

# Research Methodology Note

Northeast Syria Movement Monitoring Initiative Population Situation Overview: Menbij Sub-district  
SYR1812b  
Syrian Arab Republic

February 2019  
Version 1

**REACH** Informing more effective humanitarian action

## 1. Executive Summary

<b>Country of intervention</b>	Syrian Arab Republic				
<b>Type of Emergency</b>	<input type="checkbox"/>	Natural disaster	<input checked="" type="checkbox"/>	Conflict	
<b>Type of Crisis</b>	<input type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	<input checked="" type="checkbox"/> Protracted
<b>Mandating Body/ Agency</b>	USAID Office of U.S. Foreign Disaster Assistance (OFDA)				
<b>Project Code</b>	SYR1812b				
<b>Research Timeframe</b> <i>Add planned deadlines (for first cycle if more than 1)</i>	1. Start collect data: 13/01/2019		5. Preliminary presentation: TBD		
	2. Data collected: 31/01/2019		6. Outputs sent for validation: 12/03/2019		
	3. Data analysed: 06/03/2019		7. Outputs published: 15/03/2019		
	4. Data sent for validation: 06/03/2019		8. Final presentation: TBD		
<b>Humanitarian milestones</b> <i>Specify what will the assessment inform and when</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"/>	Donor plan/strategy: OFDA IDP and SR response	Ongoing		
	<input checked="" type="checkbox"/>	Inter-cluster plan/strategy (Syrian cross-border clusters will use this data in preparedness for humanitarian response plans in NE Syria).	Ongoing		
	<input type="checkbox"/>	Cluster plan/strategy	_ / _ / _ _ _		
	<input checked="" type="checkbox"/>	NGO platform plan/strategy	Ongoing		
<input type="checkbox"/>	Other (Specify):	_ / _ / _ _ _			
<b>Audience Type &amp; Dissemination</b> <i>Specify who will the assessment inform and how you will disseminate to inform the audience</i>	<b>Audience type</b>		<b>Dissemination</b>		
	<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 checked="" type="checkbox"/>	Operational	<input checked="" type="checkbox"/> Presentation of findings (e.g. at North East Syria Forum (NES Forum) meetings)			
<input type="checkbox"/>	[Other, Specify]	<input checked="" type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre)			
		<input checked="" type="checkbox"/> REACH Syria General Product Mailing			

<b>Detailed dissemination plan required</b>	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
<b>General Objective</b>	To enhance the evidence base informing humanitarian responses to Internally Displaced Persons (IDPs) <sup>1</sup> , resident/pre-conflict populations <sup>2</sup> and Spontaneous Return (SR) populations <sup>3</sup> , in accessible opposition-held areas in Menbij sub-district in north-eastern Aleppo governorate.			
<b>Specific Objective(s)</b>	<ol style="list-style-type: none"> <li>To provide an overview of displacement in Menbij sub-district through population estimates of IDP, resident and SR population groups.</li> <li>To understand demographic profile and presence of vulnerable groups among IDP and SR populations;</li> <li>To understand the priority needs of IDP populations; and</li> <li>To provide information on shelter conditions and specific shelter-related needs of IDP and SR populations'.</li> </ol>			
<b>Research Questions</b>	<ul style="list-style-type: none"> <li><b>Research Question 1:</b> What is the total number of IDPs, resident/pre-conflict population members and SR population present in communities in accessible opposition-held areas in Menbij sub-district?</li> <li><b>Research Question 2:</b> What are the demographic profiles (i.e. age, gender and most common household profiles) of IDP and SR populations present in assessed communities in Menbij sub-district?</li> <li><b>Research Question 3:</b> What are the priority needs of IDP populations present in assessed communities in Menbij sub-district?</li> <li><b>Research Question 4:</b> What are the shelter settings of IDP and SR populations present in assessed communities in Menbij sub-district, and what are the shelter adequacy issues faced by IDP and SR populations?</li> </ul>			
<b>Geographic Coverage</b>	97 accessible communities and IDP sites in Menbij sub-district in north-eastern Aleppo governorate, north-east Syria.			
<b>Secondary data sources</b>	Main sources include: REACH Humanitarian Situation Overview in Syria (HSOS); REACH Camps & Sites Assessments; NES Forum member agency reports on displacement and returns; WoS Population Task Force; WoS IDP Task Force; NES IDP Task Force; Syrian pre-conflict census; INSO Syria Incident Lists; as well as media, open source reports and humanitarian reports from other UN agencies and humanitarian bodies.			
<b>Population(s)</b> <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]

<sup>1</sup> IDPs are defined under this research cycle as: 'Individuals or groups of people who have been forced to leave their homes or places of habitual residence, in particular as a result of or in order to avoid the effects of armed conflict, situations of generalised violence, violations of human rights, or natural or man-made disasters, and who have not crossed an international border' (UNHCR).

<sup>2</sup> Resident/pre-conflict populations are defined under this research cycle as: 'individuals or groups of people who currently reside in their communities of origin, or communities of permanent residence prior to the Syrian conflict. This includes populations that were never displaced as well as previously displaced populations that have returned to their communities of origin.'

<sup>3</sup> SRs are defined under this research cycle as: 'IDPs or refugees who return to their community of origin that they left due to conflict, but not necessarily to their places of habitual residence (their former homes), and who do not necessarily enjoy the full spectrum of rights afforded to them prior to their displacement.' For a full list of definitions, including population categories, see Annex 1.

	<input checked="" type="checkbox"/>	Resident/pre conflict populations	<input checked="" type="checkbox"/>	Spontaneous Returns <sup>4</sup> (SRs)		
<b>Stratification</b> <i>Select type(s) and enter number of strata</i>	<input checked="" type="checkbox"/>	Geographical #: 1 (community) Population size per strata is known? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/>	Group #: 3 (IDPs, residents and spontaneous returns) 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
<b>Data collection tool(s)</b>	<input checked="" type="checkbox"/>	Structured (Quantitative)	<input type="checkbox"/>	Semi-structured (Qualitative)		
		<b>Sampling method</b>		<b>Data collection method</b>		
<b>Structured data collection tool # 1</b> <i>Select sampling and data collection method and specify target # interviews</i>	<input checked="" type="checkbox"/>	Purposive <input type="checkbox"/> Probability / Simple random <input type="checkbox"/> Probability / Stratified simple random <input type="checkbox"/> Probability / Cluster sampling <input type="checkbox"/> Probability / Stratified cluster sampling <input type="checkbox"/> [Other, Specify]	<input checked="" type="checkbox"/>	Key informant interview (Target #): 2 key informants per camp, site or community <sup>5</sup> <input type="checkbox"/> Group discussion (Target #):_____ <input type="checkbox"/> Household interview (Target #):_____ <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____ <input type="checkbox"/>		
<b>Data management platform(s)</b>	<input checked="" type="checkbox"/>	IMPACT	<input type="checkbox"/>			
	<input type="checkbox"/>	[Other, Specify]				
<b>Expected output type(s)</b>	<input checked="" type="checkbox"/>	Situation overview #: 1	<input type="checkbox"/>	Report #: __	<input type="checkbox"/>	Profile #: __
	<input type="checkbox"/>	Presentation (Preliminary findings) #: __	<input type="checkbox"/>	Presentation (Final) #: __	<input type="checkbox"/>	Factsheet #: __
	<input type="checkbox"/>	Interactive dashboard #: _	<input type="checkbox"/>	Webmap #: __	<input type="checkbox"/>	Map #: __
	<input checked="" type="checkbox"/>	[Other, Specify] #: 1 Dataset (shared with the NES Forum, restricted dataset for public dissemination)				
<b>Access</b>	<input checked="" type="checkbox"/>	Situation Overview - Public (available on REACH resource center and other humanitarian platforms)				
	<input checked="" type="checkbox"/>	Dataset - Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)				
<b>Visibility</b>		REACH				

## 2. Rationale

### 2.1. Rationale

Since August 2016, there has been a relative decrease in conflict activity in the sub-district of Menbij in north-eastern Aleppo governorate since the expulsion of the group known as the Islamic State of Iraq and the Levant (ISIL).<sup>6</sup> Thousands of people spontaneously returned to Menbij and surrounding communities, many of whom returned following perceived stabilisation

<sup>4</sup> SRs are defined under this research cycle as: 'IDPs or refugees who return to their community of origin that they left due to conflict, but not necessarily to their places of habitual residence (their former homes), and who do not necessarily enjoy the full spectrum of rights afforded to them prior to their displacement.' For a full list of definitions, including population categories, see Annex 1.

<sup>5</sup> The second KI are asked to provide information on population numbers on past movements, arrivals and departures. In certain cases, where it is not feasible to have multiple KIs for an assessed site, 1 KI will be accepted, and this will be clearly stated in data sets and outputs.

