

Research Terms of Reference

Syrian Migration to Spain (2015-2017): Routes, Motivations and Future Intentions

October 2017
Final version

REACH Informing
more effective
humanitarian action

1. Summary

Country of intervention	Spain					
Type of Emergency		Natural disaster		Conflict	X	Emergency
Type of Crisis		Sudden onset		Slow onset	X	Protracted
Mandating Body/ Agency	DFID, FDFA, Mixed Migration Platform (MMP)					
Project Code						
REACH Pillar		Planning in Emergencies	X	Displacement	X	Building Community Resilience
Research Timeframe	1 October – 30 November 2017					
General Objective	Build awareness and improve knowledge of the migration trends, protection needs, and future intentions of Syrians arriving in Spain between 2015 and 2017, to inform humanitarian policy and programming.					
Specific Objective(s)	<ul style="list-style-type: none"> Identify current and possible future movement trends of Syrians who arrived in Spain between 2015 and 2017. Identify drivers of increased Syrian migration to Spain between 2015 and 2017. Assess the protection concerns for Syrians en route to Spain in key transit countries of Algeria and Morocco. 					
Research Questions	<p>RQ1: What are the main routes through which Syrians have arrived in Spain between 2015-2017? (incl. irregular entries and entries through humanitarian solutions (legal pathways) to irregular movement)</p> <p>RQ2: Why have Syrians increasingly used the Western Mediterranean route into Europe between 2015 and 2017, compared to before?</p> <p>RQ3: What are the main protection concerns for Syrians en route to Spain in the key transit countries of Algeria and Morocco?</p> <p>RQ4: What are the future [migratory] intentions of Syrians in Spain?</p>					
Research Type		Quantitative	X	Qualitative		Mixed methods
Geographic Coverage	Spain					
Target Population(s)	Syrians who arrived in Spain between 2015 and 2017 through irregular pathways and through humanitarian solutions to irregular migration (incl. resettlement, relocation)					
Data Sources	<p>Secondary Data:</p> <ul style="list-style-type: none"> UNHCR (2016) Morocco UNHCR Operational Update. UNHCR (2016) Morocco Factsheet. UNHCR (2017) Spain Arrivals dashboard. The Conversation (2017) Is Spain really facing a new migration crisis? 					

	<ul style="list-style-type: none"> • UNHCR (2017) Desperate Journeys: Refugees and migrants entering Europe via the Mediterranean and Western Balkan routes. • Medecins San Frontieres (2013) Violence, Vulnerability and Migration: Trapped at the Gates of Europe. • Balance (2015) Inmigracion Irregular: Lucha contra la inmigracion irregular. • Ministry of Interior (2015) Asilo en cifras 2015. • Istituto Affari Internazionale (2015) Morocco's Experience of Migration as a Sending, Transit and Receiving Country. • New-Med Research Network (2015) The Changing Dynamics of Cross-border Human Smuggling and Trafficking in the Mediterranean. • Defensor del Pueblo (2016) Al Asilo en Espana: La proteccion internacional y los recursos del sistema de acogida. • Amnesty International (2016) En Tierra de Nadie: La situaton de las personas refugiadas y migrantes en Ceuta y Melilla. <p>Primary Data:</p> <ul style="list-style-type: none"> • Semi structured interviews with Syrians who arrived in Spain between 2015 and 2017, conducted by REACH mobile team. 																		
Expected Outputs	<ul style="list-style-type: none"> • 1 assessment terms of reference (ToR) • Transcripts and debriefs of interviews • 1 overall report 																		
Key Resources	MMP Analyst REACH Assessment Officer 2 REACH Field Coordinators 2 REACH Enumerators																		
Humanitarian milestones	<table border="1"> <thead> <tr> <th data-bbox="483 1216 531 1249"></th> <th data-bbox="531 1216 874 1249">Milestone</th> <th data-bbox="874 1216 1414 1249">Timeframe</th> </tr> </thead> <tbody> <tr> <td data-bbox="483 1249 531 1305"></td> <td data-bbox="531 1249 874 1305">Cluster plan/strategy</td> <td data-bbox="874 1249 1414 1305"></td> </tr> <tr> <td data-bbox="483 1305 531 1350"></td> <td data-bbox="531 1305 874 1350">Inter-cluster plan/strategy</td> <td data-bbox="874 1305 1414 1350"></td> </tr> <tr> <td data-bbox="483 1350 531 1395">X</td> <td data-bbox="531 1350 874 1395">Donor plan/strategy</td> <td data-bbox="874 1350 1414 1395">2017-2018</td> </tr> <tr> <td data-bbox="483 1395 531 1440"></td> <td data-bbox="531 1395 874 1440">NGO plan/strategy</td> <td data-bbox="874 1395 1414 1440"></td> </tr> <tr> <td data-bbox="483 1440 531 1485"></td> <td data-bbox="531 1440 874 1485">Other</td> <td data-bbox="874 1440 1414 1485"></td> </tr> </tbody> </table>		Milestone	Timeframe		Cluster plan/strategy			Inter-cluster plan/strategy		X	Donor plan/strategy	2017-2018		NGO plan/strategy			Other	
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Visibility	REACH, MMP, DFID and DFDA visibility																		

