

Multi-sector Initial Rapid Assessment for Pakistan (MIRA)

In preparedness for disasters and emergencies

26 July 2012



A joint initiative between Government & the humanitarian community

By the Assessment Working Group through the Assessment Technical Team representing the Government of Pakistan, the humanitarian community and the clusters:

NDMA/PDMA, UNOCHA, FAO, IOM, UNDP, UNFPA, UN HABITAT, UNHCR, UNICEF, UNWOMEN, WFP, WHO, Pakistan Humanitarian Forum (PHF), IVAP/IRC



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Context and background

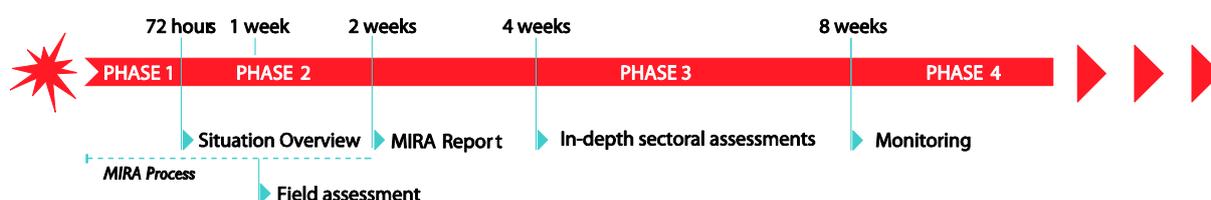
The Assessment Working Group, co-chaired by NDMA and UN OCHA, has developed and adopted an Assessment and Monitoring Framework as a common and consistent framework within Pakistan as well as in-line with global guidelines, enabling trends over time and between locations to be better analysed and acted upon. The coordinated approach includes

- Defined cluster-level indicators to be monitored all through the emergency and early recovery phase
- Standard Operational Procedures (SOPs) and guidelines for ensuring comparability and consistency in needs data collection
- Monitoring component, including alignment with reporting mechanisms, to track changes of needs

The Multi-sector Initial Rapid Assessment (MIRA) is the first step of the Assessment and Monitoring Framework and is designed to identify strategic humanitarian priorities after the onset of natural disasters or complex emergencies:

- Within 72 hours, a situation overview based on primarily secondary data and other sources (i. e. remote sensing)
- Within 7 days carry-out a field assessment on community level to identify needs and priorities of the affected and vulnerable population.

Figure 1. Assessment & Monitoring Framework including MIRA phases



The MIRA should be comprehensive and allow identification of humanitarian priorities, including:

- Identify the scale, extent and nature of the disaster
- Determination of priority areas and assist in the planning and deployment of resources
- Identify gaps in response and rescue.

Additional, the MIRA will

- Relate the specific event to the Preparedness and Response Plan scenarios, secondary data and any available Government assessments that have already been carried out.
- The field assessment should identify needs to at least Admin 2 level (District) with statistical significance.

The MIRA is developed in collaboration between the government through NDMA/PDMA and the humanitarian community with the aim of sharing one common methodology and assessment tools for coherent needs data collection in any emergency. The MIRA will be integrated in the National Disaster Response Plan.

Objectives

The purpose of the MIRA Report is to help decision-makers – including the humanitarian country team, sector/cluster leads and members, the government and donors – collectively appreciate and communicate on the nature and dynamics of the crisis and to further define strategic humanitarian priorities.

- To support the holistic, consistent, reliable and timely collection and analysis of data on humanitarian needs, particularly relating to life-saving activities, to minimise the suffering of beneficiaries.
- To provide fundamental initial information on the needs of affected populations and the priorities for international support. The information should be structured to enable easy linkages to decision-making and funding mechanisms.
- To support the government on initial decision-making with regards to:
 - Whether assistance is needed or not.
 - Whether local capacity is adequate or external resources are required.
- To better target immediate humanitarian interventions
- Specifically, to identify and estimate the following:
 - What is the geographical extent of the affected area?
 - How many people are affected?
 - Access:
 - What are the logistic considerations in terms of effects of the emergency and options for response?
 - What are the security considerations?
 - Needs:
 - How and to what extent does the crisis affect populations (outcomes)?
 - How and to what extent does the crisis affect livelihoods?
 - How does the crisis affect access to basic services and goods?
 - What are the national/subnational private sector, nongovernmental and government capacities and how have they been affected?
 - Whether there are basic protection concerns for the population and in particular of vulnerable groups
 - Coverage and Gaps
 - What proportion of the population in need is reached by humanitarian interventions? These will be estimates at this early stage.
 - To what extent are the needs addressed?
 - Strategic Humanitarian Objectives
 - What are the priority sectors for intervention?
 - Other key issues to be considered (protection, environment, gender etc.)?

Process management

The MIRA process and report encompasses three main steps:

1. Review and analysis of secondary data which is the basis for the *Situation overview*
2. *Community-level Field assessment* and primary data collection based on Key Informant interviews and structured observations
3. Final inter-sectoral analysis and release of final *MIRA Report*

The roles & responsibilities mainly focus on the field assessment. Step 1 and 3 are mainly undertaken by the Assessment Technical Team under supervision of the Assessment Working Group (AWG) lead by the Assessment coordinator (OCHA) and NDMA.

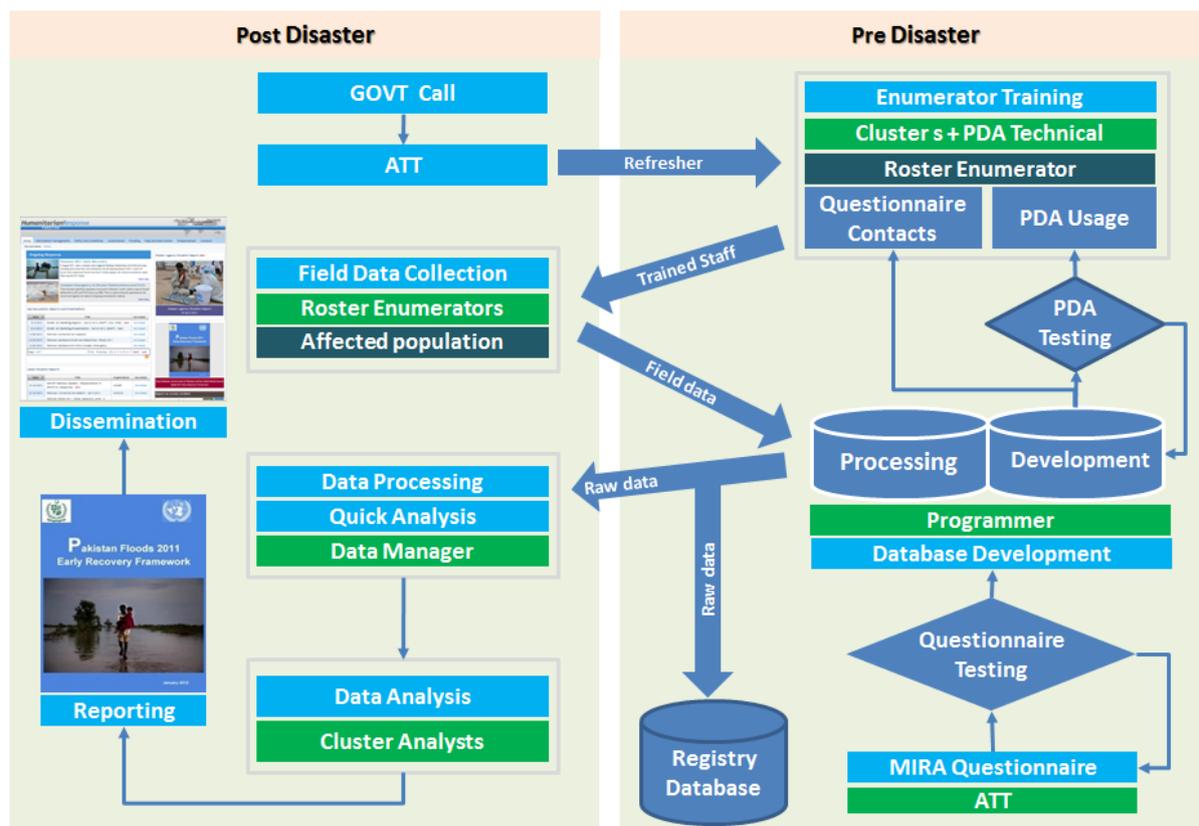


Figure 2: MIRA Process

Process	Process Leader	Target	Activities
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Process Manager:

Multi-cluster Initial Rapid Assessments (MIRA) in the event of a disaster(s) would be led by the OCHA under the umbrella of the Humanitarian Coordinator, Humanitarian Country Team and National Disaster Management Authority (NDMA). If OCHA is unable to serve this function, the Humanitarian Coordinator may appoint another agency.

NDMA at federal level and PDMA at the provincial level would facilitate the assessments' process and will co-chair the meetings during the assessment/result dissemination with OCHA, or any other HCT allocated lead agency, and other relevant local authorities.

The MIRA is led by the *Assessment Working Group* (AWG) through the *Assessment Technical Team* (ATT), as the operational arm, which consists of assessment and sectoral specialists, drawn from the various clusters/sectors present at country-level. The ATT and its members play a key role during the MIRA in different phases: Preparedness of base line data; review/analysis of secondary data within the first 72 hours; training on the assessment tool; perform the role of Area coordinator; assist in analysis of findings (for inter-cluster analysis and in-depth cluster analyses); and preparation the final MIRA report.

The field data collection will be carried out by pre-selected and trained enumerators in the *Joint Assessment Roster* (see section below and attached ToRs for enumerator).

