

# Humanitarian Coordinated Assessment Working Group

## Research Terms of Reference

### Whole of Afghanistan: Multi Sector Needs Assessment 2020

#### AFG2005

#### Afghanistan

June 2020

Version 1

**REACH** Informing  
more effective  
humanitarian action

## 1. Executive Summary

<b>Country of intervention</b>	Afghanistan					
<b>Type of Emergency</b>	x	Natural disaster	x	Conflict		
<b>Type of Crisis</b>	x	Sudden onset	x	Slow onset	x	Protracted
<b>Mandating Body/ Agency</b>	Inter-Cluster Coordination Team (ICCT)					
<b>Project Code</b>	02iALE, 02iAKC					
<b>Overall Research Timeframe</b> (from research design to final outputs / M&E)	30/05/2020 to 11/02/2021					
<b>Research Timeframe</b>	1. Start collecting data: 04/08/2020			5. Preliminary presentation: 15/09/2020		
	2. Data collected: 05/09/2020			6. Outputs sent for validation: Preliminary to meet the Humanitarian Programme Cycle (HPC) milestones <sup>1</sup> : 20/09/2020 Final (if different from above) <sup>2</sup> : 31/01/2020		
	3. Data analysed: Preliminary (to meet HPC milestones): 10/09/2020 Final (if different from above): 23/09/2020			7. Outputs published: Preliminary (to meet HPC milestones): 27/09/2020 Final (if different from above): 28/02/2020		
	4. Data sent for validation: Preliminary (to meet HPC milestones): 12/09/2020 Final (if different from above): 17/09/2020			8. Final presentation: On a rolling basis between December 2020 - February 2021		

<sup>1</sup> HPC outputs include a cleaned dataset and two-page factsheets with preliminary analysis for each sector. This is for internal cluster use.

<sup>2</sup> Final outputs include the WoAA 2020 Final Report and a WoAA 2020 Booklet w/ provincial factsheets.

<b>Number of assessments</b>	<input checked="" type="checkbox"/>	Single assessment (one cycle) <sup>3</sup>	
	<input type="checkbox"/>	Multi assessment (more than one cycle)	
<b>Humanitarian milestones</b> <i>Specify <b>what</b> will the assessment inform and <b>when</b></i> <i>e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;</i>	<b>Milestone</b>		<b>Deadline</b>
	<input checked="" type="checkbox"/>	HNO Sectoral Analysis Support	15/09/2020 – Preliminary findings presentation to ICCT 19/09/2020 – cleaned dataset and 2-page sectoral findings overviews (for bi-lateral purposes only; not for public dissemination)
	<input checked="" type="checkbox"/>	HNO Joint Analysis Workshop(s)	27/09/2020 – cleaned dataset & severity scales & preliminary analysis
	<input checked="" type="checkbox"/>	Inter-cluster plan/strategy [HNO and Humanitarian Response Plan (HRP) 2021]	19/09/2020 – cleaned dataset & inter-sectoral 2 pagers
	<input type="checkbox"/>	Donor plan/strategy	--/--/----
	<input checked="" type="checkbox"/>	Cluster plan/strategy	19/09/2020 – cleaned dataset & inter-sectoral two-pagers
	<input type="checkbox"/>	NGO platform plan/strategy	--/--/----
	<input type="checkbox"/>	Other (Specify):	--/--/----
<b>Audience Type &amp; Dissemination</b> <i>Specify <b>who</b> will the assessment inform and <b>how</b> you will disseminate to inform the audience</i>	<b>Audience type</b>		<b>Dissemination</b>
	<input checked="" type="checkbox"/> Strategic <input checked="" type="checkbox"/> Programmatic <input type="checkbox"/> Operational <input type="checkbox"/> [Other, Specify]		<input checked="" type="checkbox"/> General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) <input checked="" type="checkbox"/> Cluster Mailing (EiE, ES-NFI, FSAC, Health, Nutrition, Protection, WASH) <sup>4</sup> and presentation of findings at next cluster meeting <input checked="" type="checkbox"/> Presentation of findings (e.g. at ICCT meeting; HCT meeting; Cluster meetings) <input checked="" type="checkbox"/> HNO Validation workshop (with OCHA, HCAWG and other participants) <input checked="" type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre) <input type="checkbox"/> [Other, Specify]
<b>General Objective</b>	Inform multi-cluster humanitarian programming for the Afghanistan response by identifying multi- and inter-sectoral needs and how they relate across different geographic locations and population groups outlined in the Humanitarian Needs Overview (HNO). Findings from the assessment will then inform the 2021 HNO and support the updating of the 2018-2021 Humanitarian Response Plan (HRP) for 2021. WoAAs 2018 – 2023 ultimately aims to capture tenacious trends of inter-sectoral/sectoral interest within vulnerable populations.		

