

Monthly Humanitarian Situation Report ...Country...

Date: ...XX...

Most common challenge – SitReps become too wordy and long. Keep text minimal.

For External Use

Highlights

• 3-5 bullet points on the most essential issues to get to high level audience about any of the following (emphasis to change depending on evolution of the response): changes in the situation; magnitude of population affected and critical needs; key results; gaps; challenges. Consider external messaging.

Situation Overview & Humanitarian Needs

Estimated Affected Population (Estimates calculated based on initial figures from [...source], date)			
	Total	Male	Female
Total Affected Population			
Children Affected (Under 18)			
Children Under Five			
Children 6 to 23 months			
Pregnant women			
Children Under Five with Severe Acute Malnutrition (SAM)			
Children Under Five with SAM and medical complications			
Children Under Five with Moderate Acute Malnutrition(MAM)			
Total Displaced Population (a proportion of the above)			
Children Displaced			

• Note that figures in this table can remain the same from SitRep to SitRep. This is good to include as a standard text a reminder. As the situation in the Sahel evolves, some text should be added above the table to signal if/when the figure are changing, i.e. affected population growing, displaced population growing. As with age disaggregation, sex disaggregation can be estimated. In some countries, geographic breakdowns may be important if possible.

Inter-Agency Collaboration and Partnerships

• Description of UNICEF engagement in humanitarian coordination structures noting leadership roles.
 • Key areas/strategies of inter-cluster and inter-agency collaboration where these are established and progress in these.
 • Update on IA needs assessments or major cross-sectoral data collection planned.

Programme response

Note that where relevant, UNICEF, as cluster lead agency, is responsible for information management of the cluster and sharing overall results achieved by the cluster collectively

The standard text shown here should be included to explain UNICEF accountability for reporting on the Cluster

Nutrition

Include a line "Last updated 2012-00-00" if data is not newly updated for this SitRep. Not any specific indicators updated more recently and date. See discussion on options under

Overview

Estimated #/% coverage	UNICEF & operational partners			Sector / Cluster		
	UNICEF Target	Cumulative results (#)	% of Target Achieved	Cluster Target	Cumulative results (#)	% of Target Achieved
Children <5 with Severe Acute Malnutrition enrolled in Therapeutic Feeding programmes						
Children <5 in Therapeutic Feeding Programmes of who have recovered						
Children <5 with Moderate Acute Malnutrition in supplementary feeding programmes						
UNICEF Operational Partners:						

Indicators are adapted to country context drawing from guidance on priority indicators in the [UNICEF HPM Indicator Guide](#).

UNICEF and partners' programming

For each sector, include narrative below the table to cover the following as relevant:

- explain any significant trends;
- any key results not captured or that merits highlighting in the table, e.g. output indicators not tracked monthly;
- major process milestones, including towards capacity development with national partners.
- critical supplies in pipeline or distributed (see [Humanitarian PM Toolkit: Indicator Guide](#) for suggested focus and results-oriented framing of inputs)

Nutrition Cluster (as applicable)

For each cluster/sub-cluster where UNICEF is Cluster Lead Agency, narrative is used to report on the same as relevant. Also include:

- Highlights on numbers of partners engaged;
- Any analysis on planned clusters targets/coverage and projected gaps.
- Summary highlights from more detailed internal section on cluster coordination below including key milestones.

**Health
Overview**

Estimated #/% coverage	UNICEF & operational partners		
	UNICEF Target	Cumulative results (#)	% of Target Achieved
Children <5 receiving measles vaccination			
Emergency affected families receiving 2 ITNs			
UNICEF Operational Partners:			

UNICEF and partners' programming

**WASH
Overview**

Estimated #/% coverage	UNICEF & operational partners			Sector / Cluster		
	UNICEF Target	Cumulative results (#)	% of Target Achieved	Cluster Target	Cumulative results (#)	% of Target Achieved
Emergency affected population provided with access to safe water						
Emergency affected population provided with access to soap and functional hand-washing facilities						
Emergency affected population with access to appropriately designed toilets						

UNICEF and partners' programming

WASH Cluster (as applicable)

Child Protection

Overview

Estimated #/% coverage	UNICEF & operational partners			Sector / Cluster		
	UNICEF Target	Cumulative results (#)	% of Target Achieved	Cluster Target	Cumulative results (#)	% of Target Achieved
Children with safe access to community spaces for socializing, play, learning						
Separated and unaccompanied children registered in family tracing and receiving family-based or appropriate alternative care						
Separated children in emergencies reunified with families						
UNICEF Operational Partners:						

UNICEF and partners' programming

Child Protection Sub-Cluster (as applicable)