Dissemination	<p>1. Research design and analysis phase:</p> <ul style="list-style-type: none"> - Key informant interviews with humanitarian actors working in response in Spain <p>2. Post publication</p> <ul style="list-style-type: none"> - Dissemination by REACH to partners at country level (via email) - Dissemination by MMP to partners at regional level (via email) - Upload onto relevant web portals (including the MMP website; REACH Resource Centre; Humanitarian Response Info; ReliefWeb; etc.) - Blog post on MMP and REACH websites - Potential conference paper (with support from MMP analyst in Amman) - Potential dissemination event in Madrid and potentially Brussels
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2. Background & Rationale

For decades Spain has served as an entry point for irregular migration by refugees and other migrants into Europe. In the last year, however, these numbers have spiked¹ with 2017 in particular having witnessed a surge in the number of arrivals.² With this spike, the personal profile of arrivals has changed: while historically it was mostly West and North African single men travelling along the Western Mediterranean route (via Spain) to Europe, since 2015 a growing number of Middle Easterners have been using the route, the majority of whom are Syrian.³ Syrians in particular tend to travel in families: in 2017, a notable 72% of Syrian arrivals in Spain were women and children who traveled by land to Melilla, one of its two enclaves (the other being Ceuta) and main entry point into the country.⁴

As the irregular route to Spain becomes more popular, some legal pathways to Spain – the safe alternative to risky irregular journeys – are available to Syrians. Between 2015 and 2017, a number of Syrians were able to reach Spain through legal channels (*exact figure to be confirmed*), be it through the EU relocation scheme⁵ or the EU resettlement programme.⁶ Yet, how the experiences of the journey and the intentions for the future in Spain differ between individuals who arrived regularly versus irregularly is unknown. This presents a crucial information gap, as legal pathways to Europe are often heralded as the key recommendation in the government response to irregular migration, yet, the experiences of individuals who were able to profit from such schemes are hardly ever explored.

In relation to the rise in irregular Syrian arrivals a number of hypotheses have been put forward – most notably that Spain is becoming an alternative gateway to Europe as the Central and Eastern Mediterranean routes become less attractive.⁷ Yet, no evidence base for such claims currently exists. Such knowledge is crucial to inform the current humanitarian response, as well as to support further planning in exploring whether the trend in arrivals is likely to continue. In a similar vein, knowledge of the irregular routes Syrians take to Spain and the protection risks encountered on the way, would allow for a much more nuanced understanding of this ‘emerging route’ into Europe and allow humanitarian actors and policy makers to tailor their response accordingly.

¹ Missing Migrants (2017) [Mediterranean migrant arrivals reach 118,227 in 2017; 2,408 Deaths](#), IOM.

² Jones, Sam and Jennifer Rankin (2017) [Spain lacks capacity to handle migration surge, says UN refugee agency](#), The Guardian, 17 August 2017; IOM (2017) [Mediterranean Migrant Arrivals Reach 103,175 in 2017; 2,357 Deaths](#).

³ De Haas, Hein (2006) [Trans-Saharan Migration to North Africa and the EU: Historical Roots and Current Trends](#), Migration Policy Institute; Colon, Jose (2015) [Now Syrians scale fence at Spain’s African ‘fortress’](#), Al-Jazeera, 30 December 2015; UNHCR (2017) [Spain Arrivals Dashboard](#), May 2017.

⁴ UNHCR (2017) [Spain Arrivals dashboard](#), May 2017. According to Frontex 824 irregular crossings by Syrians between January and June 2017 (based on author’s own calculations).