<sup>3</sup> The WoAA is a single assessment conducted annually which aims to capture perennial trends that can support longitudinal analysis of vulnerable populations. Updated Methodology Notes will be produced each year should the methodology and focus of subsequent rounds differ considerably from what is outlined in this TOR.

<sup>4</sup> Education in Emergencies (EiE), Emergency Shelter and NFI (ESNFI), Food Security (FSAC), Health, Nutrition, Protection, and Water, Sanitation, and Hygiene (WASH).

<b>Specific Objective(s)</b>	<ol style="list-style-type: none"> <li>1. Provide a comprehensive, evidence-based understanding of multi-sectoral and sectoral needs<sup>5</sup> among vulnerable populations in Afghanistan, including: <ul style="list-style-type: none"> <li>• Recently displaced Internally Displaced Persons (IDPs), residing outside Hard to Reach (H2R) districts who are displaced within six months,<sup>6</sup></li> <li>• Non-recently<sup>7</sup> displaced Internally Displaced Persons (IDPs), residing outside H2R districts (displaced for six months or longer),</li> <li>• Cross-border returnees (both registered and undocumented), residing outside H2R districts,</li> <li>• Non-displaced, highly vulnerable populations<sup>8</sup></li> <li>• Refugees, residing outside H2R districts.</li> <li>• In addition to the above, cross-cutting at national level between all vulnerable groups will be comparisons between male and female headed households and particular analysis of disabled, and elderly headed households<sup>9</sup>.</li> </ul> </li> <li>2. Provide a comprehensive evidence base of multi-sectoral needs among different geographical locations in Afghanistan, including: <ul style="list-style-type: none"> <li>• Comparison between non-displaced vulnerable populations (i.e. populations in IPC 3 and IPC 4 areas/FEWS Net 3 and 4 areas) and displaced populations at the national level.</li> <li>• Comparison between recent IDPs, non-recent IDPs, cross-border returnees all population groups at province level.</li> <li>• Comparison between Hard to Reach areas as a whole population group and accessible areas at the national level, to the extent possible given the different methodologies and units of analyses,</li> </ul> </li> <li>3. Develop a severity index of sectoral needs and composite index of inter-sectoral need through which to identify priority areas and population groups with sectoral as well as inter-sectoral, overlapping needs and support annual People in Need (PiN) calculations</li> <li>4. Better understand the reasons these needs inter-relate and aggravate one another and affect different geographic areas and population groups differently.</li> </ol>
<b>Research Questions</b>	<ol style="list-style-type: none"> <li>1. What are the sectoral humanitarian needs of crisis-affected populations, regarding: <ul style="list-style-type: none"> <li>• Pre-existing vulnerabilities, crisis impact, living standards, coping mechanisms, and well-being?</li> <li>• Across Education in Emergencies (EiE), Emergency Shelter and Non-Food items (ESNFI), Food Security, Health, Nutrition, Protection, and Water, Sanitation and Hygiene (WASH) sectors?</li> </ul> </li> <li>2. How do multi- and inter-sectoral humanitarian needs vary between different crisis-affected population groups and different geographical areas?<sup>10</sup></li> <li>3. What are the priority areas and population groups in need based on sectoral and inter-sectoral severity of need indices?</li> </ol>

<sup>5</sup> Relevant sectors include: Education in Emergencies (EiE), Emergency Shelter and NFI (ESNFI), Food Security (FSAC), Health, Nutrition, Protection, and Water, Sanitation, and Hygiene (WASH).

<sup>6</sup> Recently displaced IDPs have been displaced in the six months prior to the assessment.

<sup>7</sup> Non-recently displaced IDPs have been displaced more than six months prior to the assessment, during analysis, this group may be further disaggregated into 'prolonged' (between 6 months and 2 years) and 'protracted (more than 2 years) IDPs pending ICCT and working groups' needs.

<sup>8</sup> In consultation with the ICCT, REACH determined that highly vulnerable, non-displaced populations will be defined as populations living in [Integrated Phase Calculation](#) (IPC) [3 and 4 areas](#) and [the Famine Early Warning Systems Network](#) (FEWS Net) [3 and 4 areas](#).

<sup>9</sup> Male and female headed households will not be built into the sampling strategy as no agreed population proportions currently exist. However, it is assumed that the sample size will be aptly large to allow comparison between gendered groups at the national level.

<sup>10</sup> Where possible, comparative analysis will be conducted at the province level (including IPC/FEWS Net 3 and IPC/FEWS Net 4 areas, cross border returnees, refugees, and COVID 19 hotspots), and across population groups at the regional level.

