Research Terms of Reference

Socioeconomic Assessment of Labor Force Capacity

UKR1908

Ukraine

05/03/24

REACH Informing more effective humanitarian action

1. Executive Summary

Country of intervention	Ukraine					
Type of Emergency	□	Natural disaster	X	Conflict	□	Other *(specify)*
Type of Crisis	□	Sudden onset	□	Slow onset	X	Protracted
Mandating Body/ Agency	Global Affairs Canada (GAC) / ACTED					
IMPACT Project Code	64AMF					
Overall Research Timeframe	22/01/2024 to 05/08/2024					
Research Timeframe *Add planned deadlines (for first cycle if more than 1)*	1. Pilot/ training: 01/04/2024			6. Preliminary presentations: 24/06/2024		
	2. Start collect data:15/04/2024			7. Outputs sent for validation: 15/07/2024		
	3. Data collected: 11/05/2024			8. Outputs published: 05/08/2024		
	4. Data analysed: 13/05/2024					
	5. Data sent for validation:04/06/2024					
Number of assessments	X	Single assessment (one cycle)				
	□	Multi assessment (more than one cycle)				
Humanitarian milestones *Specify **what** will the assessment inform and **when** e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;*	**Milestone**			**Deadline**		
	□	Donor plan/strategy		_ _/_ _/_ _ _ _		
	□	Inter-cluster plan/strategy		_ _/_ _/_ _ _ _		
	X	Cluster plan/strategy		01/07/2024		
	X	NGO platform plan/strategy		01/07/2024		
	X	Other (Specify): Local self-government Regional State Administrations and Regional Councils State employment and retraining centers Governmental structures		05/08/2024		
	Audience type			**Dissemination**		

Audience Type & Dissemination *Specify **who** will the assessment inform and **how** you will disseminate to inform the audience*	X Strategic X Programmatic □ Operational □ [Other, Specify]		X General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) X Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting X Presentation of findings (e.g. at HCT meeting; Cluster meeting) X Website Dissemination (Relief Web & REACH Resource Centre)	
Detailed dissemination plan required	□	Yes	X	No
Stakeholder mapping *Has a detailed stakeholder mapping been conducted during research design to identify all actors that could contribute to and/or benefit from the research?*	X	Yes	□	No
General Objective	To comprehensively assess the main trends and areas of opportunity for the recovery of the labor market under the influence of general socio-economic challenges, as well as war-related challenges and consequences of state policy on workforce development, the goal is to create a profile of the labor force in the assessment regions. This profile will consider the needs, barriers, and strategies of both job seekers and employers. The assessment aims to provide a nuanced understanding of how gender dynamics and economic structural changes impact labor force capacity. This understanding will inform targeted programmatic recommendations and potential development or expansion of support mechanisms, particularly for women, to meet the current demands of the labor market in Ukraine.			
Specific Objective(s)	1. Assess the equilibrium between labor supply and demand, scrutinizing the professional and qualification balance of the labor market, with a keen focus on discerning the influence of gender dynamics and economic structural shifts. 2. Analyze the primary strategies used / could be potentially employed to adapt the labor market to the employment requirements of specific vulnerable demographic segments, discerning key patterns and emerging best practices. 3. Identify the core needs and deficiencies in workforce training and retraining initiatives, elucidating the essential role of state and non-state support mechanisms in harmonizing the supply and demand dynamics within the labor market. Special attention will be devoted to addressing the distinct requirements of women and other vulnerable population segments.			

Research Questions	**1. How have gender dynamics and economic structural changes resulting from the war impacted the equilibrium between labor supply and demand in the market?** 1.1. What specific sectoral transformations have occurred within the labor market as a direct consequence of the war? 1.2. What are the primary gender-demographic and professional qualification characteristics observed within the labor force across the assessment regions? 1.3. Which types of employment or occupations are predominantly sought after by working-age population within the assessment areas? How do those align with employer demand? **2. What are the key strategies employed by employers and governmental bodies to adapt the labor market to socio-economic and gender-related shifts in the labor force profile and what strategies could be potentially employed?** 2.1. To what extent does the labour market demand (i.e. needs of employers for specific skills) align with the state-proposed framework of specialist qualifications necessary for recovery and development in the next 5 years? 2.2. How do employers adjust their strategies to meet the requirements and preferences of job seekers concerning available vacancies and employment conditions and how do job seekers adapt their job-seeking strategies to meet the requirements of employers in terms of skills, flexibility or sector? **3. What are the principal needs and gaps in workforce training and support aimed at harmonizing labor market demand and supply, with a particular emphasis on women and other vulnerable groups?** 3.1. What are the primary barriers faced by working-age population job seekers, and what are their training or reskilling requirements? What are the predominant reasons why working-age people do not be seeking jobs / have exited the workforce? 3.2. What are the predominant challenges and deficiencies encountered by educational institutions of different levels (including vocational training institutes) in providing adequate training and reskilling programs? 3.3. What forms of government and non-governmental support are accessible to working-age population, especially targeting women and vulnerable groups such as internally displaced persons (IDPs), persons with disabilities (PWDs), and veterans, regarding employment access and training opportunities?
Geographic Coverage	Odeska, Mykolaivska, Vinnytska and Chernihivska regions
Secondary data sources	• REACH Ukraine data (2022-2023) • OCHA (Feb 2023): Ukraine Humanitarian Response Plan • IOM Area Baseline Assessments and Returns Reports • Work.ua for vacancies and resumes in assessment areas • State Employment Service. Demand and supply in the registered labor market • National Bank of Ukraine. Business expectations of enterprises, IV quarter of 2023

	• Labor market forecast for 2024 — what to expect for companies in various fields. • ALL-UKRAINIAN ASSOCIATIONS OF TRADE UNIONS. Project of the medium-term forecast of the need for specialists and workers in the labor market for 2024-2027. • State Employment Service. What kind of workers do Ukrainian employers need today and what salary are they willing to pay? • National Agency of Qualifications. Annual results of the analysis indicators of the national labor market in 2023 • Center for Applied Research. Future of Ukraine Workforce

Population(s) *Select all that apply*	□	IDPs in camp	□	IDPs in informal sites
	X	IDPs in host communities	X	IDPs in collective sites
	□	Refugees in camp	□	Refugees in informal sites
	□	Refugees in host communities	□	Refugees [Other, Specify]
	X	Host communities	X	Representatives of recruiting agencies, personnel managers, HR specialists, representatives of educational institutions

Stratification *Select type(s) and enter number of strata*	X	Geographical #:4 oblasts Population size per strata is known? X Yes □ 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)	X	Semi-structured (Qualitative)

