

Research Terms of Reference

Multi-Sector Needs Assessment (MSNA) Light

96AVH

Slovakia

May 2022

REACH Informing
more effective
humanitarian action

1. Executive Summary

Country of intervention	Slovakia					
Type of Emergency	<input type="checkbox"/>	Natural disaster	<input checked="" type="checkbox"/>	Conflict	<input type="checkbox"/>	Other (specify)
Type of Crisis	<input checked="" type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	<input type="checkbox"/>	Protracted
Mandating Body/ Agency	United Nations High Commissioner for Refugees, UNHCR					
IMPACT Project Code	96AVH (UNHCR Slovakia)					
Overall Research Timeframe (from research design to final outputs / M&E)	01/04/2022 to 01/10/2022 (preliminary date)					
Research Timeframe Add planned deadlines (for first cycle if more than 1)	1. Pilot/ training: 13/07/2022		5. Preliminary presentation / joint analysis sessions: 05/09/2022			
	2. Start collect data: 18/07/2022		6. Outputs sent for review and validation: 15/09/2022			
	3. Data collected: 10/08/2022		7. Outputs published: 30/09/2022			
	4. Data analysed: Preliminary (priority indicators only): 19/08/2022 Full analysis: 02/09/2022		8. Final presentation: 03-07/10/2022			
Number of assessments	<input checked="" type="checkbox"/>	Single assessment (one cycle) Note: An Area Based Assessment (ABA) is also planned after the MSNA, using MSNA data to identify specific urban area(s) to be assessed				
	<input type="checkbox"/>	Multi assessment (more than one cycle)				
Humanitarian milestones Specify what will the assessment inform and when e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;	Milestone		Deadline			
	<input type="checkbox"/>	Donor plan/strategy	_ _ / _ _ / _ _ _ _			
	<input checked="" type="checkbox"/>	Inter-cluster plan/strategy – Slovakia Refugee Response Plan	TBC when update will be prepared			
	<input type="checkbox"/>	Cluster plan/strategy	_ _ / _ _ / _ _ _ _			
	<input type="checkbox"/>	NGO platform plan/strategy	_ _ / _ _ / _ _ _ _			
	<input checked="" type="checkbox"/>	Other (Specify): UN agencies and their NGO partners will use the data to develop sectoral response strategies and to inform the design of partner programming and interventions				

Audience Type & Dissemination	Audience type		Dissemination
Specify who will the assessment inform and how you will disseminate to inform the audience	<input checked="" type="checkbox"/> Strategic <input checked="" 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 checked="" type="checkbox"/> Sector Mailing and presentation of findings at sector meeting <input checked="" type="checkbox"/> Presentation of findings (e.g. at HCT meeting; Sector meeting) <input checked="" type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre) <input type="checkbox"/> [Other, Specify]
Detailed dissemination plan required	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
General Objective	Support an evidence-based humanitarian response in Slovakia through the provision of multi-sectoral data about the needs and coping capacities of Ukrainian refugee households in the country in order to inform the government authorities and the humanitarian community.		
Specific Objective(s)	<ol style="list-style-type: none"> 1. Understand household composition of refugees, including key demographics 2. Identify priority needs of refugee households, including protection needs, health needs, education needs, accommodation needs, livelihood needs 3. Understand coping capacity and vulnerability/resilience in the event of protracted displacement, including socio-economic vulnerabilities, labour skills, and movement intentions 4. Identify household profiles with highest severity of needs to inform targeting 		
Research Questions	<ol style="list-style-type: none"> 1. What are the most common demographic profiles comprising Ukrainian refugee households in Slovakia? <ol style="list-style-type: none"> a. What is the average household size? b. What proportion of households contain children (0-17 years)? c. What is the gender and age composition of households? d. What proportion of households contain vulnerable groups, including but not limited to pregnant or lactating women, elderly members, or people with disabilities? 2. What are households' reported priority needs across the active sectors within the humanitarian response (specified below)? <ol style="list-style-type: none"> a. Protection (including GBV and CP) b. Health c. Education d. Accommodation e. Livelihoods 3. To what extent do Ukrainian refugee households in Slovakia possess coping and resilience capacities, in the event of a protracted displacement? <ol style="list-style-type: none"> a. What are households' current income, expenditure patterns? b. What are the primary livelihoods sources for adult household members? c. What are the most prevalent education levels attained and labour skills of adult household members? d. What are the movement intentions of households in the next three months? 		