	4. How have the natural disasters, conflict, and COVID 19 in 2020 affected the displaced and vulnerable populations surveyed across Afghanistan? 5. What forms of communication and aid provision are reaching the vulnerable groups and displaced populations surveyed? How can communication with these groups and provision of aid to these groups by the humanitarian community be improved?			
<b>Geographic Coverage</b>	Nationwide – Covering all provinces, inclusive of all accessible areas in the household-level survey			
<b>Secondary data sources</b>	<a href="#">Natural Disaster Incidents, 2018, 2019, 2020 OCHA</a> <a href="#">OCHA Afghanistan COVID-19 Country Dashboard</a> <a href="#">Afghan Ministry of Public Health COVID-19 Dashboard</a> <a href="#">OCHA Afghanistan Access Impediment Reports</a> <a href="#">Multisectoral COVID 19 Plan for Afghanistan</a> <a href="#">Revised Humanitarian Response Plan for Afghanistan 2018 - 2021</a> <a href="#">INSO Conflict Database</a> <a href="#">WorldPop population estimates</a> <a href="#">IOM Displacement Tracking Matrix (DTM) Settlement Population estimates</a> <a href="#">REACH Informal Settlements Database (ISETs)</a> <a href="#">REACH 2018 and 2019 Whole of Afghanistan Assessment (WoAA)</a> <a href="#">REACH 2020 Joint Market Monitoring Initiative (JMMI) for Afghanistan</a> <a href="#">HAG Hard to Reach districts database</a> <a href="#">FEWS Net June – September 2020</a> <a href="#">IPC Dataset 2020</a>			
<b>Population Groups</b> <i>Select all that apply</i>	x	Refugees in host communities residing outside of H2R districts	x	Refugees in informal sites residing outside of H2R districts
	x	Returnees in host communities residing outside of H2R districts	x	Returnees in informal sites residing outside of H2R districts
	x	Non-displaced households in vulnerable areas		
	x	IDPs (both recent and non-recent) in host communities residing outside of H2R districts	x	IDPs (both recent and non-recent) informal sites residing outside of H2R districts
<b>Stratification</b> <i>Select type(s) and enter number of strata</i>	x	Geographical #: 34 <sup>11</sup> Population size per strata is known? x Yes <input type="checkbox"/> No	x	Population Group #: 6/7 Population size per strata is known? x Yes <input type="checkbox"/> No
<b>Data collection tool(s)</b>	x	Structured (Quantitative)		
	<b>Sampling method</b>		<b>Data collection method</b>	

<sup>11</sup> There are 34 provinces total within Afghanistan, all provinces with relevant population groups will be included in the sampling frame.

<b>Structured data collection tool # 1</b> <i>Select sampling and data collection method and specify target # interviews</i>	<input type="checkbox"/> Purposive <input type="checkbox"/> Probability / Simple random <input type="checkbox"/> Probability / Stratified simple random <input type="checkbox"/> Probability / Cluster sampling <input checked="" type="checkbox"/> Probability / Stratified cluster sampling <input type="checkbox"/> [Other, Specify]		X Household interview (Target #): approx. 12,592			
<b>Target level of precision if probability sampling (province level, cross-population)</b>	95% level of confidence		10 +/- % margin of error			
<b>Target level of precision if probability sampling (national level per population or province level for aggregated population groups)</b>	95% level of confidence		5 +/- % margin of error			
<b>Analytical Framework used</b>	x	JIAF (All components – Based on draft JIAF)	<input type="checkbox"/>	JIAF (Some components only)  [Specify which pillars/ sub-pillars excluded]		
	<input type="checkbox"/> [Other, Specify]					
<b>Lessons Learned incorporation from past MSNAs</b>	x	Documentation available and consulted	<input type="checkbox"/>	No lessons learned documentation available		
	<input type="checkbox"/> No MSNAs conducted in the past					
<b>Data management platform(s)</b>	x	IMPACT	<input type="checkbox"/>	UNHCR		
	<input type="checkbox"/> [Other, Specify]					
<b>Expected output type(s)</b>	<input type="checkbox"/>	Situation overview #: _ _	x	Report #: 1	<input type="checkbox"/>	Profile #: _ _
	x	Presentation (Preliminary findings) #: as needed	<input type="checkbox"/>	Presentation (Final) #: as needed	x	Factsheet #: 34 (province level)
	<input type="checkbox"/>	Interactive dashboard #: _	<input type="checkbox"/>	Webmap #: _ _	x	Map #: 7 sectoral & 1 inter-sectoral map <sup>12</sup>
	<input checked="" type="checkbox"/> [Other, Specify] #: 7 sectoral 2-pagers (restricted) <sup>13</sup>					
<b>Access</b>	x	Public: WoAA ToR 2020, WoAA Cleaned Dataset 2020, WoAA Provincial Factsheet Booklet 2020, WoAA Report 2020 (available on REACH resource center and other humanitarian platforms)				

