

Research Terms of Reference

Infrastructure Mapping in Flood Affected County – Twic East

SSD2602

South Sudan

May 2026

Version 2

REACH Informing more effective humanitarian action

1. Executive Summary

Country of intervention	South Sudan						
Type of Emergency	<input checked="" type="checkbox"/>	Natural hazard	<input type="checkbox"/>	Conflict	<input type="checkbox"/>	Other (<i>specify</i>)	
Type of Crisis	<input type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	<input checked="" type="checkbox"/>	Protracted	
Mandating Body/ Agency	FCDO						
IMPACT Project Code	32BFG						
Overall Research Timeframe (<i>from research design to final outputs / M&E</i>)	04/05/2026 to 20/07/2026						
Research Timeframe <i>Add planned deadlines (for first cycle if more than 1)</i>	1. Pilot/ training: 05/06/2026			6. Preliminary presentation: NA			
	2. Start collect data: 08/06/2026			7. Outputs sent for validation: 05/07/2026			
	3. Data collected: 22/06/2026			8. Outputs published: 20/07/2026			
	4. Data analysed: 30/06/2026			9. Final presentation: NA			
	5. Data sent for validation: 30/06/2026						
Number of assessments	<input checked="" type="checkbox"/>	Single assessment (one cycle)					
	<input type="checkbox"/>	Multi assessment (more than one cycle) <i>[Describe here the frequency of the cycle]</i>					
Humanitarian milestones <i>Specify what will the assessment inform and when</i> <i>e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;</i>	Milestone			Deadline (can be tentative)			
	<input checked="" type="checkbox"/>	Donor plan/strategy			ASAP		
	<input checked="" type="checkbox"/>	Inter-cluster plan/strategy			ASAP		
	<input type="checkbox"/>	Cluster plan/strategy					
	<input type="checkbox"/>	NGO platform plan/strategy					
	<input checked="" type="checkbox"/>	Other (Specify): Flood Task Force plan/strategy			20/07/2026		
Audience type				Dissemination			

<p>Audience Type & Dissemination Specify <i>who</i> will the assessment inform and <i>how</i> you will disseminate to inform the audience</p>	<input type="checkbox"/> Strategic <input type="checkbox"/> Programmatic <input checked="" type="checkbox"/> Operational <input type="checkbox"/> [Other, Specify]		<input checked="" type="checkbox"/> General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) <input type="checkbox"/> Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting <input type="checkbox"/> Presentation of findings (e.g. at HCT meeting; Cluster meeting) <input type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre) <input type="checkbox"/> [Other, Specify]	
<p>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?</p>	<input checked="" type="checkbox"/>	<p>Yes Flood Task Force, Education, WASH, and Health clusters provided list of facilities in Twic East County, and findings from this infrastructure mapping exercise will be shared with them.</p>	<input type="checkbox"/>	<p>No</p>
<p>General Objective</p>	<p>To support evidence-based Flood Task Force interventions in South Sudan by mapping infrastructure in a county exposed to flooding risk , providing information on the location, type, functionality, and impact of previous floods on the key infrastructure in Twic East County.</p>			
<p>Specific Objective(s)</p>	<p>1. To inform partners on the general location and type of infrastructure mainly educational facilities, health facilities; water, sanitation, and hygiene (WASH) facilities such as boreholes, protected wells, unprotected wells, tap water, water points, surface water – river, pond; open water tank – reservoir, water kiosk, latrines; worship places, marketplaces, transport, administration, government offices, community offices, police stations, and court in all the flood prone areas in the five payams of Twic East County.</p> <p>2. To understand current functionality of key infrastructure in Twic East County.</p> <p>3. To understand damage due to previous floods or potential damage and operation disruption during upcoming rain season, based on observed impact of previous floods in Twic East County.</p>			
<p>Research Questions</p>	<ol style="list-style-type: none"> 1. What are the locations of key public infrastructure in the selected flood affected County? 2. What is the functionality of this infrastructure? 3. What key infrastructure was affected by previous flooding? 4. To what extent was the key infrastructure affected or damaged by past floods? 			
<p>Geographic Coverage</p>	<p>A selected flood-affected County in an area of humanitarian interest and severe needs: Twic East County, Jonglei State, and the following payams will be covered: Kongor, Ajuong, Lith, Nyuak, and Pakeer</p>			
<p>Secondary data sources</p>	<ul style="list-style-type: none"> - UNOSAT, Flood extent mapping 2025 - GRID3 World Population Dataset - REACH, South Sudan, Flood frequency 2019 - 2022 - IOM Village survey 			