	4. To what extent are refugee households able to access information and provide feedback regarding services, assistance, and humanitarian aid? 5. To what extent are households reportedly receiving assistance? 6. Which household profiles, as determined through research question 1, appear to have the highest needs across the assessed sectors?			
Geographic Coverage	Refugee hosting locations nationwide			
Secondary data sources	<ul style="list-style-type: none"> • UNHCR Slovakia data portal • Inter-agency and agency/sector updates • Sectoral rapid assessments • REACH border monitoring /Protection Profiling and RAC monitoring assessments • Government of Slovakia refugee population figures and (if available) locations 			
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 checked="" type="checkbox"/>	Refugees living in host communities	<input checked="" type="checkbox"/>	Refugees living in government-accredited accommodation centers (RACs)
	<input type="checkbox"/>	Host communities	<input type="checkbox"/>	Refugees in non-accredited collective sites
Stratification <i>Select type(s) and enter number of strata</i>	<input type="checkbox"/>	Geographical #: __ __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/>	Group #: 2 – 1) Refugee households in RACs; 2) Refugee households outside of RACs Population size per strata is known? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/>		<input type="checkbox"/>	[Other Specify] #: __ __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No
Data collection tool(s)	<input checked="" type="checkbox"/>	Structured (Quantitative)		<input type="checkbox"/> Semi-structured (Qualitative)
	Sampling method			Data collection method
Structured data collection tool # 1 (Refugee households in RACs) <i>Select sampling and data collection method and specify target # interviews</i>	<input type="checkbox"/> Purposive <input checked="" type="checkbox"/> Probability / Simple random - stratified <input type="checkbox"/> Probability / Stratified simple random <input type="checkbox"/> Probability / Cluster sampling <input type="checkbox"/> Probability / Stratified cluster sampling <input type="checkbox"/> [Other, Specify]			<input type="checkbox"/> Key informant interview (Target #): <input type="checkbox"/> Group discussion (Target #):_____ <input checked="" type="checkbox"/> Household interview (Target #):100 <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____
Structured data collection tool # 1 (Refugee households outside of RACs) <i>Select sampling and data collection method and specify target # interviews</i>	<input type="checkbox"/> Purposive <input type="checkbox"/> Probability / Simple random <input type="checkbox"/> Probability / Stratified simple random <input type="checkbox"/> Probability / Cluster sampling <input type="checkbox"/> Probability / Stratified cluster sampling			<input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Group discussion (Target #):_____ <input checked="" type="checkbox"/> Household interview (Target #): 567 <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____

	x [Other, Specify] 2 Stage random sampling - not stratified		
Target level of precision if probability sampling	95% level of confidence inside and outside RAC strata level		5 +/- % margin of error outside RAC strata level 10 +/- % margin of error inside RAC strata level
Data management platform(s)	<input type="checkbox"/>	IMPACT	x UNHCR
	<input type="checkbox"/>	[Other, Specify]	
Expected output type(s)	<input type="checkbox"/>	Situation overview #: __	x Report #: 1 <input type="checkbox"/> Profile #: __
	x	Presentation (Preliminary findings) #: 1	x Presentation (Final) #: 1 <input type="checkbox"/> Factsheet #: 2
	<input type="checkbox"/>	Interactive dashboard #: __	<input type="checkbox"/> Webmap #: __ x Map #: __
	<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 which logos should be on outputs	REACH (branding should be interagency with "powered by UNHCR and REACH")		
	Donor: UNHCR		
	Coordination Framework: IM Working Group		
	Partners: UNHCR; UNICEF, IOM, IFRC, PiN and Sector working groups		