	Sampling method	**Data collection method**
Structured data collection tool (s) # 1	□ Purposive □ Probability / Simple random X Probability / Stratified simple random X Probability / Cluster sampling □ Probability / Stratified cluster sampling □ [Other, Specify	□ Key informant interview (Target #): _ _ _ _ □ Group discussion (Target #): _ _ _ _ □ Household interview (Target #): X Individual interview (Target #): 5 348 □ Direct observations (Target #): _ _ _ _ □ [Other, Specify] (Target #): _ _ _ _
Semi-structured data collection tool (s) # 1 *In-depth interviews with recruiting agencies, HR specialists, representatives of educational institutions*	X Purposive □ Snowballing □ [Other, Specify	X Key informant interview (Target #):75_ _ _ □ Individual interview (Target #):_ _ _ _ _ _ □ Focus group discussion (Target #):_ _ _ _ _ □ [Other, Specify] (Target #):_ _ _ _ _
Target level of precision if probability sampling	N/A	For II interview: confidence level – 0,97; error margin – 0,05.
Disaggregation by gender and age	Sex	Age
	X Yes	**X Yes**

Are you planning to conduct sex/age disaggregated analysis?	☐ No			☐ No		
Data management platform(s)	X	IMPACT		☐	UNHCR	
	☐	[Other, Specify]				
Expected output type(s)	☐	Situation overview #: _ _	☐	Report #: _	☐	Profile #: _ _
	X	Presentation (Preliminary findings):1	☐	Presentation (Final) #: _ _	X	Factsheet: 4
	☐	Interactive dashboard #:_	☐	Webmap #: _ _	☐	Map #: _ _
	X	Data files and analysis tables #: 4				
Access	X	Public (available on REACH resource center and other humanitarian platforms)				
	☐	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)				
Visibility *Specify which* ***logos*** *should be on outputs*	*REACH*					
	Donor: *GAC*					
	Coordination Framework: *ACTED, GAC, REACH*					
	Partners: *ACTED*					

2. Rationale

2.1 Background

At the beginning of the full-scale invasion, the number of jobs offers on the labor market decreased by more than 10 times, but the competition among job seekers for one job increased by more than 7 times. From the beginning of 2023, the gradual recovery of the labor market in Ukraine continues. However, unemployment remains higher than in the period before the beginning of the great war and acquires signs of a structural phenomenon. As a result, in 2023, the absolute majority of employers faced a shortage of personnel. It is aggravated by the uneven recovery of the labor market both geographically and sectorally. According to the Work.ua portal, the highest competition among job seekers in 2023 was consistently observed in the Kyiv, Kharkiv and Vinnytsia regions. Interestingly, among the leaders, only Vinnytsia region has more job offers than before the full-scale invasion. Instead, the lowest competition from month to month is observed in Zakarpattia, Chernivtsi and Kherson regions. We cannot ignore the fact that the war destroys the concept of "women's" and "men's" work.

Now we are observing structural unemployment, when there is a demand on the labor market for professions for which there are not enough professionals. Another problem is the inconsistency of the current state of workforce training with the needs of the economy. Plans of the education system for workforce training, developed even before the war, have not changed, which makes it difficult to adapt to modern market requirements.

The main trend of 2024, according to a number of studies, is the labor shortage, which is caused, first of all, by the outflow of workers abroad as a result of the evacuation of a significant number of women, displacement within the country, and also

one of the basic problems today is the lack of personnel due to the mobilization of men to the army and tangential problems with informal employment that arise as a result of strengthening mobilization processes.

Despite all the difficulties, the labor market will grow in 2024, although, most likely, workers will continue to go into the shadows, experts say[1]. A full-scale war completely changed the priorities in the market. If before the war, the official employment of workers was considered a competitive advantage of the company, then after the start of the full-scale war, male job seekers themselves began to refuse official employment, preferring unofficial employment[2]. These trends affect the imbalance between official/informal employment, which has a serious impact on the country's economy. Thus, according to the State Labor Service of Ukraine[3], as early as March 2023, we have about 3 million workers who work without official registration, which is more than 20% of the working-age population of Ukraine, who do not fully or partially declare their employment relationship with the employer. Over the past year, there are reasons to believe that this trend has significantly increased.

According to forecasts of several experts, the Ukrainian labor market expects increased competition among employers and a decrease in the number of active candidates.

Economic disruptions and the labor market situation by assessment regions

Chernihiv region. Before the war in Chernihiv region, the sectors in which the most people were employed: agriculture, forestry and fishing (94,600), wholesale and retail trade (91,200) and industry (48,900). The leading industries of the region before the war were the production of food products, beverages and tobacco products, the supply of electricity and gas, the manufacture of wood products, paper production, mining, engineering, and textile production. 1,277 different agricultural enterprises operated in the region forms of ownership and management. Considering the geographical location of the region, the border areas are now also subjected to frequent shelling, destroying significant amounts of housing and economic stock. In February-March 2022, the economy of Chernihiv Oblast actually stopped functioning. At that time, only 15% of economic entities in the region were working. Consequently, and according to data from the Kyiv School of Economics, as of March 2023, Chernihiv region reported direct losses of approximately $6.4 billion[4]. The inflation index for the Chernihiv region in 2023 was 4.7%[5]. Export of goods from Chernivtsi in January–October 2023 region decreased by 28.3% compared to 2022, while the import of goods to the region increased by 10.8%[6]. According to the statistics of the Chernihiv region, which were made public by a representative of the Chernihiv Regional Military Administration, there are almost 290 people of retirement age per 1,000 people, or an average of 29% by the end of 2023. The situation is compounded by high unemployment in a predominantly agricultural region and the lingering effects of war, when natural mortality losses are added to combat mortality losses (including those mobilized for the army)[7]. In January 2024, employers in the Chernihiv region informed about the availability of 1,480 vacancies, which is 74.1% more than in January 2023. By types of economic activity, 23.6% of vacancies were offered at processing industry enterprises, 14.6% - in wholesale and retail trade, and 12.0% - in agriculture. As of February 1, 2024, 4,200 registered unemployed received the services of the Chernihiv Regional Employment Service, which is 34.6% less than on the corresponding date last year. In the total number of registered unemployed, men made up 0.8 thousand people (or 18.3%), women - 3.4 thousand people (or 81.7%). 19.7% of the registered unemployed were under the age of 35; 29.4% - between the ages of 35 and 44; 30.0% - between the ages of 45 and 55; 20.9% are over 55 years old[8].