⁵ https://ec.europa.eu/home-affairs/sites/homeaffairs/files/what-we-do/policies/european-agenda-migration/press-material/docs/state_of_play_-_relocation_en.pdf

⁶ https://ec.europa.eu/home-affairs/sites/homeaffairs/files/what-we-do/policies/european-agenda-migration/20170904_factsheet_relocation_and_resettlement_en.pdf

⁷ Gorzewski, Andreas (2016) [En route to Europe, refugees might head to Morocco](#), DW, 21 March 2016.

⁸ Wise, Peter (2017) [Spain closes in on Greece as a destination for migrants](#), Financial Times, 11 August 2017.

When deciding on migration to Spain, refugees and other migrants have had the choice to enter the country both by water and by land. From the Western Coast of Africa, many sub-Saharan Africans have attempted to enter Spain through the Canary Islands. By crossing through Morocco, refugees and other migrants have been able to avoid dangerous journeys across the sea and ocean in rickety boats, entering Spain irregularly through its two enclaves: Ceuta and Melilla. The majority of 2017's Syrian arrivals in Spain traveled by land to Melilla to avoid other dangerous sea routes.⁹ Increasingly, others have turned to boat migration to Spain via the Strait of Gibraltar and the Alboran Sea.¹⁰

Up until 2015, Syrians specifically, did not require visas to enter into Algeria.¹¹ From Algeria, Syrians could choose to travel to Spain via Morocco or Italy via Libya. Growing numbers of refugees and other migrants have begun looking to Spain via Morocco as a preferred and safer gateway into Europe than the alternative route, Italy via Libya.¹² It seems that those who can are increasingly choosing to travel through Morocco and Spain, mostly likely to avoid the violent conflict and threats of traveling in Libya and the dangers of sailing across the Mediterranean.¹³ Once in Algeria (Algiers or Oran), refugees and other migrants tend to go to Maghnaia (Algeria) and then over the border into Oujda (Morocco).¹⁴

Relatively little is known about Syrian migration journeys and experiences through Algeria and Morocco, nor what kind of needs they may have or protection issues they may encounter.

It is likely that many Syrians do not intend to stay in Morocco. As Spain maintains sovereignty over its enclaves in Northern Morocco, it is only necessary for refugees and other migrants to make it to the enclaves to claim asylum.¹⁵ Once claims are made in Spain and paperwork is processed, a weekly ferry shuttles up to 200 refugees from Melilla to Malaga a week.¹⁶ Once in Malaga refugees and other migrants are helped in reception centres. Concerns have been raised about the conditions Syrians are held in and the quality of services they are able to access.¹⁷ Human Rights Watch has reported that asylum seekers and other migrants arriving to Spain by sea are held in poor conditions and face obstacles in appealing for asylum.¹⁸ Having arrived in Spain, as is true in Italy and Greece, few Syrians stay around for long, instead the majority continue to move onwards.¹⁹

Though Syrian asylum seekers form a relatively small proportion of those entering Spain, their numbers could easily and quickly increase. Currently, little is known about their travel route from Syria to Morocco/Spain, their unmet needs and their future intentions (particularly with relation to migration). It is also unclear how and why they decide to enter Europe through Spain (though it is possible to speculate). As the Western Mediterranean route becomes increasingly popular for refugees and other migrants, it is important, relevant and timely to understand more about the experience of the people using it, and in this case Syrians.

REACH, in collaboration with the Mixed Migration Platform (MMP) seeks to address these information gaps and explore the routes Syrians have taken into Spain between 2015 and 2017, why they are choosing these routes, and why they are choosing Spain as their entry point into Europe. Additionally, the assessment will examine protection concerns of Syrians along the route to Spain and shed light on the future intentions of Syrians in Spain, comparing the experiences of Syrians

⁹ UNHCR (2017) [Spain Arrivals dashboard](#), May 2017.

¹⁰ HRW (2017) [Spain: Migrants Held in Poor Conditions](#), 31 July 2017.

¹¹ Gorzewski, Andreas (2016) [En route to Europe, refugees might head to Morocco](#), DW, 21 March 2016.

¹² Wise, Peter (2017) [Spain closes in on Greece as a destination for migrants](#), Financial Times, 11 August 2017.

¹³ Gorzewski, Andreas (2016) [En route to Europe, refugees might head to Morocco](#), DW, 21 March 2016.

¹⁴ IOM (2015) [Migration Trends Across the Mediterranean: Connecting the Dots](#), June 2015.

¹⁵ Bausells, Marta (2017) [In limbo in Melilla: the young refugees trapped in Spain's African enclave](#), The Guardian, 10 May 2017.

