

Research Terms of Reference

2021 Multi-Sector Needs Assessment

NGA2106

North East Nigeria

27/07/2021

V3

REACH Informing
more effective
humanitarian action

1. Executive Summary

Area of intervention	North East Nigeria		
Type of Emergency	<input type="checkbox"/> Natural disaster	<input checked="" type="checkbox"/> Conflict	
Type of Crisis	<input type="checkbox"/> Sudden onset	<input type="checkbox"/> Slow onset	<input checked="" type="checkbox"/> Protracted
Mandating Body/ Agency	OCHA Nigeria Inter-Sector Coordination Group (ISCG)		
Project Code	35iAMB/35EAB		
Overall Research Timeframe (from research design to final outputs / M&E)	01/03/2021 to 31/12/2021		
Research Timeframe Add planned deadlines (for first cycle if more than 1)	1. Start collect data: 02/08/2021	5. Preliminary presentation: mid-November	
	2. Data collected: 02/10/2021	6. Outputs sent for validation: 30/10/2021	
	3. Data analysed: 16/10/2021	7. Outputs published: 16/11/2021	
	4. Data sent for validation: 20/09/2021	8. Final presentation: mid-December	
Number of assessments	<input checked="" type="checkbox"/> Single assessment (one cycle)		
	<input type="checkbox"/> 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	
	<input checked="" type="checkbox"/> HNO Sectoral Analysis Support	End of September 2021	
	<input checked="" type="checkbox"/> HNO Joint Analysis Workshop	Mid-October 2021	
	<input checked="" type="checkbox"/> Donor plan/strategy	Oct 2021	
	<input checked="" type="checkbox"/> Inter-cluster plan/strategy	Oct 2021	
	<input checked="" type="checkbox"/> Cluster plan/strategy	Oct 2021	
	<input type="checkbox"/> NGO platform plan/strategy	_/_/_/_/_	
Audience Type & Dissemination Specify who will the assessment inform and how you will disseminate to inform the audience	Audience type	Dissemination	
	<input checked="" type="checkbox"/> Strategic	<input checked="" type="checkbox"/> General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors)	
	<input checked="" type="checkbox"/> Programmatic	<input type="checkbox"/> Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting	
	<input type="checkbox"/> Operational	<input checked="" type="checkbox"/> Presentation of findings (e.g. at HCT meeting; Cluster meeting)	
	<input type="checkbox"/> [Other, Specify]	<input checked="" type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre)	

Detailed dissemination plan required	<input type="checkbox"/>	Yes	X	No
General Objective	Provide strong, evidence-based information on multi-sectoral humanitarian needs of the affected populations in accessible areas across Borno, Adamawa and Yobe (BAY) States of North East Nigeria, and by utilising the Joint Intersectoral Analysis Framework (JIAF) ¹ , inform multi-sector humanitarian programming for 2022 ² .			
Specific Objective(s)	<ul style="list-style-type: none"> • Provide a comprehensive overview of sectoral and inter-sectoral humanitarian needs, coping capacity and overall well-being among conflict-affected population in the BAY States, including: <ul style="list-style-type: none"> ○ Internally Displaced Persons (IDPs) residing either in formal/informal camp settings or within host communities; ○ Returnees, including returning IDPs and returning Nigerian refugees; ○ Non-displaced populations; • Assess the magnitude³ and severity⁴ of needs of the populations, including living standard gaps⁵ (LSGs) and negative coping mechanisms used, utilising a sector-specific, as well as an inter-sectoral approach. • Identify variations in humanitarian needs based on geographical location - by local government area (LGA) - and based on population group in order to inform humanitarian strategic planning, prioritisation, and responses. 			
Research Questions	<ul style="list-style-type: none"> • What is the severity of humanitarian needs of the crisis-affected population, and how do these vary between geographical locations, population groups and household profiles? [inter-sectoral analysis] • What are the underlying characteristics and pre-existing vulnerabilities⁶ of the households? • What are the sector-specific humanitarian needs of the crisis affected population, including Food security, Cash and Markets, Shelter and Non-Food Items (SNFI), Water, Sanitation and Hygiene (WASH), Education, Health, and Protection? • What are the coping strategies adopted by households in response to the current COVID-19 health emergency? • How do the answers to the aforementioned questions vary according to geographical locations and population groups? 			

¹ JIAF is a methodologically new approach to analysing the multiple needs of populations in crisis. It was introduced by the international humanitarian community into the Humanitarian Programme Cycle in 2020.

² Including the key Humanitarian Project Cycle (HPC) milestones for 2021 (Humanitarian Needs Overview and update of Humanitarian Response Plan).

³ Magnitude: corresponds to the overall number or percentage of households in need, as defined by the severity scale developed with sectors.

⁴ Severity: signifies the "intensity" of needs, using a scale developed with sectors that ranges from 1 (minimal/no) to 4+ (extreme+).

⁵ The LSG for a given sector is produced by aggregating unmet needs indicators per sector. For the 2020 MSNAs, a simple aggregation methodology has been identified, building on the MPI (Multidimensional Poverty Index) aggregation approach. Using this method, each unit (household for example) is assigned a "deprivation" score according to its deprivations in the component indicators.

⁶ Pre-existing vulnerabilities can be defined as the underlying processes or conditions that influence the degree of the shock and influence exposure, vulnerability or capacity, which could subsequently exacerbate the impact of a crisis on those affected by the vulnerabilities.

Geographic Coverage	<ul style="list-style-type: none"> - All physically accessible areas of 'epicentre' LGAs in Borno, Adamawa and Yobe states, North East Nigeria (60 out of 65 LGAs)⁷ 			
Secondary data sources	<p>Population estimates:</p> <ul style="list-style-type: none"> • Vaccination Tracking System (VTS) population dataset (March 2020)⁸; • GeoPoDe population dataset (March 2021)⁹ • IOM DTM datasets (April 2021)¹⁰: <ul style="list-style-type: none"> ○ Return data round XXXVI ○ IDP Site assessment dataset round XXXVI ○ IDP Location assessment dataset round XXXVI <p>Humanitarian needs:</p> <ul style="list-style-type: none"> • Previous Assessment and Analysis Working Group (AAWG) Nigeria assessments, including MSNA 2020¹¹ • REACH "monitoring of hard-to-reach areas" results¹² (contextual and secondary information on populations residing in Hard-to-Reach areas not covered by the MSNA) • Sectoral-specific assessments gathered through the secondary data review • Any other relevant humanitarian, journalistic, academic study on humanitarian needs in North East Nigeria as needed 			
Population(s) <i>Select all that apply</i>	<input checked="" type="checkbox"/>	IDPs in camp	<input checked="" type="checkbox"/>	IDPs in informal sites
	<input checked="" type="checkbox"/>	IDPs in host communities	<input type="checkbox"/>	IDPs [Other, Specify]
	<input type="checkbox"/>	Refugees in camp	<input type="checkbox"/>	Refugees in informal sites
	<input type="checkbox"/>	Refugees in host communities	<input type="checkbox"/>	Refugees [Other, Specify]
	<input checked="" type="checkbox"/>	Host communities	<input checked="" type="checkbox"/>	Returnees
Stratification <i>Select type(s) and enter number of strata</i>	<input checked="" type="checkbox"/>	Geographical #: 60 LGAs Population size per strata is known? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/>	Group #: IDP, Returnee, Non-displaced¹³ Population size per strata is known? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			<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		<input type="checkbox"/> Purposive <input type="checkbox"/> Probability / Simple random <input checked="" type="checkbox"/> Probability / Stratified simple random ¹⁴	<input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Group discussion (Target #):_____ <input checked="" type="checkbox"/> Household interview (Target #): 8,745	

⁷ The 5 LGAs that are inaccessible both physically and remotely and are thus excluded from this assessment are Abadam, Guzamala, Kukawa, Marte, and Nganzai.

⁸ [Vaccination Tracking System \(VTS\) population dataset](#)

⁹ [GeoPoDe population dataset \(March 2021\)](#)

¹⁰ [IOM DTM datasets \(April 2021\)](#)

¹¹ Previous REACH Nigeria assessments, including [MSNA 2020](#)

¹² [REACH "monitoring of hard-to-reach areas" results](#)

¹³ For the purpose of this assessment the IDP stratum will consist of IDPs in camp, IDPs in host communities and IDPs in informal sites

¹⁴ The total The total number of two stage cluster sampled surveys is 7,842 and the two stage randomly sampled surveys is 903.

Select sampling and data collection method and specify target # interviews	<input type="checkbox"/> Probability / Cluster sampling <input checked="" type="checkbox"/> Probability / Stratified cluster sampling <input type="checkbox"/> [Other, Specify]		<input type="checkbox"/> Individual interview (Target #):_ _ _ _ _ <input type="checkbox"/> Direct observations (Target #):_ _ _ _ _ <input type="checkbox"/> [Other, Specify] (Target #):_ _ _ _ _			
Target level of precision if probability sampling	95% level of confidence		10+/- % margin of error			
Lessons Learned incorporation from past MSNAs	<input checked="" type="checkbox"/>	Documentation available and consulted	<input type="checkbox"/> No lessons learned documentation available			
	<input type="checkbox"/>	No MSNAs conducted in the past				
Data management platform(s)	<input type="checkbox"/>	IMPACT	<input type="checkbox"/> UNHCR			
	<input checked="" type="checkbox"/>	IOM Humanitarian Response Servers				
Expected output type(s)	<input type="checkbox"/>	Situation overview #: _ _	<input checked="" type="checkbox"/>	Report #: 1 Report on inter-sectoral findings, 1 Executive summary	<input type="checkbox"/>	Profile #: _ _
	<input checked="" type="checkbox"/>	Presentation (Preliminary findings) #: 1	<input checked="" type="checkbox"/>	Presentation (Final) #: 1	<input checked="" type="checkbox"/>	Factsheet #: 3 State-level inter-sectoral factsheets, 3 State level thematic factsheets
	<input checked="" type="checkbox"/>	Interactive dashboard #:1	<input type="checkbox"/>	Webmap #: _ _	<input type="checkbox"/>	Map #: _ _
	<input checked="" type="checkbox"/>	Dataset # : 1				
Access	<input checked="" type="checkbox"/>	Public (available on various 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					
	Donor: ECHO					
	Coordination Framework: ISCG					
	Partners: AAWG, Action Aid Network (AAN), CARE, CARITAS Nigeria, COOPI, Catholic Relief Services (CRS), Christian Aid, Danish Refugee Council (DRC), Grassroots Researchers Association (GRA), Institute of Development Studies (IDS), International Organisation for Migration (IOM), Malteser International, PLAN International, Premiere Urgence Internationale (PUI), Taimako-CDI (TCDI), FHI360					

2. Rationale

2.1. Background

North East Nigeria continues to experience significant humanitarian needs, with the conflict emanating from the Lake Chad region now entering its 12th year. The 2021 Humanitarian Needs Overview (HNO) identified 8.7 million individuals in the three states of Borno, Adamawa and Yobe (collectively, the “BAY” states) to be in need of humanitarian assistance.¹⁵ Since the summer of 2019, humanitarian partners have faced increasing access restrictions to these areas,¹⁶ a constraint exacerbated further by the COVID-19 pandemic in 2020 and 2021. This has, in turn, diminished capacities to identify the scale and severity of the needs in an accurate and comprehensive fashion. With the conflict showing no signs of abating, millions of people in need, and diminished accessibility to researchers and aid workers alike, providing an updated evidence-based overview of the needs of populations in the BAY states is of foremost importance to inform partners’ strategic planning.

Whilst a number of assessments take place across the North East Nigeria, including the Displacement Tracking Matrix (DTM), the European Space Agency (ESA), and the Cadre Harmonise, the ability to compare needs across LGAs remains limited to certain sectors. Indeed, a large amount of information exists for the Food and Nutrition Sectors, yet information gaps remain for sectors including WASH, Education and Health. Moreover, the primary focus of existing data is on displaced populations only, not allowing direct comparison between IDPs, returnees and non-displaced populations.

2.2. Intended Impact

A Multi-Sector Needs Assessment (MSNA) will be implemented in 2021. Following the 2017, 2018, 2019 and 2020 MSNAs, the AAWG will facilitate the assessment with the support of the United Nations Office for the Coordination of Humanitarian Affairs (OCHA) and the Inter-Sector Coordination Group (ISCG). This assessment aims to identify and compare needs per sector and across sectors, disaggregated by population groups affected by the protracted crisis in all accessible areas of the BAY states. As such, it aims to support evidence-based planning and decision-making by humanitarian actors in Nigeria and, more specifically, inform the 2022 HNO, and the update of the 2022 Humanitarian Response Plan (HRP).

3. Methodology

3.1. Methodology overview

REACH will facilitate a multi-sectoral household survey, in coordination with the Assessment and Analysis Working Group (AAWG) and the ISCG, covering the BAY states in North East Nigeria. All relevant stakeholders and sectors were asked to engage in a secondary data review exercise, to ensure that existing information gaps were identified. Moreover, feedback was solicited from partner organisations on the methodology employed. The following steps will be taken:

- a. All **physically inaccessible areas**, due to security reasons or COVID-19-related restrictions, are identified and excluded from the sampling frame. Amongst these, Abadam, Guzamala, Kukawa, Marte and Nganzai LGAs in Borno state, are entirely inaccessible and will thus be excluded from the assessment;
- b. For physically accessible areas, a two-stage cluster sampling strategy is applied where possible, based on existing population estimates at the settlement level from DTM and VTS. The primary sampling unit (PSU) is the settlement, with only physically accessible settlements included in the sampling frame. The target precision will be 95% confidence with 10% margin of error at the LGA-level for the overall population and at least the same level of precision at the state-level by each population group of interest (IDP, returnee, non-displaced), with a 10% buffer;

¹⁵ OCHA. Nigeria: 2021 Humanitarian Needs Overview. April 2021

¹⁶ OCHA. Nigeria – Borno State, North-East Flash Update No. 2 - Displacement to Damboa LGA, 30 May 2019

- c. If there are not enough PSUs to conduct two-stage cluster sampling due to fewer physically accessible settlements, random sampling will be used with the same target precision. Due to the increased safety risk of accessing these LGAs, the buffer was increased to 20% since it is unlikely that data collection teams will be able to return to these LGAs for any required mop-up.