[1] Прогноз ринку праці на 2024 рік | Fillin; https://www.work.ua/ru/articles/analytics/3217/; https://www.epravda.com.ua/publications/2024/03/21/711408/

[2] https://www.dcz.gov.ua/storinka/analityka-ta-statystyka

[3] https://dsp.gov.ua/podolannia-nelehalnoi-zainiatosti/nezadeklarovana-pratsia-v-ukraini-pohano-dlia-vsikh/#

[4] https://kse.ua/wp-content/uploads/2022/07/NRC_CLEAN_Final_Jul1_Losses-and-Needs-Report.pdf

[5] https://index.minfin.com.ua/ua/economy/index/inflation/chernigovskaya/2023/

[6] http://mail.cv.ukrstat.gov.ua/diyal/pluny_grafy/2024/Pres_vupusk_24.htm

[7] https://dif.org.ua/article/demografichna-situatsiya-u-chernigivskiy-oblasti-viyna-ta-pokhmuri-perspektivi

[8] https://chg.dcz.gov.ua/sites/chg/files/infofiles/2._popyt_ta_propozyciya_na_rynku_praci_chernigiv_33.pdf

Vinnytsia region. Vinnytsia region has a multi-branch industrial complex. Among the branches of industrial production, the leading place is occupied by the food industry, the supply of electricity, gas, steam, and air conditioning. More than 150,000 people were employed in small businesses in the region, which accounted for a quarter of the economically active population of the region[9]. Vinnytsia has one of the most powerful agro-industrial complexes in the country, accounting for 8.5% of the national production of agricultural products in 2021[10]. Vinnytsia region was the leader among the regions of Ukraine in terms of production of grain crops, sugar beets and fruit and berry products. Although the Vinnytsia region does not have a significant amount of affected agricultural land, the war affected the agricultural sector. The structure of sown areas in 2023 underwent a certain transformation because of market reorientation and limitation of export potential. The lack of qualified personnel in the agricultural sector has become noticeable. At the same time, the Vinnytsia region is viewed as having economic potential for development as a result of a combination of lower security risks and a sprawling infrastructure, which is why it has become one of the regions of the country to which enterprises are relocating (about 360 economic entities have been relocated to date[11]). The inflation index for the Vinnytsia region in 2023 was 4.4%[12]. Compared to 2022, exports of the Vinnytsia region in 2023 increased by 6.2%, and imports by 44.5%[13]. The number of registered legal entities as of January 1, 2024, is 35,917, more than half (69%) of which are headed by men, the number of registered individual entrepreneurs is 56,277, 53% of which are headed by men[14]. During 2023, employers of the Vinnytsia region informed employment centers about the availability of 14,400 vacancies. The structure of vacancies by types of economic activity: 18% of vacancies were offered in agriculture; 17% - at enterprises of the processing industry and in wholesale and retail trade; 14% - in the field of education; 8% - in the field of health care. As of January 1, 2024, Vinnytsia services of the regional employment service received 3.8 thousand registered unemployed. 25% of the registered unemployed were under the age of 35; 28% - between the ages of 35 and 44; 29% - aged 45 to 55; 18% are over 55 years old. In the total number of registered unemployed, men made up 0.9 thousand people (or 23%), women - 2.9 thousand people (or 77%)[15].

Mykolaiv region. Mykolaivska's partial occupation from March to November 2022, and its continued proximity to the frontline, has led to business closures across important sectors of the economy such as manufacturing, agriculture, and trade. And yet, while the region is still affected by regular conflict incidents including missile strikes, loitering munition attacks, multi-launch rocket system strikes, and the risk of mines on land and in water, the labour market appears to have staged a partial recovery in recent months. The raions of Mykolaivskyi and Bashtanskiy have experienced the most conflict-related incidents, have seen the largest displacements of the local population, host large returnee and IDP populations, and, in the case of some settlements in Bashtanskiy, have been impacted by flooding following the breach of the Kakhovka dam. Before the start of the war, agriculture and industry played a key role in the structure of the economy of the Mykolaiv region. The land fund of the region is more than 2.0 million hectares of agricultural land, or 5.0% of the total area of agricultural land in Ukraine10. There were 175 enterprises of the processing and food industry in the territory of the Mykolayiv region, the activities of which cover almost all areas of the consumer market. In 2023, the export of goods from the Mykolaiv region decreased by 39% compared to 2022. Imports in 2023 also decreased by 25.8%. In particular, the import of fuel, oil, and petroleum products decreased significantly — by almost 65%. This is evidenced by the data of the Main Department of Statistics in the Mykolaiv region. The inflation index for the Mykolaiv region in 2023 was 5.4%[16]. In January 2024, employers informed employment centers about the availability of 1,815 vacancies, which is 2.2 times more than in January 2022. In the total number of registered unemployed as of February 1, 2024, men made up 1,004 persons (or 20%), women - 3,922 persons (or 80%). 20% of the registered unemployed had higher education; 50% – professional and technical; 30% - general

[9] https://www.vin.gov.ua/images/doc/vin/ODA/strategy/strategy2027.pdf

[10]https://www.vin.gov.ua/invest/analityka/43323-analitychna-dovidka-pro-sotsialno-ekonomichnyy-rozvytok-vinnytskoyi-oblasti-za-sichen-traven-2021-roku-5

[11] https://i-vin.info/news/vinnicya-bude-v-avangardi-vidnovlennya-ukrayini--predstavnik-nimechchini-pro-noviy-proyekt--6595.html

[12] https://index.minfin.com.ua/ua/economy/index/inflation/vinnickaya/2023/

[13] https://www.vn.ukrstat.gov.ua/images/stories/Presvypusk/2024/02/21.02.24_ztt.pdf

[14] https://www.vn.ukrstat.gov.ua/images/stories/Infografika/2024/01/vypusk_01.pdf

[15] https://vin.dcz.gov.ua/sites/vin/files/infofiles/1._sytuaciya_na_rp_ta_diyalnist_osz_01_2024.pdf

[16] https://index.minfin.com.ua/ua/economy/index/inflation/nikolaevskaya/2023/

secondary education. The imbalance between labor supply and demand remains significant. On average in the region, 4 unemployed persons applied for one vacant workplace[17].

