Research Terms of Reference

Quarterly NFI Joint Market Monitoring Initiative

Research Cycle ID: SOM2003

Somalia

May 2020

Version 1

REACH Informing more effective humanitarian action

1. Executive Summary

Country of intervention	Somalia					
Type of Emergency	**X**	Natural disaster	**X**	Conflict	□	Emergency
Type of Crisis	□	Sudden onset	□	Slow onset	**X**	Protracted
Mandating Body/ Agency	WASH & Shelter clusters					
Project Code	27DVB					
Overall Research Timeframe	May 2020 – May 2021					
Research Timeframe (per cycle)	1. Start collect data: 1st Tue. in month[1]			5. Preliminary presentation: N/A		
	2. Data collected: S[2]+7 calendar days			6. Outputs sent for validation: S+19 c. days		
	3. Data analysed: S+12 calendar days			7. Outputs published: S+21 calendar days		
	4. Data sent for validation: S+12 c. days			8. Final presentation[3]: S+21 calendar days		
Number of assessments	□	Single assessment (one cycle)				
	X	Multi assessment (more than one cycle): Quarterly cycles + rapid assessments				
Humanitarian milestones	**Milestone**			**Deadline**		
	□	Donor plan/strategy		_ _/_ _/_ _ _ _		
	X	Inter-cluster plan/strategy		Cash Working Group (CWG)		
	X	Cluster plan/strategy		WASH & Shelter clusters; ad hoc		
	□	NGO platform plan/strategy		_ _/_ _/_ _ _ _		

[1] First comprehensive assessment tentative dates: start DC: Jul 28th; end DC: Aug 3rd; Analysis by: Aug 7th; Outputs by Aug 12th.
[2] "S" stands for starting day
[3] Presentations are conducted depending on the need from the Clusters, donors, and/or other partners

Audience Type & Dissemination	**Audience type**		**Dissemination**	
	X Strategic **X** Programmatic □ Operational		**X** General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) **X** Cluster Mailing **X** Presentation of findings (CWG meeting) **X** Website Dissemination (Relief Web, Cluster websites, REACH Resource Centre)	
Detailed dissemination plan required	□	Yes	**X**	No
General Objective	Monitor the market environment in Somalia, to support the WASH and the Shelter clusters programming in Somalia, particularly around Market Based Programming (MBP) and Cash and Voucher Assistance (CVA)			
Specific Objective(s)	1. Track prices, availability, and quality of non-food items and the respective impact of conflict, seasonality and inflation on a quarterly basis; 2. Provide timely insight on the market environment[4] during emergencies, through ad-hoc rapid assessments			
Research Questions	1. What are the prices, availability, and quality of non-food items in the selected locations? (Refer to "Geographical Coverage" below for more information on specific locations) 2. What are the geographical price, availability, and quality variations and trends over time? 3. Do vendors have access to credit and are they able to continue and/or increase supply? 4. What are the existing security and non-security challenges faced by vendors? 5. How do vendors react and adapt to market disruptions?			
Geographic Coverage	The cities of Baidoa, Beletweyne, Bosasso, Dhobley, Dolow, Dusamareb, Galkayo, Garowe, Hargeysa, Jowhar, Kismayo, and Mogadishu[5]			
Secondary data sources	• FSNAU market assessments • WFP logistics reports[6] • OCHA, Somalia 2020 HNO			

[4] The market environment refers to factors and forces that affect the humanitarian actors' ability to build and maintain successful cash programming.
[5] For a detailed explanation of the selection, refer to the methodology
[6] Not publicly available

	• OCHA, Somalia 2020 HRP • Previous JMMI in South Sudan, Libya, Yemen, Central African Republic, and Iraq					
Population(s)[7]	□	IDPs in camp		□	IDPs in informal sites	
	X	IDPs in host communities		□	IDPs [Other, Specify]	
	□	Refugees in camp		□	Refugees in informal sites	
	X	Refugees in host communities		□	Refugees [Other, Specify]	
	X	Host communities		**X**	Vendors (Retailers and Wholesalers)	
Stratification	**X**	Geographical #: 12 Population size per strata is known? □ Yes **X** No	□	Group #:_ _ _ Population size per strata is known? □ Yes □ No	□	*[Other Specify]* #: _ _ Population size per strata is known? □ Yes □ No
Data collection tool(s)	**X**	Structured (Quantitative)		□	Semi-structured (Qualitative)	
	Sampling method			**Data collection method**		
Structured data collection tool #1	**X** Purposive □ Probability / Simple random □ Probability / Stratified simple random □ Probability / Cluster sampling □ Probability / Stratified cluster sampling □ Probability / 2 stages random - st			**X** Key informant interview (Target #): 600[8] □ Group discussion (Target #):_ _ _ _ _ □ Household interview (Target #):_ _ _ _ _ □ Individual interview (Target #):_ _ _ _ _ □ Direct observations (Target #):_ _ _ _ _		
Data management platform(s)	**X**	IMPACT		□	UNHCR	
Expected ouput type(s)	□	Situation overview #: _ _	□	Report #: _ _	□	Profile #: _ _
	□	Presentation (Preliminary findings) #: _ _	□	Presentation (Final) #: _ _	**X**	Factsheet #: Quarterly
	□	Interactive dashboard #:	□	Webmap #: _ _	□	Map #: _ _
	□	Clean dataset #: _ _				
Access	**X**	Public (available on REACH resource center and other humanitarian platforms)				