Results will be aggregated at the state level to be representative for accessible areas and each population group of interest (non-displaced, IDPs and returnees) by state, with a target precision of 95% confidence and 10% margin of error.

3.2 Population of interest

Three distinct population groups at the household level¹⁷ are targeted by the primary data collection within the MSNA research cycle:

- Non-displaced populations – those who have never been displaced since the start of the crisis in 2009;
- Returnee populations – those that have been displaced but have since returned to their settlements of origin (not including regular movements such as seasonal migrations);
- IDP populations – those who have been displaced by the crisis and are still displaced in their primary or in a secondary displacement location.
 - IDPs living in out-of-camp settings – IDPs who reside with a host family (either directly within the same structure or on the grounds belonging to a host family). Alternatively, they rent or own a form of formal housing (usually masonry or traditional housing).
 - IDPs living in camps and camp-like settings – IDPs who reside in formal camps administered by a government agency or organization or who have settled in informal camps.

The MSNA will target households residing in accessible LGAs (remotely or in person) across the BAY states. At least 96 households need to be interviewed in each population group (106 with 10% buffer) in each state in order to ensure the expected statistical precision of 95% confidence level and 10% margin of error. If these targets are not reached during data collection, a mop-up exercise will be conducted.

Accessible areas are defined as accessible in terms of security and COVID-19 risk/movement restrictions. Drawing on the Access Working Group's work and other security-related documents, field officers will identify on a map what areas are deemed inaccessible, be it for security reasons or COVID-19 risks/movement restrictions. As a general rule, garrisoned LGA capitals are the focus of these accessible areas due to their lower security risk. Where possible, settlements on either side of key artery roads have been added to the sampling frame in order to increase the rural representation of the sample.

The MSNAs final analysis and related outputs will also incorporate contextual and secondary data regarding populations residing in inaccessible areas excluded from primary data collection, as these population groups are also included in the Humanitarian Programme Cycle milestone documents. This information will be drawn from historic and ongoing REACH assessments that monitor multi-sectoral needs in hard-to-reach areas¹⁸.

3.3. Secondary data review

A comprehensive secondary data review (SDR) is currently underway, led by OCHA with the support of the IMWG and the AAWG. Relevant assessments will be compiled and sorted by their relevance to pillars of the Joint Inter-Sectoral Analysis Framework (JIAF). This secondary data review feeds into the HNO and HRP narratives and will inform the background information included in the MSNA outputs. Other secondary sources used for this research cycle include:

For population estimates

- Vaccination Tracking System (VTS) population dataset (March 2020);
- GeoPoDe population dataset (March 2021);

¹⁷ Defined by the Organisation for Economic Co-operation and Development ([OECD](#)), a household is consisting of one head of household and all individuals sharing income and food in this unit, usually residing within the physical boundaries of the household.

¹⁸ [Research Terms of Reference, Hard to REACH Nigeria, Phase 2, REACH.](#)

- IOM Displacement Tracking Matrix (DTM) datasets (April 2021): Return data round XXXVI, IDP Site assessment dataset round XXXI, IDP Location assessment dataset round XXXVI.

For contextual information on humanitarian needs

- Previous AAWG assessments, including MSNA 2020;
- The 2021 Humanitarian Needs Overview;
- REACH “monitoring of hard-to-reach areas” results (contextual and secondary information on populations residing in Hard-to-Reach areas not covered by the MSNA).
- Any other relevant humanitarian, journalistic, academic study on humanitarian needs in North East Nigeria as needed.

3.4 Primary Data Collection

Data collection is planned to start on the 2nd of August and last for 6 weeks, followed by a two-week mop-up period. The structured household survey used, developed in consultation with all sectors and the AAWG, and based on standardised MSNA and draft indicators proposed for the Joint Inter-Sectoral Analysis Framework, will be coded using KoBo, and will be populated by AAWG partner enumerators on their smartphones during data collection. Different methodologies will be used for different LGAs, depending on their respective priority levels, as well as physical access considerations. The total target sample comprises 8,745 surveys, across 60 LGAs.

A two-stage cluster sampling strategy will be applied in the physically accessible LGAs. Physically inaccessible locations in these LGAs are identified, as detailed in section 3.2, and excluded from the sampling frame. For some LGAs¹⁹, where the physically accessible areas do not have a sufficient number of accessible settlements to serve as PSUs for two-stage cluster sampling, be two-stage random sampling will be used instead. In total, this pertains to 8 LGAs: Gubio, Kala/Balge, Madagali, Mafa, Magumeri and Mobbar in Borno, and Yunusari and Yusufari in Yobe.

Population estimates in physically accessible locations are used to compute target sample sizes in each LGA; this is based on VTS and IOM DTM datasets (March 2020²⁰ and April 2021), which provide estimates of non-displaced (VTS), IDP (DTM), and returnee (DTM) population numbers in identified settlements, camps and informal sites, which serve as the PSUs. Each PSU is considered to be a settlement for one specific population group: for example, the same settlement with both IDP and non-displaced populations would be considered as two separate settlements. This way, representativeness of results for each population group is ensured at the state level upon aggregation. For two-stage cluster sampling, a set cluster size of 2 was used. For both two-stage cluster sampling and random sampling, PSUs were randomly selected with replacement and selection was based on probability proportional to size. The primary strata used is the LGA, with state population groups serving as the strata to determine minimum state-level target sample sizes by population group.

A 10% buffer was added to each target sample for two-stage cluster sampling to account for non-responses and invalid submissions. Furthermore, teams will continue with data collection and plan to correct incomplete targets, if necessary, during the mop-up activities at the end of the data collection. In the two-stage random sampling LGAs, accessibility during the mop-up period is less certain so a 20% buffer was added to LGA to offset the increased security risk. The target samples are defined such that findings are representative at the LGA level for the overall population, with a confidence level of 95% and 10% margin of error. The precise level of representativeness is determined after data cleaning and quality checks are performed, and will be indicated on the final published outputs.

Once the number of interviews per location has been determined, random GPS points are created across the location's footprint, weighted based on population density. AAWG partners in the field are provided with KMZ files to use with the application maps.me, and printed maps are provided to assist enumerators navigating to the target locations. Upon arrival, the household located nearest to the GPS point is approached for an interview. If the household is present at the target

¹⁹ Gubio, Kala/Balge, Mafa, Magumeri, Mobbar, Yunusari, and Yusufari LGAs

²⁰ Although an updated dataset is available for non-displaced populations through GeoPoDe for March 2021, the lowest administrative level of disaggregation was for the ward, which is not sufficient for cluster sampling.

location, but chooses not to consent to be interviewed, then the household will be counted as part of the non-responses; if the household is not present or no adult representative is available to participate in the interview, the enumerators will target the closest household to the right; if the household is present but not from the target population group, the enumerators will target the closest household from the relevant population group.

Once the household has been identified, partner staff in the field will conduct the interview in person, populating a Kobo form via their smartphones. Partners present and already active in target LGAs will be mobilised. They will be providing “full” data collection resources (enumerators, transport, technical and health equipment). Partners will be working primarily in LGAs where they are already present and have on-going activities. This way, inter-LGA travel is minimized where possible as a preventive measure in the context of the ongoing COVID-19 pandemic. As an added benefit, partner organisations will engage with those communities that they have existing relationships with, rendering trust during the data collection high.

Partner enumerators will be required to submit the completed survey to the secure Kobo server (face to face data collection) on a daily basis. Each day, progress will be tracked on dedicated tracking sheets, and the raw data will be anonymised before any further data cleaning can take place. Data cleaning and follow ups will take place on a daily basis (see Data Cleaning SOPs, Annex 2 for more details).

A number of contingencies have been put in place to ensure that data is collected in as many areas as possible. If the area becomes partially inaccessible, either a resampling will be undertaken or a convenience sample²¹ will be drawn. If the area becomes physically inaccessible but there is network availability, the team will attempt to conduct 100 surveys by phone remotely using snowball sampling to gather sufficient contacts. If this is not possible, a smaller, workable sample will be used. All results from LGAs in which contingency plans are utilised will be indicated during the presentation.

3.5 Data Processing & Analysis

Data entry and cleaning process: As network availability allows, data from the primary data collection will be uploaded on a daily basis by enumerators, and reviewed by the REACH Database Officer (DBO) who will conduct spatial verification and then anonymise the data before further data cleaning can take place; the DBO will use an R script for preliminary data cleaning, followed by additional manual cleaning conducted by Assessment Officers (AOs). Cleaning logs will then be communicated to Field Focal Points for follow ups. Examples of cleaning flags include; the reporting of shelter damage but no enclosure issues, or the reporting of a lack of access to firewood without reporting coping strategies. Detailed Data Cleaning SOPs are provided in the Annex to this document.

Analytical framework: REACH will use, to the extent possible, the updated analytical framework developed by the Joint Intersectoral Analysis Group (JIAG) at the global level. Using this analytical framework will ensure that results from the MSNA will most adequately respond to the information needs of the humanitarian community.

Data analysis process: REACH will primarily conduct the data analysis from the clean dataset based on REACH global guidance, in line with the JIAG analytical framework, and using R software. A preliminary presentation of results will be submitted to the AAWG for feedback; REACH will incorporate the feedback and, with OCHA, facilitate a Joint Analysis Workshop within the humanitarian community to try and jointly contextualize results from the data analysis based on partners' expertise. Results will be provided for each LGA assessed, for the overall population where aggregation of LGA-level results is possible, and at the state level, for each population group of interest.

²¹ A convenience sample is a non-probability sampling method, where REACH samples from a set of available households.

4. Key ethical considerations and related risks

<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?	Yes	
... Respects respondents, their rights and dignity (<i>specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants' time, ensuring accurate reporting of information provided</i>)?	Yes	
... Does not expose data collectors to any risks as a direct result of participation in data collection?	No	Standard operating risks in a high security environment apply. All security measures will be taken to ensure enumerator safety.
... Does not expose respondents / their communities to any risks as a direct result of participation in data collection?	Yes	
... Does not involve collecting information on specific topics which may be stressful and/ or re-traumatising for research participants (both respondents and data collectors)?	No	Protection indicators have been carefully designed to reduce trauma. Enumerators will be trained in basic protection principles and how to sensitively ask any potentially traumatising questions. Participants are repeatedly told they may halt the questionnaire at any point and enumerators will be trained to pause or stop the survey if the household becomes distressed.
... Does not involve data collection with minors i.e. anyone less than 18 years old?	Yes	
... Does not involve data collection with other vulnerable groups e.g. persons with disabilities, victims/ survivors of protection incidents, etc.?	No	All questions have been designed to follow global guidance and the survey can be halted by enumerator or participant at any point.
... Follows IMPACT SOPs for management of personally identifiable information ?	Yes	

5. Roles and responsibilities

Table 5. Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	Assessment Officer	Research Manager	GIS Officer, HQ Research Design & Data (RDD) Unit	OCHA, Sectors
Supervising data collection	AAWG	Assessment Officer	HQ RDD Unit	OCHA, Country Focal Point
Data processing (checking, cleaning)	Database Officer	Assessment Officer, GIS Officer	HQ RDD Unit	OCHA, Country Focal Point
Data analysis	Assessment Officer, GIS Officer	Country Focal Point	HQ RDD Unit	OCHA, Sectors
Output production	Assessment Officer	Research Manager	HQ Reporting team	OCHA
Dissemination	Assessment Officer	Research Manager	HQ Comms	OCHA, Sectors, Donor
Monitoring & Evaluation	Assessment Officer	Research Manager	HQ RDD Unit	
Lessons learned	Assessment Officer	Research Manager	HQ RDD Unit	Partners

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 Management Plan

Data management plan available upon request

7. Data Analysis Plan

Research questions	IN #	Data collection method	Indicator group / sector	Indicator Name	Questionnaire Question	Instructions	Enumerator Prompt	Questionnaire Responses	Data collection level
NA	Meta1	HH Interview	Metadata	Enumerator data	What is the enumerator code?	Note		Text	HH
	Meta2	HH Interview	Metadata	Enumerator data	What is the organisation of the enumerator?	Select One		Dropdown list	HH
	Meta3	HH Interview	Metadata	Enumerator data	What is the sex of the enumerator?	Select one		â	HH
	Meta4	HH Interview	Metadata	Survey data	[If answered REACH enumerator for Meta2] What kind of interview is being conducted?	Select one	Remote telephone interviews are only conducted by enumerators over the phone, without any partner staff assisting in person. Partner-assisted telephone interviews involve partner staff on the ground who hand a phone to the respondent in person. This question is for REACH enumerators only. If you are not a REACH enumerator, you are performing a face-to-face interview. Please ensure your organisation is entered properly	1. Remote telephone interview 2. In person face-to-face interview 3. Partner-assisted telephone interview	HH
	Meta5	HH Interview	Metadata	Survey data	[Face-to-face interviews and partner-assisted telephone interviews only] In what State is this survey taking place?	Select one	Face-to-face interviews and partner-assisted telephone interviews only.	1. Adamawa 2. Borno 3. Yobe	HH
	Meta6	HH Interview	Metadata	Survey data	[Face-to-face interviews and partner-assisted telephone interviews only] In what LGA is this survey taking place?	Dropdown list	Face-to-face interviews and partner-assisted telephone interviews only.	Dropdown list	HH
	Meta7	HH Interview	Metadata	Survey data	[Face-to-face interviews and partner-assisted telephone interviews only] In what ward is this survey taking place?	Dropdown list	Face-to-face interviews and partner-assisted telephone interviews only.	Dropdown list	HH