¹⁶ BBC News (2016) [Syrian refugees heading to Europe via the Spanish enclave in Morocco](#), 18 January 2016.

¹⁷ El Mundo (2016) [Acur denuncia que los CETI de Melilla y Ceuta "no son aptos para refugiados"](#), 12 December 2016.

¹⁸ HRW (2017) [Spain: Migrants Held in Poor Conditions](#), 31 July 2017.

¹⁹ Colon, Jose (2015) [Now Syrians scale fence as Spain's African 'fortress'](#), Al-Jazeera, 30 December 2017.

who arrived regularly and irregularly to the country. The assessment will include 60 interviews with respondents in Madrid, the Spanish enclave of Melilla and in Southern Spain.

3. Research Objectives

The overall objective of this research is to build awareness and improve knowledge of the migration trends, protection needs, and future intentions of Syrians arriving in Spain between 2015 and 2017, to inform humanitarian policy and programming.

The specific objectives of this study are to:

- Identify current and possible future movement trends of Syrians who arrived in Spain between 2015 and 2017
- Identify drivers of increased Syrian migration to Spain between 2015 and 2017
- Assess the protection concerns for Syrians en route to Spain in the key transit countries of Algeria and Morocco

4. Research Questions

RQ1: What are the main routes through which Syrians have arrived in Spain between 2015-2017? (incl. irregular entries and entries through humanitarian solutions (legal pathways) to irregular movement)

RQ2: Why have Syrians increasingly used the Western Mediterranean route into Europe between 2015 and 2017, compared to before?

RQ3: What are the main protection concerns for Syrians en route to Spain in the key transit countries of Algeria and Morocco?

RQ4: What are the future [migratory] intentions of Syrians in Spain?

5. Methodology

5.1. Methodology overview

The project will use a qualitative approach. REACH will capture qualitative information through semi-structured interviews. The semi-structured interviews will, on the one hand, enable assessment teams to collect demographic, socio-economic and migrational data primarily through closed questions, while also creating the space and opportunity for teams to ask more nuanced questions about the routes and protection concerns of Syrians in Spain, as well as their future intentions. Primary data will be then triangulated with secondary data sources.

5.2. Population of interest

The assessment will target Syrians who arrived regularly and irregularly in Spain via North Africa (Morocco) between 2015 and 2017.

5.3. Secondary data review

The initial secondary data review will help to identify issues around Syrian migration through North African to Spain between 2015 and 2017, better informing indicator choices and the creation of the data collection tool. Secondary data will also be used to contextualise survey findings.

5.4. Primary Data Collection

Having completed the secondary data review, a data analysis framework will be developed, indicating which themes will be covered by which part of the survey. A qualitative approach will be used to enable in-depth data collection. Questions will be largely semi-structured, with a small number of prompts provided to allow for open discussion, including key structured questions to gather respondent characteristics, making sure as much relevant information is gathered during the process.

Respondents will be identified and contacted through community-based organisations (CBOs), non-governmental organisations (NGOs) and charities with whom REACH has already established contact. As data collection will be conducted in three different locations in Spain (Melilla, Sevilla/Andalusia, Madrid), respondents have been broken down into two different subgroups:

- a) Syrians who arrived in Spain through legal pathways between 2015-2017.
- b) Syrians who arrived in Spain through irregular pathways between 2015-2017.

REACH will attempt to interview 30 respondents from each category, for a total of 60 interviews.

5.5. Data Analysis Plan

For the benefit of this qualitative analysis, data will be broken down by sub-groups and other relevant features in order to better explore possible relationships between key characteristics of respondents. This process thus begins with a short section containing closed questions, asking about respondent’s age, gender, time of travel to and from Europe and basic socio-economic details. Commonly used qualitative analysis procedures will be employed, identifying key themes and mechanisms within the data.

The analysis will focus on:

- **Frequency:** analysis will take into account the number of times key information is reported throughout the surveys. However, as per best research practice, frequency has not been associated with higher or lower importance. Frequency will inform the analysis on how much these specific issues are spread amongst the research target groups.
- **Specificity:** more emphasis will be given to specific, detailed issues that were reported, always taking into account bias of the respondents.
- **Extensiveness:** extensiveness of comments will be linked to how many different participants have reported a specific comment or issue.