Odesa region. Odesa is the main import/export hub of the country, and import/export and related services, such as transport and storage, are the main drivers of the local economy[18]. Odesa region accordingly suffers significant losses due to the destruction of port infrastructure and storage facilities, as well as the blocking of export traffic. As of June 2023, there were nearly three times as many vacancies advertised through work.ua in Izmail—the location of a Danube port which has seen increased activity due to limited imports/exports from Black Sea ports since February 2022—compared with June 2021[19]. However, increased attacks on the ports of Reni and Ismail in August-September 2023 will likely have an impact on the number of available vacancies in the region and the conditions of conducting business activities. After the creation of the international "grain initiative" with the subsequent transition to the format of providing by Ukraine its own "grain corridor" in 2023, the ports of "Great Odesa" ("Odesa", "Pivdenny", "Chornomorsk") allowed the transportation of about 60 million tons of cargo and this indicator 15% higher than the results of 2022. But attacks by drones and missiles on the port and industrial infrastructure of the Odesa region still continue. The share of Odesa region in the export of goods in 2023 amounted to 4.9%[20], which brought the region to the fifth place according to this indicator (in 2022 - 5.4%, in 2021 – 2,5%). In the Odesa region for the year 2023, among those employed with the assistance of state employment services, 39% were men. Among those employed by private employment agencies in Ukraine, women predominated (89%), while mostly men (99%) officially worked abroad. 85% of those employed by private employment agencies were residents of cities, while 56% were employed by the employment service. 34% of those employed by the state employment service had general secondary education and 26% had vocational and technical education, while 62% of those employed by private employment agencies had higher education[21]. In January 2024, employers in Odesa region informed employment centers about the availability of 3.9 thousand vacancies. As of February 1, 2024, 4.8 thousand registered unemployed received the services of the Odesa Regional Employment Service. In the total number of registered unemployed, men made up 0.9 thousand people (or 19.0%), women - 3.9 thousand people (or 81.0%)[22].

Intended impact

With support of Global Affairs Canada, REACH is conducting a series of socioeconomic assessments to provide informational support to ACTED's implementation of the Securing Women's Economic Empowerment for Recovery and Development (SEED) project. In 2023, the REACH Ukraine socioeconomic team have conducted a Rapid Economic Assessment (REA) and in 2023 – beginning of 2024 have conducted Socioeconomic Assessment of Small and Medium Enterprises (SA-SME) in the four SEED project areas: Odeska, Mykolaivska, Vinnytska and Chernihivska. Results of these assessments have been made available to ACTED to inform choices about the type and targeting of assistance programs to support micro and small businesses led by women and raise awareness of standards for market-based programming in early recovery settings. In 2024, the REACH Ukraine socioeconomic team will conduct Socioeconomic Assessment of Labor Force Capacity in the same four SEED project areas: Odeska, Mykolaivska, Vinnytska and Chernihivska. Results of these assessments will be made available to ACTED to inform the possible potential and profile of the workforce under the influence of gender-demographic changes that occurred as a result of the war, taking into account gender and age characteristics, gaps in the training/retraining of specialists, the dynamics of the labor market demand and the compliance of the professional and qualification structure of the workforce with the matrix of specialists in demand from the government

[17] https://mik.dcz.gov.ua/sites/mik/files/infofiles/2_popyt_i_propoziciya_na_rynku_praci14_01.24.pdf

[18] https://oda.od.gov.ua/odeshhyna/pro-odeshhynu/pasport-oblasti/

[19] https://usm.media/izma%D1%97l-reni-ta-ust-dunajsk-yak-za-rik-vijni-zminilis-ukra%D1%97nski-porti-na-duna%D1%97/

[20] https://intent.press/news/economy/2023/odeshina-posila-pyate-misce-v-ukrayini-za-obsyagami-eksportu-u-2023-roci/

[21] https://ode.dcz.gov.ua/analitics/all

[22] https://ode.dcz.gov.ua/sites/ode/files/infofiles/popyt_i_propozyci_na_rynku_praci_01.pdf

and employers taking into account plans for the recovery and development of the country's economy, and in particular specific regions and communities.

These geographically focused studies will add granularity to nationwide assessments of economic, business conditions and assessment of the potential of the available workforce conducted by UNDP, the World Bank, ILO, USAID, and those initiated by the government of Ukraine. Building on the assessments designed for the SEED project, REACH is well placed to contribute to strategic decision making at the level of the Food Security and Livelihoods Cluster, as well as to inform evidence-based programming among partners, by expanding the geographic scope of the Socioeconomic assessment. Additionally, findings could also contribute to the development of profiles of socio-economic assessment of the regions with the current profile of the labor market and available labor resources that can be used by stakeholders, including state authorities during development, improvement and implementation of recovery and development plans at the regional and local levels.

3. Methodology

3.1. Methodology overview

Methodology

The Socioeconomic Assessment of Labor Force Capacity (SA-LFC) will collect structured data with household survey with unit of measurement is at the individual level in 4 assessment areas. The SA-LFC will seek to understand the main trends and areas of opportunity for the recovery of the labor market within the current context of the general socio-economic and war-related challenges and consequences of state policy on the development of the workforce, by creating a profile of the labor force in the assessment regions (in particular, including comprehensive characteristics of the workforce - socio-demographic indicators, education, work experience, economic status, residence, specialization, requests for employment, etc.), taking into account the needs, barriers and strategies of job seekers and employers' requests. Additionally, qualitative data will be captured through semi-structured key informant interviews with 75 representatives of recruiting agencies, HR specialists, representatives of educational institutions in order to obtain data on sectoral changes in the labor market occurred under the influence of the war, identifying demand for which type of employment / occupation dominates among employers and jobseekers in the labor market in the assessment areas, what strategies do employers use to adapt to job seekers' requirements for vacancies and employment condition, as well as identifying how do the needs of the labor market correlate with state plans for forecasting in-demand specialists for recovery and development and the compliance of educational programs with the demands of the labor market.

Key Terms

Early Recovery is both an approach to humanitarian response which, through enhanced coordination, focuses on strengthening resilience, re-building or strengthening capacity, and contributing to solving rather than exacerbating long standing problems which have contributed to a crisis; and also, a set of specific programmatic actions to help people to move from dependence on humanitarian relief towards development.

Gender equality implies that the interests, needs and priorities of both women and men are taken into consideration, thereby recognising the diversity of different groups of women and men. Gender equality is not a women's issue but should concern

and fully engage men as well as women[23]. Equality between women and men is seen both as a human rights issue and as a precondition for, and indicator of, sustainable people-centred development.

Labor demand in registered labor market - the number of vacant jobs and vacant positions in the section of professions, which enterprises, institutions, organizations reported to the state employment service.

Labor force - the number of people in or available for paid employment, also referred to as the workforce or manpower. According to the formal definition of the International Labour Organization, the labour force includes the population 15 years old and over who are either employed, unemployed, or seeking employment. The size of the labour force is affected by many factors. The population of working age is determined by the school-leaving age and the size of the further and higher education system, as well as the retirement age and pension system.[24]

Labor market - a market that provides people with work and coordinates relations in the field of labor. The entire economically active population is on the labor market, that is, all employed, regardless of status and search for other or additional work, and all unemployed, regardless of whether they are looking for paid work or trying to organize their own business, are included[25].

Resilience refers to both the process and the outcome of successfully adapting to difficult or challenging life experiences. At the same time, it is often used to refer to the economic resilience of individual households or firms, and their ability to cope with or recover from a shock and adapt to changing economic circumstances in the wider economy. In this case, it can relate to the distributional effects of a shock (who is affected and how) as well as the vulnerability of individuals to the shock and the nature of any welfare provisions that are in place. The concept of economic resilience includes two key components. The first is the ability of an economy of households, firms, or an economy to withstand or absorb an economic shock. The second is a more dynamic component which relates to the ability of households, firms, or the economy more widely, to adapt to changing circumstances and strengthen their ability to respond to potential future shocks.