<sup>6</sup> Reuters, '[Thousands return to Manbij after IS militants flee city](#)', 13 August, 2016

in the area. Despite the spontaneous return of many refugees and IDPs to their communities of origin, Menbij still faces an unstable security situation and conflict over control.<sup>7</sup> This, coupled with intensification of conflict in north-western Aleppo governorate since January 2018, leading to large scale displacement from Afrin and neighbouring districts to Menbij, has left the civilian population under volatile and precarious conditions. As of October 2018, Menbij sub-district reportedly hosts over 300,000 IDPs, estimated to be 25% of the total population<sup>8</sup>, however there is limited information on current population figures, demographic, shelter types and priority needs. In order to address these information gaps, REACH will conduct an assessment, focused on providing a data set of IDP, resident/pre-conflict population and SR population numbers, IDP and SR demographics and shelter settings, and IDPs' priority needs, in Menbij sub-district. The findings aim to provide humanitarian actors with information to better plan their activities.

### 3. Methodology

#### 2.1. Methodology overview

Through this thematic assessment, REACH aims to assess IDP, resident/pre-conflict population and SR population numbers, IDP and SR demographics and shelter settings, and IDPs' priority needs, in assessed communities in Menbij sub-district. Data will be collected in all accessible communities in Menbij sub-district of eastern Aleppo governorate. At the time of research design, REACH has access (security, local authority permissions and key informant networks) in 97 out of 110 communities in the sub-district.

Primary data collection is carried out through remote key informant interviews (KIIs) conducted by REACH enumerators in directly inaccessible locations.<sup>9</sup> Data for all assessments is collected at the community level (i.e. OCHA Syrian p-code administrative level 4).<sup>10</sup>

Ideally two key informants (KIs), or more, will be selected based on their knowledge of IDP and resident/pre-conflict populations in communities – with at least one KI in each assessed location expected to be expertly knowledgeable of either population group.<sup>11</sup> When the assessed location has a total population (IDP + resident/pre-conflict) of more than 15,000 households and 85,500 individuals or a KI is unsure if the population numbers and there is a large discrepancy between the first two KIs, a third KI is required. Collected primary data will be analysed and further triangulated through available secondary sources.

#### 2.2. Population of interest

This thematic assessment is interested in three main population groups in the 97 assessed communities within Menbij sub-district. The three main population groups are:

- **Internally Displaced Persons (IDPs)**, defined as
  - *Individuals or groups of people who have been forced to leave their homes or places of habitual residence, in particular as a result of or in order to avoid the effects of armed conflict, situations of generalised violence, violations of human rights, or natural or man-made disasters, and who have not crossed an international border,*

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<sup>7</sup> Humanitarian Situation Overview of Syria, '[Situation Overview: Menbij District](#)', October 2018

<sup>8</sup> Ibid.

<sup>9</sup> Locations in which it is not permitted by local authorities or deemed unsafe to carry out either face-to-face or remote data collection by the respective security managers of REACH and ACTED will be deemed either permanently or temporarily out-of-coverage.

<sup>10</sup> In certain locations, such as assessments of Ar-Raqqqa city, Data Collection Units (DCUs) will be the primary unit of assessment, following previous data collection exercises conducted by REACH. The boundaries of these DCUs were delineated through participatory mapping exercises conducted with KIs during earlier REACH Area Based Assessments, in order to define areas within which KIs can most easily report on, which may not align with OCHA national administrative boundaries.

<sup>11</sup> In certain cases, where it is not feasible to have multiple KIs for an assessed site, 1 KII will be accepted, and this will be clearly stated in data sets and outputs.

- **Resident/pre-conflict populations**, defined as
  - *Individuals or groups of people who currently reside in their communities of origin, or communities of permanent residence prior to the Syrian conflict. This includes populations that were never displaced as well as previously displaced populations that have returned to their communities of origin.*<sup>12</sup>
- **Spontaneous returns**, defined as
  - *Internally Displaced Persons (IDPs) or refugees who return to their community of origin that they left due to conflict, but not necessarily to their places of habitual residence (their former homes), and who do not necessarily enjoy the full spectrum of rights afforded to them prior to their displacement.*

### 2.3. Secondary data review

Available secondary data sources will be used to triangulate primary data collection. Secondary data will include data collected through the Humanitarian Situation Overview in Syria (HSOS) in Menbij District. Population and displacement figures are also cross-checked with comparable data from NES Forum member agency reports on displacements and spontaneous returns, Whole of Syria (WoS) Population Task Force data sets, WoS IDP Task Force data sets, and Syrian pre-conflict census. All of these sources, as well as International NGO Safety Organisation (INSO) Syria Incident Lists, media, open source reports and humanitarian reports from other UN agencies and humanitarian bodies are used for triangulation of data collected under this assessment.

### 2.4. Primary Data Collection

Primary data collection will be conducted remotely in accessible locations in Menbij sub-district. Data will be collected through a KI methodology. REACH will utilise its wide KI network in north-east Syria to collect information as follows:

- Based on a structured questionnaire, enumerators will ask KIs questions on general population numbers for IDPs, resident/pre-conflict population, and SRs, population demographics and shelter types for IDPs and SRs, followed by priority needs of IDPs.
- Enumerators will submit two forms (one for IDP and one for resident/pre-conflict populations) per assessed location.
- KI types may include: civil society groups, local charities, local council members, local relief committees, NGOs, community leaders, documentation office/registration focal points, camp/collective centre managers and teachers. While all of the aforementioned KIs are knowledgeable about the situation of IDP households, the following KI profiles are deemed to be particularly knowledgeable about the IDP population: local relief committees, local charities, civil society groups, NGOs, IDP community leaders (elders) and IDP community leaders (religious).
- 97 communities across Menbij sub-district where access and remote data collection is possible, will be assessed.

### 2.5. Data Processing & Analysis

Interviews for this assessment are conducted remotely, and are entered digitally using the KoBo Collect App on smartphones or Enketo web platform and subsequently uploaded to the IMPACT KoBo server. The assessment team downloads and checks submissions to ensure the required number of forms have been submitted for each location, before checking for any internal inconsistencies, outliers, data entry errors, or discrepancies between multiple submissions for the same assessed location. Automated checks are used where possible to ensure consistency and timely data processing. Any issues are followed up with enumerators and, where possible, KIs. Corrections based on responses from enumerators are cleaned by REACH assessment officers, with follow-up and cleaning logs maintained in password-protected files alongside all raw data and cleaning sheets. Once all steps have been followed in the data cleaning, checking and data set creation processes, with no follow-up remaining, the REACH assessment and project teams check through cleaning sheets and final data sets for any inconsistencies.

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<sup>12</sup> These definitions are used across all ISMI products.

Continuous variables such as total population estimates (i.e. total IDP and resident/pre-conflict populations as of 31 December 2018), are triangulated (where 2 or more KIs are available for a community), with all discrepancies followed up on with respective enumerators.<sup>13</sup> When the assessed location has a total population (IDP + resident/pre-conflict) of more than 15,000 households and 85,500 individuals or a KI is unsure if the population numbers and there is a large discrepancy between the first two KIs, a third KI is required. All raw total population estimates are checked with secondary data sources, with discrepancies being similarly followed up on. In cases of non-consensus of categorical questions (i.e. Are there any IDPs in this community), inexplicable large discrepancies between REACH and secondary data sources for numerical questions (i.e. the number of IDPs in a community), or where responses provided by enumerators after follow-up are deemed insufficient, data for the respective indicators is omitted and entered as 'No data'.

Following this, the REACH Assessment Manager and IMPACT Data Unit in Geneva internally reviews data sets before these are shared.

Data from this assessment will be analysed and reported at the sub-district and community level in order to produce an overview of the assessed population at the time of data collection. Data will be collected remotely in assessed communities through REACH enumerators from KIs living or working in the community and then aggregated to obtain findings at the sub-district level:

- Continuous variables (e.g. #, %): total and average across all entries
- Categorical variables (select multiple, select one): most commonly reported responses on a sub-district and community level
- Open-ended question: free text, qualitative narrative.

### 3. Roles and responsibilities

Table 2: 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	Assessment Manager	HQ Research Design Unit GIS Officer	Regional Coordinator
Supervising data collection	Senior Programme Officer	Assessment Manager	HQ Data Analysis Unit	Regional Coordinator
Data processing (checking, cleaning)	Assessment Officer	Assessment Manager	HQ Data Analysis Unit	Regional Coordinator
Data analysis	Assessment Officer	Assessment Manager	HQ Data Analysis Unit GIS Officer	Regional Coordinator
Output production	Assessment Officer GIS Officer	Assessment Manager	HQ Reporting Unit HQ GIS Unit	Regional Coordinator
Dissemination	Assessment Officer	Assessment Manager	HQ Communication Unit	Regional Coordinator
Monitoring & Evaluation	Assessment Officer	Assessment Manager	HQ Research Design Unit	Regional Coordinator

<sup>13</sup> Demographic profiles, as well as categorical and ordinal variables such as priority needs, proportion of IDPs by shelter type, etc. are only asked to the KI that is deemed to be more knowledgeable of the respective population group.