6. Product Typology

Table 1 : Type and number of products required

Type of Product	Number of Product(s)	Additional information
Assessment Terms of Reference	1	
Overall report	1	

7. Management arrangements and work plan

7.1. Roles and Responsibilities, Organogram

A total of five REACH staff, including an Assessment Officer, two field coordinators and two enumerators will focus on data collection in Spain, while a DRC Maghreb team will collect data in Morocco. REACH will oversee data collection undertaken by the DRC team, which will report directly to the REACH Assessment Officer.

Table 2: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
ToR/Analysis Plan Development/Sampling	MMP Analyst/ REACH Assessment Officer	MMP Analyst	REACH HQ	
Secondary data review	MMP Analyst	MMP Analyst	REACH HQ	
Tools development and piloting	REACH Assessment Officer	MMP Analyst	REACH HQ	
Primary data collection	REACH Assessment Officer	REACH Assessment Officer		REACH HQ
Data cleaning and analysis	REACH Assessment Officer	MMP Analyst	REACH HQ	

Output production – Drafting of report	REACH Assessment Officer	MMP Analyst	REACH HQ
Output review and feedback	REACH HQ	MMP Analyst / REACH Assessment Officer	
MMP level Output review and feedback	MMP Coordinator/ Steering Committee	MMP Analyst	
Dissemination	MMP Analyst/ REACH Assessment Officer	MMP Analyst	REACH HQ

Responsible: the person(s) who execute the task

Accountable: the person who validate 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

7.2. Resources: HR, Logistic and Financial

Human Resources deployed in the country: REACH team will be responsible for data collection in Spain, the team will be composed by an Assessment Officer, two field coordinators and two enumerators. A DRC data collection team will be responsible for data collection in Morocco under REACH Assessment Officer leadership.

Locations: REACH will be responsible for data collection in Spain in the following locations: Melilla, Southern Spain (Malaga or Algeciras), and a third location (potentially Madrid). DRC will be responsible for data collection in Nador, Morocco.

In order to ensure full alignment in data collection methodology and practices REACH and DRC teams will engage in a joint training and piloting process.

7.3. Work plan

Months	September		October				November			
Weeks	3	4	1	2	3	4	1	2	3	4
Desk review										
Kick-off meeting										
Develop research design										
Incorporate feedback and finalize research design										
Develop tools										
Incorporate feedback and finalize tools										
Staff training										
Secondary data review										
Primary data collection										
Preliminary data analysis										
Output production										
Review & Validation by REACH										
Review & Validation by MMP										
Dissemination										

8. Risks & Assumptions

Table 3 : List of risks and mitigating action

Risk	Mitigation Measure
<i>Partners and/or government entities (reception centers) are unwilling to cooperate</i>	Clear communication and outreach to key stakeholders conducted during initial stages of the project
<i>Participants are unwilling to participate in assessment</i>	Clear communication about the objectives of the assessment to help relay the value of the data collected; replacement sample strategy in case of refusal to participate

9. Documentation Plan

The following key documents and outputs should be filed for future reference :

- Assessment Terms of Reference
- Consolidated secondary data review matrix
- Primary data collection tracking matrix
- Clean primary dataset
- Primary data cleaning log

10. Annexes

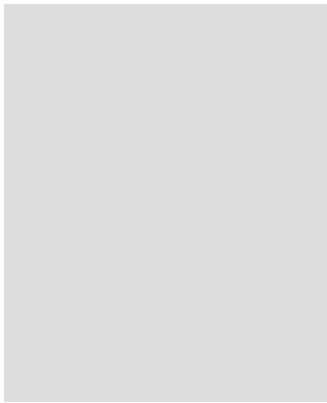
1. Data Management Plan
2. Questionnaire(s) / Tool(s)
3. Monitoring and Evaluation Matrix

Annex 1 : Data Management Plan

Administrative Data	
Project Name	Middle Eastern Migration to Spain (2015-2017): Migration, Motivations and Future Intentions
Project Code	
Donor	DiFD/FDFA
Project partners	ACTED, IMPACT Initiatives, DiFD, FDFA and MMP
Project Description	The overall objective is to build awareness and improve knowledge of the migration trends, protection needs, and future intentions of Middle Eastern refugees and other migrants arriving in Spain, to inform humanitarian policy and programming.
Project Data Contacts	vincent.annoni@impact-initiatives.org ; elisabeth.vikman@reach-initiative.org ; diana.ihring@reach-initiative.org
DMP Version	
Related Policies	
Data Collection	
What data will you collect or create?	This research contains two stages of data collection: 1. Secondary data review, 2. Primary data collection <ol style="list-style-type: none"> 1. Secondary data review: REACH will request to use all relevant and currently available data sources (UNHCR, IOM and other project partners) to inform the research design, and triangulate primary data collected. 2. Primary data collection: Primary data will be collected by REACH data collectors through semi structured interviews, with parameters identified through the secondary data review (e.g. interviewee characteristics; purposive sampling method).
How will the data be	REACH will deploy data collection teams to key areas and reception centres. Notes will

