Research Methodology Note

Cross Border Rapid Assessment – South Darfur recent arrivals

SSDXXX

South Sudan

March 22nd, 2024
V1

REACH Informing more effective humanitarian action

1. Executive Summary

Country of intervention	*South Sudan*					
Type of Emergency	□	Natural disaster	X	Conflict	□	Other *(specify)*
Type of Crisis	□	Sudden onset	□	Slow onset	□	Protracted
Mandating Body/ Agency	*[Specify name(s) here] IMPACT Initiatives*					
IMPACT Project Code	*32AZW*					
Overall Research Timeframe *(from research design to final outputs / M&E)*	_ 5_/_ 4_/_2024 _ _ _ to _ _18/_ 5_/_2024 _					
Research Timeframe *Add planned deadlines (for first cycle if more than 1)*	1. Pilot/ training: _ 9_/_4 _/_2024 _ _ _			6. Preliminary presentation: _ 24_/_4 /_2024		
	2. Start collect data: _ 10_/_4 _/_2024 _ _			7. Outputs sent for validation: _24 /4 _/_2024		
	3. Data collected: _ 15_/_4 _/_2024 _ _			8. Outputs published: _10 _/_5 _/_ 2024_ _ _		
	4. Data analysed: _ 22_/_4 _/_2024 _ _			9. Final presentation: _ 10_/_ 5_/_ 2024_ _ _		
	5. Data sent for validation: _23 /4_/_2024					
Number of assessments	X	Single assessment (one cycle)				
	□	Multi assessment (more than one cycle) *[Describe here the frequency of the 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 (can be tentative)**
	X	Donor plan/strategy	22/4/2024
	X	Inter-cluster plan/strategy	22/4/2024
	X	Cluster plan/strategy	22/4/2024
	□	NGO platform plan/strategy	Ongoing
	□	Other (Specify):	_ _/_ _/_ _ _ _
	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 X 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) □ [Other, Specify]
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	*Primarily, to enhance Sudan's 2024 Integrated Phase Classification (IPC) analysis by providing information on the food security situation and contributing factors in the South Darfur area. Data will be collected through Key Informant Interviews (KIIs) with recently displaced returnees and refugees from South Darfur in Boro Medina (Raja County). Additionally, the assessment will aim to identify movement intentions and challenges to proceed to onward destinations for populations leaving South Darfur, and identify humanitarian needs in areas of arrival in South Sudan.*	
Specific Objective(s)	**1. Understand the humanitarian needs in hard-to-reach areas of South Darfur:** 1.1. Understand the impact of the conflict on basic service infrastructures in hard-to-reach areas of South Darfur. 1.2. Understand food insecurity, livelihoods, WASH, health, shelter, and protection conditions in hard-to-reach areas of South Darfur. 1.3. Identify the most urgent needs and assistance preferences in hard-to-reach areas of South Darfur. **2. Identify displacement concerns for populations leaving hard-to-reach areas of South Darfur:** 2.1. Identify any population groups who are unable to leave hard-to-reach areas, and identify barriers to displacement from these areas. 2.2 Identify any immediate protection concerns of populations displacing from hard-to-reach areas of South Darfur, as well as the presence of vulnerable groups among these displacing populations. **3. Identify needs in areas of arrival in South Sudan, namely Boro Medina (Raja County) for displaced population from South Darfur** 3.1. Identify the priority needs and assistance preferences in areas of arrival. 3.2. Identify humanitarian needs in areas of arrival.	
Research Questions	**Hard-to-reach component:**	