[7] Even though only vendors are interviewed in this assessment, through their responses information about customers found in the local community, including IDPs and refugees in the host community, are inadvertently gathered through the vendor's responses.
[8] Considering up to 50 interviews in each of the 12 selected locations. See "Methodology" for more details

	□	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)
Visibility	***REACH***	
	Donor: OFDA	
	Coordination Framework:	
	Partners: WASH & Shelter clusters	

2. Rationale

The number of internally displaced people in Somalia has been increasing for the last several years. Protracted conflict and extreme climatic conditions, forced 770,000 individuals to abandon their homes in 2019[9]. In total, 2.6 million internally displaced people live in 2,000 sites across Somalia, of which 1.7 million are in need of humanitarian assistance and protection[10]. Added to another 3.4 million of non-displaced and 149,000 refugees and returnees, there are currently 5.2 million people in need in Somalia[11]. Further aggravating the overall situation, abnormal emergencies such as the COVID-19 pandemic starting in March 2020 have particularly negative consequences for the most vulnerable population, including price inflation and disrupted supply chains of essential items.

The humanitarian response system in Somalia has mechanisms in place for rapid scale-up and sustained response, including cash and voucher assistance (CVA). According to Cash Working Group (CWG), just in December 2020 over 100,000 people received nearly 1,100,000 USD in Mogadishu, the majority of which delivered by the WFP on an unconditional and unrestricted basis[12]. Indeed, poverty and the inability to afford basic services are frequently reported as a key issue across different clusters[13]. Concurrently, one study shows that both non-displaced and displaced population groups in the country identify cash as one of their most urgent unmet needs[14]. In 2020, 32% of the total requirement by clusters in Somalia is planned for CVA or 332 million dollars. Multi-Purpose Cash, Shelter, and Food Security are responsible for 84% of the total amount, with a budget of 280 million dollars dedicated to CVA[15].

The progress of CVA in Somalia has been documented by different studies. A recent survey[16] found that cash recipients report feeling "more empowered" by the humanitarian support they receive than non-cash recipients. Cash assistance can respond to emergencies, as an enabler to address basic needs, while also aiming for promoting sustainable livelihoods and resiliency. The success of these interventions depend on several preconditions, including the particular beneficiary needs, community and political acceptance of CVA, market conditions, and adequate operational conditions to distribute assistance. The participation and protection of the community must be at the core of CVA, assuring that beneficiaries are not put at risk or have their livelihoods negatively affected. It is therefore critical that the humanitarian community retains a deep understanding of the complex market dynamics in Somalia, based on prevailing evidence.

The continuous price monitoring of the main minimum expenditure basket (MEB) items carried by the Food Security and Nutrition Analysis Unit in Somalia (FSNAU) provides an important support to cluster programming and cash responses in the country. At the same time, there is a real information gap in terms of regular and updated monitoring of market functionality and particularly a broader range of non-food items. The Joint Market Monitoring Initiative (JMMI) is a model that REACH has supported to set up and coordinate in several countries[17]. To address this information gap in Somalia, REACH conducts the JMMI with a focus on non-food items (NFIs), and include additional indicators on market functionality and protection that can complement the existing market monitoring in the locations selected by the clusters.

[9] UNHCR. Somalia Internal Displacement. Last accessed May 2020
[10] OCHA. Somalia Humanitarian Response Plan 2020 (p.5). January 2020
[11] OCHA. 2020 Humanitarian Needs Overview. December 2019
[12] CWG. Cash Based Programming in Somalia. Last accessed April 2020
[13] REACH, JMCNA 2019, September 2019
[14] Ground Truth Solutions (GTS) Somalia, Strengthening accountability to affected people, September 2019
[15] OCHA. Somalia Humanitarian Response Plan 2020 (p.30). January 2020
[16] Ground Truth Solutions (GTS) Somalia, Strengthening accountability to affected people, September 2019
[17] More recently conducted in South Sudan, Libya, Yemen, Central African Republic, Syria, and Iraq. Read more

3. Methodology

3.1. Overview

The Joint Market Monitoring Initiative (JMMI) is a joint initiative from the WASH and Shelter Clusters and REACH. The aim of the JMMI is to harmonize market monitoring, avoid duplications or overlaps, maximize geographic coverage and ensure a regular and predictable output to inform cluster programing and cash responses. It incorporates elements of ongoing and planned market monitoring activities from both clusters, with the objective of producing both quarterly fact sheets and emergency updates that can be shared with the humanitarian community and cash actors in particular.

