**CBi Member Network –   
Humanitarian Emergency Impact Measurement**

This form is intended to measure the impact of <<Insert CBi Member Network Name>> in responding to <<Insert Humanitarian Emergency>>. The CBi Secretariat is here to support you; should you have any questions, comments, or suggestions, please contact <<Contact Name>> at <<email>>, or write to [connectingbusiness@un.org](mailto:connectingbusiness@un.org).

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| --- | --- |
| **Network** **name:** |  |
| **Country, area of operation:** |  |
| **Reporting Focal Point (Name & Email / Phone number):** |  |
| **Incident name** |  |
| **Reporting Period:** |  |
| **List of relevant in-country focal points and emergency information:** [filled out by CBi]  << Insert: All relevant focal points with contact information (e.g. OCHA Country office, Humanitarian Country Team, UNDP country Office etc.)>>  << Insert: Links to all relevant information on the specific emergency (e.g. ReliefWeb, Virtual OSOCC, Situational Reports from OCHA, UNDP Rapid Response Teams etc.)>> | |

**Response Questionnaire**

\*To be filled out by network

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Question 1: Which sectors does your response support?**  Notice that the below listed sectors are based on the 11 [humanitarian clusters](https://www.humanitarianresponse.info/en/coordination/clusters/what-cluster-approach#:~:text=Clusters%20are%20groups%20of%20humanitarian,have%20clear%20responsibilities%20for%20coordination.).  Please check all that apply (even if the cluster has not been officially activated on a country-level): | | | | | | | | | | | |
| Food Security  Health  Logistics  Nutrition | | Protection  Shelter  WASH (Water, Hygiene, Sanitation)  Camp Coordination | | | | | | Early Recovery  Education  Emergency Telecommunication  Other: Please describe | | | |
| **Question 2: Please describe all your activities related to this crisis [OPTIONAL]**  Please give a short overview of everything you did in response to this crisis, including delivered aid, any awareness raising campaigns, situation reports or other knowledge documents related to this incident etc. | | | | | | | | | | | |
| **Question 3: Value of cash or in-kind assistance mobilized**  Please indicate the value of all financial and in-kind assistance your network mobilized. As these numbers will feed into OCHA’s reporting cycle, please indicate which sectors your mobilized resources contributed to (based on the above-listed sectors). | | | | | | | | | | | |
| **Date** | **Amount** | | | **Description** | | | | | **Sector** | | |
| *15/Feb/2021* | *USD 10.000* | | | *In-kind donation of PPE to hospital* | | | | | *Health* | | |
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| **Question 4: Speed of delivery**  Please indicate how fast your network or your member companies were able to reach affected people after the incident occurred. (E*xample: 10 hours after the cyclone made landfall, XX packages of food items were distributed*) | | | | | | | | | | | |
| **Question 5: Number of member companies mobilized and [OPTIONAL] type of engagement**  Please list the number of member companies that were mobilized/supported response activities and optionally also the type of engagement (*example: 9 companies were mobilized, [optional:] 3 – transportation of equipment, 6 – distribution of food packages*) | | | | | | | | | | | |
| **Question 6: Coordination and engagement with government authorities**  Please provide information regarding coordination and engagement with relevant local and national government authorities. | | | | | | | | | | | |
| **Question 7: Coordination and engagement with UN agencies/Humanitarian Country Team (HCT)**  Please provide information regarding coordination and engagement with UN agencies and/or with the HCT if one is present. | | | | | | | | | | | |
| **Question 8: Communication with non-government organizations (NGOs)/civil society organizations**  Please indicate if and how your network engaged with NGOs/civil society organizations. | | | | | | | | | | | |
| **Question 9: Number of affected persons reached**  Provide the number of people reached by the response operation int the table below. To better understand how the crisis/response affects the most vulnerable (e.g. women and girls [linked to CBi Gender Guidance Note] or the elderly), please, whenever possible, provide sex-age disaggregated data. | | | | | | | | | | | |
| **Unit of Measurement (e.g. household, individual, community** [linked to CBi PSEA Guidance Note]**):** | | | | | | | | | | | |
| **Age Group** | | | **Male** | | | **Female** | | | | **Total** | |
| Number | | % | Number | % | | | Number | % |
| <5 | | |  | | -- % |  | -- % | | |  | -- % |
| 5-17 | | |  | | -- % |  | -- % | | |  | -- % |
| 18-49 | | |  | | -- % |  | -- % | | |  | -- % |
| 50 and > | | |  | | -- % |  | -- % | | |  | -- % |
| **Total** | | |  | | -- % |  | -- % | | |  | -- % |
|  | | | | | | | | | | | |
| **Question 10: Participation of and accountability to affected people**  Please describe how the response activity has been designed to maximize accountability toward the affected people [linked to CBi AAP Guidance Note].  Is there a feedback and complaints mechanism?  Were local communities informed in advance of date and location for distribution/service provision, and if so, how? | | | | | | | | | | | |

**Relevant Resources:** [filled out by CBi]

<< Insert: links for Disaster Risk Management (DRM) resource page on new CBi website and new Standard Operating Procedures (SOPs) for emergencies >>