	Meta8	HH Interview	Metadata	Survey data	[Face-to-face interviews only] Please enter the location ID for this survey.	Integer	ID must be three digits long. If you have been given GPS location 4, please enter 004. The location ID is the ID of the GPS point given to you at the start of collection.		HH
	Meta9	HH Interview	Metadata	Survey data	[Partner assisted interviews only] Please enter the location ID for this survey that has been given to your corresponding enumerator in the field.	Integer	ID must be three digits long. If they have been given GPS location 4, please enter 004. The location ID is the ID of the GPS point given to partners at the start of data collection. Partner must ensure they know their location ID before beginning interview.		HH
	Meta10	HH Interview	Metadata	Survey data	[Face-to-face interview only] Take the GPS coordinates of this location (please wait to have a precision of less than 5 meters)	GPS	Face-to-face interviews only.	GPS	HH
	Meta11a	HH Interview	Metadata	Consent	[Remote telephone data collection or face-to-face data collection only] Hello, I am from [insert organisation name] and we are conducting an assessment to understand the needs of people in the affected communities in the North-East of Nigeria. We share our results with humanitarian organizations so they can better plan and organize their responses. Today, we randomly selected your household / phone number to participate in this assessment. You will not receive anything for participating, and if you choose not to participate it will not affect your ability to receive humanitarian services. The interview will take about 30 minutes. I want to reassure you that your consent and confidentiality are the highest concern of our organisation(s). You can decide to stop the survey at any point if you does not feel comfortable anymore. You can also refuse to answer	Select one	For remote telephone interview or face-to-face interviews only	1. Yes 2. No	HH

					any individual question. Do you agree to participate?				
	Meta11c	HH Interview	Metadata	Consent	[Partner-assisted telephone data collection only] Hello. I am from REACH. You have been approached by one of our partner staff to participate in this assessment to understand the needs of people in the affected communities in the North-East of Nigeria. I want to reassure you that your consent and confidentiality are the highest concern of our organisations. You can decide to stop the survey at any point if you does not feel comfortable anymore. You can also refuse to answer any individual question. Do you agree to participate?	Select one	For remote partner-assisted telephone interviews only	1. Yes 2. No	HH

	Meta14	HH Interview	Metadata	Intro	[Face-to-face interviews only] I want to reassure you that during this data collection I am taking every step necessary to prevent the spread of COVID-19 and other infections. I am wearing personal protective equipment and will remain at a safe distance from you during the length of the survey.	NA	Face-to-face interviews only		HH
	Respond1	HH Interview	Respondent Information	Respondent information	What is your age in years?	Integer	Cannot exceed 100.	Integer	HH
	Respond2	HH Interview	Respondent Information	Respondent information	Error - You cannot interview anyone under 18 years or above 70 years of age for this survey. Please check if there is an age-appropriate household member who can answer your questions. If there is, record that person's age. If there isn't please terminate the interview	NA			HH
	Respond3	HH Interview	Respondent Information	Respondent information	We want to know about the needs, vulnerabilities and the situation of your household. Can you answer for the household?	Select one		1. Yes 2. No	HH
	Respond4	HH Interview	Respondent Information	Note - Respondent Information	[If no to Respond 3] Could we please speak to someone who is able to answer for the household?	Select one	If yes, swipe back to previous question. If no, terminate the interview		HH
	Respond5	HH Interview	Respondent Information	Respondent information	What is the gender of the respondent?	Select one	Do not read this question out loud unless clarification is needed.	1. Male 2. Female	HH
What are the characteristics and vulnerabilities of the households? Is the household currently hosting/being hosted another household?	Target1	HH Interview	Location	Target group	[Remote telephone interview only] In what State does your household live?	Select one	<p>This question is required. If the respondent does not wish to answer, the enumerator should end the interview and thank the respondent for their time.</p> <p>If the household lives outside of the BAY states, please thank the respondent and terminate the interview.</p> <p>A household is defined as consisting of one head of household and all individuals sharing income and food in this unit, usually residing within the boundaries of the household.</p>	1. Adamawa 2. Borno 3. Yobe	HH

Target2	HH Interview	Metadata	Target group	[Remote telephone interview only] In what LGA does your household live?	Dropdown list	This question is required. If the respondent does not wish to answer, the enumerator should end the interview and thank the respondent for their time.		HH
Target3	HH Interview	Metadata	Target group	Which statement best describes your household's situation since January 2009?	Select one	<p>Read all answer options aloud before waiting for a response.</p> <p>Returnees must have been displaced for at least one week. Migratory communities (e.g. Fulani) should not be counted as displaced.</p> <p>A household is defined as consisting of one head of household and all individuals sharing income and food in this unit, usually residing within the boundaries of the household.</p>	<p>1. Household is displaced and currently not living in village or area of origin</p> <p>2. Household has never been displaced from village or area of origin</p> <p>3. Household was displaced but has since returned to their habitual place of residence before displacement (i.e. the same settlement before displacement)</p>	HH
Disp1	HH Interview	Displacement	% of IDP HHs by Area of Origin (AoO)	[If 1 selected for Target3] What is the State of origin of this household?	Select one		<p>1. Adamawa</p> <p>2. Borno</p> <p>3. Yobe</p> <p>4. Other (Please specify)</p> <p>98. No Response</p> <p>99. Don't know</p>	HH
Disp1a	HH Interview	Displacement	% of IDP HHs by Area of Origin (AoO)	[If other] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH
Disp2	HH Interview	Displacement	% of IDP HHs by Area of Origin (AoO)	[If 1-3 for Disp1] What is the LGA of origin of this household?	Select one		Dropdown menu depending on state selected	HH
Disp3	HH Interview	Displacement	% of Households living in a hosting arrangement due to displacement	[Non-Displaced and Returnee] Does your household currently host others within your residence due to their displacement from their home or place of origin?	Select one	Household may be hosted within the residence itself or within the grounds of the residence in a secondary shelter.	<p>1. Yes</p> <p>2. No</p> <p>3. Don't Know</p> <p>4. No Response</p>	HH
Disp4	HH Interview	Displacement	% of Households living in a hosting arrangement due to displacement	[IDP and Returnee] Is your household currently hosted by others within their residence due to your displacement from your home or place of origin?	Select one	Household may be hosted within the residence itself or within the grounds of the residence in a secondary shelter.	<p>1. Yes</p> <p>2. No</p> <p>3. Don't Know</p> <p>4. No Response</p>	HH

	Size1	HH Interview	Demographics	Intro	[Do not read allowed]. Ask the respondent how many members of the household there are and to list them. Write down the list to make sure the number matches the list. When you are certain you have agreed on the number of members in the household and who they are, proceed to the next question	NA	Reminder: All completed survey with a member of the household will have to be deleted and another survey conducted. Ensure you have the household roster correct before moving forward A household is defined as consisting of one head of household and all individuals sharing income and food in this unit, usually residing within the boundaries of the household.		HH
	Size2	HH Interview	Demographics	Household member information	Currently how many household members are there in your household (including the respondent)?	Integer	Write the names of each of the household members, including the respondent on your jotter. Ensure that every member has been included, including the head of household, the respondent and any children below the age of 1 years old. A household is defined as consisting of one head of household and all individuals sharing income and food in this unit, usually residing within the boundaries of the household. Cannot provide don't know or no response. If household unwilling to give number, terminate the interview and move on to next household	Integer	HH
	Size3	HH Interview	Demographics	Intro	For this next section, we will ask about each of the people currently in your household.	NA			HH
	Size3	HH Interview	Demographics	Demographic Loop	Demographic Loop	NA	NA	NA	Individual
	Dem1	HH Interview	Demographics	Household member information	Please enter the name of the household member	Text	Start with the head of , start from the youngest household member. A nickname can be used if the respondent doesn't feel comfortable sharing the actual name.	Text	Individual
	Dem2	HH Interview	Demographics	Household member information	Please enter the sex of the household member	Select one		1. Male 2. Female	Individual
	Dem3	HH Interview	Demographics	Household member information	Please enter age of the household member in years.	Integer	If a baby has not yet reached its first birthday and is less than 1 year, enter 0. Cannot exceed 100	Integer	Individual

Dem4	HH Interview	Demographics	Household member information	[If 0 entered for Dem3] What is the age of the child in months?	Integer	Must be fewer than 12 months	Integer	Individual
Dem5	HH Interview	Vulnerabilities	% of households with at least one members with vulnerabilities	Does [household member] member fit any of the following criteria or situations?	Field List - Yes/No/Don't Know	Read each answer option aloud to receive a yes/no response.	1. Person with chronic illness [all household members] 2. Been pregnant in the last 12 months and completed that pregnancy [only female household members aged 12-49 years] 3. Currently pregnant woman or girl [only female household members aged 12-49 years] 4. Breastfeeding woman or girl [only female household members aged 12-49 years] 5. Child separated from parents or usual guardian [only household members aged 0-17 years] 6. [If yes to 5] Child separated from family, both immediate and extended [only household members aged 0-17 years]	Individual
CP1	HH Interview	Child protection	% of boys/girls in early marriage, at the time of data collection	[For all members aged 6 and above] What is the civil status of [household member name]?	Select one		Single Married Divorced Widowed No Response Don't Know	Individual
HoH1	HH Interview	Demographics	HoH information	Please can you confirm the name of the head of household?	Select one		[List of household members] Each household member should show Dem1 (name), Dem 2 (gender) and Dem3 (Age)	HH
WGS1	HH Interview	Health	Washington Group - Household Level	Is there anyone in your household having difficulty with any of the following? This does not include any child below the age of 5 years old 1. Seeing, even if wearing glasses 2. Hearing, even if using a hearing aid 3. Walking or climbing steps 4. Remembering or concentrating 5. Self-care, such as washing all over or dressing 6. Communicating, such as understanding or being	Select one		Yes No Don't Know No Response	HH

				understood using usual language				
WGS2	HH Interview	Health	Washington Group LOOP	[IF YES, LOAD WASHINGTON GROUP LOOP]	NA			Individual
WG1	HH Interview	Health	% of individuals with at least one domain reportedly with A LOT OF DIFFICULTY or CANNOT DO AT ALL (disability level 3)	Which person(s) is/are having difficulty?	Select multiple	Select multiple if household names more than one person	Household List (only members aged 5 years old and above)	Individual
WG2	HH Interview	Health	% of individuals with at least one domain reportedly with A LOT OF DIFFICULTY or CANNOT DO AT ALL (disability level 3)	[Do/Does] [you/he/she] have difficulty seeing, even if wearing glasses? Would you say...	Select one		1. No difficulty 2. Some difficulty 3. A lot of difficulty 4. Cannot do at all 5. No response 6. Don't know	Individual
WG3	HH Interview	Health	% of individuals with at least one domain reportedly with A LOT OF DIFFICULTY or CANNOT DO AT ALL (disability level 3)	[Do/Does] [you/he/she] have difficulty hearing even if using a hearing aid? Would you say...	Select one		1. No difficulty 2. Some difficulty 3. A lot of difficulty 4. Cannot do at all 5. No response 6. Don't know	Individual

	WG4	HH Interview	Health	% of individuals with at least one domain reportedly with A LOT OF DIFFICULTY or CANNOT DO AT ALL (disability level 3)	[Do/Does] [you/he/she] have difficulty walking or climbing steps? Would you say...	Select one		1. No difficulty 2. Some difficulty 3. A lot of difficulty 4. Cannot do at all 5. No response 6. Don't know	Individual
	WG5	HH Interview	Health	% of individuals with at least one domain reportedly with A LOT OF DIFFICULTY or CANNOT DO AT ALL (disability level 3)	[Do/Does] [you/he/she] have difficulty remembering or concentrating? Would you say...	Select one		1. No difficulty 2. Some difficulty 3. A lot of difficulty 4. Cannot do at all 5. No response 6. Don't know	Individual
	WG6	HH Interview	Health	% of individuals with at least one domain reportedly with A LOT OF DIFFICULTY or CANNOT DO AT ALL (disability level 3)	[Do/Does] [you/he/she] have difficulty with self-care, such as washing all over or dressing? Would you say...	Select one		1. No difficulty 2. Some difficulty 3. A lot of difficulty 4. Cannot do at all 5. No response 6. Don't know	Individual
	WG7	HH Interview	Health	% of individuals with at least one domain reportedly with A LOT OF DIFFICULTY or CANNOT DO AT ALL (disability level 3)	Using [your/his/her] usual language, [do/does] [you/he/she] have difficulty communicating, for example understanding or being understood? Would you say...	Select one		1. No difficulty 2. Some difficulty 3. A lot of difficulty 4. Cannot do at all 5. No response 6. Don't know	Individual
What is the level of access to education?	Edu1	HH Interview	Education	Intro	[For households with children 3-17 years old] Now, we want to ask about your child(ren)'s ability to find educational support in the community.	Note			HH
	Edu2	HH Interview	Education	% of households with school-aged children enrolled in schools that were open at some point throughout the 2020-2021 school year	Were any of the schools in which children in the HH were enrolled in open at any point throughout the 2020-2021 school year? Open: providing lessons in-person that children could physically attend.	Select one		Yes No Don't Know No Response	HH
	Edu3	HH Interview	Education	Education Loop	[LOAD EDUCATION GROUP LOOP]	NA			Individual