Lessons learned

Assessment Officer

Assessment  
Manager

HQ Research  
Design Unit

Regional  
Coordinator

**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

## 4. Data Analysis Plan

Research questions	Data collection method	Indicator group/ sector	Indicator / Variable	Questionnaire Question	Instructions	Questionnaire Responses	Data collection level	Sampling	KI 1	KI 2	KI 3
N/A	KI Interview	Key characteristics	Tool introduction/objective	<p>Welcome to the REACH north-east Syria IDP and spontaneous returns monitoring [baseline/quarterly 'stock'] assessment. The objective of this exercise is to provide a comprehensive overview of IDP, Spontaneous Return (SR) and Resident/Pre-conflict populations' locations as of 31 December 2018, as well as the profiles, conditions and priority needs of IDP and SR populations, in accessible sub-districts of Aleppo, Al-Hasakeh, Ar-Raqqa and Deir-ez-Zor governorates.</p>	(Swipe to next screen)	[Prompt/Guidance note]	Community/ neighbourhood/ site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	KI selection	<p>This tool uses a dual key informant (KI) methodology, requiring a minimum of 2 different KIs (and ideally 2 different KI types) to be interviewed in each assessed location. KIs should be purposively selected based on their knowledge of IDP and SR/resident populations in those locations.</p> <p>In addition, please note that a 3rd KI interview and form is required where:</p> <ul style="list-style-type: none"> <li>The assessed location has a total population (IDP + resident/pre-conflict) of more than 15,000 households and 85,500 individuals;</li> <li>You deem that discrepancies in information provided by KI 1 and KI 2 are too large;</li> <li>You deem that either or both of the original 2 KIs are unreliable or unsuitable.</li> </ul>	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y



	KI Interview	Key characteristics	Location selection	<p>The priority coverage for this assessment includes all populated locations in accessible opposition-held parts of Ar-Raqqa and Deir-ez-Zor governorates. Where resources allow, populated locations in accessible opposition-held parts of eastern Aleppo (Menbij sub-district), western Al-Hasakeh and southern Al-Hasakeh governorates should also be assessed.</p> <p>All assessments should be made at either the community, neighbourhood or 'site' level. You are encouraged to make assessments at the 'lowest' level possible, i.e. to assess as many individual camps, informal tented settlements, collective centres, informal settlements in unfinished/damaged buildings, and other sites hosting IDPs, as possible. For interviews made at the community and neighbourhood level, KIs are also asked which, if any, nearby camps, informal tented settlements, collective centres, informal settlements in unfinished/damaged buildings, and other sites are included in their figures, and to specify these sites names and locations.</p>	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Mode guidance	<p>In general, interviews should be conducted face-to-face with KIs in accessible areas. Where communities/sites are directly inaccessible, interviews should be conducted remotely, via Whatsapp or another encrypted connection. For remote assessments, it is recommended that you follow the below steps:</p> <ul style="list-style-type: none"> <li>• Call the KI via a secure connection (Whatsapp or Telegram)</li> <li>• Conduct the interview and note down the KI's responses</li> <li>• After the call, send the most important information (total IDPs, site names and locations, etc.) back to the KI, as a message, and ask them to confirm the information</li> <li>• Upload confirmed answers to KoBo</li> </ul>	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y

	KI Interview	Key characteristics	Interview guidance	<p>Before starting the interview, please introduce yourself to the KI and the organisation you represent, and describe the objectives of the assessment. Please explain that this exercise is NOT designed to facilitate aid in specific cases, and that, if KIs provide inaccurate or higher numbers, this will not lead to more assistance. Be careful while administering this interview that you do not create expectations about humanitarian support resulting directly from this assessment.</p> <p>For more information, please refer to the enumerator guidelines for this assessment.</p>	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Enumerator code	1.1 Enter enumerator code:	(Enter code)	(Numbers)	Community/neighbourhood/site level	Purposive	Y	Y	Y
N/A	KI Interview	Key characteristics	Date of data collection	2.1 What is the date of data collection?	(Enter the day in numbers and then select month and year)	(Date-format numbers)	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Governorate	2.2 In which governorate is the assessed location?	(Select one)	OCHA admin-level 1 (governorate list)	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	District	2.3 In which district is the assessed location?	(Select one)	OCHA admin-level 2 (district list)	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Sub-district	2.4 In which sub-district is the assessed location?	(Select one)	OCHA admin-level 3 (sub-district list)	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Assessed location type	2.5 Which type of location is the assessed location?	(Select one)	Community; Neighbourhood; Camp; Informal Tented Settlement; Collective Centre; Informal Settlement in Unfinished/Damaged Buildings; Other Site	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Community	2.6 Which community is being assessed?	(Select one)	OCHA admin-level 4 (community list); Other (e.g. town/village/settlement not listed above/below)	Community/neighbourhood/site level	Purposive	Y	Y	Y

KI Interview	Key characteristics	Community	2.6.1 Other community - please specify name:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Other' community information	2.6.2 What is the closest permanent, recognised community to this location?	(Select one)	OCHA admin-level 4 (community list)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Neighbourhood	2.7 Which neighbourhood is being assessed?	(Select one)	OCHA admin-level 5 (neighbourhood list); Other (e.g. neighbourhood not listed above/below)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Neighbourhood	2.7.1 Other neighbourhood - please specify name:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Other' neighbourhood information	2.7.2 What is the closest community to this neighbourhood?	(Select one)	OCHA admin-level 4 (community list)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Camp/informal settlement/collective centre	2.8 Which camp/informal tented settlement/collective centre/informal settlement in unfinished or damaged buildings is being assessed?	(Select one)	List of known sites; Other	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Camp/informal settlement/collective centre	2.8.1 Other camp/informal tented settlement/collective centre/informal settlement in unfinished or damaged buildings - please specify name:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Other' camp/informal settlement/collective centre information	2.8.2 What is the closest community to this camp/informal tented settlement/collective centre/informal settlement in unfinished or damaged buildings?	(Select one)	OCHA admin-level 4 (community list)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Other' site information	2.9 Other site - please specify name:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Other' camp/informal settlement/collective centre information	2.9.1 What is the closest community to this site?	(Select one)	OCHA admin-level 4 (community list)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Geotag at assessed location	2.10 Are you able to take a Geotag at the assessed location?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	Y	Y

KI Interview	Key characteristics	Geotag at assessed location	2.10.1 [Take Geotag]	(Press Geotag button)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Assessed location coordinates	2.10.2 Please enter the GPS coordinates of the assessed location (Latitude, Longitude):	(Enter coordinates)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Additional information on assessed location	2.10.3 Please enter any other information you have that would assist in identifying the assessed location, e.g. other names:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Nearby sites included	<p>The next question asks whether the population numbers provided by the Key Informant (KI) for an assessed community/neighbourhood include populations living in any nearby camps, informal tented settlements, collective centres, informal settlements in unfinished or damaged buildings, and/or other sites.</p> <p>You should first provide the KI with the definitions of these location types used for this assessment. Then, you should then provide the KI with a list of known sites in or near their community as well as population estimates (if known), and ask them to select all that are included in the overall numbers they provide. If the KI is not sure whether their numbers include nearby sites, encourage them to inquire by your next visit.</p>	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Nearby sites included	2.11 Do the answers provided by the KI include information on any camps, informal tented settlements, collective centres, informal settlements in unfinished or damaged buildings, and/or other sites that are in or near to the assessed location?	(Select one)	Yes; No; Not sure	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Nearby sites included	2.11.1 Information for which nearby camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites are included in the answers provided by the KI?	(Select all that apply)	List of known camps; Other	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Nearby sites included	2.11.2 Information on how many 'other' nearby sites are included in the answers provided by the KI?	(Enter number)	Integers	Community/neighbourhood/site level	Purposive	Y	Y	Y

	KI Interview	Key characteristics	Nearby sites included	2.11.2.1 Other included nearby site [1] - please specify name:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Nearby sites included	2.11.2.2 Other included nearby site [1] - please provide details on this site's location: [Loop back to 2.11.2.1; up to as many sites as stated in 2.11.2, max 16 sites]	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Nearby sites not included	2.12 Are there any other camps, informal tented settlements, collective centres, informal settlements in unfinished or damaged buildings, and/or other sites in or near to the assessed location, which have not been reported on here, and which populations are known to live in?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Nearby sites not included	2.12.1 Information on how many 'Other' nearby sites that have not been reported is the KI able to provide?	(Enter number)	Integers	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Nearby sites not included	2.12.1.1 Other non-included nearby site [1] - please specify name:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Nearby sites not included	2.12.1.2 Other non-included nearby site [1] - please provide details on this site's location: [Loop back to 2.12.1.1; up to as many sites as stated in 2.12.1, max 16 sites]	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
N/A	KI Interview	Key characteristics	Data collection method	3.1 Is this interview being conducted face-to-face or remotely?	(Select one)	Face-to-face; Remotely	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Data collection method	3.1.1 How is the remote interview being conducted?	(Select all that apply)	Telephone or voice call; Voice messaging; SMS; Whatsapp messaging; Other	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Key characteristics	Data collection method	3.1.2 Other remote data collection method - please specify details of how this assessment is being conducted:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y