2. Rationale

2.1 Background

Since 24 February 2022, an increasing number of refugees and third-country nationals (TCNs) entering Slovakia has been registered as a result of the war in Ukraine. As of 25th May, Slovak authorities have reported 454,023 arrivals from Ukraine out of whom 419,710 were Ukrainian refugees and 13,899 third-country nationals (TCNs).¹ Slovakia has been mainly a transit country but is increasingly becoming a country of destination. Both for the Government and for the public, managing such a large population of refugees was a relatively new challenge. Between 24 February and 23 of June 2022, a total of 82,799 persons requested temporary protection in the territory of Slovakia in connection with the conflict in Ukraine. Out of these, the vast majority were from Ukrainian nationals (99,4%) and less than 1% from third-country nationals – 526 requests of temporary protection from persons of 44 different nationalities were received in Slovakia (as per June 2022).² Data collected by REACH between 4 March and 5 June also indicated that 38% of respondents crossing the border into Slovakia considered it as their final destination and that 65% of those intended to stay in the country as long as the conflict in Ukraine continued.³ To respond to their needs, the Slovakian authorities have established around 200 Refugee Accommodation

¹ Slovakia Displacement Surveys Ukrainian Refugees and Third-Country Nationals: Displacement patterns, needs and intentions surveys, 9 March - 22 May 2022

² Slovakia Displacement Surveys Ukrainian Refugees and Third-Country Nationals: Displacement patterns, needs and intentions surveys, 24 June 2022

³ Refugee Arrivals from Ukraine into Slovakia – Boarding monitoring. REACH. June 20, 2022

Centres (RACs). As of 13 March, the RACs were hosting 6627 refugees. While these centres are playing a key role in the humanitarian response, the overwhelming majority of refugees are residing in the host community; however, little to no information is currently available to response actors regarding their demographic profile, household composition, geographical presence, vulnerabilities, humanitarian needs, movement intentions, or coping capacities. This context of urgency together with capacity constraints are the reasons for the MSNA Light.

2.2 Intended impact

REACH, in partnership with UNHCR, sectoral working groups, and cross-cutting working groups, plan to conduct a Multi-Sector Needs Assessment to ensure these response actors have the necessary evidence base to effectively respond to the needs of Ukrainian refugee households in Slovakia. Response partners will use this data to inform strategic planning and prioritize key areas and subsets of the refugee population that are found to be most vulnerable. Information regarding movement intentions will also support contingency planning efforts, in the event of various displacement scenarios that depend on how the conflict in Ukraine evolves. Moreover, partner organizations will use the data to 1) plan interventions that target cash and in-kind assistance to those households found to be most in need, and 2) refer refugee households to appropriate service providers, such as job placement and skills training or protection specialists. Data about access to information and preferred means of information dissemination will also support response actors with community engagement, outreach, and improve overall accountability mechanisms.

3. Methodology

3.1 Methodology overview

The assessment will consist of two key stages: a desk review of available data about the refugee population in Slovakia and primary data collection. Design of indicators and survey questions will be conducted in consultation with MSNA partners and coordinated through the IM Working group, which is led by UNHCR and co-led by REACH.

Primary data collection will be conducted primarily through a structured household survey tool, implemented among a random sampling - stratified methodology for households living in government-accredited RACs and a two-stage random sampling - not stratified for Ukrainian families living outside RACs. The assessment will aim to achieve a minimum 95% confidence level and 10% marginal error for households residing inside of RACs and 95% confidence level and 5% marginal error for households residing outside of RACs. Due to the lack of information regarding accurate refugee numbers living in Slovakia, findings at out-of-RACs level and national level will be indicative only.

3.2 Population of interest

The population of interest includes all refugee households who have been displaced from Ukraine to Slovakia and registered for Temporary Protection or intend to do it in Slovakia. The assessment will not aim to include refugees who only transit through Slovakia and plan to settle down in another country. The assessment might include non-Ukrainian refugee households fleeing the war. The sample will include two distinct population groups: refugees living in RACs and refugees living outside of RACs. Refugees living outside of RACs will cover a variety of accommodation types, including private accommodation, being hosted by family, friends, or volunteer Slovakian households. The unit of measurement will primarily be the hosted refugee-household level, with specific indicators measured at the individual level through a roster approach.