EduL1	HH Interview	Education	% of school-aged children enrolled in school for the 2020-2021 school year. NOTE: This includes any enrolment in education that is institutionalized and planned through public schools and recognised private schools.	For the 2020-2021 school year, was [insert child name aged between 3-17] enrolled (registered) in formal school?	Education Loop Select One	<p>NOTE: this does not mean going physically to school (if schools were partially closed), but that the child was registered/affiliated/'signed-up' with a formal school.</p> <p>NOTE: Formal schools refer to government Formal schools do not include informal schools, Islamic Schools or TARLS. Formal school can NOT include Islamic school, vocational schooling or any other learning that takes place outside of formal government schools, including programs like TaRL, EGRA/Kari, or RANA.</p> <p>Accelerated Learning Program refers to educational programs aimed at catching children up so they can re-enter formal education system.</p>	Yes No Don't Know No Response	Individual
EduL2	HH Interview	Education	% of school-aged children attending school regularly (at least 4 days a week) in the 2020-2021 school year while schools were open, per age and sex group. NOTE: This includes any attendance of public schools and recognised private schools.	[If Edu1 Answer: Yes] While schools were open in the current school year (2020-2021), was [insert child name aged between 3-17] attending regularly (at least 4 days per week)?	Education Loop Select One	<p>NOTE: Formal schools do not include informal schools, Islamic Schools or TARLS. Formal school can NOT include Islamic school, vocational schooling or any other learning that takes place outside of formal government schools, including programs like TaRL, EGRA/Kari, or RANA.</p> <p>Accelerated Learning Program refers to educational programs aimed at catching children up so they can re-enter formal education system.</p>	Yes No Don't Know No Response	Individual
EduL3	HH Interview	Education	% of school-aged children attending informal education regularly in the 2020-2021 school year while schools were open, per age and sex group.	[If Edu1 Answer NO OR if Edu2 Answer NO] Within the current school year, did [insert child name aged between 3-17] attend non-formal learning opportunities (like Islamic school, Accelerated Learning Programme, TaRL, EGRA/Kari, RANA or vocational learning)?	Education Loop Select One	<p>NOTE: Informal schools include Islamic school, vocational schooling or any other learning that takes place outside of formal government schools, including programs like TaRL, EGRA/Kari, or RANA.</p> <p>Accelerated Learning Program refers to educational programs aimed at catching children up so they can re-enter formal education system.</p>	Yes No Don't Know No Response	Individual

	EduL4	HH Interview	Education	% of school-aged children accessing distance education regularly while schools were closed, per age and sex group	While schools were closed in the current school year (2020-2021), was [insert child name aged between 3-17] regularly accessing distance learning for at least 3 hours per day? This means they were doing some distance learning activities listening to radio/TV broadcasts, textbook learning, facebook live, google classrooms, reading clubs etc	Education Loop Select One		Yes No Don't Know No Response	Individual
	EduL5	HH Interview	Education	% of school-aged children accessing distance education regularly while schools were closed, per age and sex group	[if edu4 yes] While schools were closed in the current school year (2020-2021), on average how many days per week was [insert child name aged between 3-17] accessing distance learning for at least 3 hours? This means they were doing some distance learning activities listening to radio/TV broadcasts, textbook learning, facebook live, google classrooms, reading clubs etc	Education Loop Select One		1. Less than one day per week 2. 1 Day 3. 2 Days 4. 3 Days 5. 4 Days 6. 5 Days Don't Know No Response	Individual

Are children performing labour outside the household?	ProL1	HH Interview	Child Protection	% of boys/girls engaged in labour outside the home in the last 30 days	What are the main activities of [insert child name] during the day?	Select multiple	Do not read aloud	Fetch water Fetch firewood Look after livestock Look after siblings Look after elders Cooking Cleaning Playing with friends Study Transporting people or goods Garbage collection Casual labour (waiter or porter) Begging Working with machinery or lifting Street vending Domestic labour Mining Other work outside the house Other No answer	Individual
What are the nutrition challenges experienced by small children and mothers?	Nut1	HH Interview	Nutrition	Intro	[For households with children 0-59 months] Next, we'd like to ask you about nutrition in your household.	NA			HH
	Nut2	HH Interview	Nutrition	% of households whose children 6-59 months have been screened using MUAC in the past 30 days	[For households with children 6-59 months] Have any of the following children in your household [name(s) of child(ren) 6-59 months] been screened using a Middle Upper Arm Circumference (MUAC) in the past 30 days?	Select One	Please read the following to the household: A MUAC screening is when a health worker, community health workers (including "lead mothers"), any member of the community or self-screening (some households have MUAC tapes) uses a tape to measure around the upper part of the arm of a child. It is a test that is used to identify malnutrition.	1. Yes 2. No 98. No Response 99. Don't Know	HH
	Nut3	HH Interview	Nutrition	Nutrition Loop	[IF CHILD AGED 0-59 MONTHS PRESENT], LOAD NUTRITION LOOP]	NA			Individual

NutL1	HH Interview	Nutrition	% of households exclusively breastfeeding children 0-5 months	[For children 0-5 months] Did [name of child aged 0-5 months] have any breast milk yesterday, during the day or at night?	Select one		1. Yes, they were breastfed 2. No, they were not breastfed 98. NR 99. DK	Individual
NutL2	HH Interview	Nutrition	% of households exclusively breastfeeding children 0-5 months	[For children 0-5 months] Did [name of child aged 0-5 months] have any of the following liquids yesterday, during the day and at night?	Field List - Yes/No/Don't Know/No Response	Read each answer option aloud to receive a yes/no response.	1. Baby formula 2. Fermented milk (kindimo) 3. Yoghurt 4. Animal milk (fresh, powdered, or canned) 5. Fruit juice or juice drink 6. Clear broth or thin porridge 7. Tea/Coffee/Herbal Tea/Other Hot drinks 6. Water 7. No liquid or food in the past 24 hours (cannot select with any other option)[No other options can be selected]	Individual
NutL3	HH Interview	Nutrition	% of households exclusively breastfeeding children 0-5 months	Did [name of child aged 0-5 months] have any of the any form of food yesterday, during the day and at night?	Select one	This includes any form of soft food, semi-solid food or solid food	1. Yes, they had food yesterday 2. No, they had no food yesterday 3. Don't Know 4. No Response	Individual
NutL4	HH Interview	Nutrition	% of households with continued breastfeeding of all children 1-2 years old (children 12-23 months)	[For children 12-23 months] Did [name of child aged 12-23 months] have any breast milk yesterday, during the day or at night?	Select one		1. Yes, they breastfed 2. No, they were not breastfed 98. NR 99. DK	Individual
NutL5	HH Interview	Nutrition	% of children currently enrolled in any nutrition feeding programme	[For children 6-59 months] Is [name of child] currently enrolled in any feeding programme? (Outpatient Therapeutic Care (OTP), Supplementary feeding program, Inpatient Therapeutic Care (located in stabilization centres))	Select one	This include plumpy nut, plumpy sup, BSFP, RUSF, "Tom Brown", Tarmuwa, Garin-bubul, Garin lafiya	1. Yes 2. No 98. NR 99. DK	Individual
What are the issues related to food quantity and access	FSL1	HH Interview	FSL	HHS Intro	Note			HH

	HHS1	HH Interview	FSL	Household Hunger Scale	In the past 30 days, was there ever no food to eat of any kind in your house because of lack of resources to get food?	Select one		1. Yes 2. No 98. No Response 99. Don't Know	HH
	HHS2	HH Interview	FSL	Household Hunger Scale	[If yes to HHS1] How often did this happen in the past 30 days?	Select one		1. Rarely (1-2 times) 2. Sometimes (3-10 times) 3. Often (More than 10 times) 98. No Response 99. Don't Know	HH
	HHS3	HH Interview	FSL	Household Hunger Scale	In the past 30 days, did you or any household member go to sleep at night hungry because there was not enough food?	Select one		1. Yes 2. No 98. No Response 99. Don't Know	HH
	HHS4	HH Interview	FSL	Household Hunger Scale	[If yes to HHS3] How often did this happen in the past 30 days?	Select one		1. Rarely (1-2 times) 2. Sometimes (3-10 times) 3. Often (More than 10 times) 98. No Response 99. Don't know	HH
	HHS5	HH Interview	FSL	Household Hunger Scale	In the past 30 days, did you or any household member go a whole day and night without eating anything at all because there was not enough food?	Select one		1. Yes 2. No 98. No response 99. Don't know	HH
	HHS6	HH Interview	FSL	Household Hunger Scale	[If yes to HHS5] How often did this happen in the past 30 days?	Select one		1. Rarely (1-2 times) 2. Sometimes (3-10 times) 3. Often (More than 10 times) 98. No response 99. Don't know	HH
What are the challenges of accessing health	Hea1	HH Interview	Health	Health Intro	For this next section, we want to know about how your household uses health services.	Note			HH

services for households	Hea2	HH Interview	Health	% of households with most recent delivery attended by a skilled birth attendant	[If any answered Yes to Dem5 option 2] In the most recent delivery in this household, who helped with the birth?	Select one	Do not read options to respondent.	1. Skilled birth attendant (doctor, nurse, midwife) 2. Other health care worker (health volunteer, CHEW) 3. Traditional birth attendant 4. Other women in the community 5. No support 97. Other 98. No response 99. Don't know	HH
	Hea2b	HH Interview	Health	% of households with most recent delivery attended by a skilled birth attendant	[If Hea2 answer Other] If other, please specify	Text	Before writing a value for other, please make sure your answer is not covered by the existing options	Text	HH
	Hea3	HH Interview	Health	% of individuals an unmet health care need	During the last 3 months, did anyone in your household have a health problem and needed to access health care?	Select one		Yes No Don't know No Response	HH
	Hea4	HH Interview	Health	% of households sought health care, by location	[If answered Yes to Hea3] If anyone had a health problem in the last 3 months, where did they go to seek health care?	Select multiple	Read each option allowed, select all that apply	1. Did not seek health care 2. Government hospital 3. Government health centre 4. Government health post 5. Private hospital 6. Private clinic 7. Other private medical facility 8. NGO hospital 9. NGO clinic 10. Traditional healer or practitioner 11. Pharmacy 12. Other 13. Don't know 14. No Response	HH
	Hea4a	HH Interview	Health	% of households sought health care, by location (other)	[If Hea4 answers other] If other, please specify	Text	Before writing a value for other, please make sure your answer is not covered by the existing options	Text	HH

Hea5	HH Interview	Health	% of individuals an unmet health care need	[If yes to Hea3] Please tell me how many people in your household in the last 3 months were NOT able to obtain health care when they felt they needed it? <i>If everyone was able to, please write 0</i>	Integer	Do not count people who delayed or prolonged accessing health care, but ultimately received it. Visiting a pharmacy or traditional healer does not count as having a need met	Integer	HH
Hea6	HH Interview	Health	% of households reported paying for services last time they sought health care, by type of service (other)	[If yes to HEA3] Did your household have to pay for health services, such as consultation, treatment or medicines?	Select one	If ANY household member was able to use services, use their answer	Yes No No member was able to receive services Don't know No Response	HH
Hea7	HH Interview	Health	% of households reported paying for services last time they sought health care, by type of service	[If yes to Hea7] If yes, what services did your household pay for?	Select one		Consultations Treatment procedure Medicines Lab analysis Nutritional Supplements Other	HH
Hea7a	HH Interview	Health	% of households reported paying for services last time they sought health care, by type of service (other)	[If Hea7 is other] If other, please specify	Text	Before writing a value for other, please make sure your answer is not covered by the existing options	Text	HH
Hea8	HH Interview	Health	% of HHs by travel time to access primary healthcare facility	How long (in minutes) does it take anyone from your household to get to the nearest, functional health facility by your normal mode of transportation?	Select one		1. 0-14 mins 2. 15-29 mins 3. 30-59 mins 4. 1-3 hours 5. More than 3 hours 98. NR 99. DK	HH

	Hea9a	HH Interview	Health	% of HHs by self-reported barriers to accessing health care	[If Hea5 is >0] In the last 3 months, what barriers if any did your household experience to prevent you from accessing the health care you needed? [choose up to 3 most important]	Select multiple (up to 3)	<p>Hint: Barriers to accessing health care should focus on formal health care such as health facilities, hospitals, pharmacies, NOT traditional practitioners.</p> <p>Read answer choices out loud, choose 3 most relevant to household</p>	<p>No barriers experienced (cannot be selected with others)</p> <p>Did not need to access services</p> <p>No functional health facility nearby</p> <p>Specific medicine, treatment or service needed unavailable</p> <p>Long waiting time for the service</p> <p>Could not afford cost of consultation</p> <p>Could not afford cost of treatment</p> <p>Could not afford transportation to health facility</p> <p>Health facility is too far away</p> <p>Disability prevents access to health facility</p> <p>No means of transport to health facility (including ambulance or own means of transport)</p> <p>Not safe/insecurity at health facility</p> <p>Not safe/insecurity while travelling to health facility</p> <p>Did not receive correct medications</p> <p>Not trained staff at health facility</p> <p>Not enough staff at health facility</p> <p>Lack of female staff to attend to female patient</p> <p>Wanted to wait and see if problem got better on its own</p> <p>Fear or distrust of health workers, examination or treatment</p> <p>Could not take time off work / from caring for children</p> <p>Language barriers or issues</p> <p>Other</p>	HH
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	Hea9b	HH Interview	Health	% of HHs by self-reported barriers to accessing health care	[If Hea5 is 0], In the last 3 months, what barriers if any has your household experienced when accessing health care? [choose up to 3 most important]	Select multiple (up to 3)	<p>Hint: Barriers to accessing health care should focus on formal health care such as health facilities, hospitals, pharmacies, NOT traditional practitioners.</p> <p>Read answer choices out loud, choose 3 most relevant to household</p>	<p>No barriers experienced (cannot be selected with others)</p> <p>Did not need to access services</p> <p>No functional health facility nearby</p> <p>Specific medicine, treatment or service needed unavailable</p> <p>Long waiting time for the service</p> <p>Could not afford cost of consultation</p> <p>Could not afford cost of treatment</p> <p>Could not afford transportation to health facility</p> <p>Health facility is too far away</p> <p>Disability prevents access to health facility</p> <p>No means of transport to health facility (including ambulance or own means of transport)</p> <p>Not safe/insecurity at health facility</p> <p>Not safe/insecurity while travelling to health facility</p> <p>Did not receive correct medications</p> <p>Not trained staff at health facility</p> <p>Not enough staff at health facility</p> <p>Lack of female staff to attend to female patient</p> <p>Wanted to wait and see if problem got better on its own</p> <p>Fear or distrust of health workers, examination or treatment</p> <p>Could not take time off work / from caring for children</p> <p>Language barriers or issues</p> <p>Other</p>	HH
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	Hea9c	HH Interview	Health	% of HHs by self-reported barriers to accessing health care	[if Hea3 is no] What barriers if any do you think your household would experience if you needed to access health care?	Select multiple (up to 3)	<p>Hint: Barriers to accessing health care should focus on formal health care such as health facilities, hospitals, pharmacies, NOT traditional practitioners.</p> <p>Read answer choices out loud, choose 3 most relevant to household</p>	<p>No barriers experienced (cannot be selected with others)</p> <p>Did not need to access services</p> <p>No functional health facility nearby</p> <p>Specific medicine, treatment or service needed unavailable</p> <p>Long waiting time for the service</p> <p>Could not afford cost of consultation</p> <p>Could not afford cost of treatment</p> <p>Could not afford transportation to health facility</p> <p>Health facility is too far away</p> <p>Disability prevents access to health facility</p> <p>No means of transport to health facility (including ambulance or own means of transport)</p> <p>Not safe/insecurity at health facility</p> <p>Not safe/insecurity while travelling to health facility</p> <p>Did not receive correct medications</p> <p>Not trained staff at health facility</p> <p>Not enough staff at health facility</p> <p>Lack of female staff to attend to female patient</p> <p>Wanted to wait and see if problem got better on its own</p> <p>Fear or distrust of health workers, examination or treatment</p> <p>Could not take time off work / from caring for children</p> <p>Language barriers or issues</p> <p>Other</p>	HH
	Hea9d	HH Interview	Health	% of HHs by self-reported barriers to accessing health care (other)	[if Hea9a, Hea9b or Hea9c answer other] If other, please specify	Text	Before writing a value for other, please make sure your answer is not covered by the existing options	Text	HH
	Hea10	HH Interview	Health	% of HHs by self-reported barriers to accessing health care	Of these barriers, what was the most significant barrier experienced?	Select one		List of up to 3 barriers from previous question	HH