Primary data is collected through key informant interviews (KIIs) with vendors, both retailers and wholesalers, using the comprehensive assessment tool (quarterly) and the rapid assessment tool (ad-hoc). The main goals of the quarterly comprehensive assessments are to provide seasonal updates on the quality, quantity, and prices of NFIs of interest (see "Non-food item list"), customer behavior, access to credit and performance of the supply chain, and other security and non-security challenges that vendors face in the targeted locations (see "Population of interest"). The main goals of the rapid assessments are to provide quick and accurate insight in the wake of major shocks and disruptions, from either natural disasters, violent conflict, or other emergencies. These assessments focus on a subset of the targeted locations and items, and have less indicators than the more robust comprehensive assessment tool (see "Data analysis plan").

A market mapping is conducted yearly in each of the selected locations, aiming to identify key markets to the clusters hotspots (see "Market and vendor selection"). Rapid assessments should cover regional and local markets, while comprehensive assessments should additionally cover central and downstream markets. Considering the varying accessibility to each market, vendors are selected purposively. A target of 20 vendors selling construction items, 20-25 vendors selling general household non-food items, and five water suppliers are interviewed per location for each quarterly comprehensive assessment, totaling an estimated 2,400 interviews per year. REACH consolidates data sent in by local partners from field locations through the common tools and analyses as described in the section below "Data Processing & Analysis". Market data is published quarterly as general reports and temporal differences stratified by location in the form of a factsheet. During emergencies, rapid assessments are carried and published based on agreed necessity.

3.2. Population of interest

The Joint Market Monitoring Initiative is based on key informant interviews (KIIs) with vendors from different markets in Somalia. The goal is to provide information for members of the Shelter and the WASH Clusters, particularly those with CVA programming, and the humanitarian community in general. Pragmatically, the geographic coverage area is determined by the access and capacity of Cluster Members, who are implementing local partners in the data collection of this assessment to collect data consistently. In order to maximize efficacy, certain markets are prioritized to reflect the areas in which cash transfer programs, particularly focused on non-food items, are planned or ongoing, as well as key supply chains for the main non-food items assessed. The target locations for the comprehensive assessments are Baidoa, Beletweyne, Bosasso, Dhobley, Dolow, Dusamareb, Galkayo, Garowe, Hargeysa, Jowhar, Kismayo, and Mogadishu. For rapid assessments, locations are targeted based on particular needs, considering the rationale below.

According to the Observatory of Economic Complexity (OEC)[18], the majority of the non-food items assessed are imported from China, India, and Kenya. Most of these items enter the country through the three major deep-sea ports in Somalia, located in Mogadishu, Bosasso, Berbera, and another large port in Kismayo. The majority of goods in Beletweyne comes from Mogadishu, and its markets are relatively well integrated with other parts of Somalia. While roads connecting Dhobley are unreliable during the rainy season, which can result is price inflation and shortages, non-food items are largely imported from Mogadishu and Kismayo. In general, goods arrive in Dolow from Baidoa and Mogadishu and price tends to be steady, except during seasonal calendar changes. Non-food items available in Dusamareb are sourced in Galkayo and due to the

[18] OEC. Read more

volume of cash and vouchers assistance (CVA) in the district; there is reasonable competition amongst traders and goods are reported to be available in sufficient quantity and quality. Given the proximity between Garowe and Galkayo, traders likely use similar regional/district wholesalers and non-food items retail prices are likely to be similar in both locations. Similarly, as Jowhar is located less than 100km away from Mogadishu, prices and availability of non-food items largely depend on the latter.

Considering the aforementioned, a subset of the target locations serve as base of the rapid assessments and pilot the comprehensive quarterly assessments: Baidoa, Bossaso, Galkayo, Hargeisa, Kismayo, and Mogadishu. Other locations can be considered, depending on contextual changes that may affect the supply of non-food items as well as particular needs of the affected population in the intervention areas.

3.3. Secondary data review

The continuous price monitoring carried by the Food Security and Nutrition Analysis Unit in Somalia (FSNAU) includes a number of non-food items: blanket, cement, cooking pot, jerry can, plastic sheet/tarpaulin, soap, timber, and water drum. Similarly, reports from the WFP can inform the condition of supply chains. The data that these two actors provide can be compared to data gathered through the JMMI for verification and consistency. Previous JMMIs in South Sudan, Libya, Yemen, Central African Republic, Syria, and Iraq serve as a base for questionnaires and data analysis tools.