	<ul style="list-style-type: none"> - ICPAC, rain and temperature forecasting - REACH Flood maps 					
Population(s) <i>Select all that apply</i>	<input type="checkbox"/>	IDPs in camp	<input type="checkbox"/>	IDPs in informal sites		
	<input type="checkbox"/>	IDPs in host communities	<input type="checkbox"/>	IDPs [Other, Specify]		
	<input type="checkbox"/>	Refugees in camp	<input type="checkbox"/>	Refugees in informal sites		
	<input type="checkbox"/>	Refugees in host communities	<input type="checkbox"/>	Refugees [Other, Specify]		
	<input type="checkbox"/>	Host communities	X	All population groups in an affected County		
Data collection tool(s)	X	Structured (Quantitative)	<input type="checkbox"/>	Semi-structured (Qualitative)		
	Sampling method		Data collection method			
Infrastructure mapping tool # 1	<p>How will you locate infrastructure sites for mapping?</p> <p>A team of enumerators who have knowledge of the area will be deployed across all the five payams of Twic East County to identify and map all the relevant infrastructure items in a census mapping style. These enumerators will identify the infrastructure and key informants (KIs) will provide information on location, type, functionality and impact of previous floods on the specific infrastructure, which will then be mapped using the designated tool (refer to section 3.4 for more information)</p>		<p>What infrastructure types will you be mapping? The following are the infrastructure types that will be mapped</p> <ul style="list-style-type: none"> • Educational facilities (schools) • Health facilities (hospital, PHCC, PHCU, community clinics, nutrition center, pharmacy) • WASH facilities (boreholes, protected wells, unprotected wells, tap water, water points, surface water – river, pond; open water tank – reservoir, water kiosk, latrines) • Worship places, marketplaces • Transport (airport, river boat port, bus station) • Administration, government offices, community offices, police stations, court <p>This geospatial mapping exercise will be similar to the IOM village survey conducted in 2023 (refer to the secondary data source for more information).</p>			
Data management platform(s)	X	IMPACT	<input type="checkbox"/>	UNHCR		
	<input type="checkbox"/>	[Other, Specify]				
Expected output type(s)	<input type="checkbox"/>	Situation overview #: __	<input type="checkbox"/>	Report #: __	<input type="checkbox"/>	Profile #: __
	<input type="checkbox"/>	Presentation (Preliminary findings) #: __	<input type="checkbox"/>	Presentation (Final) #: __	<input type="checkbox"/>	Factsheet #: __
	<input type="checkbox"/>	Interactive dashboard #: __	<input type="checkbox"/>	Webmap #: __	X	Map #: 2
	<input type="checkbox"/>	[Other, Specify] #: __				
Access	X	Public (available on REACH resource center and other humanitarian platforms)				
	<input type="checkbox"/>	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)				

Visibility Specify <i>which logos should be on outputs</i>	REACH
	Donor: FCDO
	Coordination Framework: Flood Task Force
	Partners: NA