What are the issues related to water quantity and use, hygiene practices and access to sanitation for households?	WASH1	HH Interview	WASH	WASH Intro	Now, we are going to ask you about your household's water collection, consumption, latrines and garbage. It would be helpful for whoever collects water regularly in your house to help answer some of the questions. If this is not you, please ask that person to come answer.	NA			HH
	WASH2a	HH Interview	WASH	% of HHs by type of primary source of drinking water	What is the main source of water used by your household for drinking?	Select one		Public tap/standpipe Handpumps/boreholes Protected well Unprotected well Water seller/kiosks Piped connection to house (or neighbour's house) Bottled water, water sachets Tanker trucks Surface water (lake, pond, dam, river) Other (please specify) Don't know	HH
	WASH2b	HH Interview	WASH	% of HHs by type of primary source of drinking water (other)	[If WASH7 answer other] If other, please specify	Text	Before writing a value for other, please make sure your answer is not covered by the existing options	Text	HH
	WASH3	HH Interview	WASH	% of HHs by time (minutes) taken to fetch water (round trip by walking, queuing and time needed to fetch water)	How long does it take to go to your household's main water source, fetch water, and return (including queuing at the water source)?	Select one		Water on premises Less than 5 min to fetch and return Between 5 and 15 min to fetch and return Between 16 and 30 min to fetch and return More than 31 min to fetch and return No Response Don't know	HH
	WASH4	HH Interview	WASH	% of HHs reporting having enough water for drinking, cooking, bathing and washing	Does your household currently have enough water to meet the following needs?	Field List - Yes/No/Don't Know/No Response	Read each answer aloud and receive a yes or no	Drinking Cooking Personal hygiene (washing or bathing) Other domestic purposes (cleaning house, floor, etc.)	HH

WASH5a	HH Interview	WASH	% of HHs with access to functioning handwashing facilities with water available	What kind of handwashing facility do your household members usually use to wash their hands?	Select one	A handwashing facility refers to a fixed or mobile device designed to contain, transport or regulate the flow of water to facilitate handwashing. They include sinks with tap water, buckets with taps, tippy-taps, and jugs or basins designated for handwashing	No specific handwashing device (no device at all or only pouring device or simple basin/bucket, with no taps, or device but no water available) Kettle Sink with tap water Buckets with taps Tippy tap Other (specify) Don't know	HH
WASH5b	HH Interview	WASH	% of HHs with access to functioning handwashing facilities with water available (other)	[If WASH6 answer other] If other, please specify	Text	Before writing a value for other, please make sure your answer is not covered by the existing options	Text	HH
WASH6a	HH Interview	WASH	% of HHs using a sanitation facility - by type of sanitation facility used	What kind of sanitation facility (latrine/toilet) does your household usually use?	Select one		Flush or pour/flush toilet Pit latrine without a slab or platform Pit latrine with a slab and platform Open hole Pit VIP toilet Bucket toilet None of the above, open defecation Other (specify) Don't know	HH
WASH6b	HH Interview	WASH	% of HHs using a sanitation facility - by type of sanitation facility used (other)	[If WASH8 answer other] If other, please specify	Text	Before writing a value for other, please make sure your answer is not covered by the existing options	Text	HH
WASH7	HH Interview	WASH	% of HHs sharing sanitation facility - by number of HH per sanitation facility	Does your household share this sanitation facility with other households?	Select one	A household is defined as consisting of one head of household and all individuals sharing income and food in this unit, usually residing within the boundaries of the household.	Yes No Don't Know No Response	HH
WASH8	HH Interview	WASH	% of HHs sharing sanitation facility - by number of HH per sanitation facility	[If yes] How many households use this sanitation facility (latrine/toilet)?	Integer	A household is defined as consisting of one head of household and all individuals sharing income and food in this unit, usually residing within the boundaries of the household.	Integer	HH

							Enter 998 if NR, 999 if DK. Cannot enter 0 or exceed 100.		
	WASH9	HH Interview	WASH	% of HHs with access to soap	Do you have any soap in your household?	Select one		Yes No Don't Know No Response	HH
	WASH10	HH Interview	WASH	% of households by usual source of soap	In the last 30 days, what was the household's primary source of soap?	Select one	If household has multiple sources, ask them to select their most common source in the last 30 days	No usual source - household rarely/never has soap Buy from Shop/Vendor Receive from organisation Receive from family/friends/neighbours Don't Know No Response	HH
What are the issues related to shelter and NFIs for households?	SNFI1	HH Interview	SNFI	SNFI Intro	For the next part, we want to ask about your shelter arrangements and about non-food items in the household.	Note			HH
	SNFI2	HH Interview	SNFI	% of HHs living in vulnerable shelter types	What type of shelter does your household live in?	Select one	Select one Refer to Shelter Cheat Sheet	1. Household without shelter - living outside/living in open 2. Household living in makeshift shelter made from blanket or local materials 3. Emergency shelter provided by organisation 4. Communal pre-existing Structure (mosque, school, other public building) 5. Partitioned pre-existing Structure (mosque, school, other public building) 6. Transitional shelter solution - (Bakasi, Dikwa, Mud brick) 7. Communal shelter or Transit Shade constructed by organisation 8. Masonry house 9. Mud brick / traditional House 98. No response 99. Don't know	HH
	SNFI3	HH Interview	SNFI	Average number of household members per shelter	How many people in total share this shelter?	Integer	This number includes the respondent and the household Enter 998 for no response and	Integer	HH

						999 for don't know. Must be larger than 0 and smaller than 100		
SNFI4	HH Interview	SNFI	% of households whose shelter solutions meet agreed technical and performance standards	Is this shelter damaged?	Select One	Read each answer choice out loud, select one.	1. No to little damage only, does not present any structural risk 2. Yes. Partially damaged - presenting some structural risk but still liveable 3. Yes. Completely damaged 98. No Response 99. Don't Know	HH
SNFI5a	HH Interview	SNFI	% of HHs by type of reported damage or defect to the shelter	[If 4, 5, 7, 8 or 9 selected for SNFI2] [If yes, partially damaged for SNFI4] Which of the following damage and defects does this shelter have?	Field List - Yes/No/Don't Know/No Response	Read each answer aloud and receive a yes or no	Damage to roof (partial collapse) Damage to roof (openings, cracks, leaks during the rain) Damage to windows and/or doors (missing, broken, unable to shut properly) Damage to floors Damage to walls	HH
SNFI5b	HH Interview	SNFI	% of HHs by type of reported damage or defect to the shelter	[If 3 or 6 selected for SNFI2] [if yes partially damaged for SNFI4] Which of the following damage and defects does this shelter have?	Field List - Yes/No/Don't Know/No Response	Read each answer aloud and receive a yes or no	Damage to Tarpaulin Damage to Frame Damage to Doors Damage to Windows Damage to Roof	HH
SNFI6	HH Interview	SNFI	% of HHs reporting at least one enclosure issue	Does the shelter have any of the following enclosure issues?	Field List - Yes/No/Don't Know/No Response	Read each answer aloud and receive a yes or no	Lack of insulation from cold Leaks during rain Limited ventilation (no air circulation unless main entrance is open) Presence of dirt or debris	HH

	SNFI7	HH Interview	SNFI	% of HHs with access to vital Household NFIs	Does the household currently have access to the following NFIs? NFI must be functional.	Field List - Yes/No/Don't Know/No Response	Read each answer aloud and receive a yes or no	Blankets Sleeping mat or mattress Mosquito net Jerry can Laundry detergent / bars Menstrual hygiene products Kitchen items (full set of pots, cutlery, plates and cups) 10L bucket or basin Aquatabs	HH
	SNFI8	HH Interview	HLP	% of households with housing, land and property issues	Does your household currently have any of the following problems related to housing, land and property?	Field List - Yes/No/Don't Know/No Response	Read each answer aloud and receive a yes or no For this question, tell the respondent "we are only interested in knowing your answer and will not share it with anyone else"	1. Disputed ownership 2. Property unlawfully occupied by others (secondary occupation) 3. Disputes about rent (including payment) between landlord and tenant 4. Lack or loss of housing land tenancy or ownership documents 5. Looting of private property 6. Threat or fear of eviction/harassment by landlord or others	HH
What are the issues related to household livelihoods and access to essential public infrastructure?	CERL1	HH Interview	Cash and ERLs	Note - Cash and ERLs	For this section, we want to better understand your household livelihoods and challenges, including expenditures and access to local services	Note			HH
	CERL2	HH Interview	Cash and ERLs	HH expenditures in the last 30 days, by amount and % per type	During the past 30 days, how much did your household spend, in local currency, on each of the following categories of items and services for domestic consumption? For each, please estimate the total amount spent by your household using all modalities (cash, credit, mobile money, etc.).	Field List - Categories provided by pilot		1. Food items 2. Rent 3. Water (from all sources combined) 4. Non-food household items for regular purchase (hygiene items, lightbulbs, etc.) 5. Utilities (electricity or gas connections, etc.) 6. Fuel (for cooking, for vehicles, etc.) 7. Transportation 8. Communications (phone airtime, Internet costs, etc.)	HH

CERL3	HH Interview	Cash and ERLs	HH expenditures in the last 6 months, by amount and % per type	During the past 6 months, how much did your household spend, in local currency, on each of the following categories of items for domestic consumption? For each, please estimate the total amount spent by your household using all modalities (cash, credit, mobile money, etc.).	Field List - Categories provided by pilot		1. Shelter maintenance or repair 2. Non-food household items for infrequent purchase (blankets, cooking pots, clothing, etc.) 3. Health-related expenditures (healthcare, medicine, etc.) 4. Education-related expenditures (school fees, supplies, uniforms, etc.) 5. Debt repayment	HH
CERL4	HH Interview	Cash and ERLs	% of household by main source of income	In the past 30 days, what were the three main sources of income for the household?	Select Multiple	Do not read options to respondent, but probe for up to 3 sources. If less than 3 sources are given by the respondent, only select those sources that were given.	1. Salaried work 2. Casual or daily labour 3. Income from own business or commerce. 4. Income from household's agricultural products 5. Government social benefits or assistance 6. Support from family and friends (including remittances) 7. Assistance from organisation(s) (including cash for work) 8. No income (cannot select with any other option)[No other options can be selected] 97. Other (please specify) 98. NR [No other options can be selected] 99. DK [No other options can be selected]	HH
CERL4a	HH Interview	Cash and ERLs	% of household by main source of income (other)	[If CERL4 answer other] If other, please specify	Text	Before writing a value for other, please make sure your answer is not covered by the existing options	Text	HH
CERL5	HH Interview	Cash and ERLs	% of household by main source of income	In Naira, how much income was generated by the household in the previous 30 days?	Select One	Read each answer aloud.	Categories provided by 2020 data/pilot	HH
CERL6	HH Interview	Cash and ERLs	% of household with no livelihood assets	Does your household own any productive livelihood assets?	Select One	These assets may include: household or agricultural productive assets, or means of transport (sewing machine, block making machine/tools, cooking utensil for commercial purposes, agricultural machinery/vehicles, cars, bicycle, milk/egg producing livestock, breeding livestock, etc.)	1. Own one or more 2. Do not own any 3. No response 4. Don't Know	HH

