**Cash and markets readiness of logisticians and procurement staff self-assessment form.**

**Please fill in the box with the requested information:**

|  |  |
| --- | --- |
| **Name:**  |  |
| **Organization:**  |  |
| **Current position (specify title):**  |  |
| **Current grade (if known):**  |  |

The **purpose** of this self-assessment form is to understand how cash-ready logisticians and procurement teams are across the RCRC Movement. This will enable to see the gaps and prioritize training courses to better enable the Movement to deliver is ambition to significantly scale up cash.

The below self-assessment form is divided into 4 sections:

1. **TRAINING –** where we will ask you if you have attended any Cash and Market training courses yet.
2. **COMPETENCY FRAMEWORK –** where we ask you to reflect on some key cash and market competencies. Please evaluate how ready you feel (fully ready, partially ready or not yet ready) against the competency listed (If you want more information on competencies specific to cash and market please refer to the following document: [**Movement Logistics Cash and Markets Competency Framework**](https://collab.ext.icrc.org/sites/LOG/Our%20Division/Programme%20Support/Cash%20Transfers%20and%20Markets/CTP_LOG_RCRC_Movement/Movement%20Logistics%20Cash%20%20Markets%20Competancy%20Framework%20DRAFT.docx?Web=1). The reference numbers e.g. O1.1, T2.3 will help you to find the relevant competency). Here we would appreciate if you could fill the comments section as much as possible to allow us to better understand your knowledge in this area.
3. **JOB HISTORY –** where we ask you to give us examples of contexts / delegations where you have held cash and markets responsibilities**.**
4. **ADDITIONAL COMMENTS –** where you can share any other information that you feel is important for us to know or which you feel will help build your skills and knowledge
5. **TRAINING: Which training courses have you taken?**

**Please leave the table blank if you haven’t followed/attended any of the trainings mentioned. At least provide the YEAR you attended the course. Host**

|  |  |  |
| --- | --- | --- |
| **Course** | **Approx. date** | **Location/host organization** |
| **On-line RCM Introduction to CTP** |  | **n/a** |
| **On-line RCM Introduction to markets** |  | **n/a** |
| **On-line RCM Market Assessment RAM** |  | **n/a** |
| **CaLP/IFRC/Moodle Level 2** |  |  |
| **RCM Cash for Support Services** |  |  |
| **IFRC Global Logistics Training** |  |  |
| **ICRC Procurement Operation level – e-learning** |  | **n/a** |
| **RCM Market Assessment and Analysis training (MAAT)** |  |  |
| **RCM Practical Emergency Cash Training (PECT)** |  |  |
| **Others (please specify)** |  |  |

1. **COMPETENCY FRAMEWORK:**

**In the below table, please check the box** [x]  **(fully ready, partially ready or not yet ready) as well as the comments section reflecting how you rate your current ability in relation to cash, vouchers and markets specifically against each competency:**