2. Rationale

2.1 Background

Over the past years, South Sudan has experienced recurrent and increasingly severe flooding, widely regarded as the worst in decades.¹ These floods have had devastating consequences for livelihoods, food security, shelter, and access to essential services across the country. According to the United Nations Office for the Coordination of Humanitarian Affairs (OCHA), flooding has affected over one million people annually in recent years, destroying crops, displacing communities, and overwhelming an already fragile humanitarian system.² The flooding in South Sudan is primarily driven by prolonged and intense seasonal rainfall, compounded by rising water levels and overflow of major rivers, particularly the White Nile and the Sobat River. Jonglei State, characterized by flat and low-lying terrain, has been disproportionately affected. Humanitarian assessments consistently identify Jonglei State as one of the epicenters of flooding due to these hydrological and geographical factors.³ In many areas of Jonglei, floodwaters persist for months, submerging farmland, grazing areas, and entire villages. The overflow of the Nile and Sobat rivers has repeatedly broken embankments and dikes, exacerbating the scale and duration of inundation.⁴ Flooding has severely disrupted agricultural and pastoral livelihoods, which form the backbone of rural livelihoods in South Sudan. Crops have been destroyed before harvest, livestock drowned or displaced, and fishing activities were restricted by unsafe conditions. The floods have led to widespread destruction of homes, forcing tens of thousands of families to seek refuge on higher ground, in schools, churches, or temporary shelters. Critical infrastructure such as roads, health facilities, schools, and water systems has been damaged or rendered inaccessible, and to date, there's limited information on the functionality and types of infrastructure available.⁵ Within this broader context, Twic East County in Jonglei State stands out as one of the most acutely affected areas⁶ and, as a consequence, it is prioritized by the Flood Task Force for response. It has an estimated population of 200,000 people, who have often experienced acute effects of flooding over the past years. Recurrent floods have displaced people to areas with dykes and highlands, destroyed roads and culverts, effectively cutting off the county from Bor town and disrupting supply chains for food, medicines, and humanitarian aid. Access to basic services in Twic East has been particularly constrained. Health facilities have reported shortages of medicines, schools have been damaged, and many households have been displaced to areas with limited shelter and poor sanitation.⁷ Prior to flooding, most households relied on crop farming (mainly sorghum), livestock rearing, and fishing. Agriculture – mainly sorghum farming and livestock rearing forms the backbone of livelihood in the county, with livestock also carrying significant socio-cultural value. Recurrent flooding has submerged farmland, decimated livestock, and pushed households toward fishing as a coping strategy, which is often insufficient to compensate for these losses. Livestock are either displaced or lost due to lack of grazing land and water contamination, further undermining household livelihoods. In response, many households shift toward fishing as a coping strategy, although this is often insufficient to meet basic needs.⁸ According to FEWS NET projections, flooding levels in 2026 are expected to exceed

¹ [United Nations, deadly floods displace over 100,000 in South Sudan](#)

² [UNOCHA, South Sudan, flooding situation flash update no.7, October 2025](#); [UNOCHA, South Sudan, floods snapshot, November 2025](#)

³ [UNICEF, South Sudan, facing the floods, August 2024](#)

⁴ [UNICEF, South Sudan, facing the floods, August 2024](#)

⁵ [UNOCHA, South Sudan, flooding situation flash update no.7, October 2025](#); [UNOCHA, South Sudan, floods snapshot, November 2025](#)

⁶ [UNOCHA, South Sudan, flooding situation flash update no.8, October 2025](#)

⁷ [Eye Radio, South Sudan, Twic East commissioner urges assistance amid overwhelming floods, September 2024](#)

⁸ [UNOCHA, South Sudan humanitarian update, May 2026](#)

the 2020 baseline. Consequently, as of early May 2026, findings suggest above-average rainfall across South Sudan, which is likely to exacerbate infrastructure damage and population displacement in affected areas.⁹

Given the limited available information on the location, type, functionality, and flood related damage of the key infrastructure in Twic East County, information on infrastructure functionality is missing and it is often unclear whether facilities such as schools, health centers, water points, and roads are fully operational, partially functional or non-functional. Furthermore, there is little information on how infrastructure conditions have changed over time due to recurrent flooding, making it difficult to assess trends, recovery, or increasing vulnerability. To address these information gaps, REACH will support Flood Task Force's preparedness by conducting infrastructure mapping exercises in Twic East County.

2.2 Intended impact

This assessment aims to understand the type and functionality of key infrastructure in Twic East County, and subsequently supports the preparedness activities of the Flood Task Force. Additionally, this assessment will serve as a foundation for evidence-based decision-making, helping humanitarian and development actors allocate resources more effectively and support communities in building self-reliance and understanding areas at risk of floods. Furthermore, this assessment will serve as a baseline for a subsequent flood risk assessment in the county, which will employ more advanced and scientific methods such as remote sensing. This will support an in-depth understanding of flood risks in the targeted areas.