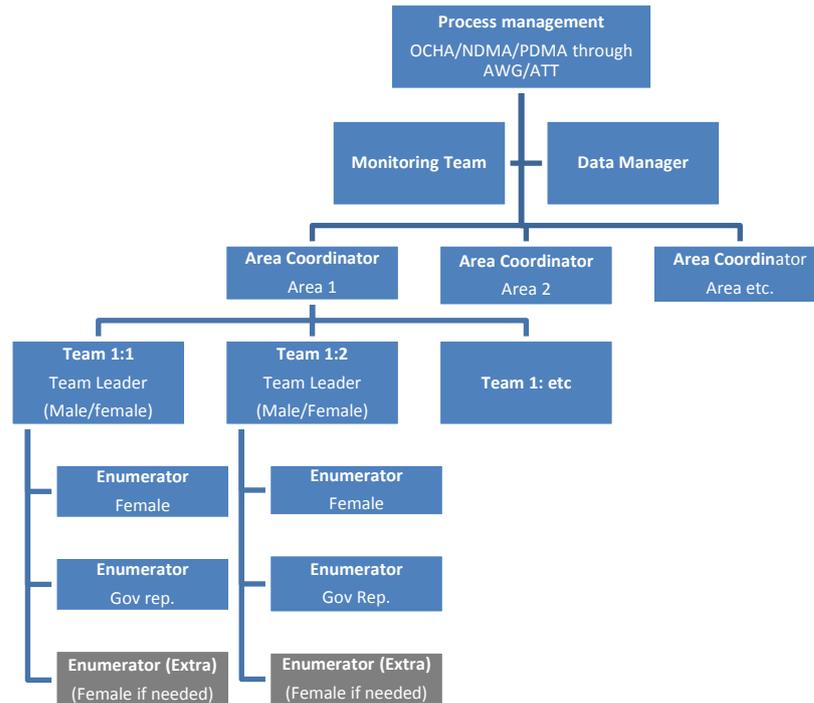


Figure 2: MIRA Field Assessment Structure

Area coordinator:

Member of AWG/ATT or cluster nominee, preferably on provincial level, can perform the role of *Area coordinator*. There can be multiple area coordinators depending upon the coverage area.

Area coordinators will be performing the following tasks mainly

- Delivery of the training along with the cluster facilitators
 - Cluster facilitators should take the lead role in the training of their modules
- Team distribution plan
- Coordination of enumerators during the field work (assessment in the affected area)
- Monitoring Plan
- Coordination of the monitoring teams

Locally assigned *facilitators* will support the Area coordinator for the assessment training/field work. Cluster organizations and PDMA preferably should also assist in the provision of same.

- Administrative arrangement for the assessment training/refresher
- Logistic arrangement for training/refresher and field work
- Lodging for roster enumerators at the training and in the field

Enumerators and assessment team

A *Joint Assessment Roster* is established for pre-selected enumerators to which training is provided and is maintained by OCHA. The enumerators should be identified from primarily government local entities (by the Government authorities) and from agencies, such as INGOs, NGOs and CBOs with presence and expertise in the areas of assessment. The trained roster should consist of at least 50% females, and include people who have good communication skills and are IT literate and can easily use a computer as and when required. The Area coordinators under the lead of the ATT will be responsible for the training and technical support of the assessment in the assigned area. See Annex 3.

The roster will be kept updated with trainings and experiences of roster members (enumerators). The same staff can be utilized for other cluster/agency assessments and surveys as and when required.

Training

Trainings will be conducted on the assessment tool and the technical aspects of the assessment in preparedness.

- The training on the assessment should be conducted well in time as a part of preparedness/contingency plan.
- Final screening test of enumerators at the end of training will be conducted for final admission to the roster – as to ensure high quality of interview and data collection.
- Refresher training will be conducted prior to commencement of any field assessment/data collection.

Team composition

The teams of enumerators will consist of three enumerators and be in principle composed of an equal representation of male and female (at least one female on each team) and with a government representative on each team. Where it is deemed, that a single women should be accompanied by another, a team of four would be considered.

The *team leaders*, included in each team, will be reporting to the *Area coordinator*. The team leader will be responsible for the data collection and coordination within the teams. An experienced member amongst the enumerators with good IT and field coordination background should be nominated for the task.

The team leaders should ensure:

- All forms (data collection on hard copies) /data (handhelds) reaches the data manager by the end of the day;
- If the assessment is to be conducted on hard copies/forms, the data will be entered by the enumerators under the supervision of the team leader once the teams are back from the field;
- A hard copy records are kept of all interviews and will be handed over by end of each day to the supervising government official.

Data manager

The data manager will start processing (integrating) and cleaning the data as soon as it is received from the field. The field supervisors need to make sure all the data from the field is available with the data manager by the end of each day. The data manager will be required to clear any discrepancies in the data. The raw data will be shared with UNOCHA and NDMA/PDMA once integrated.

Assessment Monitors

An *Assessment monitoring team* will be formed comprising of well experienced staff in assessments from the respective clusters/participating agencies/government. Trainings for the monitors will be conducted along with the enumerators so they are updated on the current assessment tool.

The monitoring team will monitor and support the enumerators in the field as and when required on the technical aspect. They will also make sure the code of conduct is being followed during the period of the field work. Monitoring teams need to submit a short report by the end of the field work of the lessons learnt and any observations during the assessment. The feedback will be utilized for the detailed report and later assessments.

Data ownership

The raw data will be repositied by UNOCHA and NDMA with shared ownership between government (NDMA/PDMA) and the humanitarian community. The raw data would be made available to the stake holders (clusters, NDMA/PDMA and other partners) for detailed analysis as available.

Processing of the data will be the responsibility of the AWG in coordination with the Assessment Technical Team (ATT) which would be tasked with the process and analysis for the final report.

The analysis should be carried out according to the defined analysis plan and more detailed tabular plan. This tabular plan should be ready before the teams are moved to the field for the field assessment. The initial finding of the assessment will be share with all the clusters, AWG and NDMA/PDMAs and other relevant government authorities.

Data confidentiality

For the MIRA field assessment, the level of data confidentiality should stand in proportion to the level of personal data acquired. Personal data should be guided by the *data confidentiality principles* below. General data will be treated:

- All information that is obtained through the survey interview is to be used for this survey (to analyse concerns of the community and design a response) and for no other purpose;
- Raw data will be available for further analysis by participating agencies, cluster representatives and other stakeholders:
 - Admin 4 (Union Council) information and more generalised information should be made publicly available on the web;
 - Community/Village level information should be made available on request to specific organisations for legitimate, specific purposes. A log of who has had access to this information should be maintained.
- Names and contact details of key informants upon their consent will be shared to the assessment analysis team and ATT for the purpose of later need on clarity of issues.
 - The purpose of the assessment and the modalities of sharing contact data should be clearly explained by the enumerators (refer to the Guidelines for Assessors).
 - All data collected will be shared with government in hard copy
 - Personal data of Key Informants and other will be treated confidential and will not be shared beyond the Assessment Technical Team in digital form.
- A mark of consent of data sharing present on the assessor's form for the above stated purposes should be ticked in case the Key Informant agrees to provide consent. The limited scope of personal data used/requested in the Key Informant interviews should not require a separate Note of informed consent.

Confidentiality/Protection Principles:

- Data must be processed fairly and lawfully (e.g. Consent of the person being interviewed has been obtained).
- Personal data shall be obtained only for one or more specific and lawful purposes.
- Personal data shall be adequate, relevant and not excessive in relation to the purpose(s) for which they are processed.
- Personal data processed for any purpose(s) shall not be kept for longer than is necessary for that purpose.
- Personal data shall be processed in accordance with the rights of data subjects.
- Appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data.
- The publication or disclosure of a respondent's history and personal details, photographs, information related to the respondent's situation, family details and source of information is prohibited except with the respondent's consent and only where such disclosure or publication would have a direct, immediate and positive effect on the person's protection and a full risk/benefit analysis has been conducted with the person's participation.

Result dissemination

The MIRA report is prepared by the Assessment Technical Team under the supervision of the Assessment Working Group. Specific components of the report (e.g. by Sector) can be delegated to the appropriate clusters.

- The Situation overview – 72 hours after the event. Report to be disseminated to all key stake holders, mainly based on secondary data, summarising:
 - pre-crisis situation,
 - nature of the disaster,
 - scope and magnitude (areas, population affected),
 - immediate post-disaster developments,
 - key humanitarian priorities
- The full MIRA report should be published two weeks after the event at the latest, incorporating the situation overview and the field assessment results (primary data collection) into one document with a consistent structure based on the analytical framework. The results and key findings will be shared within 2 days after the field assessment is carried out.
- Wide distribution to key stakeholder through established mailing list using known contacts and contact lists built during meetings.
- Workshop with all key stakeholders to agree upon the final inter-sectoral analysis and setting the strategic humanitarian priorities:
 - Assessment Technical Team
 - Assessment Working Group
 - ICCM and Humanitarian Country Team
 - National Government
 - Provincial and District level Government
- Published on a community website (e.g. Pak response)
- Make the information as accessible as possible – e.g. using google spreadsheets, charts and maps for key information.
- Raw data and data sets (i. e. GIS) should be made available to the stakeholders.

Data collection and information management

The MIRA process is designed to be used in the field by team members with relevant general knowledge and experience but without specialized technical expertise in particular sectors. It should enable essential data to be collected and reported for each site visited within 24-48 hours of arrival at the location to be assessed. The approach – secondary data review followed by a much focused primary data collection – provides for both speed and the level of data quality necessary for initial decision-making. The MIRA tools should be used to describe the situation and to identify priority needs for initial response at each site visited.

The MIRA will rely on different sources of information for the analysis and the full report;

1. The Situation overview will mainly rely on secondary data and validated baseline data
2. To identify the scale and extent of the disaster different methodologies will be applied. For a flood scenario, following analysis will be undertaken
 - a. Remote sensing, e.g. analysis of satellite imageries (See Annex 6)
 - b. Pre-defined population data set down to Tehsil level
 - c. Land scan 2010 for population density and distribution
 - d. Verification against government data and local authorities who could further be contacted for identifying potential affected areas and population.
3. For better understanding of the actual type of needs, primary data collection (community level assessment) will be undertaken on a sample basis. The needs data collection will be undertaken in districts notified by the Government.
4. Combined analysis of available data; primary and secondary.

The following factors have an important role in identification of the target population and areas for assessment;

- Definition of affected population;
- Level of damages/severity of disaster;
- Accessibility;
- Notification of disaster hit areas by GoP
- Baseline data, historical trends, expert judgments and research findings.

The methodology is determined by the following:

1. The objectives for the MIRA should rely mainly on “How many/much” questions not “Why” questions
2. The emergency character of the assessment necessitates a short time frame

As a result, the following steps will be undertaken:

1. Desk review of existing assessments and baseline information to (a) ensure we do not re-collect existing information and to (b) prioritize those areas which are likely to be most affected.
2. Data collection (interview if necessary) from District Disaster Management Unit (DDMA), especially for detailed information on demographic and population data
3. Key informant interviews with both local and traditional authorities at the Union council and village level provide a big-picture view of the situation.