Education

Overview

Estimated #/% coverage	UNICEF & operational partners			Sector / Cluster		
	UNICEF Target	Cumulative results (#)	% of Target Achieved	Cluster Target	Cumulative results (#)	% of Target Achieved
School-aged children in affected areas in schools/learning programmes						
Children with access to psycho-social support in education programmes						
UNICEF Operational Partners:						

UNICEF and partners' programming

Education Sub-Cluster (as applicable)

HIV/AIDS

Overview

Estimated #/% coverage	UNICEF & operational partners		
	UNICEF Target	Cumulative results #	Cumulative results as % of target
HIV positive pregnant women continuing to receive ARVs for PMTCT			
Children under 15 who continue to receive ART			
UNICEF Operational Partners:			

UNICEF and partners' programming

Communications for Development (C4D)

It may be relevant to add a section on cross-sectoral C4D efforts where this is part of programming strategies.

Supply and Logistics

Provide 1-2 bullets as relevant on any critical cross-sectors supply and logistics challenges and arrangements responding to these. Programme sector specific supplies should be reported under each specific programme.

Human Resources

Provide summary data for external audiences regarding the magnitude of UNICEF mobilization:

- Total # of staff mobilized including surge; make specific mention of stand-by partners engaged
- Total # of staff under recruitment (temporary and fixed; surge) and total staffing needs unfunded

Funding

Funding Requirements				
Appeal Sector	Requirements	Funds received	Funding gap	
			\$	%
NUTRITION				
HEALTH				
WASH				
EDUCATION				
CHILD PROTECTION				
GENDER-BASED VIOLENCE				
OTHER (TB SPECIFIED)				
CLUSTER COORDINATION				
TOTAL				

When 100% + funded, indicate "0" (zero) for Funding gap

*The total includes a maximum recovery rate of 7%. The actual recovery rate on contributions will be calculated in accordance with UNICEF Executive Board Decision 2006/7 dated 9 June 2006.

Next SitRep

Give date. If programme results tables are updated at a different frequency from the SitRep as a whole, indicate the next date when programme results tables will be updated.

For further information, please contact

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Internal distribution only

For internal use, under each heading, cover (1) any sensitive issues not suitable for wide external dissemination and (2) HQ or RO support needed and (3) any additional points as indicated below.

Issues for Inter-Agency/Governmental Advocacy

- Political and interagency issues that impact on UNICEF response and/or children and women requiring advocacy at HQ/regional levels. Consider IASC, ECHA, Policy Committee, Interagency discussions as well as processes such as PDNA/RF, RTE's, and changes in humanitarian leadership etc.

Media and Communication

- Key messages for public advocacy; key media activities/events undertaken and planned

Programme Response

Cluster Coordination

Cluster Coordination Progress Milestones					
	NUTRITION	WASH	EDUCATION	CHILD PROTECTION	GBV
CC function filled Indicate					
Where Co-lead, Areas of responsibility agreed					
Coord mechanism/ TOR established					
Cluster Strategy developed					
Standards promoted					
IM system established					
Cluster Performance management system agreed					

- Table follows standard Cluster Coordinator TORs – See [Humanitarian PM Toolkit: Cluster Coordination Milestone Monitoring](#) for standard measures against each milestone; adjust table as necessary to Cluster Lead roles in country and to reflect clusters at sub-national levels as relevant. Note, it is not expected that full achievement of cluster coordination milestones will not be achieved in the first 4-6 weeks of a new or scaled up response.
- Add narrative to highlight any concerns / constraints by sector and as relevant, any actions taken at cluster level to address gaps in response.

Supply & Logistics

Total Value of Supplies in USD by Programme CCC							
Sector	Total Amount Committed	Total Amount PGMs	In pipeline*	Total Amount Received	In UNICEF Warehouse**	Delivered to Partners -- Cumulative	Delivered to Partners – Since Last Report
Nutrition							
Health							
WASH							
Child Protection							
Education							
HIV/AIDS							
Cross-Sectoral							

* In Pipeline defined as PGM raised, not yet in UNICEF Warehouse
 **Current inventory in Warehouse = previous including pre-positioned + new
 This Table is exclusive of the value of freight charges

- Later in 2012, table will be extracted automatically from VISION
- Totals include both local and offshore procurement as relevant.
- Cross-sectoral should reflect any general support supplies such as office set up or re-establishment costs, security and telecommunications equipment.
- Provide additional data on Volume and Weight by commodity as necessary in the "Field Supply Monitoring Table".

Security and Access

- Update on security situation and incidents
- Overview of impact on programme implementation and CO operations
- Update on key measures regarding staff safety and security HQ or RO support needed

Human Resources

- Highlight any concerns with reference to latest data in OSM or FT

Resource Mobilization

- Update on any UNICEF or Inter-Agency efforts on fundraising as relevant, local donor engagement and meetings that have taken place and are planned.

Finance and Administration

Information and Communication Technology