3.4. Primary data collection

Data collection takes place on a quarterly basis for the comprehensive assessments. In each round, data collection takes place for a period of one week, starting from the first Tuesday of the month. Data collection is carried out by the local partners through one harmonized tool, using Open Data Kit (ODK) on mobile phones or tablet devices. Each location has a corresponding focal point, designated by the cluster responsible for that location from the cluster local partners engaged in the data collection. REACH field officers provide support to the focal points in the training and data collection. As part of their preparation, all enumerators receive training highlighting definitions of key terms and important points to bear in mind when asking certain questions. Once training is complete, teams conduct a pilot round of data collection in order to practice administering the questionnaires. This allows for identification of any additional training required or adjustments to the tool. Feedback from this process is be immediate, allowing issues to be addressed before the commencement of data collection and the tools to be amended if necessary.

Normally, data collection is done face to face. In atypical circumstances, such as the COVID-19 pandemic, data collection is done remotely, using contact information collected previously from vendors in the selected markets (see below). If not enough telephone numbers are available, phone numbers may be collected face-to-face using a half-day at the selected markets, on a case by case basis. In such cases, a few strategies are implemented in order to minimize risks:

1. No movement between locations, only staff who are already in the location assessed go to the market.
2. Conduct a small mandatory training with the staff about best practices and protection measures.
3. Filtering of all staff that present symptoms of COVID-19, or have returned from highly affected areas, or have been in direct and sustained contact with anyone (e.g. family members) showing symptoms or tested positive for COVID-19, or is from a demographic particularly vulnerable to COVID-19.

3.4.1. Market and vendor selection

A market is defined in this case either as a single permanent market or as multiple shops located in close proximity to one another. Markets are mapped in each location by local partners, based on their size, location, and accessibility. One or more markets are selected in each location, depending on the capacity of the clusters' local partners and backstopping from REACH field officers in each location, along with the estimated time and logistical support needed. While large, easily accessible, and centrally located markets are preferred in general, local partners are free to select other markets that best inform their cash programming. In case more than one market is selected in the same location, results are reported separately.

Vendors are purposively selected from a range of areas within the marketplace, rather than concentrated in one part of the market; however, in these areas traders will be randomly selected. No restrictions are set for the shop size of the interviewed traders as consumers typically buy from small as well as large traders. Per marketplace, at least 3 prices per item need to be collected from different retail traders to ensure quality and consistency of the data. Traders need to be surveyed until the threshold of 3 collected prices is met for each item, up to 10 vendors per "Shop Type" (see table 2 below). If less than 3 prices are collected for a particular item, the item is marked as having limited availability. If an item is never sold in a specific location, or if an item is seasonally or otherwise unavailable in the entire marketplace, no price data for said item needs to be collected and the unavailability is recorded as part of the basic availability questions.

3.4.2. Non-food item list

The monitoring of non-food items in Somalia informs the WASH and Shelter Clusters by addressing a real information gap in terms of regular and updated monitoring of market functionality and particularly a broader range of non-food items. The items are therefore selected largely upon the necessity from the two clusters and their members currently or planning to implement Market-Based Programming (MBP) and/or Cash and Voucher Assistance (CVA). On the supply side Market-Based programming (MBP) supports traders, for example with the provision of seed money (nonrefundable cash grants) to expand their products. On the demand side, provide Cash and Voucher Assistance to increase access to WASH and Shelter commodities. The aim is to collect data on the full item list (table 2) in each marketplace, every round of the comprehensive assessment. To facilitate data collection, items are divided per shop type (see table 2). The list may be adjusted to reflect changes in need or capacity from the parties involved. The table below lists the Shelter and WASH core items, which serve as the base for the rapid assessments.

Table 1. Shelter and WASH core items

WASH	SHELTER/ NFI
Bucket	Blanket
Chlorine (water)	Cooking pot with lid (stainless steel or aluminum, 5 L)
Detergent	Cooking pot with lid (stainless steel or aluminum, 7 L)
Jerry can	Kettle
MHM	Kitchen knife
Mug	Mosquito net
Nose mask	Plastic sheet
Plastic Gloves	Serving spoon
Soap	Sleeping mat
Washing powder	Solar lamp
Water (bottles)	Stainless steel bowl (1 L)
Water treatments, i.e. aqua tabs	Stainless steel cup
	Stainless steel plate (diameter 25 cm)
	Stainless steel tablespoon
	Timber

Non-food items are particularly challenging to standardize as they vary significantly in terms of types and specifications. The JMMI methodology aims to balance consistency and comparability considerations (precise definition needed) with geographical variations in availability (loose definition needed). Further, if multiple items fall within the pre-defined specifications, data is collected on only the cheapest type available in the marketplace, which is in line with the purpose of the minimum expenditure basket. The specifications for NFIs are found in Table 2, below.