Method of selection and sampling

The methodology for MIRA field assessment in Pakistan is a community-level assessment based on key informant interviews, where gender balance should be ensured.

The universe of the study is all affected and notified districts. Geographically in Pakistan, districts are further divided into Tehsils/Talukas, UCs and Villages/Wards. In order to draw sample for MIRA assessment, 1998 Census data projected for 2012 (validated and agreed upon) dataset will be used.

The assumption would be that we will have information available on affected population on Tehsil/Taluka (Admin3), and have information of the number/names of village/Wards affected.

Following are the steps to calculate the village sample for the assessment as to ensure representative sampling that is statistically significant for districts.

Selection of affected villages/wards per district, distributed proportionate to estimated affected population on Tehsil/Talukha level

- Appropriate sample size will be drawn to give results within certain reliability limits (5% margin of error and 95% confidence interval).

Sample size calculation formula:

$$SS = \frac{Z^2 * (p) * (1 - p)}{C^2}$$

And

$$\text{new SS} = \frac{SS}{1 + \frac{SS - 1}{pop}}$$

Where:

SS = Sample Size
 Z = Z value (e.g. 1.96 for 95% confidence level)
 p = percentage picking a choice, expressed as decimal
 (0.5 used for sample size needed)
 C = confidence interval, expressed as decimal (e.g., .05 = ±5)
 pop= population

- The sample is then distributed among the Tehsils/Talukas using PPS (Proportionate to Population Size) sample allocation method.
- Sample Villages will be selected using “Simple Random Selection Method”.

Estimated table of sample size of affected villages per district

Table: Sample size for ±5%, ±7%, ±10% Confidence interval; Precision levels where Confidence level* is 95% and P=.5.

No Villages	±5%	±7%	±10%,
100	80	66	49
500	217	141	81
1000	278	164	88
5000	357	189	94

* The sampling could be adjusted to Confidence level of 90% if the scale of emergency is multi-provinces.

Primary data collection techniques

Key informant interviews (KI)

The key informants (KI) will be questioned to gather key information on the impact of the disaster and on the priority community needs. KI are selected for their knowledge of the community and the local situation, based on professional background, leadership responsibilities or personal experience. An adequate representation of respondents of different age and gender at a minimum is necessary to guarantee accuracy and impartiality in the assessment.

MIRA team members have to exercise judgment when an interview is clearly not yielding the kind of overview perspective needed and another key informant must be identified. An interview could be conducted with a group of Key Informants, where common response (consensus-based) is recorded.

The key informant selection criteria should be as follows, but not exclusively:

- Respected member of the community;
- With preference those who are assigned a special tasks in the community (shura member, “Malik” (land measurements/book keeper), “Patwar” (responsible for water and land), “Midwife (Dai)” or traditional birth attendance worker, religious leader, community leader, leader of women’s group, health workers, social service representatives, etc;
- Based at the village (living in the village over at least 3 years on a permanent base);
- Have a good knowledge of the situation in the community;
- Representatives of the minority groups in the village;
- Specific questions will be asked also to women, irrespectively from the gender of the selected Key Informant. Their answers will be recorded on a separate part of the questionnaire.

Where a site includes a host population and a displaced population, key informants may be able to provide a perspective on both groups for some issues – e.g. major health issues. However, careful attention must be given the difference in perspective. Hence, when displacement exists in the community, a key informant for a group of displaced population should also be selected.

Direct Observation:

Structured observation technique will be applied, allowing observers/enumerators cross-checking/verifying the results from the key informant interviews or to gather more information. To guide a structured observation, a checklist functions both as a reminder and a recording tool. One consolidated observation check list is expected from each visit. For this purpose, time for the enumerators to spend in the community should to be factored in.

Data capture method and processing

Data capture

The assessment tools will be developed independent on the technology used and should be working both for a paper-based system and new technologies (i.e. smart phones). NDMA/Government requires hard copies of all interviews as to ensure ownership and information sharing with the local government, i.e. hard copies would have to be handed over to the accompanying government official in the team by the end of each day – which would require double recording of all interviews.

As to ensure efficiency and improved quality, the first preference will be smart phone-based assessment, but in case if it is not feasible, a paper based assessments will be used. Some possible reasons where smart phones won’t be feasible:

- Security situation in the assessment area.
- Trust/confidence issues displayed by surveyed population
- No availability of smart phone devices and training of enumerators, f ex for government conducted assessment.

Smart Phone Based Assessment System:

An automated system will be developed for both online and offline data collection using android based smart phones. Open Data Kit (ODK), a free and open-source set of tools, will be utilised in designing the surveys/assessments for Android based smart phones/tablets and manage the data collection. ODK provides an out-of-the-box solution for users to:

1. Build a data collection form;
2. Collect the data on a mobile device and send it to a server; and
3. Aggregate the collected data on a server and extract it in useful formats e.g. excel
4. Develop web-based interface as to make data available real-time for stakeholders

Procedure:

- The assessment application for smart phones will be developed and tested based on finalized questionnaire. When finalised, the questionnaire will be locked.
- The application should be user friendly and have all the data validation checks.
- Training of enumerators
- Data will be transfer on real-time from the field
- In case, if there is a problem in connectivity or data transfer, the data will be stored in the devices and later on transferred to the server when the Internet is available.

Resources Required:

- 4 Technical persons to develop and test the system in 1-2 days after finalizing the tools. These persons will also provide technical training to enumerators.
- Smart phones/tablets – quantity depends upon scale of the assessment and teams needed.
- Internet connectivity for data transfer – Mobile SIMs.*

* Mobile SIMs to be provided according to availability of mobile network in the designated area.

Paper Based Assessment System:

Paper based tools and assessment mechanism will be established, as an alternate/backup system. The data will be collected on papers through enumerators. A template will be developed in MS Excel according to questionnaire in order to compile the data. At the end of each day, all enumerators will fill their data into the excel sheet and send to the assessment coordination team. The data will be then transferred to the analysts' team in Islamabad on daily basis, which will start the data cleaning process.

Resources Required:

- Questionnaire print-outs
- 1 data cleaning person per 500 records per day

Software analysis

Following software(s) will be use:

1. **For data entry, storage and management: MS Access Database**
 - MS access would be used for relational data management support.
 - Secondary data cleaning of relational data sets

- Data base would be design according to the application.
- Output template would be design according to the clusters indicators
- Initial data analysis module to get output for detail analysis.
- Export data for further analysis in excel and SPSS.

2. For initial analysis: MS Excel

- Ease to use and familiar for all technical people
- Initial use for the data cleaning process and data uniformity
- Gap analysis on received assessment data.
- Cross tabulation / pivot tabling to get output tables
- Graphical representation of data
- Export data to CSV or SPSS support format.

3. For advanced analysis: SPSS

SPSS is specifically designed and developed for advance level statistical long range data analysis. After cleaning process for the advance cross tabulation we will use SPSS. We can do following types of analysis with the help of SPSS;

Note: *Cross sectorial indicator analysis and advanced analysis will be done on requirement/requests*

Tabulation and analyses:

A sound technical analyst team comprising of at least four persons is required for the analysis process and will consist of nominated experts from each cluster/ lead organization drawn from the Assessment Technical team.

- Output template based on the final indicators will be shared with all the clusters to review the expected results.
- Initial analysis and raw data will be shared with clusters in due time for their comments and endorsement.
- Clusters can perform in-depth analysis of their own clusters using the raw data.
- Technical Analysis Team will develop a final presentation based on the initial results to be shared with ICCM and HCT. Clusters are required to provide output tables with indicators so that technical team could analyze accordingly and put them into a combined template. Technical team will be based in OCHA.

Training

In the MIRA, the data collection and the enumerators who are tasked with this are regarded as key in the process as the quality of the primary data collection would depend on their performance. To ensure efficient and high quality data collection focus will be on appropriate training for the enumerators.

The Joint Assessment Roster members will receive training on the methodology and assessments tools including understanding of tools, definitions, code of conduct, technology (PDA) and interviewing techniques.

- Pre-training as a requirement to be included in the *Joint Assessment Roster*
- Screening test of enumerators at the end of training for final admission to the roster
- Refresher training prior to commencement of any field assessment/data collection and inclusion of fill in enumerators.

Code of conduct

All enumerators involved in the assessment should sign a code of conduct document, establishing basic principles guiding their action:

- **Respect and dignity:** Staff undertaking any monitoring and reporting activities should respect individuals, as autonomous, independent and free to make his or her own choices based on information. Respect also includes the understanding of cultural and social norms and the involvement of individuals as well as the community in the process of assessment, with no discrimination as regard to gender, age, diversity, ethnicity, religious and political belief, social status etc..
- **Informed consent:** consent is the approval by the participant for the information to be used as explained. All key informants should give an informed consent to participate to the MIRA exercise. The Key Informant may also give consent with limitation (e.g. disclosure of name/identity). This possibility should also be given.
- **Informed:** implies the information provider should receive explanations as to the following in simple, jargon-free language:
 - the identity of the information collector, along with a brief explanation of the MIRA exercise;
 - the purpose of the information collection, its scope and method, and intended use of the information collected (to present cases, for statistical purposes, etc.);
 - details of the potential risks and benefits of participation in the process;
 - the meaning of confidentiality, with special emphasis on the fact that the persons interviewed can request any information that may reveal their identity to be kept confidential;
 - contact information so that the participant can reach the information gatherer;
 - reminders that the participant can cease participating at any time
- **Confidentiality:** The publication or disclosure of a respondent's location history and personal details; photographs; information related to the respondent's situation; family details and source of information; is prohibited except with the respondent's informed consent and only where such disclosure or publication would have a direct, immediate and positive effect on the person's protection. All discussions taking place during meetings and interactions related to the assessment are considered as confidential, as is the data gathered as part of the assessment.
- **Conduct, including against Sexual Abuse and Exploitation:** All organisations and staff engaged in the MIRA assessment also fully commit to the principles included in the UNSG Bulletin Secretary-General's Bulletin on the "Special measures for protection from sexual exploitation and sexual abuse" (ST/SGB/2003/13)¹, the 2002 IASC Six Core Principles Relating to Sexual Exploitation and Abuse and commit to raise awareness to their personnel and contractors in those instruments and in the Code of Conduct pertaining to the MIRA assessment and to any other internal code of Conduct adopted by the respective organisation.