It is important to note that very little up-to-date data is currently available regarding the refugee population outside of formal RACs. Refugees that wish to stay in Slovakia on a middle or long-term need to register to get a temporary protection status. This registration process is managed by the police, under the supervision of the Ministry of Interior of Slovakia. It is a process that is currently decentralized at the district level, with potential gaps in data depending on the capacity. The availability of settlement-level data about the exact location of refugee households, as well as age and sex disaggregated data remains unclear. Moreover, challenges in collecting and consolidating this data are expected throughout the implementation of the methodology, largely due to the fluid nature of the crisis, which is still in an emergency phase, and the fact that Slovakia is

a transit country for a large proportion of Ukrainians who intend to travel onward to other countries in Europe, such as Germany or Czech Republic, as shown by REACH data.⁴

Due to these data limitations, the likelihood of having the capacity to implement a probability sampling for the refugee population outside RACs is low. This limitation is due to the lack of reliability of the data on the number of refugees for specific accommodation types (e.g. hosted versus collective centre). As a solution, data on the refugee population aggregated from multiple sources will be triangulated.⁵ Understanding that the data could be incomplete, this assessment will consider an exceptionally large sampling buffer in order to account for the gaps in coverage and possible sudden increase in the refugee population in the near future due to the expansion of conflict in other areas in Ukraine (see Sampling section).

Definitions:

- Refugee Accommodation Centre (RAC): a type of accommodation established by the Slovakian authorities and/or NGOs to provide shelter to refugees. The types of facility can include student dormitories, education building, public building, religious building, hotel/touristic complex, exhibition centre, etc.
- Household is a single person or a group of persons living together who make common provision for food or other essentials for living. Household is defined as the Ukrainian refugee respondent plus all individuals, including family or close acquaintances who travelled with her/him to Slovakia and are living with the respondent at the time of interview.
- Region: Admin 2 territorial-administrative unit. There are 8 regions in Slovakia.
- District: Admin 3 territorial-administrative unit. There are 79 Admin 2 units in Slovakia.
- Municipality/city/town (terms used interchangeably): Admin 3 territorial-administrative unit. There are almost 2,900 Admin 3 units in Slovakia⁶.

3.3 Secondary data list

A light secondary data review was completed by conducting a search of available information on the refugee situation in Slovakia (see list in **Annex 1**). Data was considered since the onset of the crisis, in February 2022. The review considered NGO and UN assessments, activity reports, situation reports, official government sources and figures, and also reports from news outlets. Key repositories searched include the UNHCR Operational Data Portal – Ukraine Refugee situation, ReliefWeb, and REACH Resource Centre – Ukraine. Partners were also requested to share any non-public information in the various Slovakia response coordination fora.

Overall, the SDR found there is very limited information available on Ukrainian refugees residing in Slovakia. The available data mostly comes from activity reports, monitoring data provided by government sources, and some small-scale NGO surveys that often have either limited geographic scope and/or a specific sectoral focus. Available information regarding refugees' access to services primarily comes from activity reports, detailing services provided to specific groups of beneficiaries rather than reported needs.

Several key information gaps were identified and are detailed in full in the SDR report. In particular, the review was unable to find any in-depth information on refugee needs, with an absence of assessments of the refugee population (including qualitative and quantitative methods), either across sectors or within sectors. Information is mostly available from the perspective of service providers, rather from refugees themselves, and as a result, there are also key information gaps regarding barriers to accessing services. Additionally, there remains no single comprehensive source detailing household residence, composition and characteristics.

3.4 Primary Data Collection

Method

Household survey:

⁴ Refugee Arrivals from Ukraine into Slovakia – Boarding monitoring – REACH. April 20, 2022

⁵ Sources may include but not be limited to publicly available information on the refugee population, metadata from the UNHCR registration process, data reported by the local authorities, etc.

⁶ Public administration characteristics and performance in EU28: Slovakia. Juraj Neme, European Commission. 2018

A team of REACH enumerators will collect the data through household interviews with the head of household or another adult member of the refugee household. Interview responses will be recorded digitally using Kobo Collect. Data collection teams will primarily be comprised of female enumerators, as the vast majority of the adult refugee population in Slovakia is believed to be women. Interviews will be conducted nationwide; see sampling section below for further details on how data collection locations will be selected.

The respondents will also be asked to answer a limited number of questions regarding the household's demographics (see DAP). This approach will allow us to gather basic information highlighted by the partners an information gap, without expanding the scope of the assessment beyond what is feasible with the available resources and the agreed timeline.

Data collection is currently anticipated to start on July 18 and it will include 1.5 days of enumerator training and 1.5 days of pilot data collection. Data will be collected using the Kobo platform, and enumerators will be trained prior to data collection in the use of Kobo. In addition, a Protection and referral training coordinated by the Protection Working Group in Slovakia will be scheduled in the second day of enumerators' training.