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	• 1.1. To what extent has the conflict in Sudan impacted basic service infrastructure in hard – to-reach areas in South Darfur? • 1.2. Which population groups have been unable to displace from hard- to reach-areas, and what are the barriers to displacement from hard-to-reach areas in South Darfur? • 1.3. What are the protection concerns for the remaining population, and which population groups are most at risk? • 1.4. What are the priority needs (in terms of food security, health, shelter, livelihoods, and WASH) of the remaining population in hard-to reach areas in South Darfur? • 1.5. What are the assistance preferences of the remaining population in hard-to reach areas in South Darfur? **Displacement Component:** • 2.1 What are the main challenges displacement groups[1]faced when leaving hard-to reach areas in South Darfur and travelling to Boro Medina (Raja County) in South Sudan? **Area of arrival component:** • 3.1 What are the most urgent needs and the assistance preferences of the populationin areas of arrival in Boro Medina (Raja County) South Sudan?
Geographic Coverage	The assessment will be conducted in Boro Medina, Raja county – Northern Barh El Ghazal State- South Sudan, but it aims to gather information about the humanitarian situation of hard-to-reach areas in South Darfur, in adition to the current humanitarian situation in Boro Medina for new arrivals. The selection of Boro Medina as the target location to find recent arrivals from South Darfur has been made in line with recent information shared by partners, which states that there has been an increased in the number of new arrivals in the area in the last weeks (IRNA assessment, in file with REACH).
Secondary data sources	*Secondary data used in the research will include:* • *IOM Displacement Tracking Matrix (DTM) data* • *Relevent reports from Relief Web and news articles*

Population(s) *Select all that apply*				
	□	IDPs in camp	□	IDPs in informal sites
	□	IDPs in host communities	□	IDPs [Other, Specify]
		Refugees in camp	**X**	Refugees in informal sites
	X	Refugees in host communities	□	Refugees [Other, Specify]
	□	Host communities	**X**	Returnees

Stratification *Select type(s) and enter number of strata*						
	□	Geographical #:_ _ _ Population size per strata is known? □ 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 # 1	X Purposive □ Probability / Simple random □ Probability / Stratified simple random		X Key informant interview (Target #):_ 100 _ _ □ Group discussion (Target #):_ _ _ _ _ □ Household interview (Target #):_ _ _ _ _	

[1] The displacement group is defined as a group of individuals who travelled together between the settlement of origin and the area of data collection. This group may contain multiple households, or parts of households.

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Select sampling and data collection method and specify target # interviews	□ Probability / Cluster sampling □ Probability / Stratified cluster sampling □ [Other, Specify]	□ Individual interview (Target #):_ _ _ _ _ □ Direct observations (Target #):_ _ _ _ _ □ [Other, Specify] (Target #):_ _ _ _ _
Semi-structured data collection tool # 1 *Select sampling and data collection method and specify target # interviews*	X Purposive □ Probability / Simple random □ Probability / Stratified simple random □ Probability / Cluster sampling □ Probability / Stratified cluster sampling □ [Other, Specify]	X Key informant interview (Target #):_ 10 _ _ □ Group discussion (Target #):_ _ _ _ _ □ Household interview (Target #):_ _ _ _ _ □ Individual interview (Target #):_ _ _ _ _ □ Direct observations (Target #):_ _ _ _ _ □ [Other, Specify] (Target #):_ _ _ _ _

Disaggregation by gender and age *Are you planning to conduct sex/age disaggregated analysis?*	Gender		Age	
	□	Yes	□	Yes
	X	No	X	No
Data management platform(s)	X	IMPACT	□	UNHCR
	□	[Other, Specify]		

Expected ouput type(s)	□	Situation overview #: _ _	X	Report #: _ _	□	Profile #: _ _
	X	Presentation (Preliminary findings) #: _3 _	□	Presentation (Final) #: _ _	□	Factsheet #: _ 1_
	□	Interactive dashboard #:_	□	Webmap #: _ _	X	Map #: _ _
	□	[Other, Specify] #: _ _				

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: *BHA*
Coordination Framework: *N/A[List logos here as relevant]*
Partners: *N/A[List logos here if outside coordination framework]*

2. Rationale

2.1 Background

South Darfur is one of Sudan's States where humanitarian access has reportedly been most hindered by recurrence of violent clashes between armed groups since the outset of Sudan's conflict in April 2023. Despite some secondary sources reporting humanitarian interventions in some parts of South Darfur, limited information has been provided on most humanitarian needs (for example, protection, FSL, WASH, Nutrition, Health). This assessment aims to bridge the gaps in information needed to inform humanitarian plan and response, in particular the upcoming IPC analysis process for Sudan. Moreover, this assessment will also aim at providing information on the situation of South Darfur recent arrivals needs in areas of arrival in South Sudan, including movement intentions and assistance priority needs.