See Annex 1 for Code of Conduct Agreement with all staff and enumerators; see also http://www.un.org/en/pseataaskforce/tools_prevent.shtml#Standards

¹ See Section 6, on "Cooperative arrangements with non-United Nations entities or individuals" on information and written undertaking.

Access & staff security

Access

- Coordination with provincial and local authorities regarding proposed areas of data collection and arrangement of NOCs

Staff Security

The member roster may include staff from UN agencies, NGOs and the Government who will all be bound by their respective organizational security.

Multi-agency guiding principles:

- Primary responsibility for the security and protection of personnel of the assessment teams lies with the host government.
- Responsibility and accountability for staff security rests with managers employed by the *participating agencies*.
- Proactive safety management systems should be in place, with emphasis on early warning, the early integration of security in operational planning, and training.
- Adequate human resources, material and training are essential to achieve established standards of safety.
- Each staff member is responsible for maintaining a current awareness of the working environment and existing guidelines and acknowledging her or his capacity to improve personal safety.

Staff security – procedures:

- Each individual team member must understand his/her rights, responsibilities and capacity to influence the security environment.
 - It is the responsibility of each staff member to be aware of and comply with security guidelines applicable to the area.
 - Staff members who do not adhere to security guidelines, procedures or individual instructions will be accountable under relevant staff rules and disciplinary procedures.
 - Each staff member has the right to receive information on the security situation in the area in which she/he will be working, through briefings, reports and maps.
 - Staff members have, in exceptional circumstances, the right to refrain from executing instructions in situations where:
 - (a) the instruction is in breach of UNHCR or UN security policies and regulations, or
 - (b) the staff member has reasonable grounds to believe that carrying out the specific instruction will expose him/her to unnecessary risk.
- The movement of the assessment teams are restricted after dark with no movement after 18.30.
 - All team should be back to their night accommodation before 18.30

See Annex 2 for Security procedures.

Budget for pre-trainings

* Assuming need of 7 trainings in different venues and for 450 people (where as 150 from government)

** Lead agencies cover costs for travel and other for facilitators/trainers

Items	# of people/ items	# of days	Rate	Total (Rs.)	USD
Training venue	6	1	25,000	150,000	1,596
Meals/refreshment in training	450	1	2,000	900,000	9,574
Transport	200	1	1,500	300,000	3,191
Stationaries	6	1	20,000	120,000	1,277
Communication, unforeseen	6	1	20,000	120,000	1,277
Total Cost				1,590,000	16,915

Budget for MIRA Field assessment

* Assuming sample size of 1200, team capacity 4 samples (villages) per day, 100 teams for field work

** Lead agencies (for team leaders, monitors) take care of cost of own staff

Items	# of people/ items	# of days	Rate	Total (Rs.)	USD
Enumerator field cost	200	4	5,000	4,000,000	42,553
Gov staff Enumerators	100	4	0	0	0
Coordinators/Monitors field cost	20	3	5,000	300,000	3,191
Vehicles	100	4	15,000	6,000,000	63,830
Driver field cost	100	4	2,500	1,000,000	10,638
Venue trainings	3	0.5	25,000	37,500	399
Refreshment in training (incl facilitators)	350	1	1,000	350,000	3,723
Stationaries	1	1	100,000	100,000	1,064
Printing of questionnaire	2,500	1	50	125,000	1,330
Communication	1	3	300,000	900,000	9,574
Unforeseen 10%				1,281,250	13,630
Total Cost				14,093,750	149,934

Annex 1. Code of conduct agreement

This code of conduct provides basic standards in relation to interviewing and documenting information as part of the Multi-cluster Initial Rapid Assessment (MIRA) of the areas where disaster occurs in Pakistan. The principles laid down in this code of conduct are to safeguard the best interests of respondents for their immediate and long term safety, security and development.

Signatories of this Code of Conduct are committed to abide by standards included in the Constitution of Pakistan (Fundamental Rights and Policies), in several international instruments ratified also by the government of Pakistan (CRC and Optional Protocols, CEDAW, ICCPR, IESCR, UNCRPD etc.) as well as various UN Security Council Resolutions on child and women protection (e.g. 1612 (2005), 1882 (2009) 1888 (2009) on sexual violence in armed conflict). Law of Pakistan will apply as well.

Respect and dignity

Staff undertaking any monitoring and reporting activities will respect individuals, implying that each person is regarded as an autonomous individual, independent and free to make his or her own choices based on all necessary information received. Respect also includes the understanding of cultural and social norms and the involvement of the individual as well as the community in the process of assessment, with no discrimination as regard to gender, age, diversity, ethnicity, religious and political beliefs, social status etc..

Confidentiality and informed consent

The publication or disclosure of a respondent's location, history and personal details, photographs, information related to the respondent's situation, family details and source of information is prohibited except with the respondent's informed consent and only where such disclosure or publication would have a direct, immediate and positive effect on the person's protection and a risk/benefit analysis has been conducted with the person's participation.

Staff undertaking the assessment will obtain the informed consent of the key informant to participate in the MIRA exercise. The informed consent is the approval by the participant for the information to be used as explained by the MIRA enumerator in simple, jargon-free language: the identity of the enumerator; the purpose of the information collection; its scope and method and use of the information collected; the confidentiality and the possibility for the respondent to request that certain information may be kept confidential; the possibility for the respondent to cease the participation at any time.

Provisions for assessment team members

Sexual Abuse and Exploitation

All organisations and staff engaged in the rapid needs assessment also fully commit to the principles included in the UNSG Bulletin Secretary-General's Bulletin on the "Special measures for protection from sexual exploitation and sexual abuse" (ST/SGB/2003/13), the 2002 IASC Six Core Principles Relating to Sexual Exploitation and Abuse, on the Code of Conduct pertaining to the MIRA assessment and to any other internal Code of Conduct adopted by the respective organisations.

Responsibilities with respect to use of data and confidentiality

All discussions taking place during meetings and interactions related to the assessment are considered as strictly confidential and intended solely for the humanitarian purposes of the MIRA.

The parties to this Code of Conduct obligate themselves to ensure that this agreement and the data shared as a result of this agreement remains confidential, unless a prior written consent has been given. All confidentiality clauses in this agreement remain valid even after the agreement terminates or expires.

The Assessment Working Group (AWG) reserves the right to use the shared data to inform relevant stakeholders in professional way maintaining the confidentiality of informants.

Breach of the Code of Conduct

Any breach of the Code of Conduct or reports of wrong-doing related to the process are to be reported to the AWG. The AWG will look into the issue and where necessary refer cases to the HCT for consideration.

I undersigned hereby endorse and commit to respect the MIRA in Pakistan Code of Conduct.

Name: _____

Position/Organisation: _____

Date and place: _____

Signature: _____

Annex 2: Security procedures

Situation and risks	
Roads and traffic	<ul style="list-style-type: none"> - Proper security clearance is necessary for every travel out of the area through the mission leave request form. - Obey traffic rules and speed limits, - Seat belts are obligatory - Ensure proper car maintenance through regular vehicle checks; - Regularly check toolkit and spare tire, torch battery, toe-chain, tyre –chain in snow fall areas. - Drivers are not allowed to use the mobile phone while driving. - No vehicle movement in the dark. - Vehicles carrying expatriates should always stop at the check points where it is necessary.
Bribes	Do not pay bribes; show respect to police and other government officials.
First Aid kits	Should be in the vehicles and offices at all times and be regularly re-stocked. Some staff members should be trained on First Aid and provide minimum guidelines to others.
Photography / Appearance	Do not take photos of government and military installations. Do not take photos of individuals without asking permission.
Fire extinguishers	Should be available in cars and offices displayed in visible manner and staff should be aware how to use in case of fire.
Emergency contact list	Always carry and make sure it is regularly updated and available in the glove box department of all cars and offices.
Road maps	Road maps of Pakistan, Punjab and NWFP must always be available in the car and the base
Car documents	Every vehicle should be containing the registration documents; drivers should carry their National ID card and Driving license all the time.
Movement	Avoid large public gatherings and demonstrations. Do not walk alone in unknown areas. Keep a low profile.
Cultural sensitivity	Wear appropriate clothing. Don't wear expensive jewelry or religious symbols. Be aware that life of men and women are largely segregated and act accordingly.
Earthquake related procedures	
Inside a building	Get out as fast as possible but only if it is really possible. When you feel an earthquake, duck under a desk or sturdy table or stand in a corner. Stay away from windows, bookcases, file cabinets, heavy mirrors, hanging plants, and other heavy objects that could fall.
Outdoors	Reach a clear area, away from trees, signs, buildings, or downed electrical wires and poles. Wait for the end of earthquake in a seated position.
If you are in car	Order to the driver to pull over to the side of the road and stop. Avoid overpasses, power lines, and other hazards. Stay inside the vehicle until the shaking is over.
After	Check for injuries and administer emergency first aid if trained or summon medical assistance. Do not attempt to move seriously injured persons unless they are in danger of further injury.
Premises	Do not return to your office or guest house until it has been checked for structural damage
Gas, electricity	Report any fires, chemical hazards, gas leaks, or broken water lines to logistician or coordinator or emergency personnel. Shut off main gas valve if you see, smell or hear leaking gas. Shut off main electrical service if there is damage to your building wiring. Do not touch downed power lines or objects touched by them. No open flame appliances if gas leak is suspected.
Report	Alert coordinator or security officer to anything needing their attention.
Next	Be prepared to experience aftershocks. (Usually smaller quakes, but can equal the main shock)
Land slide related procedures	
Be prepared	Inform yourself of any potential landslide risk - check area map of landslide risks
Judgment	<ul style="list-style-type: none"> - No vehicle movement during and shortly after rain or snow fall. Travel between offices is allowed during rain but driving style and speed should be adjusted to the conditions. - Stop the vehicle at a safe distance from the sliding area when it is busy on the road. Avoid stopping under a sliding area.
Demonstration related procedures	
Travel / Staff movement	<ul style="list-style-type: none"> - Limited movement during demonstrations - In case of necessary travel consult with the security officer for safe routes - Keep informed the focal person about your location and follow his/her instructions - Keep low profile - Keep your identification documents with you - Keep emergency numbers / Internal security tree with you - Check first aid kit and fire extinguisher in the vehicle - In more violent situation try to reach to some safe place and do not travel without security officer's instructions