Due to the large population movements and the volatility of the crisis, the design and implementation of data collection activities for the MSNA in Slovakia will be contingent on the current operational context, availability of data regarding refugees and intensity of the conflict in Ukraine, including the security context in Slovakia. Considerations around the availability of the approximate locations where refugee households reside will feed into the decision about which sampling and data collection methodology will be employed in certain areas.

Sampling

Simple random sampling will be employed for the Strata #1 (Refugee households in RACs), with the aim of achieving a minimum 95% confidence level and 10% margin of error. An overall target sample size of 100 households is estimated to be interviewed in RACs.

2 Stage random sampling - not stratified will be employed for the Strata #2 (Refugee households outside RACs) with the aim of achieving a minimum 95% confidence level and 5% margin of error. An overall target sample size of 567 households is estimated to be interviewed outside RACs.

Strata 1: Households residing in RACs:

Primary data will be collected through a survey applied to the Ukrainian refugee households living in RACs. For each round of data collection, households will be selected based on a 2-stages random stratified sampling, first by RACs and then by the number of households living in RACs in order to develop a representative sample with 95% level of significance and 10 % margin of error for this strata.

Since beneficiary lists specifying individual households per RAC will not be available, the sampling frame will be created based on the latest RACs population figures collected by REACH and obtained from the Slovak NSO (see table 1 below for example). The number of households will be estimated based on the population size in each RAC divided by the average household size, which is estimated to be 3.5 members. CSs with a refugee population of less than 20 individuals will be excluded. A random sample of 100 households (with 10% buffer in the event of non-response) will be drawn from the RAC population figures, in order to select 1. the number of RACs that will be visited for data collection and 2. the number of households to be interviewed in each RAC randomly selected.

Table 1 – Sampling frame covering families living inside RACs

CS ID	Kraj	Number of registered refugees	Number of households	Total number of surveys to be conducted
SKs000001	Trnavský kraj	742	212	35
SKs000005	Košický kraj	200	57	9

SKs000050	Prešovský kraj	130	37	6
SKs000009	Prešovský kraj	114	33	5
SKs000012	Prešovský kraj	91	26	4
SKs000015	Prešovský kraj	75	21	3
SKs000049	Prešovský kraj	75	21	3
SKs000021	Prešovský kraj	63	18	3
SKs000047	Prešovský kraj	63	18	3
SKs000033	Banskobystrický kraj	60	17	3
SKs000023	Košický kraj	60	17	3
SKs000044	Košický kraj	60	17	3
SKs000027	Košický kraj	47	13	2
SKs000025	Košický kraj	45	13	2
SKs000007	Košický kraj	40	11	2
SKs000011	Košický kraj	40	11	2
SKs000036	Košický kraj	37	11	2
SKs000039	Košický kraj	35	10	2
SKs000020	Prešovský kraj	33	9	2
SKs000006	Košický kraj	32	9	1
SKs000024	Košický kraj	32	9	1
SKs000022	Košický kraj	29	8	1
SKs000030	Banskobystrický kraj	25	7	1
SKs000037	Košický kraj	21	6	1

Strata 2: Households residing outside of RACs:

Due to the volatility of the situation and the lack of primary data concerning the approximate location and means of contact of refugees, REACH triangulated data from different source estimates of the population living outside RACs. REACH reached out to the “kraj” (Admin2) Slovakian authorities, including Labour, Social Affairs and Family Office, to inform them about the assessment and to request an estimate of the number of the refugee population within their jurisdiction. For “kraj” where this data was not available, or where no response was provided, REACH conducted further scoping with other government ministries, UN agencies, and NGO partners operating in host communities, to identify and estimate population data.

A final list of population estimates will be drafted, which will include the reported number of Ukrainians registering with local authorities in Slovakia as well as estimates from UNHCR and WFP. In order to account for potential sudden movement in population, settlements with less than 50 individuals registered are going to be excluded from the sampling frame.

Additionally, due to the high volatility of the crisis and in order to account for potential changes in the population number, the buffer size will be exceptionally increased to 50%. This measure also aims to minimise the potential "kraj" where data may be outdated and ensure that field teams were able to interview the required minimum number of cases per group.