collected or created?	<p>be taken and later transcribed into English by the enumerator. The REACH database officer will review incoming data for potential errors; check and verify any possible corrections with the data collection teams. Once data collection is completed, the final findings will be checked for errors, with any verifications and corrections made, recorded during qualitative data cleaning process. Findings and transcripts will be saved on the REACH server using REACH file name & document title standards.</p> <p>Electronic File Name: REACH_Countrycode_typeofdocument_Crisisname_mandatingbody_MonthYear Document Title: Countrycode_producttype_crisisname_monthYear</p>
Documentation and Metadata	
What documentation and metadata will accompany the data?	<p>For better understanding and reuse of this assessment result as secondary data by stakeholders, REACH will produce a package of data, which contains cleaned database, factsheet, analysis, and maps.</p> <p>REACH will also add meta-data in the data-set of this assessment which contain:</p> <ol style="list-style-type: none"> 1. Methodology of the assessment 2. Limitations of the methodology 3. Year of the survey 4. Geographical coverage of the survey 5. Tag of sectors/thematic covered by the assessment 6. Description of any composite variables created 7. Data cleaning log
Ethics and Legal Compliance	
How will you manage any ethical issues?	<p>In accordance with the Code of Ethics and Conduct, REACH will ensure that every person from whom data is gathered for the purposes of research consents freely to the process on the basis of adequate information. They will also be able, during the data gathering phase, to withdraw freely or modify their consent and to ask for the destruction of all or part of the data that they have contributed.</p> <p>Throughout training of assessment teams, it will be emphasized that participants are not obliged to provide information they feel poses a risk to their well-being or if they feel this may cause a threat to their personal safety. Through constant feedback, such instances are reported to inform continuous improvements to training. Personal identifiable information will not be publicly disseminated to minimize/eliminate protection concerns for the assessed population. All data will be aggregated to a location and no household identifiers will be publicly visible from the reports and maps.</p> <p>REACH will not collect personally identifiable data. The consent form will include a request for consent to share information collected, which will only occur under the following circumstances:</p> <ul style="list-style-type: none"> - For REACH internal use for the purposes of data management (i.e. avoiding duplicate data collection) - With donor / partner organization where data-sharing agreement exists, and only for humanitarian purposes - With partner organization and/ or agency where specific and urgent need occurs, for example urgent medical needs or for other referral mechanism. - With the owner (i.e. the assessed party) of the information if requested. <p>To protect the anonymity of respondents, especially for vulnerable groups like UASC, data will be accessible only by REACH MMP staff members who have been previously granted access to the data.</p> <p>REACH will associate to each of the respondents an anonym code that will replace their names on the questionnaires and database. This will protect the basic personal information like names, job titles, age and gender of the participants.</p> <p>Contact information of the reception facilities, which is necessary for the Field Coordinator to inform them of upcoming data collection visits, will be recorded in a spreadsheet shared by email only with REACH and MMP staff members who are directly involved with the assessment. This information will not be disseminated further under any circumstance.</p> <p>If REACH encounters individual cases which raise acute protection concerns, the Mandatory Reporting Form will be filed and shared with qualified judicial authorities within 24h;</p>
How will you manage	