	<ul style="list-style-type: none"> - Avoid traveling between offices.
Field activities	<ul style="list-style-type: none"> - Limited activities during demonstrations - Team leader coordinate with Area coordinator for their movement and activities - After demonstrations or violent riots all activities/field visits should be restarted only after clearance.
Kidnapping and Hijacking related procedure	
Precautions	<ul style="list-style-type: none"> - Every time you are in a vehicle, you are a potential target. Therefore, minimize vehicle travel. If you are not on the road, you cannot be hijacked and your chances of being kidnapped are less likely. - Be aware of some techniques used by these criminals e.g., roadblocks, stop sign attacks, vehicle cut offs, fake accidents, bogus emergency vehicles and confrontations at entry gates to residences. - Do not tailgate another car and do not squeeze your vehicle between two cars just in case you or your passenger needs to vacate the vehicle. Always leave some room to maneuver. - Such attacks or incidents are easier to execute at night, so avoid night travel in isolated areas without adequate police or security escort and protection. - Be particularly alert when approaching or departing your residence. This is often a favorite place for hijackers/kidnappers to strike. Beware of suspicious persons loitering near your residence. Always remind your house guards to monitor movements outside your place of residence. - Never set a pattern by driving the same route at the same time on a daily basis. - Avoid traveling alone. By being alone, you project yourself as being an easy target. - If possible, travel in a convoy with another vehicle. It is harder to intercept/attack two vehicles or a vehicle moving in a convoy. - Once inside your vehicle, always lock the doors and close windows and buckle up your safety belt. This would help in case you have to take evasive actions at a later stage or if you need to ram another vehicle or go through an obstacle in order to escape danger. - Hijackers/kidnappers may use various ways to make your vehicle slow down, divert from the road or stop. Signs to look for and be aware of <ul style="list-style-type: none"> o Trees fallen on the road, partially or fully blocking it. o Unexpected detour, unmanned with no signs of road works. o Animal Carcasses lying in the middle of the road. o Rocks and other objects on the road in a suspicious arrangement. o Road barricades: man made or ready made adjacent to places where persons can hide.
Situation	<p>If hijackers or kidnappers are encountered, a driver must make an immediate appraisal of the situation and decide whether to stop, take defensive or evasive actions to escape. Each course of action has its own unique dangers.</p> <ul style="list-style-type: none"> - Stopping -- If your vehicle is stopped by hostile and/or armed elements: <ul style="list-style-type: none"> o Do not resist. Keep your hands in view. Front-seat passenger must keep both hands on the dashboard. o Left the keys in the car ignition o Do not show heroism (007 Style) o Do not make any sudden moves. Be especially careful reaching to release your seat belt. Explain what you are doing. o Comply with instructions given to you. These gunmen are probably nervous and want to leave the area as rapidly as possible. o If ordered, surrender personal items, such as jewelry, purses, wallets and briefcases. o Try to note the hijackers' physical and clothing descriptions without being obvious. Start memorizing their details. o Do not stare at hijackers eyes it could irritate them. o Do not provoke them with a display of anger or rude remarks. As a general rule, do not argue with gunmen. Remember that your first priority is to get away safe from this environment. o If released free, report the incident quickly and as accurately as possible.

Annex 3. Enumerator - Terms of reference

The *Joint Assessment Roster* is established as to serve the humanitarian community in primary data collection for the purpose to improve understanding of the needs by people affected by any natural disaster or complex emergency. The roster members will be asked to support any assessment carried out within and following the SOPs of the Assessment and Monitoring Framework which could be a Multi-sector Initial Rapid Assessment (MIRA) or a Detailed Cluster Assessment.

Initially, the Joint Assessment Roster is established to support the preparedness for the upcoming monsoon season 2012 and ensure the quality of available enumerators for any eventual need for roll-out of a Multi-sector Initial Rapid Assessment.

Nomination for the Joint Assessment Roster

The Joint Assessment Roster is open for staff of a humanitarian agency such as International NGOs, local NGOs and CBOs. The enumeration job is volunteer-based, while cost in field will be covered according to an established rate per each assessment.

The Joint Assessment Roster Database

Admitted enumerators profile will be stored in a database including details such as contact data, place of origins, languages spoken, experiences and trainings in assessment. The database will be regular updated with information of any additional training and field assessment deployment. All roster members and enumerators will have to sign and adhere to the agreed *Code of conduct*.

Duties of an enumerator include the following:

- Visit identified village (samples) and select appropriate Key Informants and households according to the methodology for the respective assessments;
- Conducting interviews using the assessment tools advised;
- Handle and fill in questionnaire either on paper or through digital device (PDA/Smart Phone)
- Undertake structured/semi-structured observation and fill in appropriate form
- Recognize and give an account of problems in obtaining data during the assessment and other challenges encountered, as to support evaluation of data collection mechanism;
- Submit completed tasks to the team supervisor and discuss developments daily.

Knowledge and Skills Requirements for an Enumerator Job:

- Good understanding and knowledge of the local situation and of the community dynamics
- Ability to gather information in an objective, appropriate and sensitive way by carefully observing, by actively listening, by paying full attention to the situation and the information of the various sources, and understand the points being made;
- Ability to pose appropriate questions incl. gender sensitive, child or vulnerable community-focused;
- Know how to effectively convey information, in local language and in English;
- Acting with appropriate respect for local culture, understanding and interpreting reactions in a culturally and gender sensitive way;
- Expertise to enter, transcribe, record, maintain data/ information in written or electronic forms;
- Basic understanding of technology such as mobile phones and computers.

Training and admission

To ensure good capacity and knowledge of the enumerators, following steps will be taken:

- Training on basic assessment and data collection with specific focus on MIRA.
- Final screening test of enumerators at the end of training will be conducted for final admission to the roster – as to ensure high quality of interview and data collection.
- Refresher training will be conducted prior to commencement of any field assessment.

Annex 4. Area coordinators and monitors - Terms of Reference

Two key roles, Area Coordinator and Assessment Monitor, are supporting the roll-out of Multi-sector Initial Rapid Assessment (MIRA) in the event of any disaster. A member of Assessment Working Group/Assessment Technical Team or cluster nominee can perform in the roles.

Area Coordinator

The area coordinator is reporting and liaising closely with the national level process manager. He/she is responsible for multiple teams in the defined area. The unit of an area will be defined depending of scale of disaster/ assessment sample size, but will be responsible for up to 25 teams.

Area coordinators will be performing the following tasks:

- Delivery of the training along with the cluster facilitators/main facilitators
- Establish team distribution/logistics plan and monitor the teams progress against set timeframe
- Coordination of enumerators during the field
- Monitoring Plan
- Coordination of monitoring teams
- Liaising closely with local authorities (PDMA/DDMA)

Local cluster organizations and PDMA will support the Area coordinator for the assessment training/field work.

- Administrative arrangement for the assessment training/refresher
- Logistic arrangement for training/refresher and field work
- Lodging for roster enumerators at the training and in the field

Assessment Monitoring Team

An *Assessment monitoring team* will be formed comprising of well experienced staff in assessments from the respective clusters, participating agencies and government.

The monitoring team will monitor and support the enumerators in the field through:

- Monitor the enumerators team's progress against distribution plan;
- Roaming in the field and make ad hoc visits at the sample sites;
- Ensuring that the code of conduct is adhered to;
- Monitor the quality of the enumerator team's interviews and data collection;
- Support enumerator teams when, and if, required on technical aspect;
- Submit short report by the end of the field work with lessons learnt and observations. The feedback will be utilized for the detailed report and later assessments.

Knowledge and Skills Requirements for Area coordinator and/or Assessment monitor

- Good organizational and planning skills;
- Ability to lead a team in challenging and changing circumstances;
- Know how to effectively convey information, in local language and in English;
- In-depth understanding of the assessment methodology and needs data collection;
- Advanced knowledge of digital technology (tablets/PDAs) and basic understanding of Open Data Kit (ODK);
- Expertise to enter, transcribe, record, maintain data/ information in written or electronic forms;
- Acting with appropriate respect for local culture, understanding and interpreting reactions in a culturally and gender sensitive way.

Annex 5. Remote sensing and satellite imagery analysis

To identify the scale and extent of the disaster, the MIRA will heavily rely on remote sensing resources. Both in-country and external actors/capacity will be relied upon.

In-country actors

Pakistan Space and Upper Atmosphere Research Commission (SUPARCO), the national space agency is mandated to conduct R&D in space science, space technology, and their peaceful applications in the country. Contact:

WFP/VAM, has in-country capability to undertake analyses of satellite imageries and external support from Rome office. Contact: Fawad Raza,

External actors

International Space Charter

The *International Space Charter* makes satellite imagery available for major natural disasters free of charge: The International Charter aims at providing a unified system of space data acquisition and delivery to those affected by natural or man-made disasters through Authorized Users. <http://www.disasterscharter.org>

Contact: UNOSAT is the official Space Charter UN user intermediary and has the privilege to request triggering on behalf of UN sister agencies. See below.

UNOSAT

UNOSAT, the Operational Satellite Applications Programme of UNITAR provides geospatial information derived from satellite imagery for all types of disasters and complex emergencies. Contact: UNOSAT's 24/7 hotline at +41 76 487 4998, emergencymapping@unosat.org or Einar Bjorgo,

UNOSAT delivers a wide range of products:

- Damage assessments (e.g. post-earthquake, during and/or post conflict),
- Situation overview (e.g. flood extent)
- Analytical reports,
- Statistics and GIS ready vector data for inclusion in OCHA maps and info-graphics.

UNOSAT rapid mapping is for all types of disasters/crises (small and big, natural and man-made/conflicts), and the imagery requirements are filled using a variety of mechanisms. It is funded through volunteer contributions by Member States therefore and service delivered without costs.