Based on the most up to date sampling available, approximately 567 households will be interviewed. Households will be selected based on a 2-stage random not stratified sampling, first by "kraj" and then by the settlement in order to develop a draw a sample of the households living in host-communities in Slovakia, adding a 50% buffer. The process of estimating the number of families will be the same as in CSs, which will divide the number of registered refugees living in each settlement by the average household size which is 3.5 members.

Primary data will be collected as follows:

- In large settlements (cities), respondents will be interviewed by enumerators at locations where Ukrainians are most likely to attend such as aid distribution centres, schools, public parks, etc. The Assessment Officer, in collaboration with the Field Officer, will draft a list of this locations which will be shared with the enumerators. The locations will be randomly selected at the beginning of each day of data collection. Enumerators will be instructed to interview every third individual encountered in order to ensure some degree of randomisation of the respondents.
- For all the settlements outside cities, taking into account the operational limitations of lack of the exact location of residence of refugees to be interviewed, in the week before data collection, the Assessment Officer in partnership with the Field Officers, will conduct a community mapping in order to identify potential locations to interview Ukrainian households. Enumerators will be instructed to travel to those locations and interview every third individual encountered in order to ensure some degree of randomisation of the respondents.

Table 2 – Sampling frame covering families living outside RACs

Kraj	Number of registered refugees	Number of households	Total number of surveys to be conducted
Banskobystrický	5,143	1,469	34
Bratislavský	23,552	6,729	173
Košický	12,670	3,620	110
Nitriansky	6,909	1,974	42
Prešovský	6,593	1,884	48
Trenčiansky	5,897	1,685	47
Trnavský	7,153	2,044	57
Žilinský	8,535	2,439	56

Tool

- One structured questionnaire will be developed: household survey tool.
- The tool will be multi-sectoral and inclusive of the following sectors and cross-cutting themes: Accommodation & Transport (the sector responsible for shelter, NFI, and WASH), Education, Health, Livelihoods & Inclusion, Protection, GBV, AAP, Intentions, and Cash & Markets.
- The set of indicators and corresponding questions will be developed in consultation with UNICEF, Sectors, and cross-cutting working groups.

3.5. Data Processing & Analysis

Data entry and cleaning: A data cleaning SOP will be generated prior to the start of data collection, built off of the [Minimum Standard Data Cleaning Checklist](#) developed by IMPACT HQ, to guide data checking, cleaning, and consolidation processes, as well as indicator-specific parameters. Data cleaning will be carried out by the data officer (DO) on a daily basis. A pre-coded R script will be verified through manual data checks and data cleaning, particularly during the initial days of data collection.

The MSNA Assessment Officer (AO) and Field Officer will hold daily morning briefings with the enumerator team to review data collection procedures and flag any issues from field spot checks and data cleaning checks. Specific data that are deemed inconsistent will be highlighted and shared with the relevant enumerator for clarification/rectification. These inquiries will be logged in a shared spreadsheet in which focal points for each base will provide responses. All changes will then be made and logged by the AO/DO. All issues raised during data collection will be addressed during the concurrent data cleaning phase and recorded in a log that enables retracing of cleaning steps.

Data analysis: Prior to data analysis, a framework will be developed and agreed upon with all sectoral partners, to identify the priority indicators to be cleaned and analysed before the full dataset is cleaned and analysed. Analysis will be carried out using R for both the priority and the full analysis. Once the data analysis has been carried out, the dataset will be made available to external partners to enable use of data for further analysis. A full data analysis framework outlining the level of analysis feasible with each indicator will be included as an annex to this Survey protocol.

This joint analysis stage will be conducted in collaboration with all partners once the preliminary findings have emerged. The key messages from the assessment will be highlighted jointly.

Analysis will be conducted at the national level for all population groups: refugee households in RACs and refugee households in host communities. For any direct comparisons between these groups, a significance test will be conducted (e.g., chi square). In order to run national level analysis, the dataset will be weighted. Additional analysis, including disaggregation by households with children versus households without, households with vulnerable members, etc. will be conducted for priority indicators agreed with UNHCR and other relevant partners. Depending on the final sample size for disaggregated subsets of the population, it will be noted whether these findings can be considered statistically generalizable or if they are to be considered indicative only.