Table 2. Detailed non-food item list

Item	Specification	Cluster	Shop Type
Brick	1 piece, 20cm x 20cm	WASH	Construction
Cement	1 bag, 50kg	WASH	Construction
Gravel	1 cubic meter (m3)	WASH	Construction
Gumboots	1 pair	WASH	Construction
Hammer	1 unit, also used to remove nails, 0.5kg	Shelter	Construction
Hinge	1 piece, 4 inches long	WASH	Construction
Iron Sheet	1 piece, 0.9m x 1.5m	WASH	Construction
Iron/metal bar	1 quintol, 6mm, 6m long (reinforced)	WASH	Construction
Iron/metal bar	1 quintol, 8mm, 6m long (reinforced)	WASH	Construction
Nails	1 box, No.5 (1.5 inch)	Shelter	Construction
Nails	1 box, No.6 (2.5 inches)	Shelter	Construction
Sand	1 cubic meter (m3)	WASH	Construction
Spade	1 unit	WASH	Construction
Timber	1 piece, 5cm x 2.5cm, 4 metres long	Shelter	Construction
Timber	1 piece, 8cm x 4cm, 4 metres long	Shelter	Construction
Timber	1 piece, 10cm x 2.5cm, 4 metres long	Shelter	Construction
Vent Pipe	1 piece, 4 metres long	WASH	Construction
Wheel barrow	1 unit	WASH/Shelter	Construction
Wooden pole	1 unit, 6 metres long	WASH	Construction
Wooden saw	1 unit, 10 inches long	Shelter	Construction
Blanket	1.5m x 2.0m, polyester/acrylic	Shelter	General
Bucket	10 litres, plastic, with lid	WASH	General
Chlorine tablet	1 box, to clear 10 litres of water, e.g. Aqua Tabs (67m/g)	WASH	General
Cooking pot	5 litres, stainless steel/aluminium, with lid	Shelter	General
Cooking pot	7 litres, stainless steel/aluminium, with lid	Shelter	General
Drinking water	1 litre bottle	WASH	General
Jerry can	20 litres, plastic	WASH	General
Jerry can	collapsible, 10 litres	Shelter	General
Jerry can	non-collapsible, 10 litres	Shelter	General
Kettle	2 litres	WASH/Shelter	General
Kitchen bowl	medium, 1 litre, stainless steel	Shelter	General
Kitchen cup	small, 250 ml, stainless steel	Shelter	General

Kitchen knife	medium size	Shelter	General
Kitchen plate	medium, 25cm diameter, stainless steel	Shelter	General
Kitchen serving spoon	125 ml, stainless steel	Shelter	General
Kitchen table spoon	1 unit, stainless steel	Shelter	General
Lock	1 unit	WASH	General
Menstrual Hygiene Management (MHM)	Disposible sanitary pads (pack of 10-14 un) e.g. Always	WASH	General
Menstrual Hygiene Management (MHM)	Reusable pads (5 units) e.g. Afrikapads	WASH	General
Mosquito net	1.8m x 1.6m x 1.5m, polyester, treated with insecticides	Shelter	General
Mug	1 unit	WASH	General
Nose Mask	1 box (50 units)	WASH	General
Plastic glove	1 box (100 units)	WASH	General
Plastic sheet	4m x 5m	Shelter	General
Plastic sheet	6m x 7.5m	Shelter	General
Rake	1 unit	WASH	General
Sleeping mat	1.8m x 0.9m, synthetic yarn	Shelter	General
Soap bar (body hygiene)	3 small bars (150g)	WASH	General
Solar lamp	1 unit, Solar Powered LED Lamp	Shelter	General
Washing powder	100 grams, e.g. OMO	WASH	General
Communal water point	fill 20 litres jerrycan	WASH	Water
Piped water/network supply	1m3 or 1000 litres	WASH	Water
Water trucking	1m3 or 1000 litres	WASH	Water

3.5. Data processing & analysis

At the end of each day, the focal points ensure that the data is uploaded from the smartphones used by the enumerators to the Kobo Collect server. The REACH database officer downloads all datasets, removes sensitive information and personal identifiers, and sends them daily to the REACH Assessment Officer leading the JMMI for data checking. The REACH Assessment Officer flags points for follow-up and shares with each REACH Field Officer a summary of the data that needs to be checked on each team. The REACH Field Officers check and clean the data with the local partners' focal points and enumerators during their daily briefings. The REACH Field Officers note any changes made in the change-log before sending the cleaned data to the REACH Assessment Officer. Key data checks include duplicate interviews (same vendor interviewed more than once), short interviews (according to the agreed minimal duration), various numerical outliers (particularly item price), and translation and standardizing text fields. More details can be found in the IMPACT Data Cleaning Minimum Standards Checklist.

In addition to the daily data checks, the dataset for each quarterly collection cycle undergoes a thorough cleaning, with any outstanding issues reported to focal points for feedback. In order to standardize data cleaning, a Standard Operating Procedure (SOP) provides a systematic guide for key data cleaning issues, including checking the time stamp of each interview, issues with skip logic and outliers. Given the expected amount of data collected, analysis is done using R scripts to aggregate the data and finalized using Excel.

The methodology used for price analysis and other numeric indicators is "location medians" or "medians-of-medians," whereby the median prices for each of all assessed items are calculated within each assessed location and then the median of all of those location medians is calculated to derive aggregated prices. This methodology is designed to minimize the effects of outliers and differing amounts of data among assessed locations. Quartiles and outliers are reported only where relevant.