2.2 Intended impact

This research aims to augment the information available for the IPC analysis in Sudan, which shall consequentially inform decision makers, donors and humanitarian implementing partners. Thus, ensuring prioritized allocation of resources and effective humanitarian response to the needs of affected population in South Darfur. Moreover, it aims

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at providing information for humanitarian partners in South Sudan in regards with the humanitarian situation in areas of arrival (Boro Medina) and the most pressing needs of new arrivals from Sudan, specifically South Darfur.

3. Methodology

3.1 Methodology overview

To better understand the humanitarian situation in conflict-affected and hard-to-reach areas of South Darfur, this assessment will use the Area of Knowledge (AoK) approach. Using the AoK approach, Key informants (KIs), who have recent knowledge of conflict-affected and hard-to-reach areas of interest, are interviewed about the situation in their area of knowledge. The KIs will be reporting on the needs of people in hard-to-reach locations at settlement level, and findings will be reported at settlement level.

Data will be collected Boro Medina (Raja County, South Sudan) which has been reportedly receiving refugees from Sudan, including from the intended area of study of South Darfur. Depending on the security and access situation at the time of data collection, if roads are accessible and movement is possible data will be collected face to face in Boro Medina (Raja County). Data collection will be conducted by trained enumerators hired by REACH and supervised by a REACH Assessment Officer (AO). Specific data collection sites in Boro Medina (Raja County) will be identified in scoping conversations with partner field teams and local refugee community leaders. Prior to data collection, enumerators will be trained on the quantitative tool to ensure a clear understanding of all questions and how to administer these questions in face-to-face surveys. Daily follow-up with enumerators will serve to identify and correct any errors in data collection.

The semi-structured tool, which entails a participatory mapping exercise, will also be conducted with Key Informants (KIs) who have recent knowledge of the area of study (South Darfur), as well as with service providers who can expand on the current humanitarian situation in the areas of arrival for returnees/refugees. This mapping exercise will focus on establishing the displacement routes that returnees and refugees are taking from South Darfur into Raja County. The qualitative tools will be implemented directly by REACH staff (one Assessment Officer and one GIS Officer) who have been previously trained in qualitative data collection methods.

3.2 Population of interest

Refugees recently displaced (displaced within the last 30 days) from South Darfur to Boro Medina (Raja County) shall be the population of interest. To the extent possible, settlement shall be the unit of measurement during analysis.

3.3 Secondary data review

Secondary data review will be conducted to support the assessments. REACH will make use of relevant datasets and research such as Humanitarian Needs Updates from UNOCHA and UNICEF, the Displacement Tracking Matrix (DTM) from IOM cross-border monitoring from UNHCR, and recent news articles, which will help target areas of interest. In addition, remote sensing datasets will be analysed to develop ad-hoc maps. Remote sensing data sources will include high resolution satellite imagery from UNOSAT, e.g. to identify changes in IDP or refugee camp size, or assess damage in areas of interest, and climatic data from ICPAC, to understand areas of potentially flood risk which may hinder humanitarian access.

3.4 Primary Data Collection

The assessment will consist of two components: a structured questionnaire, and a semi-structured tool.

3.4.1 Structured questionnaire

The structured interview questionnaire will be administered to KIs at Boro Medinas. KIs will be interviewed in locations with considerable numbers of people who have travelled from the areas of interest, such as markets, basic service infrastructures, transport hubs, or collective centers in Boro Medinas. The data collection will be conducted by REACH Enumerators.

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A structured data collection tool with closed-ended questions will be used, split into three parts: (1) a short displacement component focusing on identifying protection concerns of people displacing from areas of interest , (2) a short current location component focused on the priority needs in the respondents' current location, and (3) a more detailed Area of Knowledge (AoK) component focused on humanitarian conditions and needs in the area of interest, for which the KI has sufficient knowledge (see Population of Interest for details).

The questionnaire is also divided into core and ad-hoc questions:

- The **core questions** include questions to assess key needs across all sectors and is designed to address all research questions included in this Methodology Note. The core questions have been selected with inputs from relevant clusters and depending on the context and information gaps to address.

