

Research Terms of Reference

Camp Profiling and Mapping – North-East Syria Syria

April 2017
V1

REACH Informing
more effective
humanitarian action

1. Summary

Country of intervention	Syria					
Type of Emergency		Natural disaster	X	Conflict		Emergency
Type of Crisis		Sudden onset		Slow onset	X	Protracted
Mandating Body/ Agency	OFDA					
REACH Pillar		Planning in Emergencies	X	Displacement		Building Community Resilience
Research Timeframe	April 2017 onwards					
General Objective	To provide comprehensive information on the humanitarian situation in camps in Al-Hasakeh governorate (with potential to expand to Ar-Raqqa) and a detailed map for use in operations and planning.					
Specific Objective(s)	<ol style="list-style-type: none"> 1. Provide up to date information on service provision overview, sustainability and capacity gaps 2. Provide household-level data and representative information on multi-sectoral needs and vulnerabilities of residents within the camp 3. Mapping of camp layout, infrastructure, road mapping and WASH facilities 					
Research Questions	<ol style="list-style-type: none"> 1. What is the current camp management structure and what services are provided to residents ? 2. Do households have access to minimum standard shelter, WASH services, education, health services, food, NFIs and livelihoods ? 3. What infrastructure currently exists in the camp ? 					
Research Type		Quantitative		Qualitative	X	Mixed methods
Geographic Coverage	Accessible camps in Al-Hasakeh governorate (both IDP and refugee), with potential expansion to other accessible areas in North-East Syria.					
Target Population(s)	People living within camps in Al-Hasakeh governorate and elsewhere in North-East Syria.					
Data Sources	Primary Data: To be collected from April 2017					
Expected Outputs	2 reports (1 full, 1 executive summary), governorate level factsheets, preliminary findings presentation					
Audience						
	Audience type			Specific actors		
	X	Operational		UNHCR, camp management authorities, INGOs and LNGOs working in the camps		
	X	Programmatic		UNHCR, camp management authorities, INGOs and LNGOs working in the camps		
		Strategic				
		Other				

Access	X	Public (available on REACH Resource Centre and other humanitarian platforms)
		Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)
		Other
Visibility	REACH visibility will be present on all published outputs	
Dissemination	All outputs disseminated through REACH Syria mailing list (over 500 individuals including SIMAWG mailing list, cluster leads and chairs, WoS actors and hubs); direct dissemination of hard copies to actors working within the camps.	

2. Background and Rationale

Throughout 2016, conflict in and around Ninewa governorate in Iraq has led to mass displacement across the border into neighbouring Syria. An estimated 15,000 people¹ have been received in Al-Hol camp in Al-Hasakeh governorate after being screened at a reception centre in the village of Rajm Slebi. Alongside this, ongoing conflict across Syria, including in Deir-ez-Zor and Ar-Raqqa governorates, has also led to displacement to Al-Hasakeh governorate; many stay temporarily in Al Hol camp before being transferred to elsewhere in Syria, whilst others have settled in camps around Ar-Raqqa governorate.

Throughout 2016 and into 2017, humanitarian access to Al-Hasakeh governorate in North-East Syria has increased, allowing numerous NGOs to assist with service provision in camps such as Al Hol (managed by the self-administration with assistance from UNHCR and IRD), Mabruka (Ras al Ain sub-district) and Newroz/Roj (Al-Malikeyyeh sub-district). Furthermore, numerous camps are being established in areas such as Ein Issa in northern Ar-Raqqa governorate following the increase in conflict in late 2016; these are currently partially accessible to humanitarian actors. Capacity to respond is often stretched, with limited capacity of actors to develop detailed operational maps of the camp as well as a lack of consolidated information on the situation of people living in the camp. Actors, in particular self-administration camp managers and NGOs working in the camp, have highlighted the relevance of outputs that would help assist their day to day operations, as well as contribute to future planning and programming for the camp.

3. Research Objectives

To provide comprehensive information on the humanitarian situation in camps in Al-Hasakeh governorate, with potential to be expanded to other accessible areas in north-east Syria such as northern Ar-Raqqa, and a detailed map for use in operations and planning:

- Provide up to date information on service provision overview, sustainability and capacity gaps
- Provide household-level data and representative information on multi-sectoral needs and vulnerabilities of residents within the camp
- Mapping of camp layout, infrastructure, road mapping and WASH facilities

4. Research Questions

- What is the current camp management structure and what services are provided to residents ?
- Do households have access to minimum standard shelter, WASH services, education, health services, food, NFIs and livelihoods ?
- What infrastructure currently exists in the camp ?

¹ <http://reliefweb.int/sites/reliefweb.int/files/resources/UNHCRurgentneedsforiraqidisplacedfromMosul.pdf>

5. Methodology

Primary data collection

Primary data collection will be preceded by initial scoping visits and conversations with actors working in the camp(s) to determine priority indicators to assess, as well as gain an overview of the current situation in the camp(s) to assist with tool development and sampling. Primary data collection will then consist of three components:

- **Household survey:** representative sample with a confidence level 95% and margin of error 10%, resulting in 106 interviews across the camp (with a 10% buffer). Households will be randomly selected using GIS point-based sampling techniques.
- **Camp manager Key Informant (KI) interview:** in-depth interview with camp manager(s) to complement information gathered from the household survey.
- **Mapping:** GPS tracking, to plot key infrastructure such as roads, facilities, shelters, offices and other structures, to be used for satellite imagery analysis.