UNOSAT has committed to support the Assessment Working Group in Pakistan in different phases:

1. Monitoring of a situation (i.e. flood progression in monsoon season)
2. As and when triggered, an in-depth situation analysis from best source (satellite imageries, radar) of extent of disaster to be analysed against:
 - a. Pre-defined population data set (OCHA IMU)
 - b. Land scan 2010 for population density and distribution
 - c. Verification against government data and local authorities
3. Respond to specific request of analysis by clusters/AWG and Government of Pakistan (NDMA/F/PDMA)
 - a. Infrastructural damage

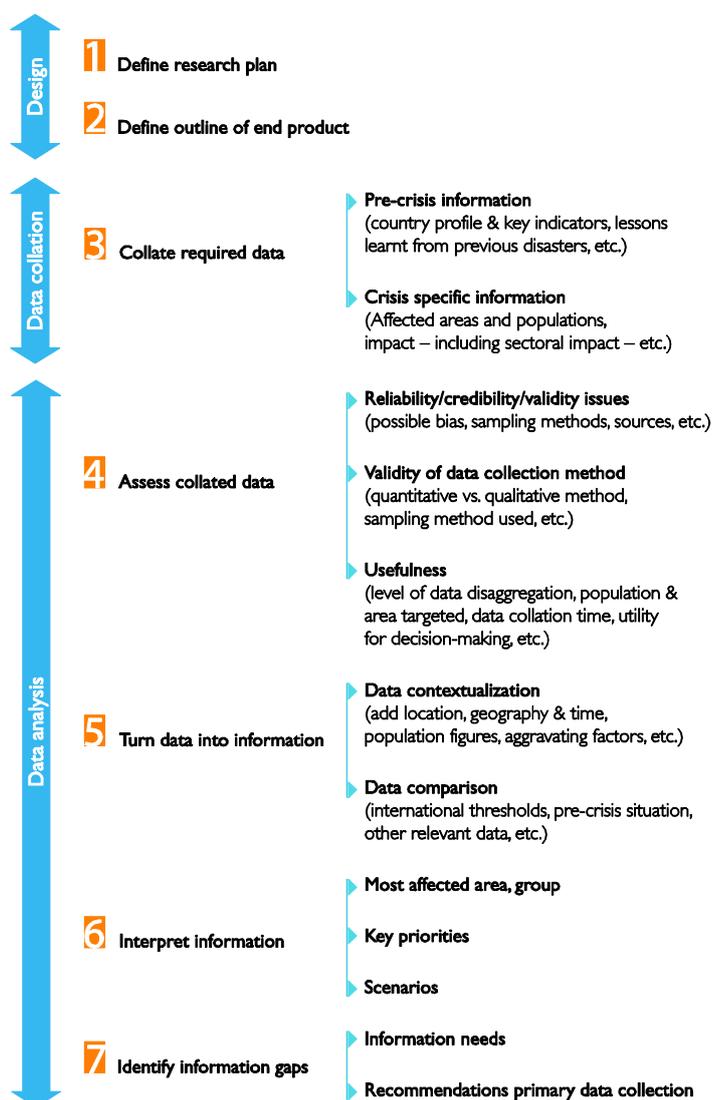
Annex 6. Guidelines for analysis of secondary data

General principles

Secondary data analysis demands sectoral skills, general emergency programming skills, and good local knowledge of the geographic areas under discussion. It is a resource and time-consuming process, so enough dedicated resources should be available to capture and analyse the large volume of collected data.

If dedicated resources are not available at the field level, clusters and agencies should request additional support from their headquarters.

Step by step secondary data analysis



Key principles for secondary data collation

- The more disaggregated the data, the more useful it is for identifying the most vulnerable people.
- Importance of the data vs. the time needed to find it. Some of the required data will not exist or will be difficult to find.

Decide whether the importance of the data justifies the time required to find the data.

- Collect only what can be used. Know the question that needs to be answered and the data being sought.
- Provide clear timeframe for data collection and identify priorities. Ensure all stakeholders are aware of, and regularly updated on groups and geographical areas of concerns.
- Let the data speak for itself and be prepared to redirect data collation efforts accordingly.

How to proceed?

When analysing secondary information, it is necessary to:

- Tag the data according to the area of interest (pre- or in-crisis data; group, area and sector concerned; information on capacity, risk, need or response, etc.) or the related heading within the final report to facilitate information flow throughout the process.

- Review data regularly and identify information gaps and “known unknowns” that may guide further data collation. Crisis-related situation updates may also reveal new groups or geographical areas of concern.
- Look for important and relevant quantitative information such as censuses, humanitarian profiles, pre-crisis data sets, health statistics, demographic data, etc. Statistics may provide useful indications on the patterns and evolution of the crisis underlying factors.
- Use a gender and generational perspective to find out the differences between sexes and among age groups. Quantitative and qualitative information disaggregated by sex and age on mortality, morbidity, malnutrition, gender-based violence, etc. is needed to get an overall understanding of the situation of the female and male populations of different ages before the crisis so it can be compared to in-crisis available information.
- Use proxy information when data is not available or too old to be relevant (e.g. coping mechanisms as a proxy for the severity of the crisis).
- Refer to the impact of similar recent crises to guide data collation.
- Use the references generally placed at the end of collected documents to guide to further sources.
- Identify key resources (at local, national, regional and headquarters level) that can support and contribute to data collation. If sources are not sensitive, they can be quoted in the report. When searching for secondary data or questioning the quality of a source already collected, advice should be sought from sector specialists and other experts with local knowledge. For local level information and data, local NGOs or contacts can help.
- Customize archiving procedures using a standardized architecture to easily retrieve documentation or incorporate new data. For in-crisis information, data should be stored in a way that simplifies daily updates and allows the visualization of trends. Each document’s name should reflect the date, source and place of the information it contains.

Tips for analysis

- Scrutinize information and identify the underlying details of important facts, patterns, trends, significant differences or anomalies that are not always readily visible. Consider the details.
- Separate the matter into key parts and/or essential elements; break things down; identify causes/key factors or features/possible results.
- Ensure there is enough time to turn data into information. Often a great deal of time is spent collecting information, but too little time given to preparing for data collection, or analysing it.
- Challenge pre-conceived assumptions and conclusions. Discuss findings with colleagues and reach consensus on conclusions.
- Consider bias and reliability/credibility. Don’t rely on one source only.
- Be sceptical when dealing with comparisons. Researchers like to do something called a “regression”, a process that compares one thing to another to see if they are statistically related. This relationship is called “correlation”. Always remember that a correlation does not mean causation.
- Be careful of the actual meaning of terms used. Terms such as “affected”, “household” or “community” can mean different things in different areas. Definitions may change over time and where this is not recognized, erroneous conclusions may be drawn. Provide a definition for potentially confusing or sensitive terms.
- Ensure the secondary data analysis is properly referenced. A well-documented secondary data analysis allows for easier use of the material by other interested parties and allows for greater credibility of the product.
- Clearly define when information is based on assumptions instead of on facts or sufficiently verified information.
- Think about whether or not the findings make sense.

Annex 7 | Multi-Cluster Initial Rapid Assessment (MIRA) 2012 | Key Informant Interview

Questionnaire number: | ___ |

10	% of children whose educational materials(books, pencils, etc.) have been affected by the emergency				
11	What are the main sources of livelihood in the community (in % of households)	%	12	What are the percentage losses to each source of livelihood in the community?	%
	1. Agriculture based -own farm or share cropping			1. Agriculture based - own farm/share cropping	
	2. Livestock based			2. Livestock based	
	3. Fishery			3. Fishery	
	4. Daily labourer			4. Daily labourer	
	5. Regular job			5. Regular job	
	6. Shopkeeper/trader/Business			6. Shopkeeper/trader/Business	
	7. Other		7. Other		
13	What are the usual crops harvests (staple food)? In mounds (999=don't know)		14	What percentage of standing crops is damaged in this community? (999=don't know)	
15	What is the average number of poultry and livestock owned by the households? (999=don't know)	#	16	What percentage of poultry and livestock was lost in this community? (999=don't know)	% lost
	1. Poultry			1. Poultry	
	2. Livestock			2. Livestock	
17	Are there signs of animal diseases outbreaks in the community?		18	What percentage of fodder stock has been lost? (999=don't know)	
	<input type="checkbox"/> 1. External parasites	<input type="checkbox"/> 4. Indigestion	19	Percentage of food stock lost in this community? (999=don't know)	
	<input type="checkbox"/> 2. Internal parasites	<input type="checkbox"/> 5. Other	20	For how many days do you think the current food stock is sufficient? (999=don't know)	
	<input type="checkbox"/> 3. Respiratory diseases	<input type="checkbox"/> 999. Don't know			
21	How far is the nearest physically accessible market? (distance in km)		22	Is sufficient food available in the markets?	
				<input type="checkbox"/> 1. Plenty (no problem)	<input type="checkbox"/> 3. Not at all
				<input type="checkbox"/> 2. Adequate (available but not enough)	<input type="checkbox"/> 999. Don't know
23	What percentage of households have adequate income to buy food? (999=don't know)		24	How many times do the people eat food in a day on average? (999=don't know)	
				1. Before recent event	
				2. After recent event	
25	Any change in the frequency of solid or semi-solid feeding for children (6-24 months)		26	% of households with children under 2 years received powder milk/infant formula donation?	
	<input type="checkbox"/> 1. Increased	<input type="checkbox"/> 3. Same			
	<input type="checkbox"/> 2. Reduced	<input type="checkbox"/> 999. Don't know			
27	What percentage of population received food assistance in this community? (0=none; 999=don't know)		28	For how long is the food aid received sufficient? (number of days) (999=don't know)	
29	a. Do people in the community face problems in obtaining assistance?				
	<input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know				
b. If yes, indicate what type of problems (Tick all that apply)					
<input type="checkbox"/> 1. Fighting between recipients at distribution points					
<input type="checkbox"/> 2. Not enough assistance for all entitled					
<input type="checkbox"/> 3. Lack of documentation					
<input type="checkbox"/> 4. Some specific groups are excluded					
<input type="checkbox"/> 5. Exclusion of children with no adult supervision					
<input type="checkbox"/> 6. Assistance was physically inadequate for the most vulnerable					
<input type="checkbox"/> 7. People need to bribe for assistance					
<input type="checkbox"/> 8. Non-affected groups are given humanitarian assistance					
<input type="checkbox"/> 9. Political interference in distribution of aid					
<input type="checkbox"/> 10. The assistance did not respond to the actual needs					
<input type="checkbox"/> 11. Distribution methods/lay-out excludes women-headed households					
<input type="checkbox"/> 12. Distribution methods/lay-out excludes children-headed households					
<input type="checkbox"/> 13. Distribution excludes elderly persons and people with disabilities					
<input type="checkbox"/> 14. Exclusion of families for unknown reasons					
<input type="checkbox"/> 15. Other					
<input type="checkbox"/> 999. Don't know					
30	a. Is the lack of CNIC a problem in your community?		b. Do you know the % of households who may need a CNIC? (999=don't know)		
	<input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know				
31	a. Are there any security concerns affecting the community?				
	<input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know				
	b. If yes, what types of concerns/ incidents have occurred? (Tick all that apply and use code for groups concerned) 1=Men; 2=Women; 3=Boys; 4=Girls; 5=All (no difference)				
	<input type="checkbox"/> 1. Inter-communal disputes/ communal		<input type="checkbox"/> 9. Violence against boys and girls		
	<input type="checkbox"/> 2. Theft, robbery		<input type="checkbox"/> 10. Forced recruitment		
	<input type="checkbox"/> 3. Killing/murder		<input type="checkbox"/> 11. Gender Based Violence (incl sexual/domestic violence)		
	<input type="checkbox"/> 4. Injury/ Physical assault		<input type="checkbox"/> 12. Kidnapping/ abductions/ disappearances		
	<input type="checkbox"/> 5. Threat/ extortion/ harassment by community		<input type="checkbox"/> 13. Forced/child labour		
	<input type="checkbox"/> 6. Threat/ extortion/ harassment by authorities' security		<input type="checkbox"/> 14. Human trafficking		
	<input type="checkbox"/> 7. Threat/ extortion/ harassment by armed groups		<input type="checkbox"/> 15. Other		
<input type="checkbox"/> 8. Mine / UXOs incidents		<input type="checkbox"/> 999. Don't know			
32	Who does the community rely on for security?				
	<input type="checkbox"/> 1. Police	<input type="checkbox"/> 4. Community leaders	<input type="checkbox"/> 7. Noone		
	<input type="checkbox"/> 2. Military	<input type="checkbox"/> 5. Political leaders	<input type="checkbox"/> 8. Other		
	<input type="checkbox"/> 3. Local authorities	<input type="checkbox"/> 6. Religious leaders	<input type="checkbox"/> 999. Don't know		