- The **ad-hoc** questions include a set of questions to allow a more in-depth understanding of specific sectoral needs. Selected ad hoc questions may be added to the core questionnaire to allow for a more in-depth understanding of specific sectoral needs. Adding ad hoc questions to the core questions may be driven by changes in context and needs or partner interests. When possible, the core questions should remain, but may be reduced depending on the focus of the assessment and capacity of the data collection partner. In either scenario a methodology note will be developed to clearly address the specific objectives and other minor changes to the overall objectives.

Before the start of primary data collection, enumerators will be trained on who REACH are, the objectives of the assessment, selection criteria for KIs, and the Kobo tool itself. The training will also cover relevant "Do No Harm" and ethical considerations including psychological first aid (PFA), and referral pathways will be clearly outlined. Training will be provided to partners directly by the Assessment Officer for REACH - South Sudan. An initial (pilot) data collection for the assessment is planned to be conducted prior to actual data collection exercise.
The survey will be deployed on Kobo collect, and accessed by enumerators through the Kobo Collect application. Depending on the operational location of partner organizations, and the movement patterns from areas of interest,

Settlements of interest will be prioritized based on information gaps. Specific settlements to be assessed will be allocated to enumerators by the Assessment Officer, based on the number of KIs interviewed and origin of KIs in each location. Whilst there will be no specific quota at this stage on the number of interviews to be conducted, as this will depend on operational capabilities of REACH, Ideally, no more than 5 KIs will be interviewed from each settlement (admin 3). REACH will monitor the number of interviews and locations daily and will follow-up with field teams to prioritize the targeting of KIs depending on which settlements have already been reported on in previous days of data collection.
Respondents will be selected purposively to cover a large number of settlements in the areas of interest during data collection. For that reason, individuals who seem approachable and open to talk will be selected. Although no quota or specific targets has been set, an effort will be made to interview a variety of profiles of respondents, including but not limited to: women traveling alone, women traveling with children, older people, families, foreign nationals and men traveling alone. No person younger than 18 years old will be interviewed. Eligibility questions will be asked at the beginning of the interview. If the respondent is not knowledgeable enough to provide information on the settlement of interest, the interview will be terminated and another KI will be identified.

3.4.2 Semi-structured questionnaire

A semi-structured qualitative data collection tool will also be implemented by REACH staff, and it will target community leaders from the recent arrivals groups, as well as humanitarian service providers. This tool will aim to expand the information regarding recent arrivals movement intentions and the humanitarian situation in the current settlement location (Boro Medina), in order to better inform the humanitarian response in South Sudan. Moreover, when interviewing community leaders, a section specific on the Food Security and Livelihoods (FSL) situation in the location of origin (South Darfur) will also be asked. This section aims to understand qualitatively the current situation in South Darfur in order to complement the

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results and findings that can be used during the IPC analysis in Sudan. The questions related to displacement routes from South Darfur into Raja County will be accompanied of a mapping exercise.

3.5 Data Processing & Analysis

Data processing

All data collected through ODK will be uploaded to the IMPACT Global Kobo server. Manual and automated data cleaning will be conducted by the REACH Sudan Data Officer and Assessment Officer to account for any duplicates or issues during data collection. Assessment officer will follow-up with enumerators daily to correct data collection errors and clarify in case of questions related to the data. All data collection and cleaning activities conducted will be in line with IMPACT's minimum standards requirements and checklist. Data will be weighted where applicable.

Data aggregation

Before the analysis, all KI interviews will be aggregated to settlement level using a R script. With the aggregation of the data at settlements level, each settlement will be assigned one value for each question. The following logic will be employed to determine settlement-level responses:

- If there was only one KI for a settlement, their answers will automatically become the value for the settlement.
- **Single-choice questions** – For single-response questions, the value presented at the settlement level will be the most prevalent response among KIs survey responses for each settlement (modal value). In the absence of clear majority (e.g. 2 KIs reporting "yes" and 2 KIs reporting "no"), the survey responses from the KI considered better informed[2] will take precedence over the survey responses from the other KIs: among equally prevalent responses, the value of the response reported by the largest number of 'better informed' KIs will be attributed to the settlement-level response. In case there is still no clear majority when comparing the number of responses reported by 'better informed' KIs, the settlement response will be coded as No Consensus (NC).
- **Multiple-choice questions** – For multiple choice questions, any option reported by a KI will be included in the settlement-level data.