For non-numeric indicators of categorical values, all proportions are calculated. Indicators based on yes or no questions are reported for all options. All other indicators report all options selected by at least 10% of the sample. Data is output as general reports and temporal differences at location level. Where relevant, indicators may report disaggregated results for retailers and wholesalers, provided that both groups represent at least 20% of the total sample.

Following the analysis, findings are assembled into a factsheet. At the end of the research cycles, REACH and partners have a wrap-up discussion in which conclusions regarding the overall research objectives are agreed upon, along with the recommendations for partners arising from these conclusions. Data processing and analysis should generally take up to a month for comprehensive assessments and might have a quicker turnover for rapid assessments, depending on the scope.

4. Roles and Responsibilities

The WASH and Shelter Clusters are responsible for the identification of agencies willing to contribute to the study among cluster members, leading external coordination to ensure buy-in for the study with HCT stakeholders, donors, and government actors, and validation of the final products. Cluster Members participate defining the aim, scope and timeframe of study, provide data collection capacity according to their coverage and availability, and support the study with sector-specific expertise. REACH is responsible for leading the tools and analysis framework design, training of local partners and technical support for data collection, supporting focal points in managing the field data collection, lead on technical data management and data cleaning, data analysis, products drafting; and the production of GIS and data display information products. Table 3 summarizes the key roles and responsibilities.

Table 3: Description of roles and responsibilities

Task Description	***Responsible***	***Accountable***	***Consulted***	***Informed***
Research design	Assessment Officer	Assessment Officer	Research Manager + Assessment Specialist + IMPACT Research Design Unit + WASH Cluster + Shelter Cluster	Donor + Cash Working Group (CWG)
Development of tools and analysis framework	Assessment Officer	Assessment Officer	Research Manager + Assessment Specialist + IMPACT Research Design Unit + WASH Cluster + Shelter Cluster	
Translation of tools	Field Officer	Assessment Officer	Research Manager + Focal point (local partner)	
Supervising data collection	Focal point (local partner)	Assessment Officer	Research Manager + Field Officer	
Data processing (checking, cleaning)	Field Officer + Focal point (local partner)	Assessment Officer	Research Manager + IMPACT Data Unit + Database Officer + GIS Officer	
Data analysis	Assessment Officer	Assessment Officer	Research Manager + IMPACT Data Unit	
Output production	Assessment Officer	Assessment Officer	Research Manager + GIS Officer + IMPACT Reporting Unit	Donor
Dissemination	Assessment Officer + WASH Cluster + Shelter Cluster	Assessment Officer	Research Manager + IMPACT Communication Unit	Donor + Focal point (local partner) + Cash Working Group (CWG)
Monitoring & Evaluation	Assessment Officer	Assessment Officer	Research Manager + IMPACT Research Design Unit	

Responsible: *the person(s) who executes the task*

Accountable: *the person who validates the completion of the task and is accountable of the final output or milestone*

Consulted: *the person(s) who must be consulted when the task is implemented*

Informed: *the person(s) who need to be informed when the task is completed*

5. Data Analysis Plan

Research Question	Indicator/Variable	Question	Responses
Enumerator profile*	enumerator	a1. Enter your full name (name of the enumerator)	Enter text
	enumerator's contact information	a2. Enter your phone number	Enter text
	enumerator's organization	a3. Select your organization	Select ONE: [partners list]
	target location	a4. Select the location you are calling now	Select ONE: [locations list]
	target market	a5. Select the market you are calling now	Select ONE: [markets list]
Vendor profile*	target vendor type	a6. Select vendor type	Select ONE: general; construction; water
	target vendor code**	a7. Select vendor code	Enter text
	target vendor's name		(tool calculates from the pulldata)
	target vendor's contact information		(tool calculates from the pulldata)
	target vendor's secondary contact information		(tool calculates from the pulldata)
	target vendor's location		(tool calculates from the pulldata)
Consent*	consent	b5. Hello, my name is ${enumerator}. I am working on behalf of the WASH and Shelter clusters, conducting interviews with vendors to better understand markets in ${call_location}. We interview vendors in ${call_location} to improve our programming. These interviews happen every season. If you agree to participate, any information you provide will not be used to identify you. Responses are voluntary and you can choose to stop the interview, or not answer questions, at any time. However, we hope you will participate since your views are important. Do you agree to be interviewed?	Select ONE: Yes; No
Availability*	confirm availability	c1. This interview should take about 30 minutes, can we start the interview now, or do you prefer that I call another time?	Select ONE: yes; another time
	callback vendor's name	c3. Full name of the vendor	Enter text
	callback vendor's primary contact information	c4. What is your preferred phone number?	Enter text