copyright and Intellectual Property Rights (IPR) issues?	
Storage and Backup	
How will the data be stored and backed up during the research?	<p>All REACH staff laptops, mobile devices and email accounts will be password-protected. Data will be exported on a monthly basis for backups on external drives and a password-protected Drop Box account. The database files will be encrypted and the encryption password shared only with REACH staff directly involved in the assessment.</p> <p>When collected on a paper form, the original data collection forms will be physically archived by REACH Field Coordinator for a period of no more than 30 days. This period is necessary to allow the Field Coordinator to follow up on any anomalies in the reported data. At the end of two months, the Field Coordinator will destroy the original forms to avoid undue risks.</p> <p>REACH mobile team hosts the data temporarily on its server for the purpose of the analysis only. Once the analysis is over, data will be stored in REACH HQ Geneva's password-protected server. The database files themselves will be encrypted and the encryption password shared only with REACH staff directly involved in the assessment project.</p> <p>After the transfer to REACH HQ Geneva's server, data will be erased both from REACH mobile team external hard drives, and Drop Box account.</p> <p>REACH mobile team staff who need to access this data will be required to obtain a specific individual and time bound authorization, from Geneva REACH HQ officer in charge. No data will be retrieved without specific authorization.</p> <p>Full compliance to IOM data protection guidelines will be ensure throughout the project phase.</p>
How will you manage access and security?	
Selection and Preservation	
Which data should be retained, shared, and/or preserved?	REACH will not destroy any of the data set included in this research but will apply information anonymization policy (replacing sensitive fields in the data into codes) to ensure the sensitive information of participants will not be shared with irrelevant parties.
What is the long-term preservation plan for the dataset?	Due to data security REACH will not keep any paper form (hard filling) from this assessment's data-set. The data set of this assessment will be archived virtually on the REACH country server, and global cloud as REACH primary data. REACH or other stakeholders can benefit from this information in future assessments, reports, and proposals.
Data Sharing	
How will you share the data?	The processed data (completed, cleaned, analysed, and validated data) will be shared with all stakeholders through HDX web portal, humanitarianreponse.info website and REACH resource centre. A copy of the dataset will be provided to the partners upon request. Any anonymized secondary data incorporated in these datasets will be fully referenced, acknowledging the original data source.
Are any restrictions on data sharing required?	REACH will apply restrictions only on those data-sets which contain sensitive information such as beneficiary contact details, personal information and complainant identity. REACH will apply an anonymization policy, unlinking all sensitive information from the dataset while ensuring a unique record identifier is in place that enables reconnection of the information.
Responsibilities	
Who will be responsible for data management?	<ul style="list-style-type: none"> - The Assessment Officer will be responsible for creating, drafting and revising the data management plan, under the direct supervision of GIS Global Manager and Assessment Manager. He/she will also create data documentation and share data as needed with MMP and REACH Geneva HQ. - The Field Coordinator will be responsible for communicating any relevant changes in data management policy to REACH enumerators. - The Assessment Officer will also be responsible for ensuring full staff compliance with the data management plan on a day-to-day basis, and particularly for ensuring regular backups of all project files to an external drive.



- Once the data analysis is completed, the Assessment Officer will be in charge of transferring all data to REACH Geneva HQ
- A specifically designated person at REACH Geneva HQ will be responsible to store data both on an external drive and on the office. This person will also be in charge of giving specific individual and time bound authorization to REACH mobile team staff to retrieve data, if needed.
- Once the transfer and storage in REACH Geneva has occurred, the Assessment Officer will be in charge of erasing data from Drop Box and external drivers in Spain.
- The Assessment Manager will be responsible for negotiating any significant changes to the above data management plan or data sharing policies in close collaboration with MMP.
- All staff members are responsible for password-protecting their laptops and mobile devices and keeping all account passwords confidential.

Adapted from:

DCC. (2013). Checklist for a Data Management Plan. v.4.0. Edinburgh: Digital Curation Centre. Available online: <http://www.dcc.ac.uk/resources/data-management-plans>

Annex 2 : Questionnaire(s) / Tool(s)

Questionnaire: Syrian Migration to Spain 2015-2017

9 October 2017
[Draft]

REACH Informing
more effective
humanitarian action

The interview will last around 60 minutes. You will be asked 16 open questions and I will take notes on a notebook while you talk. You can look at the notes anytime and ask for any clarifications.

These are the rules we will follow during and after the interview:

- **The interview is completely anonymous:** we will not write your name down, and no one will know what you told me;
- **Taking part in the interview is voluntary:** you can choose to answer any or all of my questions, if there are some questions you do not want to answer, we move on to the next, and you can stop the interview at anytime;
- **Your participation in the study will not affect your status:** please note that you or your family will not receive any direct benefit if you answer my questions, and there will be no consequences if you decide not to answer them;
- **You can ask any question at any time now, during and after the interview**

This study aims at increasing knowledge of the protection needs of Syrians during their journey to Spain as well as of their intentions for the future. REACH hopes that the information you will give us will help governments, organizations and other decision makers help these people better in the future.

RESEARCH QUESTION 1: PERSONAL PROFILE

1,1	age; gender	Age/gender	
1,2	socio-economic background?	Profession	

1,3	travelled with family/alone	Did you travel from Syria with your nuclear family or alone?	
1,4	Number of family members in Spain / Composition of nuclear family	Are you here in Spain with your (nuclear) family? Who is here/who not and where are others?	
1,5	Arrival to Spain	When did you arrive in Spain?	