Data analysis

Following the aggregation of findings, the IMPACT Data Officer will conduct statistical analysis on the cleaned data set using R. Questions aiming at assessing the situation in KI's **current location** will be analysed according to the percentage (%) of KIs reporting a given response (non-aggregated values). Questions aiming at assessing the situation in **hard-to-reach settlements** will be analysed according to the percentage (%) of assessed settlements responding for a given response (aggregated values). The analysis will be done in accordance with the data analysis framework produced during the research design phase, which will outline relevant indicators and tool questions linked to the core research questions outlined in this Methodology Note. All analysis will be reviewed by the IMPACT HQ Research Design and Data (RDD) Unit before the output production.

Notes from KIIs will be typed up the same day as interviews were conducted and entered into a data saturation grid no later than 24 hours afterwards. Soft-copies of transcripts will be held on REACH computers and will be password protected. All transcripts and analysis documents will be backed-up on the IMPACT OneDrive as soon as internet connection is strong enough to do so. Qualitative data will be analyzed in a data saturation grid, and will follow the IMPACT Standards Checklist for Semi-Structured Data Processing and Analysis. It is unlikely, given the time allocated for this assessment, that data saturation will be reached, and this will be noted as a limitation in any research outputs. The analysis will aim to identify key topics and trends emerging across the KIs. Findings from KIIs will be triangulated via other KIIs or using secondary data to the maximum extent possible.

[2] Key informants designated as 'better informed' are those who were displaced from the area of interest within 30 days before the start of data collection, as well as those who were present in the area of interest for at least 7 days during the 30 days preceding data collection. Other key informants comprise respondents who were not displaced or present in the area of interest in the 30 days prior to data collection but obtained updated information through contacts or were present in the area of interest during the 30 days prior to data collection but remained there for less than 7 days.

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3.6 Limitations

The assessment will not cover all hard-to- hard areas in Sudan but will specifically survey hard-to-reach areas in South Darfur. Therefore, extensive clarity should be made to Community leaders to avoid mis-conception of why only respondents from South Darfur shall be targeted by this assessment. Additionally, apart from Boro Medina, there will be no other displacement locations that will be visited in South Sudan.

Respondents shall be purposively sampled and identified through Refugees' Community representatives, local authorities (payam administrators), and stakeholders working in the area (such as UNHCR). This process might risk bias in the selection of respondents by the community leaders. Additionally, much as the assessment aim to interview refugees recently displaced (refugees displaced in the last 30 days) to Boro Medina, caution should be taken to avoid interviewing respondents displaced to Boro Medina more than 30 days ago.

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** (*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?	No	Data collectors shall be allocated user codes (1, 2, 3, etc) instead of individual's names
… Does not **expose respondents / their communities to any risks as a direct result** of participation in data collection?	No	No registration of KIs personal information (e.g; names, ethnicities, religion). Geopoints of the locations of respondents shall not be shared externally.
… Does not involve **collecting information on specific topics which may be stressful and/ or re-traumatising** for research participants (both respondents and data collectors)?	No	The structure questions do not ask topics that may be stressful or re-traumatising.
… Does not involve **data collection with minors** i.e. anyone less than 18 years old?	No	The Data collection team shall be directed to ask respondents of their age to avoid interviewing persons under 18 years old
… Does not involve **data collection with other vulnerable groups** e.g. persons with disabilities, victims/ survivors of protection incidents, etc.?	No	Only head/any adult member of household shall be interviewed.
… Follows IMPACT SOPs for management of **personally identifiable information**?	Yes	

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5. Roles and responsibilities