	CERL7	HH Interview	Cash and ERLs	<p>% of households without access to functional basic public facilities and infrastructure,</p> <p>% of household without access to debris/ waste management services,</p> <p>% of households without access to functional community safety & security initiatives</p>	Which of the following public facilities or services are functional and within a 30 minute walk of your household?	Field List - Yes/No/Don't Know/No Response	Read each answer aloud and receive a yes or no	<p>1. Nigeria registered bank</p> <p>2. Mobile money platforms</p> <p>4. Primary school</p> <p>5. Secondary school</p> <p>6. Public facility where community members can meet, such as woman's hall or community centre</p> <p>7. Functional market</p> <p>8. Debris or waste management collection service</p> <p>9. Police station</p> <p>10. Private/Community security service/initiative (apart from police and other government bodies)</p> <p>11. Local government building</p>	HH
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	CERL8	HH Interview	Cash and ERLs	% of households by main coping strategies for lack of income or resources	In the past 30 days, did your household do one of the following things to cope with lack of income / or because you were unable to meet your needs?	Field List - 1. Yes; 2. No, had no need to use this coping strategy; 3. No, have already exhausted this coping strategy and cannot use it again; 4. Not applicable / This coping strategy is not available to me	Read each answer aloud and receive a yes or no	<ol style="list-style-type: none"> 1. Sell non-productive household or assets/good (furniture, television, jewellery, non-breeding animals.) 2. Sell productive household or agricultural productive assets, or means of transport (sewing machine, Block making machine, cooking utensil for commercial purposes, agricultural machinery/vehicles, cars, bicycle, milk/egg producing livestock, breeding livestock, etc.) 3. Spend savings 4. Send household members to eat elsewhere 5. Purchase food on credit or borrow food 6. Borrow money 7. Rely on support from family/host family/external assistance 8. Withdraw children from school 9. Reduce expenditure on other services like health and education 10. Harvest immature crops (green maize) 12. Consume seed stocks that were to be saved for the next season 14. Sell land or property 15. Beg for money and/or food 16. Engage in dangerous or illegal work/activity (incl. theft, illegal substances dealing, prostitution) 17. Marriage of female household member under the age of 18 	HH
what are the issues related to the availability of firewood/fuel?	SAFE1	HH Interview	SAFE	SAFE - Note	This next section, we want to ask about the fuel your household uses for cooking, how you get fuel and what difficulties you face with fuel.	Note			HH

what are the issues related to the availability of firewood/fuel?	SAFE2	HH Interview	SAFE	% of households by most commonly used fuel type for cooking	What is the most common source of fuel used for cooking in your household?	Select One		1. Firewood 2. Charcoal 3. Kerosene 4. Animal dung 5. Agricultural waste (crop residue) 6. Gas 97. Other 98. No Response 99. Don't Know	HH
	SAFE2a	HH Interview	SAFE	% of households by most commonly used fuel type for cooking (other)	[If SAFE2 answer Other] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH
	SAFE3	HH Interview	SAFE	% of households by means of obtaining firewood/fuel for cooking	What is your primary means of obtaining your main source of fuel?	Select One		1. Purchase from local seller (NOT using cash or voucher provided by organisation) 2. Purchase from local seller using cash or voucher supplied by organisation 2. Collect directly from within the community 3. Collect directly from outside the community 4. Trade goods / items for fuel 5. Directly from organisation assistance / aid 97. Other 98. No Response 99. Don't Know	HH
	SAFE3a	HH Interview	SAFE	% of households by means of obtaining firewood/fuel for cooking (other)	[If SAFE3 answer Other] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH
	SAFE4	HH Interview	SAFE	% of households with sufficient access to firewood/fuel in the surrounding environment	Does your household have sufficient access to firewood/fuel to meet your daily energy needs?	Select One	Select one	1. Yes 2. No 98. No Response 99. Don't Know	HH

	SAFE4a	HH Interview	SAFE	% of households using coping strategies for insufficient fuel	[If no] What does your household do when there is insufficient fuel for your needs?	Field List - Yes/No/Don't Know/No Response	Read each answer option aloud to receive a yes/no response. Select only the "yes" options. For this question, tell the respondent "we are only interested in knowing your answer and will not share it with anyone else"	1. Nothing (cannot select with any other option)[No other options can be selected] 2. Reduce number of meals 3. Selling food/rations to buy fuel 4. Undercooking food 5. Use less preferred fuel source (animal dung, etc.) 6. Eating raw food 7. Cook with other families together (communal cooking) 97. Other (specify) 98. NR [No other options can be selected] 99. DK [No other options can be selected]	HH
	SAFE4b	HH Interview	SAFE	% of households using coping strategies for insufficient fuel (other)	[If SAFE4a answer Other] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH
What are the issues related to safety and security, legal documentation and movement restrictions for households?	Pro1	HH Interview	Protection	Protection Intro	This next question I will be asking about security incidents that may have happened to you or members of your household. We are only interested in knowing your answer and will not share it with anyone else. If the questions I ask make you uncomfortable, you do not need to respond.	Note			HH
	Pro2	HH Interview	Protection	% of households that have experienced movement restrictions in the past 30 days	In the past 30 days, has anyone in your household experienced any safety or security restrictions in their ability to move freely in your area?	Select one		1. Yes, due to COVID-19 restrictions 2. Yes, due to other safety and security reasons 3. No safety and security restrictions 4. Have not tried to move around 98. Don't want to say/no answer 99. Don't know	HH
	Pro3	HH Interview	Protection	% of households that have experienced movement restrictions in the past 30 days (3)	In the past 30 days, has anyone in your household experienced any safety or security restrictions in their ability to travel freely to another LGA/State?	Select one		1. Yes, due to COVID-19 restrictions 2. Yes, due to other safety and security reasons 3. No safety and security restrictions 4. Have not tried to move around 98. Don't want to say/no answer 99. Don't know	HH

Pro4a	HH Interview	Protection	% of households that have suffered incidents affecting household members in the past 3 months	Have any household members been affected by a safety or security incident in the past 3 months?	Select one		1. Yes 2. No 98. Don't want to say/no answer 99. Don't know	HH
Pro4b	HH Interview	Protection	% of households that have suffered incidents affecting household members in the past 3 months, by incident % of households with one or more member affected explosive hazards in the past 3 months	[If yes to Pro4a] What was the nature of this safety or security incident?	Select multiple	Do not read options to respondent. If multiple incidents took place, select multiple answer options. If the same category of incident took place multiple times within the 3 month period, collect the information on the most recent incident.	1. Killings 2. Physical violence 3. Sexual violence (including rape, attempted rape and harassment) 4. Adult household members missing, detained, abducted or forcefully recruited 5. Child household members missing, detained, abducted or forcefully recruited 6. Armed attacks/Attack by armed group 7. Fire outbreak 8. Flooding 9. Destruction of properties / Looting 10. Incident related to explosive hazards 97. Other (specify) 98. Don't want to say/no answer [No other options can be selected] 99. Don't know [No other options can be selected]	HH
Pro4ba	HH Interview	Protection	% of households that have suffered incidents affecting household members in the past 3 months, by incident (other)	[if Pro4b answer other] If other, please specify	Text	Before writing a value for other, please make sure your answer is not covered by the existing options	Text	HH
Pro4c	HH Interview	Protection	% of households reporting at least one member missing or abducted	[If 4 selected for Pro4b] Do you know what happened to them?	Select multiple	Do not read options to respondent. MISSING means they don't know where the person is and cannot communicate with them. DETAINED means they know where they are, but they are being held against their will.	1. Adult man taken by AOGs 2. Adult woman taken by AOGs 3. Adult man detained by police/military 4. Adult woman detained by police/military 5. Adult lost during household displacement / movement 6. Adult man missing 7. Adult woman missing 98. No response [No other options can be selected] 99. Don't know [No other options can be selected]	HH

	Pro4d	HH Interview	Protection	% of households reporting at least one child missing or abducted	[If 5 selected for Pro 4b] Do you know what happened to them?	Select multiple	<p>Do not read options to respondent.</p> <p>MISSING means they don't know where the person is and cannot communicate with them.</p> <p>DETAINED means they know where they are, but they are being held against their will.</p>	<p>1. Boy child taken by AOGs</p> <p>2. Girl child taken by AOGs</p> <p>3. Boy child taken by CJTF</p> <p>4. Girl child taken by CJTF</p> <p>5. Child trafficked out of state/country</p> <p>6. Child lost during household displacement / movement</p> <p>7. Child missing (not during household displacement)</p> <p>8. Child detained by police / military</p> <p>97. Other (specify)</p> <p>98. Don't want to say/no answer [No other options can be selected]</p> <p>99. Don't know [No other options can be selected]</p>	HH
	Pro4e	HH Interview	Protection	% of households reporting activity during which a security incident took place	[If household answers 1,2,3,4,5,6 or 10 to Pro4b] Do you know what they were doing at the time of the incident?	Select multiple	<p>Do not read options to respondent</p>	<p>At home or near home</p> <p>Travelling on frequently travelled roads (i.e. to school or market)</p> <p>At school or near school</p> <p>Working on the farms</p> <p>Collecting firewood</p> <p>Collecting water</p> <p>Collecting scrap metal</p> <p>Shepherding</p> <p>Trying to remove an explosive device</p> <p>Relocating between LGAs or camps</p> <p>None of the above</p> <p>98. No response [No other options can be selected]</p> <p>99. Don't know [No other options can be selected]</p>	HH
	Pro5a	HH Interview	Protection	% of households reporting one or several children that report experiencing signs of psychological distress	In the last 3 months, has any member of your household under the age of 18 suffered or showed signs of psychosocial distress?	Select one	<p>Read to household: This may include nightmares, lasting sadness, extreme fatigue, being often tearful, extreme anxiety violent behaviour to children, violent behaviour to general community or isolation? For young children, this may be an increase in these symptoms</p>	<p>1. Yes</p> <p>2. No</p> <p>3. Don't Know</p> <p>4. No response</p>	HH

Pro5b	HH Interview	Protection	% of households reporting one or several adults that report experiencing signs of psychological distress	In the last 3 months, has any member of your household, age of 18 or above, suffered or showed signs of psychosocial distress?	Select one	Read to household: This may include nightmares, lasting sadness, extreme fatigue, being often tearful, extreme anxiety violent behaviour to children, violent behaviour to general community or isolation?	1. Yes 2. No 3. Don't Know 4. No response	HH
Pro6a	HH Interview	Protection	% of HH with at least one HH member without an ID document	Does every person in your household have an ID document (national ID and/or passport)? This means you have it, it is valid, and it is stored in a secure place.	Select one	This can include a national ID, an electoral card, a birth certificate or an Indigene certificate	1. Yes, in our possession 2. Yes, we all have IDs but they are not in our possession 3. No, some household members are missing IDs 98. Don't want to say/no answer 99. Don't Know	HH
Pro6b	HH Interview	Protection	% of men, women, boys and girls without a valid Passport and/or valid national ID, at the time of data collection (1)	[If 2 or 3 selected for Pro6a] In the past 3 months, did this/these person experience any problems accessing basic services due to not having an ID?	Select one		1. Yes 2. No 98. Don't want to say/no response 99. Don't know	HH
Pro7a	HH Interview	Protection	% of HHs with children under 18 currently not residing in the HH	Do you have any child, son or daughter under 18 years currently not living in the household?	Select one		1. Yes 2. No 98. Don't want to say 99. Don't know	HH
Pro7b	HH Interview	Protection	% of HHs with children under 18 currently not residing in the HH	[If yes to Pro7a] How many other children under 18 years are not living in the HH?	Integer	Enter 998 if NR, 999 if DK. Cannot enter 0 or exceed 100.	Integer	HH
Pro7c	HH Interview	Protection	% of HHs with children under 18 currently not residing in the HH	[If yes to Pro7a] We would like to understand why those children are not living under your roof. I will read you a list of possibilities, please tell me if any children currently under 18 years old fall in each category:	Field List - Yes/No/Don't Know/No Response	Read each answer option aloud to receive a yes/no response. Select only the "yes" options. For this question, tell the respondent "we are only interested in knowing your answer and will not share it with anyone else"	1. Married and left the house 2. Left the house to seek employment 3. Left the house to study 4. Left the house to engage with the army or armed groups 5. Kidnapped/abducted 6. Missing (left and no news) 7. Arbitrarily detained	HH

What are the key safety and security concerns?	Pro8a	HH Interview	Protection	% of HH by type of safety or security concerns for boys reported	[If there are boys aged 0-17 years in the household] What do you think are the main safety and security concerns in this area for the boys in this household? (Note to enumerator: do not read list)	Select multiple	Do not read from the list	None Being robbed Being threatened with violence Being kidnapped Suffering from physical harassment or violence (not sexual) Suffering from verbal harassment Suffering from sexual harassment or violence Discrimination or persecution (because of ethnicity, status, etc) Being killed Being detained Being exploited (i.e. being engaged in harmful forms of labour for economic gain of the exploiter including forced sex work) Being recruited by armed groups Being forcibly married Being injured/killed by an explosive hazard Being sent abroad to find work Female Genital Mutilation (FGM) Other (please specify) Don't know Prefer not to answer	HH
	Pro8b	HH Interview	Protection	% of HH by type of safety or security concerns for boys reported (other)	[if answer other to Pro8a] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH

	Pro8c	HH Interview	Protection	% of HH by type of safety or security concerns for girls reported	[if there are girls aged between 0-17 years old in the household] What do you think are the main safety and security concerns in this area for the girls from this household? (Note to enumerator: do not read list)	Select multiple	Do not read from the list	None Being robbed Being threatened with violence Being kidnapped Suffering from physical harassment or violence (not sexual) Suffering from verbal harassment Suffering from sexual harassment or violence Discrimination or persecution (because of ethnicity, status, etc) Being killed Being detained Being exploited (i.e. being engaged in harmful forms of labour for economic gain of the exploiter including forced sex work) Being recruited by armed groups Being forcibly married Being injured/killed by an explosive hazard Being sent abroad to find work Female Genital Mutilation (FGM) Other (please specify) Don't know Prefer not to answer	HH
	Pro8d	HH Interview	Protection	% of HH by type of safety or security concerns for girls reported (other)	[if answer other to Pro8c] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH

	Pro8e	HH Interview	Protection	% of HH by type of safety or security concerns for women reported	[if there are women aged 18 and above in the household] What do you think are the main safety and security concerns for in this area for women in this household? (Note to enumerator: do not read list)	Select multiple	Do not read from the list	"None Being robbed Being threatened with violence Being kidnapped Suffering from physical harassment or violence (not sexual) Suffering from verbal harassment Suffering from sexual harassment or violence Discrimination or persecution (because of ethnicity, status, etc) Being killed Being detained Being exploited (i.e. being engaged in harmful forms of labour for economic gain of the exploiter including forced sex work) Being recruited by armed groups Being forcibly married Being injured/killed by an explosive hazard Being sent abroad to find work Female Genital Mutilation (FGM) Other (please specify) Don't know Prefer not to answer"	HH
	Pro8f	HH Interview	Protection	% of HH by type of safety or security concerns for women reported (other)	[if answer other to Pro8e] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH

	Pro8g	HH Interview	Protection	% of HH by type of safety or security concerns for men reported	[if there are men aged 18 and above in the household] What do you think are the main safety and security concerns in this area for men in this household? (Note to enumerator: do not read list)	Select multiple	Do not read from the list	None Being robbed Being threatened with violence Being kidnapped Suffering from physical harassment or violence (not sexual) Suffering from verbal harassment Suffering from sexual harassment or violence Discrimination or persecution (because of ethnicity, status, etc) Being killed Being detained Being exploited (i.e. being engaged in harmful forms of labour for economic gain of the exploiter including forced sex work) Being recruited by armed groups Being forcibly married Being injured/killed by an explosive hazard Being sent abroad to find work Female Genital Mutilation (FGM) Other (please specify) Don't know Prefer not to answer	HH
	Pro8f	HH Interview	Protection	% of HH by type of safety or security concerns for men reported (other)	[if answer other to Pro8g] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH

What are the challenges related to access to protection services	Pro9	HH Interview	Protection	% of households reporting they were unable to access protection services when they needed them	In the last 6 months, was your household able to access the following protection services when they needed them?	Field list - Yes - Household was able to access this service when needed No - Household was not able to access this service when needed Household did not need this service Don't Know No Response	Read each service out loud followed by receiving an answer Psychosocial support services are services to support mental health, particularly after safety or security incidents. Assistive products may include wheelchairs, crutches, prosthetics, hearing aids or other products that support those with disabilities Justice mechanisms may be operated by state or local authorities, traditional authorities	Female and girl safe spaces within the community Psychosocial Support Services Assistive Products for those with disability (such as wheelchairs, crutches etc) Justice mechanisms - including complaint and conflict resolution services	HH
What are the issues related to access to assistance and communication	AAP1	HH Interview	AAP and Communication	% of HHs with children under 18 currently not residing in the HH, by protection incident	This last section is on humanitarian assistance and receiving information	Note			HH

with aid providers?	AAP2	HH Interview	AAP and Communication	% of HHs by main language spoken at home	What is the main language your household speaks at home?	Select one		Nigerian Sign Language Hausa Sign Language Bura Sign Language Bachama Bura Chamba Chibok English Fulfulde Gamardu Glavda Hausa Higgi Jukun Kanakuru Kanuri Karekare Kiaku Kilba Lunguda Mafa Mandara Marghi Shuwa Arabic Waha Other None	HH
	AAP2a	HH Interview	AAP and Communication	% of HHs by main language spoken at home (other)	[If AAP2 answer other] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options		HH

	AAP3	HH Interview	AAP and Communication	Preferred language for receiving written information. % of households per language	Which language does your household prefer to receive written information in?	Select one		Bachama Bura Chamba Chibok English Fulfulde Gamardu Glavda Hausa Higgi Jukun Kanakuru Kanuri Karekare Kiaku Kilba Lunguda Mafa Mandara Marghi Shuwa Arabic Waha Other None	HH
	AAP3a	HH Interview	AAP and Communication	Preferred language for receiving written information. % of households per language (other)	[If AAP3 answer other] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH

	AAP4	HH Interview	AAP and Communication	Preferred language for receiving spoken information. % of households per language	Which language does your household prefer to receive spoken information in?	Select one		Nigerian Sign Language Hausa Sign Language Bura Sign Language Bachama Bura Chamba Chibok English Fulfulde Gamardu Glavda Hausa Higgi Jukun Kanakuru Kanuri Karekare Kiaku Kilba Lunguda Mafa Mandara Marghi Shuwa Arabic Waha Other None	HH
	AAP4a	HH Interview	AAP and Communication	Preferred language for receiving spoken information. % of households per language (other)	If AAP4 answer other - please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH

	AAP5	HH Interview	AAP and Communication	Information types needed, % households per information type	What type of information would your household most like to receive? Please specify your top 3 priorities.	Select top 3		None (cannot be selected with others) News on what is happening here Finding missing people The security situation here Explosive hazards in the area How to register for aid How to get water How to get food How to get shelter/accommodation/shelter materials Information about nutrition How to get cooking fuel/firewood How to get healthcare/medical attention How to get help after attack or harassment How to stay safe to prevent attack/harassment How to replace personal documentation (e.g. birth certificate, ID) How to get access to education Info about possible return to place of origin Info about relocation How to complain about the aid you are receiving How to complain about bad behaviour of aid workers Legal rights to housing, land and property Other (specify)	HH
	AAP5a	HH Interview	AAP and Communication	Information types needed, % households per information type (other)	[If other to AAP5a] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH
	AAP6	HH Interview	AAP and Communication	Preferred source of information to receive, % households per source	What source does your household trust the most for this information?	Select multiple		Government representative or other authorities Community leader Religious leader Neighbour or friend National aid agency International aid agency Other (specify) Don't know	HH

AAP7	HH Interview	AAP and Communication	Preferred means (channels) of receiving information, % households per means (channel)	What is your household's preferred means (channel) of receiving this information?	Select multiple		Phone call SMS Facebook WhatsApp Face to face TV Radio Newspapers, magazines Billboards, posters Leaflets Loudspeakers Other (specify)	HH
AAP8a	HH Interview	AAP and Communication	% of respondents by fluency of Hausa language	How well do you speak Hausa?	Select one		1. Very well 2. Well 3. Very little 4. Not at all	HH
AAP8b	HH Interview	AAP and Communication	% of respondents by fluency of Hausa language	How well do you read Hausa?	Select one		1. Very well 2. Well 3. Very little 4. Not at all	HH
AAP9a	HH Interview	AAP and Communication	% of HHs claiming essential assistance was denied from them on discriminatory or arbitrary basis	During the last 3 months, did your household experience issues accessing basic services that you needed? Services may include civil documentation, education, food, non-food items, cash or vouchers being distributed.	Select one		1. Yes 2. No 98. NR 99. DK	HH
AAP9b	HH Interview	AAP and Communication	% of HHs claiming essential assistance was denied from them on discriminatory or arbitrary basis	[If AAP9a answered yes] What was the key issue preventing access to this service?	Select one	Read options aloud, select all that apply	1. Service was not offered to your community/household 2. Unfair treatment by the authorities 3. Unfair treatment by members of the community (including community leaders) 4. Unfair treatment by aid worker or service provider 5. Other 6. No Response 7. Don't Know	HH

AAP10a	HH Interview	AAP and Communication	% of households who received aid in the past 3 months	Has your household received aid from an organisation in the past 3 months?	Select one		1. Yes 2. No 98. NR 99. DK	HH
AAP10b	HH Interview	AAP and Communication	[Of those who received aid] % of households who were satisfied with the aid they received	[If AAP10a answered yes] Was your household satisfied with the aid you received?	Select one		1. Yes 2. No 98. NR 99. DK	HH
AAP10c	HH Interview	AAP and Communication	[Of those who received aid and were dissatisfied with aid received] Most commonly reported reasons for dissatisfaction with the aid received	[If AAP10b selected no] Why were you not satisfied with the aid received?	Select Multiple	Do not read options to respondent, but probe if necessary.	1. Quality was not good enough 2. Quantity was not good enough 3. Did not receive the aid on time / Delays in delivery of aid 4. Type of assistance provided was not suitable for my need 5. Conduct of aid workers was inappropriate or abusive 97. Other (specify) 98. NR [No other options can be selected] 99. DK [No other options can be selected]	HH
AAP10ca	HH Interview	AAP and Communication	[Of those who received aid and were dissatisfied with aid received] Most commonly reported reasons for dissatisfaction with the aid received [other]	[If AAP10ca Other] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH
AAP10d	HH Interview	AAP and Communication	Households' preferred means (channel) for providing feedback, % households by means	[If yes for AAP10a] How would your household prefer to give feedback to aid agencies about the aid you are receiving	select multiple		Face to face with aid worker Face to face with member of the community or religious leader Complaints and suggestions box Phone call SMS WhatsApp Facebook Facebook Messenger Other (specify) Do not want to provide feedback	HH

AAP10da	HH Interview	AAP and Communication	Households' preferred means (channel) for providing feedback, % households by means [other]	[If AAP10d is other] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH
AAP10e	HH Interview	AAP and Communication	Households' preferred means (channel) for providing feedback, % households by means	[If yes for AAP10a] How would your household prefer to give feedback to aid agencies about any bad behaviour/misconduct of aid workers	select multiple		Face to face with aid worker Face to face with member of the community or religious leader Complaints and suggestions box Phone call SMS WhatsApp Facebook Facebook Messenger Other (specify) Do not want to provide feedback	HH
AAP10ea	HH Interview	AAP and Communication	Households' preferred means (channel) for providing feedback, % households by means (other)	[If other for AAP10e] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH
AAP11	HH Interview	AAP and Communication	Most commonly reported modalities of assistance that HHs would prefer to receive in the future	If your household were to receive humanitarian assistance in the future, what type of assistance would you prefer to receive?	Select multiple (up to 3)	Select up to 3	1. Do not want to receive humanitarian assistance 2. In-kind (food) 3. In-kind (NFIs) 4. In-Kind WASH NFIs (Soap, Feminine Hygiene products etc) 5. In-kind Shelter materials 6. Physical cash 7. Cash via prepaid cards 8. Cash via mobile money 9. Vouchers 10. Services (e.g. healthcare, education, etc.) 11. Other (please specify) 12. Don't know 13. Prefer not to answer	HH

	AAP12	HH Interview	AAP and Communication	% of households by self reported priority need	What are the top three priority needs of your household?	Select multiple (up to 3)	Do not read options to respondent.	1. No needs 2. Food 3. Water 4. Latrines 5. Health 6. Reunification with family 7. Psychosocial support services 8. Legal documentation 9. Education / schools 10. Livelihoods / income / cash 11. Shelter support 12. Non-food items (blankets, jerry cans, buckets, etc.) 97. Other 98. NR 90. DK	HH
	AAP11a	HH Interview	AAP and Communication	% of households by self reported priority need [other]	[If AAP11a is other] If other, please specify	Text	Before writing a value for other, please double check make sure your answer is not covered by the existing options	Text	HH
	Outro1		Outro		You have come to the end of the assessment. Please kindly thank the respondent for his/her valuable time and contribution	Note			HH

8. Monitoring & Evaluation Plan

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
Humanitarian stakeholders are accessing IMPACT products	Number of humanitarian organisations accessing IMPACT services/products Number of individuals accessing IMPACT services/products	# of downloads of x product from Resource Center	Country request to HQ	User_log	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		<input type="checkbox"/> Yes
		# of page clicks on x product from REACH global newsletter	Country request to HQ		<input type="checkbox"/> Yes
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		x Yes
		# of visits to dashboard	Country request to HQ		x 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	HNO/HRP for Nigeria 2021 Donor strategy documents Sector strategy documents Any other relevant strategic document Any other relevant assessment or research study
		# 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	Usage survey to be conducted at the end of the year for the whole
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			
		Perceived quality of outputs/programs			

	Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Recommendations to strengthen IMPACT programs			<i>Nigeria mission; no need for a usage survey specific to the MSNA 2021</i>
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	x Yes
		# of organisations/clusters inputting in research design and joint analysis			x Yes
		# of organisations/clusters attending briefings on findings;			x Yes

ANNEX 1

MSNA 2021 Partner Training Agenda

15th – 18th June 2021

Amada International Hotel, Maiduguri, Borno | Civil Society Network Group Office, Yola, Adamawa
OCHA Office Damaturu, Yobe

Day 1		
S/N	Activity	Time
1	Arrival of participants	8:30am
2	Basic introduction	9:00am-10:00am
3	Tea break	10am -10:30am
4	Code of conduction	10:30am-12pm
5	Covid-19 procedures	12:00pm-1:00pm
6	Lunch	1:00pm-2:00pm
7	MSNA communications skills	2:00pm-2:30pm
8	Security in the field	2:30pm-3:30pm
9	Feedback session	3:30pm-4:00pm
Day 2		
S/N	Activity	Time
1	Arrival of participants	8:30am
2	Recap	9:00am-9:30am
3	Mine awareness I	9:30am-10:00am
4	Tea break	10:00am-10:30am
5	Mine awareness II	10:30am-11:00am
6	Team management	11:00am-11:30am
7	Protection principle	11:30am-12:00pm
8	Partner assisted ethics	12:00pm-1:00pm
9	Lunch	1:00pm-2:00pm
10	Maps.me	2:00pm-3:30pm

11 General consent 3:30pm-4:00pm

Day 3

S/N	Activity	Time
1	Arrival of participants	8:30am
2	Recap	9:00am-9:30am
3	Household survey	9:30am-10:00am
4	Tea Break	10:00am-10:30am
5	Introduction to Kobo	10:30am-11:00am
6	Tool review I	11:00am-1:00pm
7	Lunch	1:00pm- 2:00pm
8	Tool review II	2:00pm-3:30pm
9	Feedback session	3:30pm-4:00pm

Day 4

S/N	Activity	Time
1	Arrival of participants	8:30am
2	Recap	9:00am-9:30am
3	Tool review III	9:30am-10:00am
4	Tea break	10:00am-10:30am
5	Tool review IV	10:30am-12:00pm
6	Field Data collection	12:00pm-1:00pm
7	Lunch	1:00pm-2:00pm
8	Feedback session and pilot	2:00pm-4:00pm

ANNEX 2 MSNA 2021 Data Cleaning SOP

During data collection: overview of responsibilities for data cleaning and follow up

Table 1. Overview of responsibilities (data cleaning and follow up)

Staff	Responsibility
Enumerators	<p>Conduct snowball sampling (where relevant), data collection and follow up, on a daily basis.</p> <p>Flag any issues to their team lead</p>
Team leads	<p>Supervise their team</p> <p>Ensure daily briefs and debriefs on a daily basis, following Field Assistant instructions</p> <p>Ensure all forms are submitted at the end of the day</p> <p>Support the Field Assistant with follow up</p> <p>Flag any issues to the Field Assistant</p>
Field Assistants (FA)	<p>Supervise team leads</p> <p>Ensure the smooth running of data collection and follow up activities with team leads</p> <p>Where applicable, provide feedback for individual enumerators when patterns emerge</p> <p>Update and retrain partners on cleaning as necessary</p> <p>Flag any issues to their Field Manager and Assessment Officer</p>
Field supervisors (Field Manager, Field Officers)	<p>Supervise Field Assistants</p> <p>Track data collection progress, daily, across partners and REACH enumerators</p> <p>Compile results of snowball sampling and distribute contact numbers among teams</p> <p>Coordinate with the Database Officer regarding data collection progress using the Data Collection Tracking Dashboard</p> <p>Liaise with the Assessment Officer to coordinate follow up with enumerators and partners</p>
Assessment Officers (AO)	<p>Clean data on a daily basis</p>