KI Interview	Key characteristics	KI profile	3.2 Who is the person answering the following questions?	(Select one)	Documentation Office/Registration Focal Point; Civil Society Groups; Local Charities; Local Relief Committees; NGOs; IDP Community Leaders (Elders); IDP Community Leaders (Religious); Resident/Pre-Conflict Population Community Leaders (Mukhtar); Teacher; Local Council; Other	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	KI profile	3.2.1 Other KI type - please specify profile:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	KI gender	3.3 What is the gender of the person answering the following questions?	(Select one)	Male; Female	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	KIs duration in assessed location	3.4 How long has the person answering the following questions lived/worked in the assessed location?	(Select one)	Up to 1 month; 1-3 months; 4-6 months; 7-12 months; 1-2 years; 3-5 years; 6-10 years; More than 10 years; Not sure	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	KI data collection method	3.6 How has the person answering the following questions collected/recorded their population figures/answers?	(Select all that apply)	Local registration list; Aid distribution list; Water network list; Estimation; Other; Not sure	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	KI data collection method	3.6.1 Other KI collection/record method - please specify details:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	KI relationship	3.6.2 Have the KIs that you have interviewed in this location provided information from shared source(s)/record(s)?	(Select one)	Yes; No; Not sure	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Number of available KIs	3.7 How many KIs are available to report on this site?	(Select one)	1; 2; 3 or more	Community/neighbourhood/site level	Purposive	Y	Y	Y
		Number of available KIs	If only 1 KI is available in this location, please speak to your field coordinator and other enumerators for any other KI contacts that can be used in the location.	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y

	<i>KI Interview</i>	<i>Key characteristics</i>	<i>KI profile limit</i>	As you have interviewed a Local Council Member or Documentation Office/Registration Focal Point, please ensure you interview a KI that is in neither of these categories for the other interview(s) in this assessed location.	<i>(Swipe to next screen)</i>	<i>[Prompt/Guidance note]</i>	<i>Community/neighborhood/site level</i>	<i>Purposive</i>	Y	Y	Y
<b>What is the total number of IDPs present in communities, neighborhoods and sites in opposition-held areas of Ar-Raqqa, Deir-ez-Zor, Aleppo and Al Hasakeh governorates in</b>	<i>KI Interview</i>	<i>Key characteristics</i>	<i>Household/individual clarification</i>	<p>Please remind KIs that throughout this assessment they are asked to provide household figures for all population questions. Only for 'total' population questions, such as total IDP population, total IDP arrivals during the coverage period, etc., are KIs also asked to provide individual population estimates, if available.</p> <p>A household is defined as 'a group of persons who share the same living accommodation, and who pool some or all of their resources and who consume certain types of goods and services collectively, mainly housing and food'. An individual is defined as 'a single human being as distinct from a group'. Please remember that you should not make any calculations of household/individual figures yourself (independently of the KI), and should only report figures that are directly provided by KIs. You should also always ask KIs to provide a minimum, maximum and best guess for all reported figures.</p>	<i>(Swipe to next screen)</i>	<i>[Prompt/Guidance note]</i>	<i>Community/neighborhood/site level</i>	<i>Purposive</i>	Y	Y	Y

<p>north-east Syria?</p>	<p>KI Interview</p>	<p>Displacement/ demographics</p>	<p>Total IDP population</p>	<p>The next section asks for the total number of IDPs that were in the assessed location on the final day of the previous month (31 December 2018). IDPs are defined for this assessment as: "Individuals or groups of people who have been forced to leave their homes or places of habitual residence, in particular as a result of or in order to avoid the effects of armed conflict, situations of generalized violence, violations of human rights, or natural or man-made disasters, and who have not crossed an international border". In addition, please remind KIs of the following points for defining IDPs:</p> <ul style="list-style-type: none"> <li>- The cause of movement is important: <ul style="list-style-type: none"> <li>o Only people who have been forced to leave their communities of origin because of conflict should be assessed as IDPs.</li> <li>o People who are outside of their community of origin but not displaced should not be assessed as IDPs. For example, people who are in other towns to visit friends/relatives for leisure, or to access markets should not be assessed as IDPs.</li> </ul> </li> <li>- The location of displacement is important: <ul style="list-style-type: none"> <li>o Only people who have left their homes and left their communities of origin should be assessed as IDPs.</li> <li>o People who have left their homes, but stayed in their community of origin should be assessed as resident/pre-conflict population members, and not IDPs.</li> </ul> </li> <li>- The timeframe of displacement is important: <ul style="list-style-type: none"> <li>o Only people who have spent at least 24 consecutive hours displaced outside of their community of origin should be assessed as IDPs.</li> <li>o People who are displaced outside their community of origin, for instance, only over the course of a day, but then return back to their homes in the evening (or within 24 hours) should not be assessed as IDPs.</li> </ul> </li> </ul>	<p>(Swipe to next screen)</p>	<p>[Prompt/Guidance note]</p>	<p>Community/neighbourhood/site level</p>	<p>Purposive</p>	<p>Y</p>	<p>Y</p>	<p>Y</p>
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KI Interview	Displacement/ demographics	Presence of IDPs	4.1 Were there any IDPs in the assessed location (including in nearby reported camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites) on the last day of the previous month (31 December 2018)?	(Select one)	Yes; No; Not sure	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Displacement/ demographics	# of IDP households	4.2 Do you know the total number of IDP households that were in the assessed location (including in nearby reported camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites) on the last day of the previous month (31 December 2018)?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Displacement/ demographics	# of IDP households	4.2.1 What was the total number of IDP households in the assessed location (including in nearby reported camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites) on the last day of the previous month (31 December 2018)?	(Enter number of households)	(Minimum, Maximum, Best Guess Numbers)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Displacement/ demographics	# of IDP individuals	4.3 Do you know the total number of IDP individuals that were in the assessed location (including in nearby reported camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites) on the last day of the previous month (31 December 2018)?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Displacement/ demographics	# of IDP individuals	4.3.1 What was the total number of IDP individuals in the assessed location (including in nearby reported camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites) on the last day of the previous month (31 December 2018)?	(Enter number of individuals)	(Minimum, Maximum, Best Guess Numbers)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Displacement/ demographics	# of IDP households in nearby sites	4.4 Do you know the total number of IDP households that were in nearby reported camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites on the last day of the previous month (31 December 2018)?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	Y	Y

KI Interview	Displacement/demographics	# of IDP households in nearby sites	4.4.1 What was the total number of IDP households in [reported site 1] on the last day of the previous month (31 December 2018)? [Loop as many times as number of reported sites in 2.11.2]	(Enter number of households)	(Minimum, Maximum, Best Guess Numbers)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Displacement/demographics	Date camp/collective centre first hosted IDPs	4.5 Do you know when the assessed camp/collective centre first began hosting IDPs?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/demographics	Date camp/collective centre first hosted IDPs	4.5.1 When did the camp/collective centre first begin hosting IDPs?	(Select date)	(Date-format numbers)	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/demographics	Camp/collective centre management agency	4.5.2 What is the camp/collective centre management agency?	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/demographics	Camp/collective centre registration agency	4.5.2 Which agency is leading registration in the camp/collective centre?	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/demographics	Date of informal settlement establishment	4.6 Do you know when the assessed informal settlement/other site was first established?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/demographics	Date of informal settlement establishment	4.6.1 When was the informal settlement/other site first established?	(Select date)	(Date-format numbers)	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/demographics	Management of informal settlement	4.6.2 Who is the main party responsible for management of the informal settlement/other site?	(Select one)	One or more residents; An NGO (specify); Local authorities; The owner of the land/building; No one; Other; Not sure	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/demographics	Management of informal settlement	4.6.2.1 Other main party responsible - please specify details:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		

<b>What are the demographic profiles (age and gender) of IDP populations present in assessed locations?</b>	KI Interview	Displacement/ demographics	IDP demographics	The next section asks for demographic information on the IDP population reported to be living in the assessed location (including IDPs in nearby reported camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites) on the last day of the previous month (31 December 2018).	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/ demographics	IDP population household profiles	5.1 What were the three most common household profiles of IDP households in the assessed location on the last day of the previous month (31 December 2018)?  (Please note, 'children' are defined for this assessment as anyone between the ages of 0 and 17, while 'elderly' refers to anyone aged 60 and above).	(Select first, second, third)	Married men with their family (wife, children, other immediate family); Married men without their family; Unmarried / single men; Married women with their family without husband (children, other immediate family); Married women without their family; Unmarried / single women; Unaccompanied children; Other; Not sure	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/ demographics	IDP population gender	5.1 Do you know, approximately, what proportion of the IDP population in the assessed location as of the last day of the previous month (31 December 2018) was female and male?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/ demographics	IDP population gender	5.1.1 Approximately what proportion of the IDP population in the assessed location as of the last day of the previous month (31 December 2018) was female and male (including children, i.e. all ages)?	(Enter proportions)	(Numbers)	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/ demographics	IDP population age	5.2 Do you know, approximately, what proportion of the IDP population in the assessed location as of the last day of the previous month (31 December 2018) was in the following age groups (0-5, 6-17, 18-59, 60+)?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/ demographics	IDP population age	5.3.1 Approximately, what proportion of IDPs in the assessed location as of the last day of the previous month (31 December 2018) was in the following age groups?	(Enter proportions)	0-5, 6-17, 18-59, 60+	Community/neighbourhood/site level	Purposive	Y		
	<b>How long have IDP populations been displaced in their current locations?</b>	KI Interview	Displacement/ demographics	IDP population duration of stay	5.10 Do you know what proportion of all IDPs in the assessed location on the last day of the previous month (31 December 2018) had lived in the assessed location for the following durations?  (Less than two months; More than two but less than six months; More than six months but less than one year; More than one year)	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	

