



# 5W Project Data Entry Support Session

## Background information

The Who/What/Where/When/for Whom (5W), compiled by the MIMU, is a tool which has been used by agencies and donors in Myanmar for planning and coordination of humanitarian and development activities since 2008 after Nargis. It is important this tool is kept up to date – to make this possible, the MIMU has simplified the format and will seek to update this data with agencies’ inputs every 6 months.

193 organizations contributed inputs for 5W compilations in Aug 2023. We have started collecting the updates for next round and will release the new 5W reports and maps in April 2024. Thus, your inputs are essential to draw the overall picture of 5W information for Myanmar as well as to reflect your own activities.

## Support Sessions

The MIMU is arranging Support Sessions to assist agencies to complete the 5W information. These provide an orientation on the 5W process and format, and assistance by the MIMU team in completing the 5W formats using the agencies’ own information.

The Support Sessions are targeted at staff who would complete the 5W formats. Staff needs to attend **only one Support Session**; however, they could join more than one as stated in the schedule.

### Objective

- 1) To assist agencies to understand the 5W Data Entry and input their information in the format
- 2) To provide guidance on a tool to add P-codes to your project locations.

### Expected Attendee

Staff members responsible for project data management and preparation of 5W inputs

## Please Contact us to register in one of the support sessions below:

Date	: 27 <sup>th</sup> February 2024 (Tuesday) 28 <sup>th</sup> February 2024 (Wednesday) 29 <sup>th</sup> February 2024 (Thursday) 4 <sup>th</sup> March 2023 (Monday) 6 <sup>th</sup> March 2023 (Wednesday)
Time	: 2:00 p.m. to 4:00 p.m.
Venue	: Zoom Online - Link will be sent closer to the date
Language	: Myanmar
Registration Link:	: <a href="https://ee-eu.kobotoolbox.org/single/xFfNBoTe">https://ee-eu.kobotoolbox.org/single/xFfNBoTe</a>

<b>Contact Address</b>	
Zin Min Tun Database Analyst Myanmar Information Management Unit Office of the United Nations Resident and Humanitarian Coordinator No. 5, Kanbawza Road, Bahan Township, Yangon, Myanmar Email: <a href="mailto:zin.min.tun@undp.org">zin.min.tun@undp.org</a> Mobile: 09- 77 40 777 61	