3. Methodology

3.1 Methodology overview

The primary activity under this research project is community infrastructure mapping, which will be carried out in five Payams across Twic East County, and guided by a key informant. Enumerators will have the responsibility to identify the location of the infrastructure, observe the infrastructure, and assess their status. The types of infrastructure to be mapped include:

- Educational facilities (schools)
- Health facilities (hospital, PHCC, PHCU, community clinics, nutrition center, pharmacy)
- WASH facilities (boreholes, protected wells, unprotected wells, tap water, water points, surface water – river, pond; open water tank – reservoir, water kiosk, latrines)
- Worship places, marketplaces.
- Transport (airport, river boat port, bus station)
- Administration, government offices, community offices, police stations, court

Enumerators will use smartphones with the KoboCollect apps installed, which will be used to complete a questionnaire about every infrastructure point they encounter in all the five payams in Twic East County. When they encounter any infrastructure point (refer to the types of infrastructure above), they will use the KoboCollect tool to collect information such as GPS coordinates and functionality. At the end of each data collection day, the forms are uploaded onto IMPACT Kobo server, after which the Juba Data team will download and share the dataset with the field officer for cleaning.

3.2 Population of interest

The infrastructure facilities in all the five payams listed below, will be mapped. This activity is planned to support prioritization by the Flood Task Force.

- Kongor

⁹ [FEWS NET, South Sudan, East Africa - seasonal monitor, May 2026](#)

- Ajuong
- Lith
- Nyuak
- Pakeer

3.3 Secondary data review

The following secondary sources have informed the research design and the development of outputs. However, as progress is made toward the development of the assessment outputs, additional secondary data will be reviewed and triangulated

Secondary source	Purpose of source
UNOSAT, Flood extent mapping 2025	- Contextual understanding
GRID3 World Population Dataset	- triangulate primary data and findings
REACH, South Sudan, Flood frequency 2019 - 2022	- triangulate primary data and findings - Contextual understanding
IOM Village survey	- Contextual understanding
ICPAC, rain and temperature forecasting	- triangulate primary data and findings
REACH Flood maps	- triangulate primary data and findings

3.4 Primary Data Collection

3.4.1 Method

This assessment will employ an observational approach, and a couple of questions related to the infrastructure type, functionality, and impacts of previous floods will be answered by the Key Informant (KI). Data collection is scheduled to take place between the 8th and 16th of June 2026. REACH will map infrastructure in all the five payams of Twic East County, and the following infrastructure will be assessed: educational facilities (schools), health facilities (hospital, PHCC, PHCU, community clinics, nutrition center, pharmacy), WASH facilities (boreholes, protected wells, unprotected wells, tap water, water points, surface water – river, pond; open water tank – reservoir, water kiosk, latrines), worship places, marketplaces, transport (airport, river boat port, bus station), and administration (government offices, community offices, police stations, court). Using geospatial data on health and education facilities, the GIS Officer will generate a reference map for use by the field team. This map will include the locations of these facilities and support the data collection team in ensuring all critical infrastructure is covered. Additionally, the enumerators will be assigned specific settlements or bomas each day to map all critical infrastructure within those areas, under the supervision of the Senior Field Officer throughout the data collection period.

3.4.2 Sampling

Through the support of two guides per payam, who will be selected by the community leadership (Chiefs), REACH Enumerators will identify the key infrastructure within the settlements. Once enumerators have found an infrastructure point, they will open the KoboCollect tool, record their position using the GPS function, and ask a key informant who has knowledge of the area a set of questions about the location, type, functionality, and impact of floods on the key infrastructure. A team of eight enumerators, led by the Senior Field Officer, will travel to one payam per day to assess all infrastructure within that area. Most enumerators are expected to be residents with good knowledge of the local context and may not require guides; however, two guides will be available to support those less familiar with certain locations. Enumerators will be assigned specific settlements or bomas to cover each day based on accessibility, and they will work in pairs under the supervision of the Senior Field Officer. In cases where areas are inaccessible, particularly due to flooding or insecurity, the Senior Field Officer will inform the responsible team and document these as assessment limitations.