Annex 7 | Multi-Cluster Initial Rapid Assessment (MIRA) 2012 | Key Informant Interview

Questionnaire number: | ____ |

33	What are the known situations in this community where women and children are at increased risk of violence or harassment? (Tick all that apply and use code for groups concerned) 1=Women; 2=Boys; 3=Girls; 4= All (no difference)					
	<input type="checkbox"/> 1. In camps/ settlements		<input type="checkbox"/> 6. At health facilities			
	<input type="checkbox"/> 2. At assistance/distribution points		<input type="checkbox"/> 7. In the families			
	<input type="checkbox"/> 3. At water collection points		<input type="checkbox"/> 8. School			
	<input type="checkbox"/> 4. At Bathing facilities		<input type="checkbox"/> 9. Nowhere			
<input type="checkbox"/> 5. While moving in the area		<input type="checkbox"/> 999. Don't know				
34	Are there children who have been separated since the event? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know		35	Are there persons with disabilities/ elderly persons in the community facing neglect, marginalization or abandonment? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know		
36	What % of households are mainly relying on the listed water sources for drinking water?			37	a) Does water from the main source appear clean? <input type="checkbox"/> 1. No <input type="checkbox"/> 999. Don't know <input type="checkbox"/> 2. Yes	
	1. Protected Well		5. Water supply scheme/tankering			b) If not, what are the impurities you may think? <input type="checkbox"/> 1. Odor/smell <input type="checkbox"/> 3. Suspended solids <input type="checkbox"/> 2. Taste <input type="checkbox"/> 4. Other
	2. Unprotected well		6. Hand pump			
	3. Spring		7. Other			
4. Canal/river		999. Don't know				
38	What % of households use water treatment options at home before usage?		39	What % of households have pots to collect and store (covered) potable water?		
40	What % of households defecate at listed locations after the event			41	Do women and girls have separate access and space to sanitation/bathing facilities? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know	
	1. Household Latrines, Pit latrines				42	Are there any latrines/bathing facilities suitable for use by people with disabilities? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know
	2. Household Latrines, Pour flush			43		What % of households practice hand washing?
	3. Household Latrines, WC					44
	4. Communal Latrines			a. Distance (in km)	45	
5. Open field			b. Time (in minutes)			
46	Is Health Facility still functional, if not reasons ? <input type="checkbox"/> 1. Still functional <input type="checkbox"/> 4. Other reason for not functioning <input type="checkbox"/> 2. Damaged <input type="checkbox"/> 999. Don't know <input type="checkbox"/> 3. Staff not available			47	Who provides health services? (Tick all that apply) <input type="checkbox"/> 1. Doctor <input type="checkbox"/> 5. TBAs <input type="checkbox"/> 2. Nurse <input type="checkbox"/> 6. Other <input type="checkbox"/> 3. Health technician/dispenser <input type="checkbox"/> 999. Don't know <input type="checkbox"/> 4. Community Health worker	
48	What type of services provided at the health facility? <input type="checkbox"/> 1. OPD <input type="checkbox"/> 5. Laboratory <input type="checkbox"/> 9. Blood bank <input type="checkbox"/> 2. Inpatients <input type="checkbox"/> 6. X-Ray <input type="checkbox"/> 10. Other <input type="checkbox"/> 3. Safe deliveries <input type="checkbox"/> 7. Medicine <input type="checkbox"/> 999. Don't know <input type="checkbox"/> 4. Vaccination <input type="checkbox"/> 8. Caesarian section			49	What are the main health problems in the community? (Tick all that apply) <input type="checkbox"/> 1. Diarrhea <input type="checkbox"/> 5. Measles <input type="checkbox"/> 2. Malaria <input type="checkbox"/> 6. Other <input type="checkbox"/> 3. Cough and Cold fever <input type="checkbox"/> 999. Don't know <input type="checkbox"/> 4. Skin infections (scabies)	
50	If problem to access health services, this would be? (Tick all that apply) <input type="checkbox"/> 1. No problems accessing health services <input type="checkbox"/> 2. Distance <input type="checkbox"/> 7. Cultural restrictions <input type="checkbox"/> 3. Cost of services <input type="checkbox"/> 7. Security issues <input type="checkbox"/> 4. Transport not available <input type="checkbox"/> 8. Other <input type="checkbox"/> 5. Medicine not available <input type="checkbox"/> 999. Don't know <input type="checkbox"/> 6. Inaccessible for elderly persons and people with disabilities			51	What primary sources of communication the community uses to get information (Tick all that apply) <input type="checkbox"/> 1. Radio <input type="checkbox"/> 5. Authorities <input type="checkbox"/> 2. News <input type="checkbox"/> 6. Community/Religious leaders <input type="checkbox"/> 3. Mobile Phones <input type="checkbox"/> 7. Other <input type="checkbox"/> 4. Aid workers <input type="checkbox"/> 999. Don't know	
52	What are the three main topics on which the community is requesting information? (Tick the three most important)					
<input type="checkbox"/> 1. Information on the location of other family members		<input type="checkbox"/> 7. Security information				
<input type="checkbox"/> 2. Information on registration		<input type="checkbox"/> 8. Weather forecast				
<input type="checkbox"/> 3. Information on food		<input type="checkbox"/> 9. Information on situation in areas of origin				
<input type="checkbox"/> 4. Information on other relief assistance,		<input type="checkbox"/> 10. Other				
<input type="checkbox"/> 5. Information on how to get documentation		<input type="checkbox"/> 999. Don't know				
<input type="checkbox"/> 6. Information on available Health services / health advice						

Annex 7 | Multi-Cluster Initial Rapid Assessment (MIRA) 2012 | Key Informant Interview

Questionnaire number: |___|

Gender comparison interview for opposite gender to primary KI

Team Information					
A/2	Date (day/month/year)	___ ___ ___	B/2	Team Number:	___ ___
C/2	Name enumerator:		D/2	Enumerator gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Key Informant (Secondary) – Opposite gender to primary KI					
N/2	Name of Key Informant:		O/2	Role in community	
P/2	Gender of Key Informant:	<input type="checkbox"/> Male <input type="checkbox"/> Female	Q/2	Cell Phone No.	
R/2	CNIC no:			<input type="checkbox"/> Key Informant consent to share information of contact details	