4. Key ethical considerations and related risks

Throughout all stages of the research cycle, the assessment team will take all necessary measures stipulated in the global [IMPACT Data Protection Policy](#) in order to protect and safeguard personal data and to minimize the risk of attributing findings to specific individuals or households. In addition to personal data protection, the assessment team will uphold data responsibility: the safe, ethical and effective management of data as outlined in the Inter-Agency Standing Committee (IASC) Operational Guidance on Data Responsibility in Humanitarian Action. This includes taking measures to prevent the exposure of sensitive non-personal data, ensuring data protection and security in line with the principles for data responsibility in humanitarian action.

<i>The proposed research design...</i>	<i>Yes/ No</i>	<i>Details if no (including mitigation)</i>
... Has been coordinated with relevant stakeholders to avoid unnecessary duplication of data collection efforts?	Y	
... Respects respondents, their rights and dignity (specifically by: seeking informed consent, designing length of survey/ discussion while being	Y	

considerate of participants' time, ensuring accurate reporting of information provided)?		
... Does not expose data collectors to any risks as a direct result of participation in data collection?	Y	
... Does not expose respondents / their communities to any risks as a direct result of participation in data collection?	Y	
... Does not involve collecting information on specific topics which may be stressful and/ or re-traumatising for research participants (both respondents and data collectors)?	N	<p>Partners would like to identify protection needs as they relate to women and children specifically; given the sensitivities surrounding this, we will work closely with the Gender Task Force, Protection Sector, and GBV sub-sector to mitigate any unintended harm to respondents. Protection questions will also be designed in accordance with best practices, i.e. no respondent will be asked to report on their own personal experiences, or to recount any experiences or incidents in which they were personally involved.</p> <p>Moreover, through the informed consent process, enumerators will explain to respondents that they can withdraw participation from the interview or decline to answer questions at any point.</p>
... Does not involve data collection with minors i.e. anyone less than 18 years old?	Y	
... Does not involve data collection with other vulnerable groups e.g. persons with disabilities, victims/ survivors of protection incidents, etc.?	N	<p>Given what we know about the profile of refugees who have displaced to Slovakia – primarily woman traveling alone or with children – it is possible that respondents may include victims/ survivors of protection incidents, as they may be the head of household or the only adult household member. We will use the same approach as outlined above – i.e. consulting with specialists in the area of protection, GBV, and other relevant areas to mitigate unintended harm. These partners will review the survey tool with these sensitivities in mind, and we will also seek their support in conducting our data collection training workshops to ensure appropriate and sensitive interview techniques are explained to the enumerators.</p> <p>REACH will also consult both ACTED and the Protection Sector regarding a referral mechanism that can be established. We will specifically request the Protection Sector to conduct a training with enumerators on signs</p>

		of protection risks during interviews and reporting through appropriate referral pathways.
... Follows IMPACT SOPs for management of personally identifiable information?	Y	

5. Roles and responsibilities

Table 3: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	HQ surge Research Manager /Senior Assesment Officer (SAO)	SAO, Country Focal Point (CFP)	Partners, HQ Research Design & Data Unit (RDDU)	Partners
Supervising data collection	Operations Manager, Field Officer	SAO	CFP	Partners
Data processing (checking, cleaning)	Operations Manager, Field Officer, DBO	SAO	HQ RDDU	Partners
Data analysis	SAO, Regional Database Officer (DBO)	SAO, Regional DBO	HQ RDDU, RM	Partners
Output production	SAO	CFP	Partners, HQ Research Reporting Unit (RRU), CFP	Partners
Dissemination	SAO	CFP	HQ Comms, CFP	Partners
Monitoring & Evaluation	PDO, SAO	CFP	CFP	Partners, Donors, HQ Research
Lessons learned	SAO, Operations Manager, PDO	CFP	Partners	HQ Research

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

Multi Sector Needs Assessment Data Analysis Plan Slovakia

[Link to DAP](#)

7. 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	x Yes
		# of downloads of x product from Relief Web	Country request to HQ		x Yes
		# of downloads of x product from Country level platforms	Country team		x Yes
		# of page clicks on x product from REACH global newsletter	Country request to HQ		x Yes
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		<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	<i>UNHCR Regional Refugee Response Plan</i> <i>UNICEF country strategy</i> <i>UNHCR country strategy</i>
		# 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	<i>Usage survey to be conducted in August 2022, following the release of the final brief, targeting at least 10 partners.</i>
		Perceived usefulness and influence of IMPACT outputs			
	Number of humanitarian documents (HNO, HRP,	Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			

	cluster/agency strategic plans, etc.) directly informed by IMPACT products	Perceived quality of outputs/programs			
		Recommendations to strengthen IMPACT programs			
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs (<i>providing resources, participating to presentations, etc.</i>)	# of organisations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation	Country team	Engagement _log	<input type="checkbox"/> Yes
		# of organisations/clusters inputting in research design and joint analysis			<input checked="" type="checkbox"/> Yes
		# of organisations/clusters attending briefings on findings;			<input checked="" type="checkbox"/> Yes