	callback vendor's secondary contact information	c5. Do you have another phone number?	Enter text
	callback vendor's preferred day(s)	c6. Which days do you prefer to be contacted?	Select MULTI: [weekdays]
	callback vendor's preferred time(s)	c7. Which time of the day do you prefer to be contacted?	Select MULTI: Before 9am; 9am to noon; Noon to 1pm; 1pm to 5pm; 5pm to 8pm; After 8pm
* All information collected until here is only for the purpose of coodination and data checks, and it is not published. ** Vendor codes are generated in case of remote interviews.			
Vendor check	confirm market	d1. Do you work at ${call_market} in ${call_location}?	Select ONE: Yes; No
	confirm location	d2. Do you work at ${call_location}?	Select ONE: Yes; No
	confirm location, if other	d3. Which town do you work?	Select ONE: [locations list]
	confirm market, if other	d4. Which market in ${call_location} do you mostly work?	Enter text
	% retailers	d5. Are you a retailer (sell directly to customers) or a wholesaler (sell in bulk to other vendors)?	Select MULTI: Retailer; Wholesaler
Payment	% main currency accepted	e1. What is the main currency used in this shop?	Select ONE: Somali Shillings; Somaliland Shillings; American Dollars
	% other currencies accepted	e2. Do you accept other currencies in this shop?	Select MULTI: Somali Shillings; Somaliland Shillings; American Dollars; Kenyan Shillings; Ethiopian Birr; Djibouti Franc; None
	currency exchange	e3. How much does 1 American Dollar cost, in the main currency used in this shop? ${currency_main}	Enter integer
	confirm currency exchange (SOSH)	e4. Are you sure that 1 American Dollar costs ${currency_exchange_pre} Somali Shillings?	Select ONE: Yes; No
	confirm currency exchange (SLSH)	e5. Are you sure that 1 American Dollar costs ${currency_exchange_pre} Somaliland Shillings?	Select ONE: Yes; No
	currency exchange used for in-tool calculations		(tool calculates number)
	% accepted payment modalities	e6. Which of the following modalities of payment are available in your shop? ***	Select MULTI: Cash; Mobile money; Voucher; Other (specify)
	% mark-up in payment modalities	e8. Do you charge your customers a higher price depending on the payment method?	Select MULTI: Cash; Mobile money; Voucher; Other (specify); None
Items sold	list of items sold (used to filter the next few groups)	f1. Which of the following items are normally sold in your shop? Please select all that apply, including those you are currently out of stock ***	Select MULTI: [items list]

	ratio between number of vendors reporting items being sold the most, and number of vendors also selling this item but not reporting it being sold the most	f2. From the items that you usually sell, which do you sell the most?	Select MULTI: [items list]
	% number of suppliers (brackets)	f3. How many wholesalers/suppliers do you deal with regularly?	Enter integer
	% currency used with suppliers	f4. Which currencies do you use in buying supplies?	Select MULTI: Somali Shillings; Somaliland Shillings; American Dollars; Kenyan Shillings; Ethiopian Birr; Djibouti Franc; None
Item loop		g. (repeats for each of the items selected in the "Items sold" group above. Using brick as example)	
	ratio between number of vendors reporting currently having the item in stock, and number of vendors also selling this item but reporting not having it in stock	1a. Is brick currently available in this shop?	Select ONE: Yes; No
	% item availability in the market	1b. If brick is not available at this shop, do you know if it is currently available in this market?	Select ONE: Yes; No
	used to calculate price	1c1. Is brick sold as 1 piece, 20cm x 20cm?	Select ONE: Yes; No
	used to calculate price	1d1. Price of brick as 1 piece, 20cm x 20cm in main currency	Enter decimal
	median, q1, q3 of item price		(tool converts to US Dollar using the reported currency exchange, if price is not reported in US Dollar)
	used to calculate price	This price does not seem right. Are you sure that the price of brick by 1 piece, 20cm x 20cm is [PRICE]?	Select ONE: Yes; No
	used to calculate price	1c2. If it is sold by a different specification, then write the specification:	Enter text
	used to calculate price	1d2. Price of brick as [SPECIFICATION OTHER] in main currency	Enter decimal
	used to calculate price		(tool converts to US Dollar using the reported currency exchange, if price is not reported in US Dollar)
	used to calculate price	Are you sure that the price of brick by [SPECIFICATION OTHER] is [PRICE]?	Select ONE: Yes; No