	KI Interview	Displacement/ demographics	IDP population duration of stay	5.10.1 What is the proportion of all IDPs in the assessed location that have lived in the assessed location for the following durations?	(Enter proportions)	Less than two months; More than two but less than six months; More than six months but less than one year; More than one year	Community/neighbourhood/site level	Purposive	Y		
<b>What are the shelter settings of IDP populations present in assessed locations?</b>	KI Interview	Displacement/ shelter	Shelter settings of IDP populations	The next section asks for information on the shelter and tenancy settings of the IDP population reported to be living in the assessed location (including IDPs in nearby reported camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites) on the last day of the previous month (31 December 2018). Please read out the list of available shelter types and tenancy arrangements to KIs, and clarify any definitions.	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/ shelter	Most common shelter settings of IDP populations	6.1 Which type of shelter arrangements do IDPs who were present in the assessed location as of the last day of the previous month (31 December 2018) live in?	(Select all that apply)	Managed camp; Solid/finished apartment; Solid/finished house; Collective centre; Unfinished/damaged building; Informal tented settlement (specify); Non-residential/public building; Individual tents; Open areas; Other; Not sure	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/ shelter	Most common shelter settings of IDP populations	6.1.1 Other shelter type - please specify:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/ shelter	Most common shelter settings of IDP populations	6.2 For each of the shelter types selected, what is your best guess at the proportion of IDPs living in them?	(Select proportion-ranges)	0-10%; 11-20%; 21-30%; 31-40%; 41-50%; 51-60%; 61-70%; 71-80%; 81-90%; 91-100%; Not sure	Community/neighbourhood/site level	Purposive	Y		

	KI Interview	Displacement/shelter	Shelter adequacy issues for IDPs	6.6 Are there any adequacy issues with IDP shelters in the community, and if so, what are the issues?	(Select one)	None; Insufficient number of shelters for the population; Shelters are too small/not enough space for entire household; Structures are not sturdy and break/fall over easily; Many are heavily damaged/unusable; Many are slightly damaged; Lack of insulation from heat; Lack of insulation from cold; Leaking during rain; Limited ventilation; Lack of privacy inside shelter (no partitions, no doors); Unable to lock home securely; Lack of lighting; Lack of heating; Other (specify); Not sure	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/shelter	Shelter adequacy issues for IDPs	6.6.1 Other shelter adequacy issue - please specify:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/shelter	Shelter and tenancy other information	6.7 Do you have any other information regarding the shelter and tenancy settings of the IDP populations present in the assessed location:	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/shelter	Shelter and tenancy other information	6.7.1 Please enter any other information you have regarding the shelter and tenancy settings of the IDP populations present in the assessed location:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		
<b>What are the priority needs of IDP populations present in assessed locations?</b>	KI Interview	Displacement/multi-sectoral	Priority needs of IDP populations	The next section asks for information on the priority needs of the IDP population reported to be living in the assessed location (including IDPs in nearby reported camps/informal tented settlements/collective centres/informal settlements in unfinished or damaged buildings/other sites) on the last day of the previous month (31 December 2018).	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y		
	KI Interview	Displacement/multi-sectoral	Priority needs of IDP populations	7.1 What are the three most important priority needs of IDP populations living in the assessed location as of the last day of the previous month?	(Select first, second, third)	Safety and security; Shelter; Health; NFIs; Food; Water; Education; Hygiene; Winterisation or equivalent; Cash/voucher assistance; Other; Not sure	Community/neighbourhood/site level	Purposive	Y		

KI Interview	Displacement/ multi-sectoral	Priority needs of IDP populations	7.1 1st priority need of IDP populations:	(Select first, second, third)	Safety and security; Shelter; Health; NFIs; Food; Water; Education; Hygiene; Winterisation or equivalent; Cash/voucher assistance; Other; Not sure	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/ multi-sectoral	Priority needs of IDP populations	7.1.1 Other:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/ multi-sectoral	Priority needs of IDP populations	7.2 2nd priority need of IDP populations:	(Select first, second, third)	Safety and security; Shelter; Health; NFIs; Food; Water; Education; Hygiene; Winterisation or equivalent; Cash/voucher assistance; Other; Not sure	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/ multi-sectoral	Priority needs of IDP populations	7.2.1 Other:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/ multi-sectoral	Priority needs of IDP populations	7.3 3rd priority need of IDP populations:	(Select first, second, third)	Safety and security; Shelter; Health; NFIs; Food; Water; Education; Hygiene; Winterisation or equivalent; Cash/voucher assistance; Other; Not sure	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/ multi-sectoral	Priority needs of IDP populations	7.3.1 Other:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/ multi-sectoral	Priority shelter needs of IDP populations	7.2 What are the specific shelter needs of IDP populations in the assessed location?	(Select up to three)	New/additional tents; Tarpaulins/plastic sheeting; Nails/screws; Timber; Rope; Wire; Roofing materials; Doors/doorframes; Windows/window frames; Concrete; Bricks / other stone blocks; Plaster or other material for repairing cracked walls; Basic electrical items (wiring, switches, sockets, extension cords); Basic tools (hammer, screw driver, wrenches); Other; Not sure	Community/neighbourhood/site level	Purposive	Y		
KI Interview	Displacement/ multi-sectoral	Priority shelter needs of IDP populations	7.2.1 Other shelter need - please specify:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y		

<i>KI Interview</i>	<i>Displacement/ multi-sectoral</i>	<i>Priority food needs of IDP populations</i>	<i>7.3 What are the specific food needs of IDP populations in the assessed location?</i>	<i>(Select up to three)</i>	<i>Bread; Rice; Bulgur; Flour; Lentils; Pasta; Cooking oil; Fresh vegetables; Chicken; Meat; Sugar; Salt; Other (specify); Not sure</i>	<i>Community/neighborhood/site level</i>	<i>Purposive</i>	<i>Y</i>		
<i>KI Interview</i>	<i>Displacement/ multi-sectoral</i>	<i>Priority food needs of IDP populations</i>	<i>7.3.1 Other food need - please specify:</i>	<i>(Please specify)</i>	<i>(Open text)</i>	<i>Community/neighborhood/site level</i>	<i>Purposive</i>	<i>Y</i>		
<i>KI Interview</i>	<i>Displacement/ multi-sectoral</i>	<i>Priority NFI needs of IDP populations</i>	<i>7.4 What are the specific NFI needs of IDP populations in the assessed location?</i>	<i>(Select up to three)</i>	<i>Bedding items (sheets, pillows); Mattresses/Sleeping mats; Cooking utensils; Cooking fuel; Cooking stoves; Water containers; Sources of light/solar lamps; Solar panels; Clothing; Shoes; Batteries; Other (specify); Not sure</i>	<i>Community/neighborhood/site level</i>	<i>Purposive</i>	<i>Y</i>		
<i>KI Interview</i>	<i>Displacement/ multi-sectoral</i>	<i>Priority NFI needs of IDP populations</i>	<i>7.4.1 Other NFI need - please specify:</i>	<i>(Please specify)</i>	<i>(Open text)</i>	<i>Community/neighborhood/site level</i>	<i>Purposive</i>	<i>Y</i>		
<i>KI Interview</i>	<i>Displacement/ multi-sectoral</i>	<i>Priority WASH needs of IDP populations</i>	<i>7.5 What are the specific water, sanitation and hygiene needs of IDP populations in the assessed location?</i>	<i>(Select up to three)</i>	<i>Drinking water; General purpose water; Functioning latrines; Disposable diapers; Sanitary pads; Soap; Washing powder (for clothes); Cleaning liquid (for house); Detergent (for dishes); Other (specify); Not sure</i>	<i>Community/neighborhood/site level</i>	<i>Purposive</i>	<i>Y</i>		
<i>KI Interview</i>	<i>Displacement/ multi-sectoral</i>	<i>Priority WASH needs of IDP populations</i>	<i>7.5.1 Other WASH need - please specify:</i>	<i>(Please specify)</i>	<i>(Open text)</i>	<i>Community/neighborhood/site level</i>	<i>Purposive</i>	<i>Y</i>		