Self-employed person[26] is one of the forms of employment, which involves the independent organization of one's own labor activity, namely the independent disposal of benefits from this activity and the bearing of all associated risks, and pays taxes as an individual entrepreneur.

Qualification (skill) – the ability to perform the tasks and duties of the corresponding job. Qualification is determined by the level of education and specialization. The required level of education is achieved thanks to the implementation of educational, educational-professional, and educational-scientific training programs and should generally correspond to the scope and complexity of professional tasks and duties.

Unemployed, as defined by the International Labor Organization (ILO), this term covers all persons older than a certain age who during the reporting period were: "without work", i.e. did not work for hire or at their own enterprise; "ready at a certain moment for work", that is, they were ready for hired labor or for work at their own enterprise during the reporting period; "actively looked for work", that is, took specific actions in a certain past period to look for a job for hire or at one's own company[27].

Unemployment is a phenomenon in which part of the economically active population is inactive (does not work) due to the lack of suitable work. The main types of unemployment are frictional, structural, cyclical.

[23] https://eige.europa.eu/publications-resources/thesaurus/terms/1059?language_content_entity=en
[24] https://www.oxfordreference.com/display/10.1093/oi/authority.20110803100046394
[25] https://www.ukrstat.gov.ua/metod_polog/slovnik/21.doc
[26] https://tax.gov.ua/samozaynyatim-osobam/zagalna-informatsiya
[27] https://www.ukrstat.gov.ua/metod_polog/slovnik/02.doc

Vulnerability, 'the quality or state of being exposed to the possibility of being attacked or harmed, either physically or emotionally', Oxford Languages. Vulnerability as a concept has a wide application and therefore a broad definition. The most relevant components for our purposes are 'the quality or state of being exposed', which, when used in the context of 'socioeconomic vulnerability', would point to social status as a determinant of someone's exposure to shocks in the economic environment. It is well established that certain groups, such as women, IDPs, older jobseekers, people with disabilities (PWD) are socioeconomically vulnerable, albeit to different degrees in different contexts. This study will seek to contribute to the understanding of the socioeconomic vulnerability of women in business in the Ukrainian context, with specific reference to the war's impact on access to economic opportunities.

3.2 Population of interest

Geographical Area Assessed: this assessment will focus on obtaining primary data during the collection of interviews with households with unit of measurement is at the individual level and interviews with key informants in 4 assessment regions - Mykolaiv, Odesa, Vinnytsia and Chernihiv regions.

Population Assessed: the population of the assessment regions which is over 18 years of age (the working-age population), including the resident population, IDPs, returnees who, at the time of the assessment, live on the territory of the settlements are in employment, unemployed and /or can be engaged in the labor market are included in the sample population.

3.3 Secondary data review

IOM Area Baseline Assessments and Returns Reports	IOM's data provides a baseline understanding of the socioeconomic situation of IDPs at the level of macro regions (larger than oblasts), without addressing specifics relating to the participation of IDPs in economic life. This study will aim to describe the way IDPs participate in local labour markets, including the type of work this population typically does in different areas.
State Employment Service. Demand and supply in the registered labor market. State Employment Service. What kind of workers do Ukrainian employers need today and what salary are they willing to pay?	The data of the State Employment Service allow to analyze the number of actual vacancies declared by employers and to assess the structure of the unemployed registered by the state employment services in the assessment regions, and also provide data on the structure of vacancies by types of economic activity, by professional groups and socio-demographic characteristics. A separate vector of the analytics provided by the employment centers is information on the demand by Ukrainian employers for specific specialists, which allows for a preliminary assessment of the professional and qualification imbalance and individual differences between the demand and supply of labor.
Center for Applied Research. Future of Ukraine Workforce	Center for Applied Research (CAR) is an independent market and social research organization specializing in qualitative and quantitative research in 2023 provided a thorough analysis of identifying trends and areas of opportunity, common challenges and government policies and regulations related to workforce development. Additionally, education and training programs in Ukraine analysed to identify areas for improvement and potential collaboration with employers. And provided information about identify emerging trends and skills that will be in demand in the future.

National Agency of Qualifications. Annual results of the analysis indicators of the national labor market in 2023	The data of the National Agency for Qualifications demonstrate the indicators of the national labor market in 2023, taking into account the dynamics of the demand for certain specializations and qualifications from employers and public authorities, and contain forecast elements of the development of the level of work for 2024, highlighting specific areas that will have positive dynamics in the coming years, in particular indicating that the spheres of service and production, logistics and construction will develop; digitization, zero-waste production, optimization of processes and approaches to work organization, support of human mental health, etc.
REACH Ukraine data (2022-2023)	REACH data from the assessment areas has the advantages of providing both household and key informant data at different administrative levels. Review of MSNA, ATM, JMMI, HSM, and Climate and Environment products has allowed for the selection and adaptation of relevant indicators that will be used to anchor and triangulate findings. Particular importance are the data of the previous cycles of the Socio-economic assessment of social and economic war-related impacts on livelihoods among women and other marginalised/vulnerable groups, as well as the Socio-economic assessment of micro and small businesses led by women and standards for market-based programming in early recovery settings, that make it possible to assess the context of labor market dynamics under the influence of macro - economic factors, military actions and economic changes.

3.4 Primary Data Collection

Method

REACH will use a mix of structured and semi-structured tools to collect data through two complementary sources:

1. Individual interviews in 4 regions (Vinnytska, Chernihivska, Odeska, Mykolaivska). We will aim for representativeness and will therefore select individuals to interview through an adapted combined approach to random GIS sampling: cluster approach for selection for rural areas and a two-level random approach for urban areas.

2. Key informant interviews with representatives of recruiting agencies, personnel managers, and HR specialists of a number of companies in the country in order to determine the main trends in the demand for labor and the qualification requirements of employers and individual interviews with representatives of educational institutions regarding the definition of main challenges and gaps in the training/reskilling of specialists that they face under the influence of changes in labor market demand.

Structured Individual interviews will be conducted using a single Kobo tool for which enumerators will need a Kobo-enabled device. Data collection is due to begin on Monday 15 April 2024 and will continue for four weeks, until Friday 10 May 2024.

Semi-structured key informant interview questionnaires will be made available as Microsoft Word documents, requiring the TLs, who are primarily responsible for in-depth interviews, to be prepared to take notes using their preferred modality. In-depth individual interviews will be recorded to allow the assessment team to cross-check results where necessary. Data collection is due to begin on Monday 15 April 2024 and will continue for four weeks, until Friday 10 May 2024.