Stock conditions	median, q1, q3 of expected number of days that the current stock of this item will last	h0. Assuming the rate of purchase remains consistent, how long will your current stock of the following items last, in days?	Enter integer (for each item reportedly sold)
	% vendors with difficulty to restock this item	i0. Did you find it difficult to restock the following items, in the past 3 months?	Enter integer (for each item reportedly sold)
	median, q1, q3 of expected number of days to restock this item, from order to delivery	j0. How long do you expect it would take for you to restock the following items, in days, if you order it today from your supplier?	Enter integer (for each item reportedly sold)
Supplier	supplier origin (paired with below)	k1. Where are your main suppliers located?	Select ONE: [country list], [region list in Somalia/land], [district list in Somalia/land]
	supplier destination (paired with above)		(tool copies from "target location")
	ratio of different routh conditions, for each origin-destination pair	k6. What is the condition of the road/route from this supplier in to ${vendor_location}?	Select ONE: Route open normally; Route open irregularly; Route open but damaged; Route closed; Other (specify); Don't know; Prefer not to answer
	ratio of supplier origin, per item	k8. Which items do you source from this supplier?	Select MULTI: [items list]
	% transportation type	k9. How the commodities you normally sell are transported from your wholesaler to you?	Select ONE: Using my own vehicle; Using a hired vehicle; The wholesaler delivers them to me; Using professional transporters who deliver to me and other traders; Other (specify); Don't know; Prefer not to answer
Barriers	% transportation barriers	l1. Do you or your wholesaler/transporter face any of the following challenges when transporting commodities? ***	Select MULTI: Risk of theft during transportation; Risk of bombings during transportation; Arbitrary detention; Closure of roads by authorities; Closure of roads by armed groups; Poor quality of roads; Closure of roads by floods; Supplier does not have proper authorization for movement; None; Other (specify); Don't know; Prefer not to answer
	% security barriers	l3. Do you face any of the following security challenges in your shop or in the market (excluding transportation)? ***	Select MULTI: Risk of theft; Risk of gun attacks (for purposes other than robbery); Risk of bombings; Arbitrary detention; Forced closure of shop or market by authorities; Tensions between population groups; None; Other (specify); Don't know; Prefer not to answer

	% non-security barriers	I5. Do you face any of the following non-security challenges in your shop or in the market (excluding transportation)? ***	Select MULTI: Government restrictions on the sale of goods; Contamination of commodities in shop by rodents, pests etc.; Rotting of commodities in shop due to water leakage, flooding etc.; Expiry of commodities (due to length of storage time); Difficult in carrying commodities from storage to shop for sale; Supplier unwilling to sell; Supplier on curfew; Supplier out of stock; Supplier limited supply; No suppliers; None; Other (specify); Don't know; Prefer not to answer
	% vendors facing more difficulties in a particular season	I7. Is there a particular season where you face greater supply issues?	Select ONE: Yes; No
	% seasons presenting difficulties	I8. If yes, in which season do you likely face problem with replenishing your supply?	Select MULTI: Summer; Autumn; Winter; Spring
Credit	% access to sources of credit	m1. Do you have access to any of the following sources of credit when you need extra capital to conduct business? ***	Select MULTI: Credit from wholesalers; Borrowing from friends and family in this town; Borrowing from friends and family outside this town; Loans from banks; Loans from microfinance organisations; Loans from local money lending agents (informal); Loans from SACCOs (Savings and Credit Cooperative Organisations); Loans from informal savings groups e.g. vendors savings associations; Loans from other members of the community e.g. doctors, other shopkeepers, etc; None; Other (specify); Don't know; Prefer not to answer
	% financial barriers	m3. Are you currently facing any of the following financing challenges? ***	Select MULTI: Vendor has limited cash; Low purchasing power/inflation; Banks are closed; Banks have limited cash; Banks limiting loans; Hawalas are closed; Hawalas have limited cash; Restrictions on movement for hawalas; None; Other (specify); Don't know; Prefer not to answer
	% vendors allowing customer credit	m5. Have you provided any of your customers with credit in the last 30 days?	Select ONE: Yes; No
	median maximum amount of credit offered	m6. If yes, please indicate the maximum amount of credit that you can offer to a single customer in the main currency	Enter decimal
	median total existing credit	m7. Could you estimate the total amount of credit that you have offered and are still waiting to be paid?	Enter decimal
Cash-Based Programming	% CVA effect	n1. If cash and voucher assistance were to be distributed to the local population, do you think this would have an effect on the prices of the items you sell?	Select ONE: Price increase; Price decrease; No change; Other (specify); Don't know; Prefer not to answer

Barter	% vendors being offered aid items as barter	o1. Do customers try to sell the items that they receive from humanitarian aid?	Select ONE: Yes; No
	% vendors accepting barter	o2. If yes, do you accept any items from customers?	Select ONE: Yes; No
	% items being accepted as barter	o3. If yes, which items do you mostly accept as barter from your customers?	Select MULTI: [items list]
Gender	% customers gender	p1. Would you say that the majority of the customers in your shop are men or women?	Select ONE: Men; Women
	% vendors noticing a difference between men and women's sought items	p2. Is there a difference between the types of items purchased by men and women?	Select ONE: Yes; No
	% items being sold more to women	p3. What types of items do women tend to purchase?	Select MULTI: [items list]
*** The order of choices is pseudo-randomized per interview, enumerators read the choices in order to avoid skewing results			
Geo-location	gps	r1. Geo-reference	GPS Coordinates
End	end	Thank you for your time	Note