Data cleaning will be conducted on a daily basis. Data that is deemed inconsistent will be highlighted and shared with the field team for clarification or rectification. Once data collection is complete, profiles will be created primarily using the information from the household surveys and camp manager KI interview. Satellite imagery analysis will be conducted using images taken as close to the date of primary data collection as possible.

Indicators and tools

Indicators will be developed with the aim to compare the situation in the camps to CCCM minimum standards. Indicators will then be shared with actors working in the camp through the North-East Syria INGO Forum and amended to incorporate priority information needs. For the mapping component, a list of services and facilities will be developed according to initial scoping exercises.

For the household survey and KI questionnaire, indicators will cover the following:

- Household demographics and profiles
- Camp management
- Shelter typology
- Access to and availability of NFIs
- WASH
- Education
- Protection
- Health
- Food security
- Livelihoods
- Priority needs assessment

6. Outputs and dissemination

Once data collection has been finalised, the following outputs will be produced for each camp assessed, starting with Al Hol :

- Camp map: detailed map of shelters, facilities, offices and roads, in English and Kurdish (Kurmanji)
- Camp profile: using a standardised template to demonstrate key findings, in English and Kurdish (Kurmanji)

Future potential outputs include:

- Thematic mapping

- Comparative report on assessed camps

7. Management arrangements and work plan

Roles and Responsibilities

- Syria Regional Coordinator
 - External engagement
 - Review of tools, methodology, plans and outputs
- Assessment Officer
 - Coordinate and oversee data collection processes
 - Develop research design, methodology, workplans, assessment implementation plans
 - Create data collection tools and training materials
 - Lead output production
- GIS Officer
 - Obtain and analyse satellite imagery from UNOSAT
 - Lead and create mapping component
 - Mapping and analysis support
- Senior Field Coordinator
 - Lead approvals process
 - Identification of enumerators
 - Conduct training of field teams
 - Management of field teams and oversight of fieldwork
 - Communication point between field and assessment teams
- Enumerators x 6
 - Conduct data collection in the field

Preliminary work plan

Initially, the aim will be to assess all camps in Hasakeh governorate (Al Hol, Mabruka, Roj and Newroz), with potential expansion to camps in northern Ar-Raqqa governorate (such as Ein Issa). Some camps, such as Mabruka and Ein Issa, are less stable and have constantly fluctuating populations as are commonly used for transit; here, only mapping will be conducted rather than the full mapping and profiling exercise. Access will be dependent on the ability to obtain approvals from authorities in the area.

Once the first round of profiling and mapping has been completed, changes in the population and structure of each camp will be considered to determine whether and which camps should be updated at regular intervals. Furthermore, as new camps are opened and established (particularly in northern Ar-Raqqa governorate), these could be added to the workplan.

[illegible]

8. Risks and Assumptions

Risk	Mitigation Measure
<i>Security situation in camps or along the road to camps escalates, rendering primary data collection impossible.</i>	Flexible workplan to allow movement of resources to alternative camps- security situation will be monitored up to the start of data collection with a clear back-up plan allocating enumerators to collect data from other areas; if the security situation subsides data can be collected at a later point in the data collection period. Where a camp consists of temporary or transitory residents, conduct camp mapping only rather than the full profiling exercise.
<i>Security situation results in travel time to certain areas being increased.</i>	The security situation will be continually monitored and alternative routes identified.
<i>It is not possible to obtain approvals to collect data from certain camps.</i>	REACH Field Coordinators will start the approvals applications with sufficient time and prepared documentation. They will be on call throughout data collection to solve any issues in the field.
<i>Randomly selected sample of households generate non-responses</i>	Ensure overall sample contains a 10% buffer, with the aim to survey 10% more respondents than needed to reach the target sample size
<i>Interviewees are unwilling to participate in the assessment.</i>	Survey questions will respect humanitarian protection guidelines and respondents will be approached in a courteous and respectful manner, while emphasising the importance of the information gathered. If households remain unwilling to

participate, enumerators will be instructed to move on to other households.

9. Monitoring and Evaluation

Objective	Indicator	Target	Data collection methodology
<i>Produce information products</i>	Production of outputs	Profile + map for each camp assessed	KI interviews, field mapping, camp manager interview
<i>Ensure that relevant actors are able to access products</i>	Number of actors disseminated to	500 individuals	List of email recipients

10. Documentation Plan

- Terms of reference
- Indicator list
- Data collection tools
- Raw dataset and cleaning log
- Clean datasets
- Camp profile for each camp
- Camp map for each camp
- Summary document with all maps and profiles once the exercise has been completed