<i>KI Interview</i>	<i>Displacement/ multi-sectoral</i>	<i>Priority healthcare needs of IDP populations</i>	<i>7.6 What are the specific healthcare needs of IDP populations in the assessed location?</i>	<i>(Select up to three)</i>	<i>First aid / emergency care (accident and injuries); Diarrhea treatment; Vaccination; Antibiotics; Surgery; Psychiatric care; Skilled care during childbirth; Treatment for chronic disease (diabetes, blood pressure, heart problems, kidney problems); Rehabilitation (i.e.: recovery programmes for those who have recently experienced injuries, especially to muscles or limbs); Assistive devices (e.g.: wheelchairs, prosthetics); Other; Not sure</i>	<i>Community/neighbourhood/site level</i>	<i>Purposive</i>	<i>Y</i>		
<i>KI Interview</i>	<i>Displacement/ multi-sectoral</i>	<i>Priority healthcare needs of IDP populations</i>	<i>7.6.1 Other healthcare need - please specify:</i>	<i>(Please specify)</i>	<i>(Open text)</i>	<i>Community/neighbourhood/site level</i>	<i>Purposive</i>	<i>Y</i>		
<i>KI Interview</i>	<i>Displacement/ multi-sectoral</i>	<i>Priority educational needs of IDP populations</i>	<i>7.7 What are the specific educational needs of IDP populations in the assessed location?</i>	<i>(Select up to three)</i>	<i>Additional classrooms; Qualified teachers; Teacher training; School equipment (desks, chairs, etc.); School stationary; School uniforms; Ensuring safety/security for children and teachers; Teaching and learning materials (globes, maps, teaching guides, etc.); Provision of teaching supplies/kits; Recognition and/or certification of curriculum; Appropriate WASH facilities; Counselling for psychosocial stress; Resources to pay teachers; Other; Not sure</i>	<i>Community/neighbourhood/site level</i>	<i>Purposive</i>	<i>Y</i>		



	KI Interview	Displacement/multi-sectoral	Priority educational needs of IDP populations	7.7.1 Other educational need - please specify:	(Please specify)	(Open text)	Community/neighborhood/site level	Purposive	Y		
	KI Interview	Displacement/multi-sectoral	Priority winterisation needs of IDP populations	7.8 What are the specific winterisation needs of IDP populations in the assessed location?	(Select up to three)	Plastic sheeting/tarpaulin; High thermal blankets; Floor mats; Winter clothes; Winter shoes; Heating fuel; Heaters/stoves; Other (specify); Not sure	Community/neighborhood/site level	Purposive	Y		
	KI Interview	Displacement/multi-sectoral	Priority winterisation needs of IDP populations	7.8.1 Other winterisation need - please specify:	(Please specify)	(Open text)	Community/neighborhood/site level	Purposive	Y		
	KI Interview	Displacement/multi-sectoral	Priority needs of IDP populations	7.9 Do you have any additional information you have on the priority needs of IDP populations in the assessed location:	(Select one)	Yes; No	Community/neighborhood/site level	Purposive	Y		
	KI Interview	Displacement/multi-sectoral	Priority needs of IDP populations	7.9.1 Please enter any additional information you have on the priority needs of IDP populations in the assessed location:	(Please specify)	(Open text)	Community/neighborhood/site level	Purposive	Y		
<b>What is the total number of resident/pre-conflict population members present in communities, neighborhoods and sites in opposition-held areas of Ar-Raqqa, Deir-ez-Zor, Aleppo and Al Hasakeh governorates in</b>	KI Interview	Non-displaced population/ Demographics	Presence of resident/pre-conflict population members	The next section asks for the total number of resident/pre-conflict population members that were in the assessed location on the final day of the previous month (31 December 2018). Resident/pre-conflict population members are defined for this assessment as: "Individuals or groups of people who currently reside in their communities of origin, or communities of permanent residence prior to the Syrian conflict. This includes populations that were never displaced as well as previously displaced populations that have returned to their communities". In addition, please remind KIs of the following: The origin of households is important: o A person's community of origin is defined as: the community a person is originally from, or in which they had their pre-conflict (i.e. prior to the outbreak of the Syrian conflict) place of habitual residence. o Residents who were never displaced, as well as previously displaced residents that have returned to their communities, who are currently living in their community of origin should be assessed as	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighborhood/site level	Purposive	Y	Y	Y

north-east Syria?			<p>residents. This includes people who are residents of a community but who are not currently living in their pre-conflict homes.</p> <ul style="list-style-type: none"> <li>o People who have married into resident/pre-conflict households, and have 'permanently resettled' to a new community, and are now registered as residents by local authorities, should also be assessed as residents.</li> <li>o Children of residents who have been born since the conflict began should also be assessed as residents, as long as they currently live with their parents and are residing in their community of origin.</li> <li>o People who are displaced outside of their community of origin should not be assessed as residents, regardless of how long they have lived in their community of displacement. For example, IDPs who were displaced from their community of origin after the conflict began and have lived in a different community for many years should still be assessed as IDPs, not residents.</li> <li>o Children of IDPs who were born in different communities to their parents' community of origin should be assessed as IDPs, not residents.</li> </ul>								
	KI Interview	Non-displaced population/ Demographics	Presence of resident/pre-conflict population members	13.1 Were there any resident/pre-conflict population members (including resident populations that have returned) in the assessed location on the last day of the previous month (31 December 2018)?	(Select one)	Yes; No; Not sure	Community/ neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Non-displaced population/ Demographics	# of resident/pre-conflict households	13.2 Do you know the total number of resident/pre-conflict population households (including households that have returned) that are in the assessed location?	(Select one)	Yes; No	Community/ neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Non-displaced population/ Demographics	# of resident/pre-conflict households	13.2.1 What was the total number of resident/pre-conflict population households (including households that have returned) in the assessed location on the last day of the previous month (31 December 2018)?	(Enter number of households)	(Minimum, Maximum, Best Guess Numbers)	Community/ neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Non-displaced population/ Demographics	# of resident/pre-conflict individuals	13.3 Do you know the total number of resident/pre-conflict population individuals (including individuals that have returned) that were in the assessed location on the last day of the previous month (31 December 2018)?	(Select one)	Yes; No	Community/ neighbourhood/site level	Purposive	Y	Y	Y	

	KI Interview	Non-displaced population/Demographics	# of resident/pre-conflict individuals	13.3.1 What was the total number of resident/pre-conflict population individuals (including individuals that have returned) in the assessed location on the last day of the previous month (31 December 2018)?	(Enter number of individuals)	(Minimum, Maximum, Best Guess Numbers)	Community/neighbourhood/site level	Purposive	Y	Y	Y
<b>What is the total number of Spontaneous Return populations present in communities, neighbourhoods and sites in opposition-held areas of Ar-Raqqa, Deir-ez-Zor and Al Hasakeh governorates in north-east Syria?</b>	KI Interview	Returned population/Demographics	Presence of Returned households	The next section asks for the total number of 'Spontaneous Returns'/Returnees, i.e. the total number of residents who were previously displaced that have returned and are living in the assessed location (their community of origin) as of the last day of the previous month (31 December 2018).	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Returned population/Demographics	Presence of Returned households	14.1 Have any resident/pre-conflict households that had been displaced, at any time since the beginning of the conflict, returned to the assessed location?	(Select one)	Yes; No; Not sure	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Returned population/Demographics	# of returned resident households	14.2 Do you know what was the total number of resident/pre-conflict population households who had previously been displaced from the assessed location that have since returned and were living in the assessed location as of the last day of the previous month (31 December 2018)?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Returned population/Demographics	# of returned resident households	14.2.1 What was the total number of resident/pre-conflict population households who had previously been displaced from the assessed location that have since returned and were living in the assessed location as of the last day of the previous month (31 December 2018)?	(Enter number of households)	(Minimum, Maximum, Best Guess Numbers)	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Returned population/Demographics	# of resident individuals that had previously been displaced	14.3 Do you know what was the total number of resident/pre-conflict population individuals who had previously been displaced from the assessed location that have since returned and were living in the assessed location as of the last day of the previous month (31 December 2018)?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Returned population/Demographics	# of resident individuals that had previously been displaced	14.3.1 What was the total number of resident/pre-conflict population individuals who had previously been displaced from the assessed location that have since returned and were living in the assessed location as of the last day of the previous month (31 December 2018)?	(Enter number of individuals)	(Minimum, Maximum, Best Guess Numbers)	Community/neighbourhood/site level	Purposive	Y	Y	Y

KI Interview	Returned population/ Demographics	# of returned resident individuals in their former homes	14.4 Do you know what was the total number of resident/pre-conflict population households that had returned and were living in their former homes (places of pre-conflict habitual residence), as of the last day of the previous month (31 December 2018)?	(Select one)	Yes; No	Community/neighborhood/site level	Purposive	Y		
KI Interview	Returned population/ Demographics	# of returned resident individuals in their former homes	14.4.1 What was the total number of resident/pre-conflict population households that had returned and were living in their former homes (places of pre-conflict habitual residence), as of the last day of the previous month (31 December 2018)?	(Enter number of households)	(Minimum, Maximum, Best Guess Numbers)	Community/neighborhood/site level	Purposive	Y		
KI Interview	Returned population/ Demographics	# of returned resident individuals	14.5 Has any of the resident/pre-conflict population that was previously displaced returned to the assessed location since the beginning of 2018 (1 January 2018)?	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighborhood/site level	Purposive	Y		
KI Interview	Returned population/ Demographics	# of returned resident individuals	14.6 Do you know the proportion of resident/pre-conflict population households who had previously been displaced that returned since the beginning of 2018, and before 2018?	(Select one)	Yes; No	Community/neighborhood/site level	Purposive	Y		
KI Interview	Returned population/ Demographics	# of returned resident individuals	14.6.1 Approximately, what proportion of resident/pre-conflict population households who had previously been displaced from the assessed location returned during the following time periods (the most recent time they returned)?	(Enter number)	(Number)	Community/neighborhood/site level	Purposive	Y		
KI Interview	Returned population/ Demographics	How long returned resident individuals had been displaced	14.7 Do you know, on average, how long returned households in the community had been displaced before returning to the community?	(Select one)	Yes; No	Community/neighborhood/site level	Purposive	Y		
KI Interview	Returned population/ Demographics	How long returned resident individuals had been displaced	14.7.1 On average, how long had returned households been displaced before returning to the community (in months):	(Optional)	[Prompt/Guidance note]	Community/neighborhood/site level	Purposive	Y		