RESEARCH QUESTION 2: WHAT ARE THE MAIN ROUTES – BOTH REGULAR AND IRREGULAR – THROUGH WHICH SYRIANS HAVE ARRIVED IN SPAIN BETWEEN 2015-2017?

1. What are the routes to Spain used by Syrians who arrived to the country through irregular channels?
 - When did you leave Syria?
 - Between leaving Syria and arriving here, how long did it take?
 - Where did you first go? / second / third
 - Which countries did you pass/ How long did you stay in each country?

2. What are the routes to Spain used by Syrians who arrived to the country through legal channels?
 - What legal channel did you use to reach Spain?
 - When did you leave Syria?
 - Between leaving Syria and arriving here, how long did it take?
 - Where did you want to go when you left Syria?
 - Where did you first go? / second / third
 - Which countries did you pass/ How long did you stay in each country?
 - From where/when/how did you have access to legal pathway? How did the process work? (ask respondent to explain procedure they went through, step by step- detail)

RESEARCH QUESTION 3: WHY HAVE SYRIANS INCREASINGLY USED THE WESTERN MEDITERRANEAN ROUTE INTO EUROPE BETWEEN 2015 AND 2017, COMPARED TO BEFORE?

What role did macro-level factors play in the decision of Syrians who decided to migrate through the Western Med to Spain?

1. First destination: Why did you go there? Why did you decide to leave?

2. Second destination: Why did you go there? Why did you decide to leave?

3. Third destination/ Spain: Why did you decide to go there?
4. How did you travel (transport, costs etc)?
 - Means of transport/journey
 - Cost of journey & perception of cost compared to other routes / services

5. How did you learn about this route? / that this could be an option?

6. At the point where you decided to go to Europe: How did you know about the conditions (you thought you would expect) on this journey to Europe? (as opposed to other routes to Europe) / For legal channels: what info were you given, which not? How did that influence your ability to settle in once in Europe?

RESEARCH QUESTION 4: WHAT ARE THE MAIN PROTECTION CONCERNS FOR SYRIANS EN ROUTE TO SPAIN?

1. What risks did you face for yourself (and your family) in Algeria?
2. What risks did you face for yourself (and your family) in Morocco?
3. What risks did you face for yourself (and your family) on the transit from Morocco to Spain?
4. What risks did you face for yourself (and your family) on the transit (legal pathway) from another EU country to Spain?

RESEARCH QUESTION 5: WHAT ARE THE FUTURE [MIGRATORY] INTENTIONS OF SYRIANS IN SPAIN?

Do you plan to stay in Spain? Do you picture yourself staying here? Why/why not? Would you recommend others to come to Spain?

- Is the process to get international protection very lengthy? How is the access to services? Have you heard that it goes faster elsewhere?
- Do you have family here? Or elsewhere in Europe? Acquaintances/ friends from area of origin in Syria/ friends made in Spain or on the way?
- Do you feel you/your family have/will have access to work here? Education?

Annex 3 : M&E Matrix

Type of indicator	Indicator Description	Unit to be measured	Monitoring tools	Notes
Output	Number and/or percentage of humanitarian organisations accessing IMPACT product	# and/or %	User monitoring	E.g. through dissemination websites, incl. IMPACT; Reliefweb
Output	Number of individuals accessing IMPACT product	#	User monitoring	E.g. through dissemination websites, incl. IMPACT; Reliefweb
Output	Number and/or percentage of humanitarian organisations utilizing IMPACT product	# and/or %	Usage monitoring	
Output	Number and/or percentage of humanitarian organizations directly contributing to IMPACT research (<i>facilitating access, providing input on research content, participating as KIs, etc.</i>)	#	Engagement monitoring	Through interaction prior/during data collection & in analysis phase; actors incl.: UNHCR; IOM; Red Cross; Spanish NGOs
Output	Number of humanitarian documents (<i>cluster/agency strategic plans, etc.</i>) directly informed by IMPACT product	#	Reference monitoring	

Output	Number of migration research documents directly informed by IMPACT product	#	Reference monitoring	
Outcome	Humanitarian actors use IMPACT evidence/product as a basis for decision making, aid planning and delivery	Y/N	Usage evaluation	
Outcome	Policy makers use IMPACT evidence/product as a basis/ support for decision making	Y/N	Usage evaluation	