Introduction:

In 2019, the IATI Member’s Assembly approved the establishment of IATI Working Groups (WGs): specific and time-bound groups that provide expert advice to the Members’ Assembly or Governing Board. Working Groups are mandated by either the Members’ Assembly or the Governing Board in response to needs outlined in the Strategic Plan and operationalization of the annual work plan. WGs are advisory in nature and report to the Governing Board and as such, any changes to the scope and duties of the WG laid out below will require the approval of the Board. Upon completion of the WG’s initial term, a review should take place to assess whether mandated work has concluded, or if the WG’s term should be extended. An official closing report outlining findings, lessons learned, and as appropriate, recommendations, should be submitted to the Board and at the Members Assembly then made public on the IATI website as part of this process.

The WG should elect a Chair (or Co-Chairs) during its first meeting, who is responsible for proposing meeting agendas, keeping a digital working log of the WG’s activities and monitoring any potential risks / conflicts of interest, and communicating the progress of the group to the Governing Board, with the support of the Secretariat. Additional information on the agreed procedures for WGs can be found in the IATI SOP, section 5. When choosing the Chair / Co-Chairs, the Working Group should strive to reflect IATI’s commitment to diversity, including through representation of different regions, genders, underrepresented groups, etc. To the extent possible, Working Group Chair / Co-Chairs should stay in this role for two years to ensure continuity.

Name of Working Group:

Data Use Working Group (DUWG)

Background / Context:

A Data Use Task Force (DUTF) was launched by the Member’s Assembly in late 2017 to increase the use of development and humanitarian data published to IATI. The Task Force was created to coincide with the launch of the Data Use Fund, a $250k fund to deliver data use priorities and established to focus on implementation of the Data Use Strategy. In 2019, the Member’s Assembly and Governing Board agreed that the work of the DUTF continued to be useful and necessary and DUTF was to continue in the form of a Working Group, in accordance with the revised version of IATI's Standard Operating Procedures. The name of the group transitioned to the Data Use Working Group (DUWG).

The DUWG encourages data use in accordance with the IATI Strategic Plan 2020-2025 with focus on the objective: Promote the systematic use of IATI data by development and humanitarian actors. The DUWG creates annual Work Plans based on objectives from the Data Use Strategy (DUS). The plans include activities that draw upon the Data Use Fund, as...
well as non-budget line activities, including support to the Secretariat and sharing experiences of data use among DUWG members.

The IATI Secretariat, through UNDP, manages the Data Use Fund (DUF) and UNDP manages procurement. The DUF is included in the IATI budget (approved by the Members).

**Working Group Objectives:**

The purpose of the WG is to help facilitate strategic use of IATI data, capitalizing on the Data Use Fund. Specifically, the DUWG:

- Manages the direction of the Data Use Fund, designing data use activities in line with the Data Use Strategy;
- Acts as advocates in the IATI community and in their respective organizations for IATI data use; and
- Supports the Secretariat on data use activities.

**Timeframe:**

Unlike other Working Groups which are time bound in nature, there is no set timeframe for concluding the work of the DUWG. It is ongoing with periodical adjustment of the Work Plan and revisions of the Data Use Strategy. The Group is expected to deliver results in line with the approved DUWG Annual Work Plan. Annual Work Plan should be submitted to the IATI Governing Board to renew the DUWG mandate and replenish the DUF, as necessary.

**Membership:**

The DUWG members aim to have membership represented by all IATI constituencies in order to have members with a variety of skill sets, data publishers, and data users. DUWG members volunteer their participation which generally includes participating in biweekly meetings, contributing to DUWG workplans, contributing new ideas to improve IATI data use, and socializing the achievements of the DUWG and IATI data use through relevant networks. The DUWG aims to include at least 8-9 active volunteers, but previous work has proven that the group is manageable even with larger numbers of participants. Participants can volunteer to participate in break out groups to work specific efforts. The DUWG meets bi-weekly in virtual meetings, as well as at Member’s Assembly meetings and other relevant IATI Community events.

The DUWG is a technical Working Group and Members of the DUWG do not need to be IATI Members to participate in the group.

As the DUWG handles Terms of References for procurement purposes, careful consideration is made regarding risk of Conflict of Interests of members. DUWG procurement materials are developed in break-out-groups and DUWG members are advised to recuse themselves from specific groups and even specific meetings to avoid any conflict of interest concerns.
Conflict of Interest Policy:

A member of the WG believing they may have an actual, potential or apparent conflict of interest concerning a proposal to be discussed by the group shall recuse themselves from that discussion and inform the Chair accordingly. They must abstain from communicating with other WG members regarding the subject. The Working Group must make a strong collective commitment to upholding recusal practices.