3.4.3 Tools

The geospatial infrastructure mapping will be carried out using a structured tool to document service points and infrastructure across the five payams of Twic East County. Questions in the tool will include the type, functionality, the risk of the infrastructure being flooded in the next rainy season. In addition, enumerators will ask key informants on the impact of 2025 floods on the infrastructure. The enumerators will also make observations on the infrastructure which will include but not limited to walls being collapsed or cracked, complete destruction of the infrastructure, buildings sinking, and roof damaged, signs of foundation weakening or instability, tilting or leaning of structures, condition of support elements (pillars, beams, columns), evidence of erosion around the base of the structure, presence of watermarks indicating past flood levels, sediment or debris accumulation inside or around the structure, signs of waterlogging or poor drainage nearby, blocked, damaged, submerged access routes, condition of surrounding land (eroded, waterlogged, stable).

3.4.4 Briefing/Training of enumerators

A two-day in-person training on geospatial infrastructure mapping will be conducted for the enumerators on 04th and 05th of June 2026 (assuming there are no delays with the flights and approvals from the local authorities). The training will be led by the REACH SAO with support from the Field Officer and will cover the geospatial infrastructure mapping tool. Training materials prepared by the SAO will also emphasize key principles such as best practices in infrastructure mapping, confidentiality, respect, and a cultural and gender-sensitive approach. The SAO will ensure these principles are upheld throughout data collection. For clarity, the following ideas on functionality will be provided during training of the enumerators;

- Functional: infrastructure that provides the service it is supposed to deliver without any noticeable issue at the time of data collection.
- Partially functional: infrastructure that still able to provide the service it is supposed to deliver but with some noticeable issues at the time of data collection
- Non-functional: infrastructure not providing the service it is supposed to deliver at the time of data collection

In terms of pilot, the team will have an intra-training pilot on the second day and will have an opportunity to practice the tool before data collection. A debrief will be conducted and feedback obtained on the tool, and depending on the feedback of the team, a final tool will be deployed and ready for data collection.

3.5 Data Processing & Analysis

Collected data will be checked and cleaned on daily basis, and full data cleaning logs will be kept. The data checking process will include a review of internal logic, comparing individual records to identify potential data entry errors, and standardising answers. After cleaning, the analysis will include generating key summary statistics, such as the number of infrastructure point per settlement, and the ratio of functional versus non-functional infrastructure. The main output of this assessment will be a map showing the type and functionality of the infrastructure which will be shared with the Flood Task Force for their flood response plan and published on the IMPACT repository as well. This map will be developed by the GIS Officer using data from the United Nations Satellite Centre (UNOSAT), which provides satellite-derived information on flood frequency. The flood frequency layer will be overlaid with the locations of key infrastructure to help visualize which facilities are most exposed to recurrent flooding.

3.6 Limitations

- Due to access constraints, insecurity in Uror and Duk counties, the team might not access the border areas, and any other insecure areas. In addition, due to flooded areas, some areas might be inaccessible.
- Due to dense clouds and residential areas, GPS may be recorded inaccurately. To mitigate this, the tool is designed to capture locations within a five-meter accuracy range of the specific infrastructure.
- During the assessment, enumerators will observe infrastructure for damage, which may involve some subjectivity. To mitigate this, SAO will develop and provide training on a standardized observation checklist.

- Information provided by key informants on functionality of the infrastructure may differ based on their perspective and potentially affect consistency. To mitigate this, SAO will provide training to the enumerators on agreed definition of functionality in the context of infrastructure facilities

4. Key ethical considerations and related risks

The proposed research design meets / does not meet 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 (<i>specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants' time, ensuring accurate reporting of information provided</i>)?	Yes	
... Does not expose data collectors to any risks as a direct result of participation in data collection?	No	Enumerators traversing communities may encounter security risks in doing so. To mitigate this, the enumerators will move with guides. Also, since these enumerators are from the area, we expect that there will be no major risks as a result of data collection. Since some areas are flooded and muddy, posing safety risks to enumerators, data collection will be limited to locations that are safely accessible to the team.
... 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	

5. Roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	Senior Assessment Officer	Research Manager	GIS Manager, Research Unit HQ, Flood Task Force	Country Coordinator, Donor
Supervising data collection	Field Officer	In-country Data team	Research Manager, GIS Officer, Country Coordinator	Flood Task Force, Donor
Data processing (checking, cleaning)	Data Officer	Senior Assessment Office	GIS Manager, Research Manager, Research Unit HQ	Country Coordinator, Donor
Data analysis	GIS Officer	Senior Assessment Office	GIS Manager, Research Manager, Research Unit HQ	Country Coordinator, Donor
Output production	GIS Officer	Senior Assessment Office	Research Manager, GIS Manager, Research Unit HQ	Country Coordinator, Donor
Dissemination	GIS Officer	Senior Assessment Office	Research Manager, Country Coordinator, Flood Task Force	Flood Task Force, Donor
Monitoring & Evaluation	GIS Officer	Senior Assessment Officer	Country Coordinator	Donor
Lessons learned	GIS Officer	Senior Assessment Officer	Research Manager, GIS Manager, Country Coordinator, Field team	Flood Task Force, GIS Manager, Research Unit HQ

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

6. Data Analysis Plan

Please, find here the link to the [infrastructure tool](#)

7. Data Management Plan

Administrative Data			
Research Cycle name	Infrastructure Mapping in Flood Affected County – Twic East		
Project Code	32BFG		
Donor	FCDO		
Project partners	NA		
Research Contacts	Denis ABI denis.abi@reach-initiative.org Cyrillo MOHINIGAMU cyrillo.mohinigamu@reach-initiative.org		
Data Management Plan Version	Date: 08/05/2026	Version: 1	
Related Policies	IMPACT Guidelines for SOPs for Management of Personally Identifiable Data		
Documentation and Metadata			
What documentation and metadata will accompany the data? <i>Select all that apply</i>	<input type="checkbox"/>	Data analysis plan	<input checked="" type="checkbox"/> Data Cleaning Log, including: <input type="checkbox"/> Deletion Log <input type="checkbox"/> Value Change Log
	<input type="checkbox"/>	Code book	<input type="checkbox"/> Data Dictionary
	<input type="checkbox"/>	Metadata based on HDX Standards	<input type="checkbox"/> [Other, Specify]
Ethics and Legal Compliance			
Which ethical and legal measures will be taken?	<input checked="" type="checkbox"/>	Consent of participants to participate	<input type="checkbox"/> Consent of participants to share personal information with other agencies
	<input type="checkbox"/>	No collection of personally identifiable data will take place	<input type="checkbox"/> Gender, child protection and other protection issues are taken into account
	<input type="checkbox"/>	All participants reached age of majority	<input type="checkbox"/> [Other, Specify]
Who will own the copyright and Intellectual Property Rights for the data that is collected?	IMPACT Initiatives		
Storage and Backup			
Where will data be stored and backed up during the research?	<input checked="" type="checkbox"/>	IMPACT/REACH Kobo Server	<input type="checkbox"/> Other Kobo Server: <i>[specify]</i>
	<input type="checkbox"/>	IMPACT Global Physical / Cloud Server	<input type="checkbox"/> Country/Internal Server
	<input checked="" type="checkbox"/>	On devices held by REACH staff	<input type="checkbox"/> Physical location <i>[specify]</i>
	<input type="checkbox"/>	[Other, Specify]	
Which data access and security measures have been taken?	<input checked="" type="checkbox"/>	Password protection on devices/servers	<input checked="" type="checkbox"/> Data access is limited to <i>[specify, e.g. REACH staff]</i>
	<input type="checkbox"/>	Form and data encryption on data collection server	<input type="checkbox"/> Partners signed an MoU if accessing raw data
	<input type="checkbox"/>	[Other, Specify]	