ANNEX 1: SECONDARY DATA LIST

SLOVAKIA – MSNA Light Secondary Data review

May 2022

Background

As of 16 June 2022, more than 7.7 million refugees have reportedly fled Ukraine, with over 510,000 refugees arriving in the Republic of Slovakia⁷, more than 78,000 received temporary protection status in the country.⁸ Data collected by REACH between 4 March and 5 June also indicated that 38% of respondents crossing the border to Slovakia considered it at their final intended destination; and 65% of those intended to stay in the country as long as the conflict in Ukraine continued.⁹ To respond to their needs, the Slovakian authorities have established around 200 refugee accommodation centres across the country. While these centres are playing a key role in the humanitarian response, the overwhelming majority of refugees are residing in the host community. According to REACH boarder monitoring data in Slovakia, 90% of respondents were women. In addition, 25% of the respondents reported travelling with children between 0 and 5 years of age, and 54% with children between 5 and 18 years of age.

Methodology

This secondary data review list was completed by conducting a search of available information on the refugee situation in Slovakia. Data was considered since the onset of the crisis, in February 2022. The review considered NGO and UN assessments, activity reports, situation reports, official government sources and figures, and also reports from news outlets.

Key repositories searched include the [UNHCR Operational Data Portal – Ukraine Refugee situation](#), [ReliefWeb](#), and [REACH Resource Centre – Ukraine](#). Specific NGO, UN, and government websites were also searched, links to which are included throughout this document. Partners were also requested to share any non-public information in the various Slovakia response coordination fora.

List

Source	Area/Sector of interest	Comments
Slovakian National Bureau of Statistics	Population & demographics	One-stop-shop for key indicators related to the Republic of Slovakia. Also includes macroeconomic, sectoral and regional statistics
UNHCR Ukraine refugee situation – Main page	Population & demographics	Portal which provides cumulative data on Ukrainian refugees
UNHCR Ukraine refugee situation – Slovakia page	Population & demographics	Portal which provides cumulative data on Ukrainian refugees in Slovakia
Police data portal	Population & demographics	Statistics provided by the Ministry of Interior of Slovakia (boarder police) on temporary shelter registration (in Slovak)

⁷ Operational data portal – Ukraine refugee situation. UNHCR. May 18, 2022 (<https://data2.unhcr.org/en/situations/ukraine>)

⁸ Official statistics. Ministry of Interior of the Slovak Republic. May 18, 2022 (<https://www.minv.sk/?docasne-utocisko>)

⁹ Refugee Arrivals from Ukraine into Slovakia – Boarding monitoring. REACH. April 20, 2022

REACH boarder monitoring	Cross-cutting (gender, age, disability. Etc.)	Factsheet showing key findings about refugee arrivals from Ukraine into Slovakia
IOM/DTM displacement surveys	Cross-cutting (gender, age, disability. Etc.)	Factsheet showing key findings about refugee arrivals from Ukraine into Slovakia
Shengen Visa Info article	Population & demographics	News article providing qualitative pieces of information about Ukrainian refugees in Slovakia
Euronews article	Population & demographics	News article providing qualitative pieces of information about Ukrainian refugees in Slovakia
Ktopomozeukrajine website (Who will help Ukraine)	Accommodation & transportation	Online platform covering multiple forms of support, assistance and aid for Ukrainian refugees in Slovakia. Shows key figures about number of accommodations provided and a map of accommodation sites
UNICEF Ukraine refugee response in neighbouring countries	Multi-sectoral	Factsheet showing key findings about the humanitarian needs of Ukrainian refugees in neighbouring countries
ILO impact of the Ukraine crisis on the world of work	Livelihoods	Report providing preliminary findings on the impacts of Ukrainian refugee crisis on neighbouring countries' job markets