Data collection will be conducted in-person by REACH field team by 16 field teams, 4 per oblast, each comprising one team leader (TL) for region and 4 enumerators per team. Each team will have a driver to allow them to visit different locations. REACH will adopt the following risk mitigation measures (additional security measures specific to selection of households are detailed below):

- Enumerators and drivers will be trained specifically on mine awareness, and any household to interview that is not accessible by a paved road frequently used by residents will be removed from the sample.
- A monitoring of the security situation in each regions will be conducted by REACH team leader, ACTED security officers for the South, North and West and ACTED security team. In the event of an increase in security incidents in the area, data collection can be stopped.
- Security briefings of field enumerators and drivers will be conducted before data collection start, and will be repeated as necessary. PPE will be provided to enumerators and drivers.
- Local authorities will be fully informed on the data collection activities prior.

Sampling

Sampling strategies for Individual interviews:

To construct the sample population, a combined calculation approach was used, combining the involvement of a cluster approach for selection for rural areas and a two-level random approach for urban areas.

The data used as the basis for the general survey are a combination of the 2001 census for settlements and the Oxford Estimate data for April 2023 for communities. The new population data in the settlement was calculated as the population of the settlement according to the 2001 census divided by the population of the corresponding community in 2001 and multiplied by the population of this community according to the 2023 Oxford estimate.

At the initial stage of the sampling, areas close to the front line as well as other no-go-areas (within which the security risks of access and stay are potentially increased due to insecurity from military actions and shelling). A two-stage random sampling approach was applied separately for both urban and rural strata. The only difference is that we employed clustered sampling for rural areas. It implies that settlements with a population of less than 400 people were also excluded.

For rural strata it makes sense to use clustered sampling, since it significantly decreases the number of settlements assessed and makes it possible to reach them logistically. For urban strata it does not make sense to do clustered sampling because of the small number of urban settlements and there will be a small number of clusters. Accordingly, random sampling is more appropriate.

Two-stage sampling involves two stages: first a primary sampling unit (PSU) is randomly selected with replacement and with the selection based on probability proportional to size (PPS) i.e. probability of selection inverse to the population size of the PSU; and the secondary sampling units (households) are then selected within the randomly sampled PSUs. Randomizing the selection of each HH within the PSU is implemented through GIS-based approach. To ensure random selection of sampling units within each PSU, 3 x 3 km grid is used to define the number of sampling units within each rectangle of the grid proportionally to the number of populations. Then random locations for interview collection are generated within each rectangle of the grid within PSU defined before. The field team is instructed to take the interviews as close as possible to the defined locations. Assuming that employed population data bear some level of uncertainty and taking into consideration logistical constraints of working in the field, 500 m buffers were generated for each of the random location where interview takes would be treated as valid. The number of units to be targeted in each PSU (i.e. number of individuals to survey) would be determined by the number of times the PSU is picked during first stage sampling. A key parameter for drawing a cluster sample is cluster size which pre-defines the minimum number of surveys to be done per PSU.

If the randomly sampled GPS point falls at a point where there is a multistoried building and multiple households living in it we wil use random number generator can be used at the GPS point to determine which floor and which apartment/ household on this floor should be interviewed. The method that will use for systematic sampling on site: enumerators meet at the center of the targeted location (village/ site/ settlement), spin a pen and each enumerator starts walking in a direction towards the edge of the location as shown by the pen. On enumerator's way to the edge, he/ she counts either the number of households passed or the time taken to reach the edge (in a bigger location with many households in multistoried building). Once enumerator reaches the edge they then determine the threshold for which household to interview on the route based on: # of HHs in the route or time taken to reach the edge / the target # of individual surveys to be interviewed per enumerator. The enumerator then starts walking back towards the center and assesses every x-th household (with x as determined by the formula in above).

The next third layer of randomisation for the selection of the HH member for the individual perception survey (as we cannot have 1 person answering on behalf of the HH, because then our data is representative of the HH, not of the working-age population in the entire settlement) will be ensured by random selecting respondents. As such, once the household has been selected, one respondent among all household members of working-age population will be selected to be interviewed. If it's two respondents to choose from a coin toss will suffice. If it's more than two respondents to select from, we will use method is the 'last birthday method' i.e. asking to speak to the household member who most recently had a birthday.

Main parameters:

Sample size based on population, stratified on urban/rural, proportion 0,5.

For rural areas: cluster size – 8; ICC - 0,06; PSU – settlement.

Confidence level – 0,97; error margin – 0,05; buffer – 0,1.

Total number of interviews: 5 348.

Total number of settlements to go: 368.

Combined approach (clustered sampling for rural, 2 stages random sampling for urban)

For Chernihivska, Mykolaivska, Vinnytska, Odeska:
Confidence level 0.97
Error margin 0.05 for rural and urban
Buffer 0.1

Sample size based on population
Stratified (urban, rural)
Proportion 0.5

For rural:
Cluster size 8
ICC 0.06
PSU – settlement
(adm4 level)

Chernihivska	rural	urban	general
number of interviews	808	519	1327
number of settlements to go	80	11	91
population	324123	460177	784300

Vinnytska	rural	urban	general
number of interviews	768	519	1287
number of settlements to go	86	18	104
population	686883	645165	1332048

Mykolaivska	rural	urban	general
number of interviews	856	519	1375
number of settlements to go	73	7	80
population	288977	537105	826082

Odeska	rural	urban	general
number of interviews	840	519	1359
number of settlements to go	75	18	93
population	692004	1137779	1829783

Total number of interviews
5348

Total number of settlements to go
368

Sampling strategies for Key informant interviews:

In total 75 KIIs will be conducted across all 4 oblasts. Interviews will take place in person where security and practical considerations permit, and will be recorded, with the consent of the participant, to allow for cross-checking of results where necessary. Interviews are planned with representatives of recruiting agencies, personnel managers and HR specialists of large employer companies in the region in order to obtain in-depth information on the main strategies for adapting personnel

recruitment processes to changes in the labor market under the influence of demographic and socio-economic changes that occurred as a result of the war, as well as to determine the dominant requests from employers for the most in-demand professions and qualifications. It is also planned to conduct a series of interviews with representatives of educational institutions from the level of vocational and technical educational institutions to universities of state and private forms of ownership to obtain information about the main challenges and gaps in the training/reskilling of specialists faced by educational institutions.

	Recruiting agencies, HR specialists	***Educational institutions***	***Total***
Vinnytska rigion	11	12	23
Chernihivska region	7	7	14
Odeska region	12	14	26
Mykolaivska region	6	6	12
Total	36	39	75

Tools

Data collection will be implemented using a structured interviews with Households with unit of measurement is at the individual leve (Kobo tool) and semi-structured interviews with representatives of recruiting agencies, HR specialists and representatives of educational institutions (Universities, Vocational and technical educational institutions).