Kobo Access Rights			
Account Name(s)	Person(s)	Type of Kobo access	
Kenya Alison	Kenya Alison, Data Officer	X View X Edit	<input type="checkbox"/> Submit Data X Download Data
Cyrillo	Cyrillo Mohinigamu, Senior Assessment Officer	X View <input type="checkbox"/> Edit	X Submit Data X Download Data
Morris	Morris Mwaka, Senior Data Officer	<input type="checkbox"/> View <input type="checkbox"/> Edit	X Submit Data X Download Data

Raw Data Access Rights		
Raw Data Access	Reason	Person
Accountable	Consolidate data on a daily basis	South Sudan data officer
Access	Data quality checks and preliminary analysis	Cyrillo Mohinigamu and Denis Abi

Preservation			
Where will data be stored for long-term preservation?	<input type="checkbox"/>	IMPACT / REACH Global Cloud / Physical Server	<input type="checkbox"/> OCHA HDX
	X	REACH Country Server	<input type="checkbox"/> [Other, Specify]

Data Sharing			
Will the data be shared publically?	<input type="checkbox"/>	Yes	X No, only with mandating agency / body (Flood Task Force, Education, WASH, Health cluster, and the ICCG)
Will all data be shared?	<input type="checkbox"/>	Yes	X No, only anonymized/ cleaned/ consolidated <i>[delete what does not apply]</i> data will be shared
	<input type="checkbox"/>	No, [Other, Specify]	
Where will you share the data?	<input type="checkbox"/>	REACH Resource Centre	<input type="checkbox"/> OCHA HDX
	<input type="checkbox"/>	HumanitarianResponse	X With partners

Data protection risk assessment			
Have you completed the Indicators Risk Assessment table below?	<input type="checkbox"/>	Yes	X 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 (including direct and indirect identifiers)	Type of identification risk	Disclosure implications	Benefits	Class	Required mitigation
NA	NA	NA	NA	NA	NA

Responsibilities	
Data collection	Senior Assessment Officer: Cyrillo Mohinigamu // cyrillo.mohinigamu@reach-initiative.org

	Senior Field Officer: Diing KUOL MALUK // diing.kuol@reach-initiative.org
Data cleaning	Data Officer: Kenyi ALISON FRAZER // kenyi.alison@reach-initiative.org Senior Field Officer: Diing KUOL MALUK // diing.kuol@reach-initiative.org
Data analysis	GIS Officer: Denis Abi // denis.abi@reach-initiative.org
Data sharing/uploading	Country Representative: Mary LANGAN // mary.langan@impact-initiatives.org Research Manager: Marta LOPEZ SOLE // marta.lopez-sole@impact-initiatives.org

TEMPLATE

8. Monitoring & Evaluation Plan

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	<input type="checkbox"/> Yes
		# of downloads of x product from Relief Web	Country request to HQ		<input type="checkbox"/> Yes
		# of downloads of x product from Country level platforms	Country team		<input type="checkbox"/> Yes
		# of page clicks on x product from REACH global newsletter	Country request to HQ		<input type="checkbox"/> Yes
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		<input type="checkbox"/> Yes
		# of visits to x webmap/x dashboard	Country request to HQ		<input type="checkbox"/> 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	<p>[List here relevant HPC-documents to be monitored: E.g. Iraq HNO 2018, Iraq Flash Appeal Mosul, Shelter Cluster strategy]</p> <p>[List here relevant agency-documents to be monitored: E.g. UNHCR Country Strategy, UNICEF WASH Response Strategy]</p>
		# references in single agency documents			
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_Feed back and Usage_Survey template	<p>[Outline here the usage survey to be implemented for this research cycle E.g. Usage survey to be conducted in November 2017,</p>
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			

	Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Perceived capacity of IMPACT staff Perceived quality of outputs/programs Recommendations to strengthen IMPACT programs			following the release of x outputs, targeting at least 10 partners E.g. Usage survey to be conducted at the end of the research cycle related to all outputs, targeting at least 20 partners]
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs (<i>providing resources, participating to presentations, etc.</i>)	# of organisations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation # of organisations/clusters inputting in research design and joint analysis # of organisations/clusters attending briefings on findings;	Country team	Engagement_log	<input type="checkbox"/> Yes <input type="checkbox"/> Yes <input type="checkbox"/> Yes

TEMPLATE

