ESTABLISHING HUMANITARIAN CASELOADS
as described in the Humanitarian Dashboard guidance 2013 (link)

Note: Inter-agency guidance providing further clarity on terminology, methods and process for establishing humanitarian caseloads is under development (planned fall 2014)

People in Need across all sectors: In most cases it is not possible to simply add up figures to establish the overall number of people in need. To move away from the practice of providing unrealistic figures, in all cases,   establishing the number of people in need for a given emergency requires that partners come together, analyze the situation jointly and agree on the overall caseload based on a clear methodology. OCHA's role is to facilitate this process in support of the HCT/ICCM (this includes also maintaining a CODs registry, liaising with in-country statistical capacities such as government departments, universities etc.) and make sure that the evidence-base for these figures is accessible and transparent.

Sectoral figures: Clusters are the custodians of figures pertaining to their sectors. OCHA's role is to ensure clusters provide their figures in time for dashboard updates and highlight any inconsistencies. Clusters should be encouraged to explain how they came up with their figures. If they are based on best estimates, it is important to be transparent about it and explain the method supporting the estimation.

Caseloads: The Humanitarian Profile (sub-dataset of the [Common Operational Dataset - CODs](link)) provides a broad structure for categorising caseloads. Below categorisation provides more detailed guidance:

- **Affected people** include all those whose lives have been affected in some way by the crisis. Not all affected people are in need of humanitarian assistance. This figure is often the first available after a sudden onset emergency but says little about the number of people in need for humanitarian aid.

- **People in need** include those affected people who require humanitarian assistance in some form. People in need represent a sub-group of affected people and may differ from sector to sector. Establishing this figure across sectors often requires a method and collaborative analytical process (see cross-sectoral figures for more detail).

- **People targeted** include all people the cluster system is trying to assist. This will likely be a sub-group of people in need, as there are many actors providing assistance that do not participate in the cluster system (affected communities, national authorities, Red Cross/Red Crescent movement, and NGOs).

- **People reached** include those who have received some form of assistance from a cluster member. This figure says nothing about how long and how well this assistance covers the needs of the beneficiary. A more meaningful picture provides the estimate of people covered (pls. see below).

- **People covered** indicates the number of people whose needs, defined by a humanitarian standard such as Sphere, have been met. E.g. there is a significant difference between the two statements: 1,000 people received water (people reached), or 1,000 people received enough water to cover their needs (15 litres per day) for the next two weeks.