<sup>13</sup> Ibid.

	x	Restricted: WoAA 2020 Preliminary Findings Report to ICCT and WoAA 2020 Two Page Sector Factsheets (bilateral dissemination only upon agreed dissemination list in consultation with ICCT, no publication on REACH or other platforms)
<b>Visibility</b> Specify which logos should be on outputs	<b>REACH</b>	
	<b>Donor:</b> DFID, OFDA	
	<b>Coordination Framework:</b> HCAWG, OCHA/ ICCT, HAG, EiEWG, ESNFI, FSAC, Health, Nutrition, Protection, WASH, AWAAZ	
	<b>Partners:</b> ACBAR	

## 2. Rationale

### 2.1. Rationale

Afghanistan represents one of the world's most complex and protracted crises in which deep-rooted poverty and socio-cultural factors have converged with decades of conflict to generate different types and layers of need. To ensure the evidence-based identification and prioritization of needs, the OCHA-led Inter-Cluster Coordination Team (ICCT) called for an annual baseline assessment of multi-sectoral needs of affected populations in Afghanistan. To address this need, REACH Initiative (REACH), in coordination with the ICCT, facilitated the first Whole of Afghanistan Assessment (WoAA) in 2018. This annual assessment is timed with key milestones in the Humanitarian Project cycle (HPC), to inform the Humanitarian Needs Overview (HNO) and multi-year Humanitarian Response Plan (HRP).

Separately, In 2020, COVID 19 has spread to every province in Afghanistan and severely exacerbated the humanitarian crisis. The need for comparative, representative data that can guide the humanitarian response in Afghanistan is therefore ever more precient, as is inter-sectoral analysis to see how needs overlap and interact across sectors. REACH will continue to conduct the WoAA on a yearly basis until 2023, providing consistent coordination and information to the HNO and HRP processes for prioritising humanitarian response in country and allow for longitudinal assessment of needs and severity across population groups and geographic areas. In 2020, REACH will implement the third iteration of the WoAA, building on experiences and lessons learned from 2018 and 2019, covering multiple population groups across accessible areas in all 34 provinces of Afghanistan.

Furthermore, Since WoAA 2019, OCHA and the Global Cluster Coordinators Group (GCCG) led an inter-agency initiative to develop and now continues to draft a Joint Intersectoral Analysis Framework (JIAF) which establishes multi-sectoral indicators and inter-sectoral severity measures for use across humanitarian contexts. The WoAA 2020 will, where possible, align with this framework to meet the joint goals of evidence-driven prioritization and planning in Afghanistan, as well as trying to understand comparative need across crises.

## 3. Methodology

### 3.1. Methodology overview

This Whole of Afghanistan Assessment (WoAA) will implement a quantitative methodology that is reliant upon approximately 12,592 household level surveys in accessible parts of Afghanistan from 04 August 2020 to 05 September 2020. The rapid spread of Covid-19 across Afghanistan has both sharpened the need for a broad, statistically representative survey of vulnerable and displaced populations and further impeded access to these populations. The Covid-19 pandemic increased commodity prices, decreased livelihood opportunities, and strained Afghanistan's weak health and social service infrastructures. Given the generally poor mobile and WiFi services across Afghanistan and the particularly poor access that vulnerable and displaced populations have to mobile phones and computers, face to face interviews will be conducted. However, in recognition of the "Due No Harm" and "Duty of Care" principles, new procedures and trainings will be established to limit both field staff and respondent exposure to Covid-19, survey questions will be limited to only those crucial to cluster planning, the confidence rate for the sampling will be increased, and focus group discussions (FGDs) will be eliminated. For more details regarding specific Covid-19 procedures and trainings, please see Appendix 4.

Data collection will be conducted using stratified cluster sampling with a 95/5 at national level for all population groups. To reduce gender bias, male-female enumerator pairs will conduct assessments in provinces where it is feasible to do so. Male-female enumerator pairs will interview one male member and one female member of each household, when possible, using the same questionnaire. Data from female Heads of Households (HoHs) and female interviewees will then be used to complement and compare against male HoH and interviewee responses.