Kobo Tool for Individual interview

The Kobo tool for Individual interview will be built according to specifications in the Data Analysis Plan, including skip logic that will allow one tool to be used for the different categories of respondent. The tool will have a skip logic based on the sex and age of the respondent.

Key Informant Interview Question Guides

To ensure the relevance of the questions to the field of knowledge and professional specialization of the key informant, adapted question guides in the form of text documents will be available for each of the respondents. The guides will contain a mixture of structured (table) and open-ended questions (including prompts) and can be completed during or after the interview with reference to notes and the audio recording. Guides will be given to key informants in advance so that they are ready on the day of the interview.

Monitoring

The assessment team will brief the field team on the data collection methodology ten days in advance of the start of data collection. TLs and enumerators will be trained on the tools a few days in advance of data collection and a pilot will be conducted to test the tools. Tools will be adjusted based on feedback from the field team. Tools will contain sections allowing TLs and enumerators to record empirical observations not captured by the questions, as well as comments on the ability/willingness of key informants to respond to specific questions.

Incoming data from structured interviews will be monitored by a database officer (DBO) to ensure the completeness and consistency of submissions. A tracker will be developed to check submissions recorded automatically by Kobo against

submissions reported by the field team. Incoming semi-structured in-depth interview data will be monitored by a senior assessment officer (SAO) to ensure the completeness of submissions. The TL will be required to submit the completed data collection tool (notes) to the SAO as a Word document within 48 hours of the interview, along with a debrief form. Also, with the consent of the informant, it is envisaged to conduct an audio recording of the in-depth interview to monitor the correctness of filling out notes by the TL. The debrief form should be used to indicate any changes and additions that were made to notes following the interview based on recordings. A data saturation grid will be completed by the assessment team in real time in case data saturation is reached before the end of data collection, though such a scenario is unlikely given the specific activities of actors.

An enumerators feedback focus group will be held in June to capture lessons learned from SA of Labor Force Capacity data collection.

3.5 Data Processing & Analysis

Data processing and analysis of structured and semi-structured interviews will be performed in line with IMPACT's Minimum Standards Checklist of Semi-Structured Data Processing and Analysis, IMPACT Data Cleaning Minimum Standards Checklist. KII data captured through the Kobo tool will be securely stored in the cloud, with access permissions managed by IMPACT HQ. The DBO will have access to this data to conduct real-time monitoring. During cleaning, the DBO will record all changes and deletions in a cleaning log and deletion log, respectively. An R script will then be used to record value changes by comparing the raw dataset with the clean dataset, and the resulting value change log will be compared with the logs completed by the DBO to ensure consistency.

Data analysis will be performed in Excel, with information on disaggregation by sex and gender contained in the DAP serving as an analytical framework. The SAO will supervise the DBO to ensure appropriate disaggregation and bivariate analysis.

Qualitative data captured through interviews will be structured and analysed using MAXQDA software to identify discussion topics and discussion points, allowing for the completion of the IMPACT Data Saturation and Analysis Grid (DSAG).

3.6 Limitations

As seen in other assessments in Ukraine, certain vulnerable sub-populations may be hesitant to participate in a household survey, including men who are not registered in their current place of residence due to conscription fears and members of certain marginalized groups, which can lead to these population groups being underrepresented in random household surveys. Additionally, challenges in acquiring accurate population data in Ukraine due to the outdatedness of the last census (conducted in 2001) and mass displacement in the country require sample calculations to be conducted employing the latest, best estimates using a combination of census data updated with Oxford Estimate Data from April 2023. Lastly, areas deemed inaccessible during security reviews (those areas close bordering Russia and Belarus and those near to the frontlines) were excluded from the sample frame.

3. Key ethical considerations and related risks

The proposed research design meets the following criteria:

The proposed research design…	*Yes/ No*	*Details if no (including mitigation)*
… Has been coordinated with relevant stakeholders to **avoid unnecessary duplication** of data collection efforts?	Yes	

… **Respects respondents, their rights and dignity** (*specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants' time, ensuring accurate reporting of information provided*)?	Yes	
… Does not **expose data collectors to any risks as a direct result** of participation in data collection?	Yes	
… Does not **expose respondents / their communities to any risks as a direct result** of participation in data collection?	Yes	
… Does not involve **collecting information on specific topics which may be stressful and/ or re-traumatising** for research participants (both respondents and data collectors)?	Yes	
… Does not involve **data collection with minors** i.e. anyone less than 18 years old?	Yes	
… Does not involve **data collection with other vulnerable groups** e.g. persons with disabilities, victims/ survivors of protection incidents, etc.?	Yes	
… Follows IMPACT SOPs for management of **personally identifiable information**?	Yes	

3. Roles and responsibilities

Task Description	***Responsible***	***Accountable***	***Consulted***	***Informed***
Research design	Senior Assessment Officer	Research Manager	ACTED, Field team, County Coordinator, HQ Research and Design and Data Unit (RDDU)	ACTED, County Coordinator, HQ RDDU
Supervising data collection	Field Operations Manager	Senior Assessment Officer	Research Manager, Country Coordinator, ACTED, HQ RDDU	GAC, HQ RDDU, Country Coordinator
Data processing (checking, cleaning)	Database Officer	Senior Database and GIS Officer	Senior Assessment Officer, HQ RDDU	Research Manager, Country Coordinator, ACTED, HQ RDDU
Data analysis	Database Officer, GIS Officer	Senior Database and GIS Officer	Senior Assessment Officer IMPACT, HQ RDDU	Research Manager, Country Coordinator, ACTED, HQ RDDU
Output production	Senior Assessment Officer	Research Manager	Country Coordinator, ACTED, GAC, HQ Research Reporting Unit (RRU)	Research Manager, Country Coordinator, ACTED, HQ RRU

Dissemination	Senior Assessment Officer	Research Manager	Country Coordinator, HQ Communication Unit, ACTED	HQ Communication Unit, ACTED
Monitoring & Evaluation	Senior Assessment Officer	MEAL Manager	HQ RDDU, Country Coordinator	HQ RDDU, Country Coordinator
Lessons learned	Senior Assessment Officer, Field Officer	Research Manager	ACTED, GAC, partners and stakeholders, Field team, Data team, HQ RDDU	Country Coordinator, HQ RDDU

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*

NB: Only one person can be Accountable; the only scenario when the same person is listed twice for a task is when the same person is both Responsible and Accountable.

3. Data Analysis Plan

Available upon request.

