mins	Welcome and overview of the meeting (5 mins)	Louise Mwirigi, Nutrition Specialist, UNICEF HQ	Elisa Dominguez
	Introduction of teams (10 mins)		
	Country presentations (20 mins) <ul style="list-style-type: none"> • Côte d'Ivoire • Ethiopia 		
	Feedback and questions (20 mins)	Country Government Representative	
	Break (10 mins)		
40 mins	Country Presentations (20 mins) <ul style="list-style-type: none"> • Uganda • Zambia 	Country government representative	Elisa Dominguez
	Feedback and questions (20 mins)	Elisa	
	Wrap-up and closing (10 mins) Next steps		



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