To clarify unclear or unexplained quantitative findings, separate REACH assessments will complement the WoAA. This includes a separate assessment of Hard to Reach (H2R) districts that will include approximately 4,010 Key Informant Interviews (KIIs) in 120 hard-to-reach districts (methods detailed [here](#)). This also includes a detailed Secondary Data Review (SDR) which will be conducted in collaboration with the humanitarian community to identify pertinent information gaps prior to the research design phase of this assessment and to later guide analysis of its results.

The scope of the assessment as well as all WoAA tools will be designed in collaboration with the with ICCT, including all 11 active clusters and sub-clusters in Afghanistan, as well as key technical working groups. Data will be jointly collected by REACH enumerators and members of the Agency Coordinating Body for Afghan Relief (ACBAR) Twinning Program, to facilitate capacity building of NGOs and localization of activities. Analysis will be a joint effort, through a Joint Analysis Workshop, in which relevant cluster coordination will participate. Findings will support the introductory components, People in Need (PiN) calculations and cluster-specific narratives in the 2021 Humanitarian Needs Overview (HNO) and will be used to develop informative province level factsheets and a detailed assessment report, by REACH.

### 3.2 Population of interest

The assessment will target the most vulnerable population groups in Afghanistan, prioritised by the humanitarian community, to directly inform interventions. These groups consist of non-displaced, vulnerable populations and displaced populations. Non-displaced, vulnerable populations include populations living within IPC 3 (food insecurity is at crisis level) provinces and populations living in IPC 4 (food insecurity is at emergency level) provinces as projected by the IPC multi-partner initiative in April 2020 and populations within FEWS Net 3 (food insecurity is at crisis level) and FEWS Net 4 (food insecurity is at emergency level) provinces as projected for June – September 2020. This will ensure that we accurately sample and then conduct research in food insecure provinces.

Displaced populations include cross border returnees, recent and non-recent IDPs, and Pakistani refugees (analysis for the last groups will not be directly compared with any of the other population groups, due to their status as a very specific caseload in terms of response and geographic distribution). These populations will be sampled in their relevant locations across all 34 provinces, with household level surveys taking place in accessible areas. Analysis of these groups, further aggregated by female vs male head of household, location of household, disabled head of household, and elderly head of household will be conducted in consultation with and disseminated to ICCT and to working groups. All data regarding these populations of interest will then be reported publicly.

Table 1: Relevant population groups and definitions - WoAA

Population Group		Definition	Population data source
<b>Vulnerable Populations</b>	<i>Non-displaced Populations living within IPC and FEWS Net 3 areas</i>	Non-displaced, Afghan households living within IPC 3 and FEWS Net 3 areas. IPC 3 and FEWS Net 3 areas are provinces in Afghanistan where the majority of households have food consumption gaps that are reflected by high or above-usual acute malnutrition or are marginally able to meet minimum food needs but only by depleting	<ul style="list-style-type: none"> <li>• IPC Dataset</li> <li>• FEWS Net Map</li> <li>• Worldpop Raster</li> </ul>



		essential livelihood assets or through crisis-coping strategies – i.e. households at Crisis level.	
	<i>Non-displaced Population groups in IPC 4 and FEWS Net 4 areas</i>	Non-displaced, Afghan households Afghan households that have not been displaced living in IPC 4 and FEWS Net 4 areas. IPC 4 and FEWS Net 4 areas are provinces in Afghanistan where the majority of households either have large food consumption gaps which are reflected in very high acute malnutrition and excess mortality or are able to mitigate large food consumption gaps but only by employing emergency livelihood strategies and asset liquidation – i.e. households at Emergency level.	<ul style="list-style-type: none"> <li>• IPC Dataset</li> <li>• FEWS Net Map</li> <li>• Worldpop Raster</li> </ul>
<b>Displaced Populations</b>	<i>Recent and non-recent IDPs</i>	Recent (0 to 6 months) and non-recent (6 to 24 months) IDPs living within Afghanistan.	<ul style="list-style-type: none"> <li>• HEAT Dataset</li> <li>• ERM Dataset 10</li> <li>• IOM Displacement Tracking Matrix (DTM) 10</li> </ul>
	<i>Cross border returnee populations</i>	An Afghan household in which the majority of the household members previously felt forced to flee or leave their home due to persecution, war, violence, and/or natural or human-made disaster, and have since returned to Afghanistan.	<ul style="list-style-type: none"> <li>• IOM Displacement Tracking Matrix (DTM) 10</li> </ul>
<b>Refugees</b>	<i>Refugee populations</i>	A Pakistani household, residing within the provinces of Khost and Paktya, in which the majority of the household members felt forced to flee or leave their home due to persecution, war, violence, and/or natural or human-made disaster.	<ul style="list-style-type: none"> <li>• IOM Displacement Tracking Matrix (DTM) 10</li> </ul>