	KI Interview	Returned population/Demographics	What proportion of resident individuals are still displaced	14.8 Do you know the proportion of resident/pre-conflict population households that were still displaced outside of the assessed location as of 31 December 2018 (including both IDPs and refugees)?	(Select one)	Yes; No	Community/neighborhood/site level	Purposive	Y		
	KI Interview	Returned population/Demographics	What proportion of resident individuals are still displaced	14.8.1 Approximately, what proportion of the resident/pre-conflict population (total population before the beginning of the conflict) remained displaced outside of the assessed location, as of 31 December 2018 (IDPs and refugees)?	(Please specify)	(Number)	Community/neighborhood/site level	Purposive	Y		
<b>What are the demographic profiles (age and gender) of spontaneous return populations present in assessed locations?</b>	KI Interview	Displacement/demographics	Displacement/demographics	The next section asks for demographic information on the Spontaneous Return population reported to be living in the assessed location on the final day of the previous month.	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighborhood/site level	Purposive	Y		
	KI Interview	Displacement/demographics	Most common household profiles	15.1 What were the three most common household profiles of Spontaneous Return households in the assessed location on the last day of the previous month?  (Please note, 'children' are defined for this assessment as anyone between the ages of 0 and 17, while 'elderly' refers to anyone aged 60 and above).	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighborhood/site level	Purposive	Y		
	KI Interview	Displacement/demographics	Other 1st most common household profiles	15.1.1 First other most common household profile(s) - please specify:	(Select one)	Married men with their family (wife, children, other immediate family); Married men without their family; Unmarried / single men; Married women with their family without husband (children, other immediate family); Married women without their family; Unmarried / single women; Unaccompanied children; Other; Not sure	Community/neighborhood/site level	Purposive	Y		

KI Interview	Displacement/ demographics	Other 2nd most common household profiles	15.1.1 Second other most common household profile(s) - please specify:	(Select one)	Married men with their family (wife, children, other immediate family); Married men without their family; Unmarried / single men; Married women with their family without husband (children, other immediate family); Married women without their family; Unmarried / single women; Unaccompanied children; Other; Not sure	Community/neighborhood/site level	Purposive	Y		
KI Interview	Displacement/ demographics	Other 3rd most common household profiles	15.1.1 Third other most common household profile(s) - please specify:	(Select one)	Married men with their family (wife, children, other immediate family); Married men without their family; Unmarried / single men; Married women with their family without husband (children, other immediate family); Married women without their family; Unmarried / single women; Unaccompanied children; Other; Not sure	Community/neighborhood/site level	Purposive	Y		
KI Interview	Displacement/ demographics	Gender demographics	15.2 Do you know, approximately, what proportion of the Spontaneous Return population in the assessed location as of the last day of the previous month was female and male?	(Select one)	Yes; No	Community/neighborhood/site level	Purposive	Y		
KI Interview	Displacement/ demographics	Gender demographics	15.2.1 Approximately what proportion of the Spontaneous Return population in the assessed location as of the last day of the previous month was female and male (including children, i.e. all ages)?	(Select one)	Male; Female	Community/neighborhood/site level	Purposive	Y		
KI Interview	Displacement/ demographics	Age demographics	15.3 Do you know, approximately, what proportion of the Spontaneous Return population in the assessed location as of the last day of the previous month was in the following age groups (0-15, 6-17, 18-59, 60+)?	(Select one)	Yes; No	Community/neighborhood/site level	Purposive	Y		
KI Interview	Displacement/ demographics	Age demographics	15.3.1 Approximately, what proportion of the Spontaneous Return population in the assessed	(Select one)	0-15, 6-17, 18-59, 60+					

				location as of the last day of the previous month was in the following age groups?								
<b>What are the shelter settings of SR populations present in assessed locations?</b>	KI Interview	Displacement/shelter	Shelter settings of SR populations	The next section asks for information on the shelter and tenancy settings of the SR population reported to be living in the assessed location on the last day of the previous month. Please read out the list of available shelter types and tenancy arrangements to KIs, and clarify any definitions.	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighborhood/site level	Purposive			Y	
	KI Interview	Displacement/shelter	Most common shelter settings of SR populations	16.1 Which type of shelter arrangements do most Spontaneous Return population members who were present in the assessed location as of the last day of the previous month live in?	(Select all that apply)	Managed camp; Solid/finished apartment; Solid/finished house; Collective centre; Unfinished/damaged building; Informal tented settlement (specify); Non-residential/public building; Individual tents; Open areas; Other; Not sure	Community/neighborhood/site level	Purposive			Y	
	KI Interview	Displacement/shelter	Most common shelter settings of SR populations	16.1.1 Other shelter type - please specify:	(Please specify)	(Open text)	Community/neighborhood/site level	Purposive			Y	
	KI Interview	Displacement/shelter	Most common shelter settings of SR populations	16.2 For each of the shelter types selected, what is your best guess at the proportion of Spontaneous Return population members living in them?	(Select proportion-ranges)	0-10%; 11-20%; 21-30%; 31-40%; 41-50%; 51-60%; 61-70%; 71-80%; 81-90%; 91-100%; Not sure	Community/neighborhood/site level	Purposive			Y	
<b>What are shelter adequacy issues of SR populations present in assessed locations?</b>	KI Interview	Displacement/tenancy	Most common adequacy settings of SR populations	16.6 Are there any adequacy issues with Spontaneous Return populations' shelters in the community, and if so, what are the issues?	(Select all that apply)	Ownership; Renting; Authorised squatting; Unauthorised squatting; Hosted without rent; Other; Not sure; Not applicable/no tenancy arrangement (e.g. in camps, open areas, etc.)	Community/neighborhood/site level	Purposive			Y	
	KI Interview	Displacement/tenancy	Most common shelter adequacy issues of SR populations	16.6.1 Other shelter adequacy issue - please specify:	(Please specify)	(Open text)	Community/neighborhood/site level	Purposive			Y	
	KI Interview	Displacement/tenancy	Most common adequacy settings of SR populations	16.7 Do you have any other information you have regarding the shelter and tenancy settings of the Spontaneous Return populations present in the assessed location:	(Select one)	Yes; No						

	KI Interview	Displacement/tenancy	Most common adequacy settings of SR populations	16.7.1 Please enter any other information you have regarding the shelter and tenancy settings of the Spontaneous Return populations present in the assessed location:	(Select proportion-ranges)	0-10%; 11-20%; 21-30%; 31-40%; 41-50%; 51-60%; 61-70%; 71-80%; 81-90%; 91-100%; Not sure	Community/neighbourhood/site level	Purposive		Y	
N/A	KI Interview	Enumerator observations	Enumerator observations	21.1 At this point, you can thank the KI for their time and end the interview. The final section asks you to reflect on the accuracy of the information provided. For this reason, you should do it without the KI.	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Enumerator observations	Enumerator-KI relationship	21.2 Is this the first time you have interviewed this KI?	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Enumerator observations	Enumerator-KI relationship	21.2.1 Why is this the first time you have interviewed this KI?	(Select all that apply)	First time community is assessed; Old KIs no longer available; Old KIs provided poor data; New Enumerator; Other	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Enumerator observations	Enumerator-KI relationship	21.2.2 Other:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
	KI Interview	Enumerator observations	KI/data accuracy issues	21.2.3 Do you have any reasons to believe that the KI is doing any of the following:	(Select all that apply)	Confusing individual and household figures; Confusing population categories (for example, including IDP numbers in resident/pre-conflict population numbers); Not collecting figures in line with required timeframes; Overstating numbers in the hope of getting more assistance; Not collecting information in line with requested definitions (for example, community of origin rather than last place of departure); Including camps in the numbers without stating it; Frequency of information requests fatigues the KI; Movements too large to accurately track; Other; No	Community/neighbourhood/site level	Purposive	Y	Y	Y