3. Data Management Plan

Administrative Data		
Research Cycle name	Socioeconomic Assessment of Labor Force Capacity	
Project Code	64AMF	
Donor	GAC	
Project partners	ACTED	
Research Contacts	Brett Schmicking brett.schmicking@impact-initiatives.org Nadiia Mikhno nadiia.mikhno@reach-initiative.org	
Data Management Plan Version	*Date: 05/03/2024*	*Version: V1*

Related Policies				
Documentation and Metadata				
What documentation and metadata will accompany the data? *Select all that apply*	X	Data analysis plan	X	Data Cleaning Log, including: x Deletion Log x Value Change Log
	☐	Code book	☐	Data Dictionary

	☐	Metadata based on HDX Standards	☐	[Other, Specify]
Ethics and Legal Compliance				
Which ethical and legal measures will be taken?	X	Consent of participants to participate	☐	Consent of participants to share personal information with other agencies
	☐	No collection of personally identifiable data will take place	X	Gender, child protection and other protection issues are taken into account
	X	All participants reached age of majority		[Other, Specify]
Who will own the copyright and Intellectual Property Rights for the data that is collected?	IMPACT			
Storage and Backup				
Where will data be stored and backed up during the research?	X	IMPACT/REACH Kobo Server	☐	Other Kobo Server: *[specify]*
	X	IMPACT Global Physical / Cloud Server	☐	Country/Internal Server
	☐	On devices held by REACH staff	☐	Physical location *[specify]*
	☐	[Other, Specify]		
Which data access and security measures have been taken?	X	Password protection on devices/servers	X	Data access is limited to *REACH staff: GIS Officer, Senior Assessment Officer, Research Manager, Data Officer*
	☐	Form and data encryption on data collection server	☐	Partners signed an MoU if accessing raw data
	☐	[Other, Specify]		

Kobo Access Rights

Kobo Access	Person	Account Name
View Form	*Rodion Filatov* *Nadiia Mikhno* *Brett Schmicking*	*rodion* *nadiiamikhno* *schmicking*
View and Edit Form	*Rodion Filatov* *Nadiia Mikhno*	*rodion* *nadiiamikhno*
View Form and Submit Data	*Rodion Filatov* *Nadiia Mikhno*	*rodion* *nadiiamikhno*
Download Data	*Rodion Filatov*	*rodion*

Raw Data Access Rights		
Raw Data Access	Reason	Person
Accountable	Accountable	*Rodion Filatov*
Access	GIS Officer: choropleth maps using GPS points	*Anatoliy Smaliychuk*
Access	Senior Assessment Officers, Data Officer, Research Manager: for analysis	*Nadiia Mikhno* *Rodion Filatov* *Brett Schmicking*

Preservation				
Where will data be stored for long-term preservation?	X	IMPACT / REACH Global Cloud / Physical Server	☐	OCHA HDX
	X	REACH Country Server	☐	[Other, Specify]

Data Sharing				
Will the data be shared publically?	X	Yes	☐	No, only with mandating agency / body
Will all data be shared?	☐	Yes	X	No, only anonymized data will be shared
	☐	No, [Other, Specify]		
Where will you share the data?	X	REACH Resource Centre	☐	OCHA HDX
	X	HumanitarianResponse	X	Shared bilaterally via REACH dissemination channels in Ukraine and globally (ex. Clusters, NGO and UN partners, local authorities in Ukraine)

Data protection risk assessment				
Have you completed the Indicators Risk Assessment table below?	X	Yes	☐	No, no information that potentially allows identification of individuals is to be collected.
	[Please complete the first 4 columns in the Indicators Risk Assessment table below]			

Risk indicator	Type of identification risk	Disclosure implications	Benefits	Class	Required mitigation
KI phone number	Direct contact	Loss of privacy	Follow up for data cleaning	*B1*	*To be deleted once data cleaning is completed*
Sex	Identification of KI	Loss of privacy	To determine the specifics of the labor force profile depending on gender	*B2*	*To be deleted once data analysis is completed*

Age	Identification of KI	Loss of privacy	To determine the specifics of the labor force profile depending on age	*B2*	*As above*

Responsibilities	
Data collection	Senior Field Operations Manager, Yuliia LASTOCHKINA yuliia.lastochkina@impact-initiatives.org Senior Field Officer, Oleksiy PROKOPIEV oleksiy.prokopiev@reach-initiative.org Senior Field Officer, Roksana KURANOVA roxana.kuranova@reach-initiative.org Field Officer, Tetiana KOVALCHUK tetiana.kovalchuk@reach-initiative.org Field Officer, Yulia LOMAKINA yulia.lomakina@reach-initiative.org Field Officer, Viktoriia BORYSEVYCH viktoriia.borysevych@reach-initiative.org
Data cleaning	Data Officer, Rodion FILATOV rodion.filatov@reach-initiative.org
Data analysis	Senior Assessment Officer, Nadiia Mikhno nadiia.mikhno@reach-initiative.org
Data sharing/uploading	Senior Assessment Officer, Nadiia Mikhno nadiia.mikhno@reach-initiative.org

3. Monitoring & Evaluation Plan

Please complete the M&E Plan column in the table and use the corresponding Tools in the Monitoring & Evaluation matrix to implement the plan during the research cycle.

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
Humanitarian stakeholders are accessing IMPACT products	Number of humanitarian organisations accessing IMPACT services/products Number of individuals accessing IMPACT services/products	# of downloads of x product from Resource Center	Country request to HQ	User_log	X Yes
		# of downloads of x product from Relief Web	Country request to HQ		X Yes
		# of downloads of x product from Country level platforms	Country team		X Yes
		# of page clicks on x product from REACH global newsletter	Country request to HQ		X Yes
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		□ Yes
		# of visits to x webmap/x dashboard	Country request to HQ		□ Yes

IMPACT activities contribute to better program implementation and coordination of the humanitarian response	Number of humanitarian organisations utilizing IMPACT services/products	# references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies)	Country team	Reference_log	*Cluster strategies: Assessment and Analysis working group (AAWG), Shelter, CSM*
		# references in single agency documents			*strategies of NGOs and INGOs working in assessed area*
Humanitarian stakeholders are using IMPACT products	Humanitarian actors use IMPACT evidence/products as a basis for decision making, aid planning and delivery	Perceived relevance of IMPACT country-programs	Country team	Usage_Feedback *and* Usage_Survey template	After the presentation and distribution of the final outputs among ACTED and partners, members of the working groups (GiHA, LTWG), members of the FSLC, a feedback survey related to all outputs, targeting at least 10 partners, will be conducted in August 2024
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			
	Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Perceived quality of outputs/programs			
		Recommendations to strengthen IMPACT programs			
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs *(providing resources, participating to presentations, etc.)*	# of organisations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation	Country team	Engagement_log	X Yes
		# of organisations/clusters inputting in research design and joint analysis			X Yes
		# of organisations/clusters attending briefings on findings;			X Yes