### 3.3 Secondary data review

The WoAA will build upon the relevant work of existing studies in Afghanistan, including but not limited to Afghanistan's Clusters' outputs and existing REACH assessments. Specifically, the WoAA carried out by REACH in [2019](#) will also provide lessons learnt in terms of content and methodology, with which to inform this WoAA. Findings from cluster-specific assessments, as well as other IMPACT 2019 and 2020 projects including the Afghanistan AGORA Baseline [Assessment](#), REACH Joint Market Monitoring Initiative ([JMMI](#)), [ISET](#), and [H2R](#) will be used to substantiate findings from the WoAA. This provides depth and breadth to findings of this assessment, and ensures pertinent information gaps are identified and filled by new data collection. Finally, available data, such as that produced by IOM Displacement Tracking Matrix (DTM) "[Baseline Mobility Assessment](#)" 10, the Afghan Ministry of Public Health COVID [Database](#), the HAG Hard to Reach [Database](#), the Household Emergency Assessment Tool (HEAT) [Database](#), and the ISET [Database](#) will be triangulated with provincial and population group findings at the analysis stage, to inform both broad strategic planning of Clusters and the HRP, but also granular interventions of Cluster partners at the settlement or community level. Data sources to feed into the sampling frame are listed in the above table.

### 3.4 Primary Data Collection



As facilitator of the WoAA, REACH will play a substantial role in liaising with the ICCT and all active clusters, sub-clusters, and technical working groups, in Afghanistan to develop data collection tools, sample sizes and data cleaning, as well as other relevant stages of the research cycle. Data collection will be a collaborative and inclusive process, with data collection being completed by both REACH teams and national Non-Governmental Organisation (NGO) members of the Agency Coordinating Body for Afghan Relief (ACBAR) Twinning Program, facilitated by the Department for International Development (DFID), and international NGO partners of Clusters, mobilised for participation directly by the Clusters. Given the generally poor mobile and WiFi services across Afghanistan and the particularly poor access that vulnerable and displaced populations have to mobile phones and computers and the increased needs of these populations due to the Covid-19 crisis, face to face interviews will be conducted. In recognition of the “Due No Harm” and “Duty of Care” principles, new procedures and trainings will be established to safeguard both field staff and respondents. The data collection contributions provided by each joint data collection partner is dependent on areas of intervention, experience and resources. In case partners lacking resources or little to no coverage of areas by partners, REACH will conduct further data collection to avoid shortfalls.

Prior to any data collection, extensive training will be provided - including training of trainers and enumerator training. Due to COVID-19, training will be provided face to face when possible in Kabul for trainers and in provincial centers for enumerators and via Skype for Senior Field Officers (SFOs) through Skype. All relevant training materials will be printed for all trainees. Trainings for WoAA 2020 will include COVID-19, Preventing Sexual Exploitation and Abuse (PSEA), and Accountability to Affected People (AAP). Please see Appendix 3 for further details regarding Covid-19 procedures during training. To ensure high quality data, regular data cleaning will take place, with common errors and improvements suggested to enumerators throughout the process. The purpose of this collaborative process is to ensure findings are informed by and relevant to humanitarian community programming and to encourage greater ownership of the data by the community, for inclusion into the HNO. Data will be collected throughout August and September 2020 across the entire country, comprising quantitative household level surveys in accessible areas, to align with HPC timelines. Subsequent years will be similarly aligned with the HPC.

For the household survey component of the assessment, various population size datasets at the village level from IOM and ERM datasets will be merged and a sample of displaced populations will be drawn using stratified random cluster sampling across all accessible parts of Afghanistan. For vulnerable populations (defined as IPC/FEWS Net 3 and IPC/FEWS Net 4 populations), the [IPC](#) and [FEWS Net](#) Afghanistan datasets will be used. The primary sampling unit (PSU) for cluster sampling will be the settlement location i.e. village. In the field, to ensure randomisation of household selection, enumerators will be provided with the precise sample for each population group in settlement location (PSU) they are visiting. They will then approach the centre of the village, pick a random direction (by dropping a pen and following the direction it points) and then walk in that direction to the edge of the village, counting either the number of minutes or number of houses passed. The minutes or number of houses will then be divided by the number of interviews to be completed, with the enumerator approaching every n-number house for data collection. If the households are suitable, the interview will be completed, and the enumerator will carry on to the next n-number house. If the household is not suitable for interview, the enumerator will then return to the original location (village centre) and continue the randomisation process. Where absolutely necessary, the enumerator will ask the ‘non-suitable’ household where the nearest appropriate household is, completing the interview there.