KI Interview	Enumerator observations	KI/data accuracy issues	21.3.1 Other KI issue - please provide details:	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Enumerator observations	KI trust level	If the KI is not providing information on movements between the first and last day of the previous month, or stock as of the last day of the previous month, please clarify the dates he/she is providing information for:	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Enumerator observations	KI trust level	21.3 To what extent do you trust the KI/source(s) used for this assessment, and how confident are you in the overall accuracy of the information reported (for instance, that population numbers are accurate and not intentionally inflated, and that no key population movements have been missed)?	(Select one)	Very high; High; Medium; Low;	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Enumerator observations	KI trust level	21.4 If your level of trust is only medium/low, please consider why this is. If the KI is deliberately understating or overstating numbers, please remind them why accurate data is important. If the KI is unintentionally providing inaccurate numbers, offer to assist in improving their data collection/record keeping methods. In both cases, please submit this form and use the 3rd KI tool for an additional interview.	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Enumerator observations	Additional observations	21.5 Do you have any additional observations on the assessed location and/or its populations and movements from/to it? (Please provide as much context as possible if there have been large movements).	(Select one)	Yes; No	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Enumerator observations	Additional observations	21.5.1 What are your additional observations? (Please provide as much detail as possible):	(Please specify)	(Open text)	Community/neighbourhood/site level	Purposive	Y	Y	Y
KI Interview	Key characteristics	Third KI	Please remember to interview a third KI if: <ul style="list-style-type: none"> <li>• The assessed location has a total population (IDP + resident/pre-conflict) of more than 15,000 households and 85,500 individuals;</li> <li>• You deem that discrepancies in information provided by KI 1 and KI 2 are too large;</li> <li>• You deem that either or both of the original 2 KIs are unreliable or unsuitable.</li> </ul>	(Swipe to next screen)	[Prompt/Guidance note]	Community/neighbourhood/site level	Purposive	Y	Y	Y



## 6. Data Management Plan

Administrative Data		
Research Cycle name	North East Syria Movement Monitoring Initiative: Menbij Sub-district Overview	
Project Code	SYR1812b:	
Donor	OFDA	
Project partners	-	
Research Contacts	Tristan Minihane ( <a href="mailto:tristan.minihane@reach-initiative.org">tristan.minihane@reach-initiative.org</a> ) Rosie Witton ( <a href="mailto:rosie.witton@reach-initiative.org">rosie.witton@reach-initiative.org</a> ) Christoph Rother ( <a href="mailto:christoph.rother@reach-initiative.org">christoph.rother@reach-initiative.org</a> ) Laura Thisted ( <a href="mailto:laura.thisted@reach-initiative.org">laura.thisted@reach-initiative.org</a> )	
Data Management Plan Version	Date: 31/01/2019	Version: 01
Related Policies	[Data management plan based on models and standards developed by the Digital Curation Centre (DCC), <a href="http://www.dcc.ac.uk">http://www.dcc.ac.uk</a> .	
Documentation and Metadata		
What documentation and metadata will accompany the data? <i>Select all that apply</i>	<input checked="" type="checkbox"/> Data analysis plan	<input checked="" type="checkbox"/> Data Cleaning Log, including: <input checked="" type="checkbox"/> Deletion Log <input checked="" type="checkbox"/> Value Change Log
	<input type="checkbox"/> Code book	<input type="checkbox"/> Data Dictionary
	<input checked="" type="checkbox"/> Metadata based on HDX Standards	<input type="checkbox"/> [Other, Specify]
Ethics and Legal Compliance		
Which ethical and legal measures will be taken?	<input checked="" type="checkbox"/> Consent of participants to participate	<input type="checkbox"/> Consent of participants to share personal information with other agencies
	<input checked="" type="checkbox"/> No collection of personally identifiable data will take place	<input checked="" type="checkbox"/> Gender, child protection and other protection issues are taken into account
	<input checked="" type="checkbox"/> All participants reached age of majority	[Other, Specify]
Who will own the copyright and Intellectual Property Rights for the data that is collected?	REACH	
Storage and Backup		
Where will data be stored and backed up during the research?	<input checked="" type="checkbox"/> IMPACT/REACH Kobo Server	<input type="checkbox"/> Other Kobo Server: <i>[specify]</i>
	<input type="checkbox"/> IMPACT Global Physical / Cloud Server	<input type="checkbox"/> Country/Internal Server
	<input checked="" type="checkbox"/> On devices held by REACH staff	<input type="checkbox"/> Physical location <i>[specify]</i>
	<input type="checkbox"/> [Other, Specify]	
Which data access and security measures have been taken?	<input checked="" type="checkbox"/> Password protection on devices/servers	<input checked="" type="checkbox"/> Data access is limited to OCHA, HNAP and REACH Syria Assessment Staff.
	<input type="checkbox"/> Form and data encryption on data collection server	<input type="checkbox"/> Partners signed an MoU if accessing raw data
	<input type="checkbox"/> [Other, Specify]	
Kobo Access Rights		
Kobo Access	Person	Account Name

View Form	REACH Assessment Officer	REACH
View and Edit Form	REACH Assessment Officer	REACH
View Form and Submit Data	REACH Assessment Officer	REACH
Download Data	REACH Assessment Officer	REACH

**Raw Data Access Rights**

Raw Data Access	Reason	Person
Accountable	REACH Assessment Officer	REACH Assessment Officer
Access	REACH Assessment Officer	REACH Assessment Officer (Rosie Witton)

**Preservation**

Where will data be stored for long-term preservation?	<input checked="" type="checkbox"/> IMPACT / REACH Global Cloud / Physical Server	<input type="checkbox"/> OCHA HDX
	<input type="checkbox"/> REACH Country Server	<input type="checkbox"/> [Other, Specify]

**Data Sharing**

Will the data be shared publicly?	<input checked="" type="checkbox"/> Yes, but a restricted version of the dataset will be shared publicly	<input type="checkbox"/> No
Will all data be shared?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No, only anonymised, cleaned and consolidated data will be shared
	<input type="checkbox"/> No, [Other, Specify]	
Where will you share the data?	<input type="checkbox"/> REACH Resource Centre	<input type="checkbox"/> OCHA HDX
	<input type="checkbox"/> Humanitarian Response	<input type="checkbox"/> [Other, Specify]

**Data protection risk assessment**

Have you completed the Indicators Risk Assessment table below?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No, no information that potentially allows identification of individuals is to be collected.
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[Please complete the first 4 columns in the Indicators Risk Assessment table below]

Risk indicator	Type of identification risk	Disclosure implications	Benefits	Class	Required mitigation
KI gender and age	Identification of KI	loss of privacy/potential target of armed actors	Follow-up for data cleaning, ensuring KI is age 18 or above, identifying gender distribution of KIs.	B1	To be deleted from raw dataset immediately after the completion of data cleaning and processing

**Responsibilities**

Data collection	Scott Sandvik, Assessment Officer, <a href="mailto:scott.sandvik@reach-initiative.org">scott.sandvik@reach-initiative.org</a>
Data cleaning	Rosie Witton, Assessment Officer, <a href="mailto:rosie.witton@reach-initiative.org">rosie.witton@reach-initiative.org</a>
Data analysis	Tristan Minihane, Assessment Officer, <a href="mailto:tristan.minihane@reach-initiative.org">tristan.minihane@reach-initiative.org</a> Rosie Witton, Assessment Officer, <a href="mailto:rosie.witton@reach-initiative.org">rosie.witton@reach-initiative.org</a>

Data sharing/uploading	Tristan Minihane, Assessment Officer, <a href="mailto:tristan.minihane@reach-initiative.org">tristan.minihane@reach-initiative.org</a> Rosie Witton, Assessment Officer, <a href="mailto:rosie.witton@reach-initiative.org">rosie.witton@reach-initiative.org</a> Christoph Rother, Assessment Manager, <a href="mailto:christoph.rother@reach-initiative.org">christoph.rother@reach-initiative.org</a> Laura Thisted, Assessment Manager, <a href="mailto:laura.thisted@reach-initiative.org">laura.thisted@reach-initiative.org</a>
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## 7. Monitoring & Evaluation Plan

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
Humanitarian stakeholders are accessing IMPACT products	Number of humanitarian organisations accessing IMPACT services/products	# of downloads of baseline report from Resource Centre	Country team	User_log	X Yes
		# of downloads of baseline report from Relief Web	Country team		X Yes
		# of page clicks on baseline report from country newsletter, sendingBlue, bit.ly	Country team		X Yes
		# of downloads of quarterly reports from Resource Centre	Country team		X Yes
		# of downloads of quarterly reports from Relief Web	Country team		X Yes
		# of page clicks on quarterly reports from country newsletter, sendingBlue, bit.ly	Country team		X Yes
	Number of individuals accessing IMPACT services/products	# of downloads of ad hoc factsheets from Resource Centre	Country team		X Yes
		# of downloads of ad hoc factsheets from Relief Web	Country team		X Yes
		# of page clicks on ad hoc factsheets from country newsletter, sendingBlue, bit.ly	Country team		X Yes
		# of downloads of thematic reports from Resource Centre	Country team		X Yes
		# of downloads of thematic reports from Relief Web	Country team		X Yes
		# of page clicks on thematic reports from country newsletter, sendingBlue, bit.ly	Country team		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	Syria HNO 2018, Syria HRP 2018, NES Forum strategy papers
		# references in single agency documents			UNHCR SYRIA: FLASH UPDATE
Humanitarian	Humanitarian actors use	Perceived relevance of IMPACT country-programs	Country team	Usage_Feedback and	

<b>stakeholders are using IMPACT products</b>	IMPACT evidence/products as a basis for decision making, aid planning and delivery  Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Perceived usefulness and influence of IMPACT outputs		Usage_Survey template	<i>Usage survey to be conducted in mid-2019 on all REACH Syria outputs, targeting as many respondents as possible</i>
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			
		Perceived quality of outputs/programs			
<b>Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle</b>	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