* **Fully ready** - has already done this or feels confident to perform this activity when deployed to the field
* **Partially ready** – understands the theory but has not performed / not confident to perform the activity in the field without additional training/support or only has some aspects of the competency (please use the comments box to share more information)
* **Not yet ready** - doesn’t yet have the theory or did the training a long time ago and has not performed these activities on deployment to the field.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Phase**  | **Competency + (Mvt CFW #)** | **Tier/level** | **Fully** | **Partially** | **Not at all** | **Comments:****Please provide examples of your experience in carrying out this activity.**  |
| **Setup** | I understand the role and responsibilities of logistics and procurement **(O1.1)** | **1** |   |   |   |  |
| I know about the SOPs and work in accordance with them **(O1.1)** | **1** |   |   |   |  |
| **Feasibility** | I understand key terms & concepts; CTP modalities and delivery mechanisms, their advantages & disadvantages; and I can contribute to the decision on cash feasibility and modality preference **(O1.2)** | **1** |   |   |   |  |
| I can identify the main issues during cash feasibility; propose adjustments; review and challenge CTP as a response option **(T2.3)** | **2** |   |   |   |  |
| I can rationalize the cash response, challenge it where appropriate and provide recommendations relevant to the decision to implement via cash and vouchers **(TSM23.1 + TSM 23.2)** | **3** |   |   |   |   |
| **Plan** | I can determine the immediate and on-going logistics support requirements for a cash response operation and design or modify the Logistics set up accordingly **(SM3.1)** | **3** |   |   |   |   |
| **Market Analysis** | I can participate in (local or regional) market system assessment activities; questionnaire development, data collection; market mapping, supplier evaluation, data analysis to identify patterns, trends, bottlenecks and opportunities **(O1.3)** | **1** |   |   |   |  Rapid e.g. RAM Y/N In-depth e.g. EMMA Y/N |
| I can participate in identification, mapping and screening of potential FSPs and key commodities in the market **(O1.5)** | **1** |   |   |   |   |
| I can tender and contract traders for voucher responses **(O1.4)** |  |  |  |  |  |
| I can tender and contract FSPs for cash responses **(O1.4)** | **1** |   |   |   |   |
| I can participate in continuous market monitoring and prepare reports **(O1.7)** | **1** |   |   |   |   |
| I can manage a (local or regional) market system assessment: plan the assessment; train and lead the team, design the questionnaire and data collection; prepare the map & report and analyze the main market patterns and trends **(T2.1 + T2.2)** | **2** |   |   |   |   |
| I can provide recommendations to program design and implementation based on market system analysis report findings **(TSM23.3)** | **3** |   |   |   |   |
| **Risk**  | I can develop a comprehensive risk analysis including mitigation and contingency measures related to logs support to CTP **(SM3.2)** | **3** |   |   |   |   |
| **Suppliers** | I can analyze and support supplier performance against contracts and framework agreements and follow up on technical issues **(T2.5)** | **2** |   |   |   |   |
| I can ensure the basic quality control for the key commodities and services and follow up on the technical issues. **(T2.6)** | **2** |   |   |   |   |
| I can assure the required and improved quality of delivered service and ensure implementation of actions resulting from supplier performance analysis **(SM3.3)** | **3** |   |   |   |   |
| **Operational Excellence** | I can analyze the situation and make proposals for change to adapt to the changing context to deliver the cash and voucher assistance **(SM3.4)** | **3** |   |   |   |  |
| I can use feedback from operations to provide recommendations to procedures on cash and propose innovative solutions for cash and voucher assistance. **(SM3.5)** | **3** |   |   |   |   |
| **Coop** | I can review and where applicable, coordinate with external Logistics stakeholders to support collaboration on market assessment activities and data. **(SME34.1)** | **3** |   |   |   |   |
| **Lessons**  | I can support monitoring and reporting outcomes and evaluating programme impact and lessons identified, from a Logs perspective **(O1.8)** | **1** |   |   |   |   |
| I can manage feedback from operations and participate in the 'lessons learned' process, for cash and markets. **(SM3.6)** | **3** |   |   |   |   |
| **MBI** | I can identify the need for a consideration of Market Based Interventions (MBI) and propose MBI options **(SM3.7)** | **3** |   |   |   |   |
| I can draft an MBI Plan of Action **(SM3.9)** | **3** |  |  |  |  |

1. **JOB HISTORY:**

**If/when applicable please fill in the section below sharing details of jobs and deployments where you were involved in providing logistics support to cash and voucher assistance and market analysis. Please leave blank if you have not had a role with these responsibilities.**

|  |  |
| --- | --- |
| **JOB TITLE:** **Please specify: Organization/location/date/duration** | **Brief description of tasks and activities** |
|  |  |
|  |  |
|  |  |

1. **ADDITIONAL COMMENTS**

**Please feel free to share any other information that you feel is important for us to know or which you feel will help build your skills and knowledge**

|  |
| --- |
|  |