20 /2	For how many days do you think the current food stock is sufficient? (999=don't know)		23 /2	What percentage of populations has adequate income to buy food?	
22 /2	Is sufficient food available in the markets? <input type="checkbox"/> 1. Plenty (no problem) <input type="checkbox"/> 3. Not at all <input type="checkbox"/> 2. Adequate (available but not enough) <input type="checkbox"/> 999. Don't know		24 /2	How many times do the people eat food in a day on average? (999=don't know) 1. Before recent event 2. After recent event	
25 /2	Any change in the frequency of solid or semi-solid feeding for children (6-24 months) <input type="checkbox"/> 1. Increased <input type="checkbox"/> 3. Same <input type="checkbox"/> 2. Reduced <input type="checkbox"/> 999. Don't know		26 /2	% of households with children under 2 years received powder milk/infant formula donation?	
29 /2	a. Do people in the community face problems in obtaining assistance? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know				
	b. If yes, indicate what type of problems (Tick all that apply)				
	<input type="checkbox"/> 1. Fighting between recipients at distribution points		<input type="checkbox"/> 9. Political interference in distribution of aid		
	<input type="checkbox"/> 2. Not enough assistance for all entitled		<input type="checkbox"/> 10. The assistance did not respond to the actual needs		
	<input type="checkbox"/> 3. Lack of documentation		<input type="checkbox"/> 11. Distribution methods/lay-out excludes women-headed households		
	<input type="checkbox"/> 4. Some specific groups are excluded		<input type="checkbox"/> 12. Distribution methods/lay-out excludes children-headed households		
	<input type="checkbox"/> 5. Exclusion of children with no adult supervision		<input type="checkbox"/> 13. Distribution excludes elderly persons and people with disabilities		
	<input type="checkbox"/> 6. Assistance was physically inadequate for the most vulnerable		<input type="checkbox"/> 14. Exclusion of families for unknown reasons		
	<input type="checkbox"/> 7. People need to bribe for assistance		<input type="checkbox"/> 15. Other		
	<input type="checkbox"/> 8. Non-affected groups are given humanitarian assistance		<input type="checkbox"/> 999. Don't know		
30 /2	a. Is the lack of CNIC a problem in your community? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know		b. Do you know the % of households who may need a CNIC? (999=don't know)		
31 /2	a. Are there any security concerns affecting the community? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know				
	b. If yes, what types of concerns/ incidents have occurred? (Tick all that apply and use code for groups concerned) 1=Men; 2=Women; 3=Boys; 4=Girls; 5=All (no difference)				
	<input type="checkbox"/> 1. Inter-communal disputes/ communal		<input type="checkbox"/> 9. Violence against boys and girls		
	<input type="checkbox"/> 2. Theft, robbery		<input type="checkbox"/> 10. Forced recruitment		
	<input type="checkbox"/> 3. Killing/murder		<input type="checkbox"/> 11. Gender Based Violence (incl sexual/domestic violence)		
	<input type="checkbox"/> 4. Injury/ Physical assault		<input type="checkbox"/> 12. Kidnapping/ abductions/ disappearances		
	<input type="checkbox"/> 5. Threat/ extortion/ harassment by community		<input type="checkbox"/> 13. Forced child labour		
	<input type="checkbox"/> 6. Threat/ extortion/ harassment by authorities' security		<input type="checkbox"/> 14. Human trafficking		
	<input type="checkbox"/> 7. Threat/ extortion/ harassment by armed groups		<input type="checkbox"/> 15. Other		
	<input type="checkbox"/> 8. Mine / UXOs incident		<input type="checkbox"/> 999. Don't know		
32 /2	Who does the community rely on for security?				
	<input type="checkbox"/> 1. Police	<input type="checkbox"/> 4. Community leaders	<input type="checkbox"/> 7. Noone		
	<input type="checkbox"/> 2. Military	<input type="checkbox"/> 5. Political leaders	<input type="checkbox"/> 8. Other		
	<input type="checkbox"/> 3. Local authorities	<input type="checkbox"/> 6. Religious leaders	<input type="checkbox"/> 999. Don't know		
33 /2	What are the known situations in this community where women and children are at increased risk of violence or harassment? (Tick all that apply and use code for groups concerned) 1=Women; 2=Boys; 3=Girls; 4= All (no difference)				
	<input type="checkbox"/> 1. In camps/ settlements		<input type="checkbox"/> 6. At health facilities		
	<input type="checkbox"/> 2. At assistance/distribution points		<input type="checkbox"/> 7. In the families		
	<input type="checkbox"/> 3. At water collection points		<input type="checkbox"/> 8. School		
	<input type="checkbox"/> 4. At Bathing facilities		<input type="checkbox"/> 9. Nowhere		
	<input type="checkbox"/> 5. While moving in the area		<input type="checkbox"/> 999. Don't know		
34 /2	Are there children who have been separated since the event? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know		35 /2	Are there persons with disabilities/ elderly persons in the community facing neglect, marginalization or abandonment? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know	

Annex 7 | Multi-Cluster Initial Rapid Assessment (MIRA) 2012 | Key Informant Interview

Questionnaire number: | ____ |

38 /2	What % of households use water treatment options at home before usage?		41 /2	Do women and girls have a separate access and space to sanitation/bathing facilities? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know
39 /2	What % of households have pots to collect and store (covered) potable water?			
42 /2	Are there any latrines/bathing facilities suitable for use by disabled people? <input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 999. Don't know		49 /2	What are the main health problems in the community? (Tick all that apply) <input type="checkbox"/> 1. Diarrhea <input type="checkbox"/> 5. Measles <input type="checkbox"/> 2. Malaria <input type="checkbox"/> 6. Other <input type="checkbox"/> 3. Cough and Cold fever <input type="checkbox"/> 999. Don't know <input type="checkbox"/> 4. Skin infections (scabies)
43 /2	What % of households practice hand washing?			
50 /2	If problem to access health services, this would be? (Tick all that apply) <input type="checkbox"/> 1. No problems accessing health services <input type="checkbox"/> 2. Distance <input type="checkbox"/> 7. Cultural restrictions <input type="checkbox"/> 3. Cost of services <input type="checkbox"/> 7. Security issues <input type="checkbox"/> 4. Transport not available <input type="checkbox"/> 8. Other <input type="checkbox"/> 5. Medicine not available <input type="checkbox"/> 999. Don't know <input type="checkbox"/> 6. Inaccessible for elderly persons and people with disabilities		51 /2	What primary sources of communication the community uses to get information (Tick all that apply) <input type="checkbox"/> 1. Radio <input type="checkbox"/> 5. Authorities <input type="checkbox"/> 2. News <input type="checkbox"/> 6. Community/Religious leaders <input type="checkbox"/> 3. Mobile Phones <input type="checkbox"/> 7. Other <input type="checkbox"/> 4. Aid workers <input type="checkbox"/> 999. Don't know
52 /2	What are the three main topics on which the community is requesting information? (Tick the three most important) <input type="checkbox"/> 1. Information on the location of other family members <input type="checkbox"/> 2. Information on registration <input type="checkbox"/> 3. Information on food <input type="checkbox"/> 4. Information on other relief assistance, <input type="checkbox"/> 5. Information on how to get documentation <input type="checkbox"/> 6. Information on available Health services / health advice			<input type="checkbox"/> 7. Security information <input type="checkbox"/> 8. Weather forecast <input type="checkbox"/> 9. Information on situation in areas of origin <input type="checkbox"/> 10. Other <input type="checkbox"/> 999. Don't know

The interview has taken place on said date by the undersigned enumerator team

Date: _____

Team leader: _____ Enumerator: _____ Enumerator: _____

Annex 7 | Multi-Cluster Initial Rapid Assessment (MIRA) 2012 | Observation Checklist

Questionnaire number: | ___ |

Team Information			
A.	Date (day/month/year)	___ ___ ___	B. Team Number: ___ ___
C.	Name enumerator:		D. Enumerator gender <input type="checkbox"/> Male <input type="checkbox"/> Female
Site information			
E.	Province		F. District
G.	Tehsil/Taluka		H. Union Council
I.	Village/Deh/Ward/Site		J. Position coordinates X: _____; Y: _____
K.	Code of sample site:		L. Accessibility of site: <input type="checkbox"/> Yes <input type="checkbox"/> No (no KI interview conducted)
M.	Type of settlement	<input type="checkbox"/> 1. City/Village <input type="checkbox"/> 2. Organised tented camp <input type="checkbox"/> 3. Spontaneous camps <input type="checkbox"/> 4. Communal building	

OBSERVATION CHECKLIST				
INFRASTRUCTURE DAMAGE		A: Totally destroyed; B: Not usable; C: Damaged but can be repaired; D: Limited damage, can be easily repaired; E: No damages		
1	What is the level of damages to office buildings?			
2	What is the level of damages to communal buildings?			
3	What is the level of damages to school buildings?			
4	What is the level of damages to health centres?			
5	What is the level of damage of shops and market place?			
6	What is the level of damages of the main water points?			
7	What is the level of damages of access roads and bridges?			
8	Other (specify)			
ENVIRONMENT		Yes	No	Comments
9	Are there any debris/rubble from damaged building?	<input type="checkbox"/>	<input type="checkbox"/>	
10	Are there any stagnant water or area submerged by water?	<input type="checkbox"/>	<input type="checkbox"/>	
11	Are there any animal carcasses not disposed of?	<input type="checkbox"/>	<input type="checkbox"/>	
12	Are there any signs of industrial waste?	<input type="checkbox"/>	<input type="checkbox"/>	
13	Other (Specify)	<input type="checkbox"/>	<input type="checkbox"/>	
SHELTER		Yes	No	Comments
14	If it is a site of individual shelter, give details (estimates)			
15	Average of Covered area (m ²)			
16	Number of people (#)			
17	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	
WASH		Yes	No	Comments
18	Is there a problem with garbage/waste around where people are staying?	<input type="checkbox"/>	<input type="checkbox"/>	
19	Are there functional latrines? (<i>Visit the latrines</i>)	<input type="checkbox"/>	<input type="checkbox"/>	
20	How far is the main latrine block from the nearest dwelling? (in meters)	<input type="checkbox"/>	<input type="checkbox"/>	
21	How long time does it take for people to collect water from the source?	Km / mins		
	a. Distance to water source (in km)			
	b. Time to wait/queuing at water source (in minutes)			
22	Is there queue at the main water point?	<input type="checkbox"/>	<input type="checkbox"/>	
23	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	
HEALTH		Yes	No	Comments
24	Are there injured persons observed that are not being taken care of?	<input type="checkbox"/>	<input type="checkbox"/>	
25	Is water available at the health facilities? <i>If applicable</i>	<input type="checkbox"/>	<input type="checkbox"/>	
26	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	
EDUCATION		Yes	No	Comments
27	Were school aged children observed out of school during school hours on school days?	<input type="checkbox"/>	<input type="checkbox"/>	
28	Is water available at the school?	<input type="checkbox"/>	<input type="checkbox"/>	
29	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	
FOOD		Yes	No	Comments

Annex 7 | Multi-Cluster Initial Rapid Assessment (MIRA) 2012 | Observation Checklist

Questionnaire number: |____|

30	Is there food available in the market?	<input type="checkbox"/>	<input type="checkbox"/>	
31	Is any food price hikes observed? (drastic increase in cost for stable food items)	<input type="checkbox"/>	<input type="checkbox"/>	
32	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	
	PROTECTION	Yes	No	Comments
33	Are there signs of humanitarian assistance being distributed?	<input type="checkbox"/>	<input type="checkbox"/>	
34	Are there law enforcement actors in the area	<input type="checkbox"/>	<input type="checkbox"/>	
35	Are there signs of tensions amongst the population?	<input type="checkbox"/>	<input type="checkbox"/>	
36	Are there signs of persons in psychological/ emotional distress?	<input type="checkbox"/>	<input type="checkbox"/>	
37	Are there signs of isolation or neglect of some persons or groups (e.g. elderly, persons with disabilities, children, and ethnic/religious minorities?)	<input type="checkbox"/>	<input type="checkbox"/>	
38	Are there children observed wandering around the area?	<input type="checkbox"/>	<input type="checkbox"/>	
39	Are there any existing institutional care facilities/ orphanages in the area?	<input type="checkbox"/>	<input type="checkbox"/>	
40	Are there children seen working?	<input type="checkbox"/>	<input type="checkbox"/>	
41	Are there any places where women are gathering?	<input type="checkbox"/>	<input type="checkbox"/>	
42	Are there hazardous object/ locations around the site?	<input type="checkbox"/>	<input type="checkbox"/>	

The interview has taken place on said date by the undersigned enumerator team

Date: _____

Team leader: _____ Enumerator: _____ Enumerator: _____