Provide follow up questions to Field Assistants and coordinate with them to ensure follow up questions are addressed in a timely manner for both partners and REACH enumerators

Support with the tracking of data collection progress

Database Officer (DO) Download raw data at the end of each day

Anonymise the data and conduct preliminary R cleaning

Share anonymised data and preliminary follow up with the relevant Assessment Officers

Collect follow up from Assessment Officer

Tracking of data collection progress overall, in coordination with Field supervisors and AOs

GIS Officer (GISO) Review spatial verification flags from R script to identify points for resampling and overall accuracy

Table 2. Overview of weekly data cleaning activities

		Mon	Tue	Wed	Thu	Fri
Enumerators	Morning	-	Snowball sampling, data collection and follow up			
	Afternoon	-	Submit all forms to the server before the end of the day			
Team Leads (TL)	Morning	-	Brief team on daily targets and discuss issues with data quality as flagged by Field Assistants			
	Afternoon	-	Supervise teams			
		-	Ensure follow up is done and communicated back to the field assistant			
		-	Ensure all forms are submitted to the server by the end of the day			
Field Assistants (FA)	Morning	-	Provide team leads with daily sample / targets / locations			
	Afternoon	-	Communicate any follow up needed to team leads, based on Assessment Officer feedback			

- Compile follow up responses and send back to relevant Assessment Officer



Field Manager and Field Officers	Morning	- Provide target samples to teams, with the support of field assistants
	Afternoon	<ul style="list-style-type: none"> - Check data collection progress, after all forms have been uploaded using dashboard - Inform Database Officer and Assessment Officers of progress - Prepare target samples for the following day, including location and snowball sample allocation - Supporting partners with data cleaning processes



Assessment Officers (AO)	Morning	<ul style="list-style-type: none"> - Full data cleaning of previous day's data - Provide cleaning log with new follow up questions to Field supervisors for dissemination
	Afternoon	<ul style="list-style-type: none"> - Work on follow up responses received from previous days - Update tracking status of surveys to ensure dashboard reflects reality



Database Officer (DO)	Morning	<ul style="list-style-type: none"> - Full data cleaning of previous day's data - Provide cleaning log with new follow up questions to Field supervisors
	Afternoon	<ul style="list-style-type: none"> - Download raw data and anonymise - Preliminary data cleaning (R script), share with AOs as relevant - Keep track of overall data collection progress, in coordination with Field managers and AOs
GIS Officer (GISO)	Morning	NA
	Afternoon	- Spatial verification of the day's submissions (location, gps coordinates), when needed, as part of preliminary data cleaning

During data collection: process outline

At the end of every day of data collection, enumerators will upload survey data to the KoBo server (by 5:30 p.m.). Team Leads, with the oversight of Field Assistants, will ensure that this is done on a daily basis. Field assistants will also support partners in this process.

After data is uploaded, the Field supervisors (FS) and Database Officer will download the raw data from the KoBo server. Only the Database Officer is authorised to download raw data from all three Kobo forms, while each FS will be able to access their respective form for snowball sampling and data collection tracking purposes.

Preliminary checks of the day's data:

The Database Officer will

- a. Download the 3 raw datasets
- b. Filter the data to include only submissions from that day;
- c. Filter out “snowball sampling only” submissions;
- d. Check for and remove duplicates in the day’s raw data to **ensure that all observations are unique**;
- e. **Raw Dataset for Spatial Verification:** the GISO will conduct spatial verification checks, where relevant, flagging entries deemed suspicious. Data columns to be included to the **Spatial Verification checks** files are the following:
 - i. *today*
 - ii. *_uuid*
 - iii. *location_id_face*
 - iv. *state*
 - v. *lga*
 - vi. *ward*
 - vii. *gps*
 - viii. *gps_latitude*
 - ix. *gps_longitude*
 - x. *gps_altitude*
 - xi. *gps_precision*
- f. **Anonymised Raw Dataset:** The DO will generate a copy of the raw data with identifying information completely removed, and save it to the relevant folder on the Dropbox. Data columns to be removed are the following:
 - i. *Name of head of household*
 - ii. *Name of household member*
 - iii. *GPS longitude*
 - iv. *GPS latitude*

- v. *UUID Name (a variable created to anonymise household members)*
- g. **R script:** the DO will run the R script on the **Anonymised raw data**. (R-script Checks explained in detail in ANNEX I). Outputs of the R script are as follows:
 - i. **Issues Log:** A log in xlsx format listing each specific case where checks have found a discrepancy in the data. Each specific case will include a comment to the Field Officer on how to address the issue.
- h. The DO will merge the **Spatial verification log** and **Issues Log** into a standardised, xlsx format, **Cleaning Log**;
- i. The DO will send the **anonymised raw dataset** and the **Cleaning Log, disaggregated by state**, to the relevant AO.

Completing data checks of previous day's data

The following day, **Assessment Officers** will conduct the following processes on their assigned dataset:

- a. **Data Checks (R Tool):** Using the macro-enabled excel cleaning tool, check for and investigate any discrepancies in the dataset. Main Checks to be conducted are as follows:
 - **Enumerator checks:** Instances where similar response paths for one enumerator are identified should be flagged to the relevant Flat Assistant for immediate follow-up (Does a specific enumerator(s) always tend to select the fastest possible responses?);
 - **Enumerator checks:** Multiple records filled by the same enumerator showing the same responses to a particular question/ series of questions; should be flagged to the relevant Flat Assistant for immediate follow-up;
 - **Contradiction Checks:** Instances in the dataset where reported answers appear to contradict other reported answers. To address these issues, discuss with enumerators to make sure it is understood how to ask these questions and how to collect responses.
 - **More than Three Responses Checks:** Instances in the dataset where enumerators are found to be reporting more than three responses for select multiple choices significantly more than other enumerators (a pattern is noticed). To address these issues, discuss with enumerators to make sure it is understood how to ask these questions and how to collect responses.
 - **Do not know / No answer Checks:** Instances in the dataset where enumerators are found to be commonly reporting *Do not know / No answer* for select multiple choices significantly more than other enumerators (a pattern is noticed). To address these issues, discuss with enumerators to make sure it is understood how to ask these questions and how to collect responses.
 - **Other Response Checks:** Instances in the data where enumerators selected *Other option* and entered a text response to explain an option. To address these issues, review and translate the text response and add to the data frame. If the text translation is unclear the enumerator will be contacted for clarification.
 - **Any other Checks:** All other potential issues in the dataset based on the situational knowledge and experience of the Field Officer to be addressed as necessary and recorded in the cleaning log.
- b. Compile all needed checks into the **Cleaning Log (xlsx document)**;
- c. **Submit the Cleaning Log** to the relevant Field Officer for follow up;
- d. **Ensure, in coordination with the Field Officer, that follow up for data collected on day n is completed by day $n+7$ at the very latest;** data collection should be organised in a way that data collection and follow up are both occurring on a daily basis and carried out equally rigorously.

Final cleaning (day *n* dataset)

- AOs will, based on follow up received from the field, update the **Cleaning Log** and clean the dataset as necessary using the macro-enabled excel cleaning tool.
- They will send **Anonymised Datasets (3)**, **Cleaned Datasets (3)** and **Cleaning Logs (3)** to the Senior Assessment Officer for review.
- They will update a live **Data Deletion Log**, where they will log all records that are deleted and the reason for deletion.

Tracking of data collection progress:

DOs will conduct a daily tracking of snowball sampling and of data collection by checking the day's raw data, coding it with its current cleaning value and adding it to the dashboard input file. The DO will then run the dashboard and circulate the htmls.

Based on the dashboard they will identify:

- a. number of surveys conducted that day per LGA and per population group;
- b. phone numbers that were contacted successfully and phone numbers that need to be contacted at a later time (due to no responses or to the respondent asking to reschedule the call).
- c. among phone numbers that were contacted successfully, select 10% randomly for FAs to conduct back checks.
- d. for 'Assisted remote' surveys, they'll provide the **number of surveys conducted in each location** to Field Assistants, who will **cross-check this information the partner GPS identification sheets created by the R script**.
- f. provide feedback to partners on which locations were successfully included in the sample and which need feedback or not be resampled.

They will use this information to plan data collection and back checks for the following day, and flag any issues to the DO.

The **data collection dashboard** will be accompanied by a live **Data Deletion Log**, where AOs and DO will log all records that are deleted during the data cleaning process and the reasons for deletion. Field Supervisors will be immediately notified of any record deletions and its impact on data collection progress.

After data collection

The above processes will be repeated for every day of data collection. Once data collection is completed, the relevant final checks will be conducted in accordance with **IMPACT Data Cleaning Guidelines**. Risk indicators will be removed, as per the data management plan. All changes from issues logs will be automatically implemented using an R script, including all records removed from the final dataset as necessary. Data and the accompanying documentation will be submitted to the Country Coordinator for review, prior to sending to HQ.

R-script Checks

Data Cleaning Checklist		
If,	Then	Explanations for field officers and partner enumerators
consent_face_to_face = no	Delete	consent not granted
consent_phone = no	Delete	consent not granted
consent_assisted = no	Delete	consent not granted
consent_sampling = no	Delete	consent not granted
already_participate_msna = yes	Delete	Repeated survey
age_respondent = .>=18 and .<100	Delete	Respondent outside of age range
respondent_info_no = no	Delete	No one able to answer survey
Survey duration is negative	Flag	Not valid - explanation needed or survey will be deleted
Survey duration is 20 minutes and HH size > 5 members	Flag	Survey was too short - Enumerator needs to be instructed to slow down. Review of survey conducted to check for shortest path.
Survey duration is > 3hrs	Flag	Survey was too long – Enumerator asked to provide explanation
All records have unique IDs or UUIDs	Flag	Survey is a duplicate and should be deleted
Interview date is not older than a week. Submission date in not older than 3 days	Flag	All surveys should be submitted as soon as possible. Please note why this survey was noted submitted punctually.
lga_face/lga_partner does not match lga_001_face/lga_001_partner	Flag	The household was not within their LGA of residence, meaning this has affected the sampling frame. This survey likely needs to be deleted unless further details can be provided.
num_hh > number of names in name_member	Flag	Current HH member number shouldn't exceed total HH member number.
gender_respondent and/or age_respondent doesn't match in the roster	Flag	Respondent is missing from roster. Please indicate if the respondent age was a typo.
A birth was reported in the past year but no child <=1 year is reported in the HH roster	Flag	A new born from last year should normally be reported as a child this year unless death or other events occur
A child <= 1 year is reported, but no birth in the past year is reported	Flag	A less than one-year old child reported this year should correspond pregnancy and birth from last year in most cases
any_form_food = no or breastmilk_day_night whilst sleep_hungry = no and/or day_night_without_eating = no	Flag	If the child didn't receive any type of food, it won't be right to report no one in hh slept hungry and or spend whole day without eating
hh_sufficient_access_firewood = no whilst all coping_strategies_for_insufficient_fuel = no	Flag	If hh doesn't have sufficient access to firewood, they will develop at least one of the coping strategies for insufficient fuel under most circumstances
income = 0 and main source of income reported != "none"	Flag	Household reported 0 income but reported key sources of income. Please check amount of income was correct.
income < 3000 and no coping strategies are reported	Flag	This household is likely to adopt coping strategies with a low income. Please ask the enumerator to review their answers.
shelter = makeshift or no shelter and no enclosure issues are reported	Flag	No shelter/A makeshift shelter will have enclosure issues.
(main source of income != agriculture AND expenditures_food_items = 0) AND (no_food = no and/or sleep_hungry = no and/or day_night_without_eating = no)	Flag	If the hh doesn't spend on food nor grow their own food, it is likely they will measure a response on the household hunger scale.

(main source of income \neq agriculture AND expenditures_food_items = 0) AND haven't received assistance in last 3 months	Flag	hh should have at least one source of food (farming, purchasing, receiving aid) in order to survive. How did the household get food for this month?
ANY shelter_damage_defect = Yes AND enclosure_issue all = no	Flag	If shelter damage exists, enclosure issues should be reported accordingly
ANY shelter_damage = Yes AND enclosure_issue all = no	Flag	If shelter damage exists, enclosure issues should be reported accordingly
shelter_standards = completely damaged AND enclosure_issue all = no	Flag	If shelter damage exists, enclosure issues should be reported accordingly
Muac_screened = no AND supplementay_feeding = yes	Flag	Supplementary feeding programmes requires child to be screened using a Middle Upper Arm Circumference (MUAC)
If (barriers to healthcare = Could not afford cost of consultation, Could not afford, Could not afford transportation to health facility OR cost of treatment) and income_generated > 25,000k	Flag	if income generated is more than 25,000k, hh should be able to afford healthcare expenditure
barriers to healthcare = health facility is too far away AND time_access_health_care = 0-14 mins selected	Flag	if healthcare could be accessed within 15min, it shouldn't be considered as far away.
expenditures_water = 0 and main source is Bottled water, water sachets or Water sellers/Kiosks	Flag	If household's key source of water is bottled water, we expect for them to have spent money on this item.
Main household language is sign language/Hausa Sign Language and no one in the household has a disability	Flag	Please check whether selection of Hausa Sign Language was correct or if person with disability was missed.
if num_hh > num_hh_shelter = flag	Flag	The number of people in the household is fewer than the number of people in the shelter. Either the enumerator has forgotten to include those in the household (including the respondent) or the household lives across multiple shelters. If it's the second, please specify in the notes