The sample will be drawn to generate a 95% confidence level and 5% margin of error for displaced populations<sup>14</sup> at national level at 95% and 5% margin or error at district level for vulnerable groups. Initial samples will be drawn at the provincial level. The final sampling frame provided to data collection partners and REACH for mobilization will be sufficient to provide the statistical representation mentioned previously, with no other top ups required, but will include reserve clusters of additional villages that partners can use in the event that select villages are inaccessible at the time of data collection. In addition, comparison will be made at the national level between male and female headed households, between elderly- and

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<sup>14</sup> Displaced populations refer to the combination of the following households: recent IDP (<6 months), non-recent IDP (≥6 months), and cross-border returnee.

non-elderly headed households,<sup>15</sup> and between disabled and non-disabled headed households though these strata will not be included in the sampling strategy. To reduce gender bias, comparisons will also be made between female respondents and male respondents in provinces where male-female enumerator pairs were able to conduct the assessment separately with one male interviewee and one female interviewee. REACH will liaise with OCHA/the ICCT on how data collected from the male-female enumerator pairs will be included in the HNO/HRP process. It is possible that findings of these comparisons may be invalid, if a sufficient number of participants in each group is not included. Accordingly, the following provides the intended sampling strategy for the quantitative, household level component of the assessment:<sup>16</sup>

Population group	Province level	National level
Displaced populations <sup>17</sup>	95/9	95/5
All population groups <sup>18</sup>	N/A	95/5
Vulnerable populations <sup>19</sup>	N/A	95/5

The household level survey tool will be collected using the Open Data Kit (Kobo Toolbox), allowing constrained and efficient data collection using smartphones in the field, where possible. When required for household surveys, paper form findings will then be entered into Kobo after completion of the interview.

## 2.5. Data Processing & Analysis

Throughout data collection, cleaning will regularly take place to maintain the high standard of the assessment. Across all data collection types, data cleaning and verification will take place regularly, being daily in the beginning. Feedback will be provided directly to REACH Senior Field Officers, who will then inform data collection teams of these issues through team leaders in each participatory Cluster partner NGO or ACBAR Twinning Program NGO. Data quality checking using the IMPACT Data Cleaning Minimum Standards Checklist will be used to outline the process and criteria for data deletion and determine staff responsibilities. Data cleaning will focus on identifying outliers in the data, contradictory or unlikely response options, and suspicious patterns of enumerators, with a particular focus on SMART data cleaning for mortality data. A cleaning log of all changes will be kept and will be available upon request after the publication of datasets on the Humanitarian Data Exchange (HDX). A log of data cleaning comments in Google Doc format will be shared using a non-editable link, providing a regular feed of feedback and subsequent follow-up, allowing easy reference by team leaders or enumerators, supporting continuous improvement of the data collection.

Data analysis will then be a collaborative process through a Joint Analysis Workshop (JAW) led by the ICCT and relevant parties. REACH will propose an initial analysis syntax, offering key findings and an aggregation table of results, including inter-sectoral and multi-sectoral analysis, to be presented to a joint Inter-Cluster Coordination Team (ICCT) preliminary findings presentation. The JAWG will expand upon this, with participants proposing key relationships and further findings relevant to their programming that they would like analysed, which will then be conducted during the workshop to support each Cluster's individual absorption of household level findings, and identifying scope for cross-cluster analysis, supporting the benefit of the multi-sectoral component. Household level survey findings will also be analysed using a Multi Sector Needs Index (MSNI) analytical framework incorporating elements of the draft global Joint Inter-Sectoral Analysis Framework (JIAF).

<sup>15</sup> Elderly-headed households include households where the head is over the age of 64 (65 and above). Non-elderly headed households are therefore any households where the head is under 65.

<sup>16</sup> See Annex 1 for the final sampling framework.

<sup>17</sup> Displaced populations refer to the combination of the following households: recent IDP (<6 months), non-recent IDP (≥6 months), and cross-border returnee.

<sup>18</sup> This excludes host communities (95/10 at the national level only) and Pakistani refugee households sampled in the South East region only (95/5 for South East region).

<sup>19</sup> This includes COVID 19 hotspots, IPC 3 areas and IPC 4 areas.