Task Description	*Responsible*	*Accountable*	*Consulted*	*Informed*
Research design	*Assessment Officer*	*Research Manager (PH)*	*Research Unit (HQ), Data Officer & GIS Officer*	*Coordination*
Supervising data collection	Assessment Officer	Research Manager	Research Manager	Coordination
Data processing (checking, cleaning)	Assessment Officer	Research Manager	Data Officer	Research Manager
Data analysis	Assessment Officer	Research Manager	Research Unit (HQ), Data Officer	Coordination
Output production	Assessment Officer	Research Manager	Data Officer	Coordination
Dissemination	Assessment Officer	Research Manager	Coordination	Coordination
Monitoring & Evaluation	Assessment Officer	Research Manager	Research Manager	Coordination
Lessons learned	*Assessment Officer*	*Research Manager*	*Enumerators*	*Coorination*

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

NB: DAP excel file attached here below;

SSD2407_Cross-border_South Darfur_DAP (quant)

7. Data Management Plan

Administrative Data				
Research Cycle name	*SSDXXX*			
Project Code	*32AZW*			
Donor	*BHA*			
Project partners	*[Specify project partner(s) here]*			
Research Contacts	*Dak Joseph (dak.joseph@reach-initiative.org* *Leire Fernandez (leire.fernande@impact-initiatives.org)*			
Data Management Plan Version	*Date: _22/03_ _/2024_ _ _ _*	*Version: 01_ _*		
Related Policies	*[List any relevant policies/procedures on data management, data sharing and data security that this project will be based on]*			
Documentation and Metadata				
What documentation and metadata will accompany	X	Data analysis plan	X	Data Cleaning Log, including: □ Deletion Log

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the data? *Select all that apply*				□ Value Change Log
	X	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
	X	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 Initiatives			
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
	X	On devices held by REACH staff	□	Physical location *[specify]*
	□	[Other, Specify]		
Which data access and security measures have been taken?	□	Password protection on devices/servers	X	Data access is limited to IMPACT Initiatives and REACH staff
	□	Form and data encryption on data collection server	□	Partners signed an MoU if accessing raw data
	□	[Other, Specify]		

Kobo Access Rights

Account Name(s)	Person(s)	Type of Kobo access	
[Insert account name(s)] *[Add relevant number of rows for access rights]*	*Dak Joseph*	X View X Edit	X Submit Data X Download Data
[Example for enumerators] enumeratorsaccount@impact-initiatives.org	*Enumerators*	X View □ Edit	X Submit Data □ Download Data
*[Example for the **single individual** who will be awarded the right to download the raw data]* responsibleanalyst@impact-initiatives.org	*Responsible analyst's name*	X View □ Edit	□ Submit Data X Download Data

Raw Data Access Rights

Raw Data Access	Reason	Person
Accountable	Accountable	*Dak Joseph*

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Access	*[Explain why this person needs to access to raw data, e.g. GIS: choropleth maps using GPS points]*	*Dak Joseph*
[Add relevant number of rows for access rights]	…	*[Insert name]*

Preservation				
Where will data be stored for long-term preservation?	X	IMPACT / REACH Global Cloud / Physical Server	□	OCHA HDX
	□	REACH Country Server	□	[Other, Specify]
Data Sharing				
Will the data be shared publically?	□	Yes	□	No, only with mandating agency / body
Will all data be shared?	□	Yes	X	No, only anonymized/ cleaned/ consolidated *[delete what does not apply]* data will be shared
	□	No, [Other, Specify]		
Where will you share the data?	X	REACH Resource Centre	□	OCHA HDX
	□	HumanitarianResponse	□	[Other, Specify]
Data protection risk assessment				
Have you completed the Indicators Risk Assessment table below?	□	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**
[Specify indicator, e.g. KI_phone number]	*[Specify identification risk, e.g. Direct contact/identification of KI]*	*[Specify implications, e.g. loss of privacy/potential target of armed actors]*	*[Specify benefits, e.g. follow up for data cleaning]*	*[To be completed by IMPACT HQ]*	*[To be specified by IMPACT HQ]*
[Add relevant number of rows for risk indicators]					

Responsibilities	
Data collection	*Dak Joseph (dak.joseph@reach-initiatives.org)*
Data cleaning	*Dak Joseph (dak.joseph@reach-initiatives.org)*
Data analysis	*Dak Joseph (dak.joseph@reach-initiatives.org)*
Data sharing/uploading	*[Insert name, function, email]*

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