## 4. Roles and responsibilities

Table 3: Description of roles and responsibilities

<b>Task Description</b>	<b>Responsible</b>	<b>Accountable</b>	<b>Consulted</b>	<b>Informed</b>
Research design	Assessment Officer (AO)	Research Manager (RM)	ICCT / IMPACT HQ – Research Design Unit	Country Coordinator (CC)
Supervising data collection	Senior Field Officers/ ACBAR Twinning Program Partners / Cluster Partners	Country Operations Manager (COM)/ ACBAR	CC/ RM/ IMPACT HQ – Data Unit	ICCT
Data processing (checking, cleaning)	AO / Technical Assessment Manager (TAM)	AO	CC / RM/ IMPACT HQ – Data Unit	ICCT
Data analysis	AO and TAM	AO	CC/ RM/ HCAWG / IMPACT HQ – Data Unit	ICCT
Output production	AO	AO	CC/ RM / IMPACT HQ – Reporting Unit	ICCT
Dissemination	AO	AO	CC/ RM/ IMPACT HQ – Reporting Unit	ICCT
Monitoring & Evaluation	AO	AO	CC/ RM / IMPACT HQ – Research Design	ICCT
Lessons learned	AO/ TAM/ COM	AO	CC/ RM / IMPACT HQ – Reporting Unit	ICCT

### Definitions of responsibilities

**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

## Annex 1: Sampling Framework

Provinces	Non-Recent IDPs	Recent IDPs	Non-Recent Returnees	Recent Returnees	Vulnerable	Refugees	Total
<b>Central</b>	<b>556</b>	<b>364</b>	<b>284</b>	<b>292</b>	<b>N/A</b>	<b>N/A</b>	<b>1,672</b>
Bamyan	116	N/A	24	36	N/A	N/A	176
Daykundi	72	180	40	44	N/A	N/A	336
Kabul	100	N/A	40	20	N/A	N/A	160
Kapisa	96	N/A	28	40	N/A	N/A	164
Logar	32	156	92	40	N/A	N/A	320
M. Wardak	28	28	28	112	N/A	N/A	196
Panjsher	144	N/A	N/A	16	N/A	N/A	160
Parwan	84	N/A	56	20	N/A	N/A	160
<b>Eastern</b>	<b>484</b>	<b>628</b>	<b>52</b>	<b>88</b>	<b>280</b>	<b>N/A</b>	<b>1,532</b>
Kunar	92	204	N/A	72	N/A	N/A	368
Laghman	148	64	32	12	N/A	N/A	256
Nangarhar	140	168	20	4	280	N/A	612
Nuristan	104	192	N/A	N/A	N/A	N/A	296
<b>North Eastern</b>	<b>308</b>	<b>680</b>	<b>196</b>	<b>136</b>	<b>620</b>	<b>N/A</b>	<b>1,940</b>
Badakhshan	108	168	28	24	620	N/A	948
Baghlan	52	168	56	52	N/A	N/A	328
Kunduz	76	172	60	24	N/A	N/A	332
Takhar	72	172	52	36	N/A	N/A	332
<b>Northern</b>	<b>584</b>	<b>936</b>	<b>96</b>	<b>140</b>	<b>288</b>	<b>N/A</b>	<b>2,044</b>
Balkh	152	164	8	8	288	N/A	620
Faryab	100	180	40	20	N/A	N/A	340
Jawzjan	112	164	12	40	N/A	N/A	328
Samangan	132	272	4	28	N/A	N/A	436
Sar-e-Pul	88	156	32	44	N/A	N/A	320
<b>South Eastern</b>	<b>512</b>	<b>472</b>	<b>76</b>	<b>144</b>	<b>0</b>	<b>376</b>	<b>1,580</b>
Ghazni	204	16	20	24	N/A	N/A	264
Khost	152	160	4	4	N/A	264	584
Paktika	88	144	N/A	84	N/A	112	428
Paktya	68	148	56	32	N/A	N/A	304
<b>Southern</b>	<b>676</b>	<b>448</b>	<b>44</b>	<b>112</b>	<b>580</b>	<b>N/A</b>	<b>1,860</b>
Helmand	140	176	4	20	N/A	N/A	340
Kandahar	128	N/A	8	24	580	N/A	740
Nimroz	100	156	12	52	N/A	N/A	320
Uruzgan	184	N/A	N/A	N/A	N/A	N/A	184
Zabul	124	116	20	16	N/A	N/A	276
<b>Western</b>	<b>536</b>	<b>732</b>	<b>44</b>	<b>108</b>	<b>544</b>	<b>N/A</b>	<b>1,964</b>

Badghis	148	156	4	20	N/A	N/A	328
Farah	120	236	4	44	N/A	N/A	404
Ghor	92	168	36	32	N/A	N/A	328
Herat	176	172	N/A	12	544	N/A	904
<b>Total</b>	<b>3,656</b>	<b>4,260</b>	<b>792</b>	<b>1,020</b>	<b>2,312</b>	<b>376</b>	<b>12,592</b>

## Annex 2: Data Analysis Plan

(See published Data Analysis Plan [here](#))

