



METHODOLOGIES FOR RESPONSE

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The Shelter and Non-Food Items (NFI) Cluster provides life-saving assistance to people affected by crisis. Since the onset of the December 2013 conflict in South Sudan, the cluster has been reaching impacted communities across the country with assistance, with priority to the most conflict-affected areas. The fact that many of these locations are remote, scattered and hard-to-reach, adds a layer of complexity to the cluster's interventions, raising issues around appropriate response methodology to ensure responsible and accountable approaches in the field.

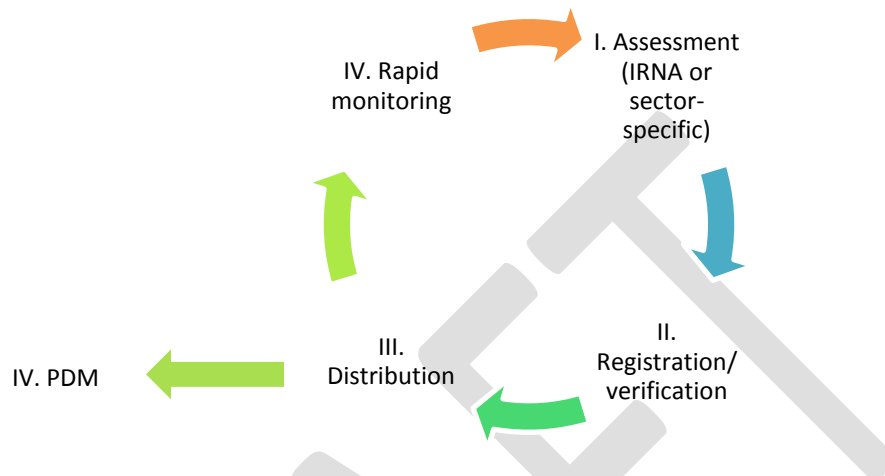
The purpose of this document is to guide cluster partners through the key stages of the emergency response cycle: assessment, verification, registration, distribution, and post-distribution monitoring, and to provide recommendations on appropriate methodology and minimum requirements. These guidelines are not exhaustive but help provide partners with a clearer idea of cluster expectations in regards to approach and service delivery.

Guiding principles

- The purpose of NFI and shelter assistance is to save lives, mitigate suffering and preserve dignity.
- NFI and shelter items are distributed on the basis of assessed need. NFI assistance in particular is not a right.
- We are accountable to our beneficiaries (and our donors) to fulfill our mandate to distribute on the basis of need, by ensuring proper assessment and verification of need.
- Need for NFI is not the same as need for food. We cannot assume that people who received food assistance will also need shelter and non-food items.
- Expectations must be managed right from the beginning of the response cycle. Clear communication with OCHA, partners, community leaders and beneficiaries is crucial for everyone's dignity and safety.
- We should identify local coping strategies and not undermine them. NFI/ES distributions are NOT a sustainable service; beneficiaries must be encouraged to find alternative ways of dealing with predictable situations in the long term in order to avoid dependency on aid.
- Given the scale of the current crisis, we must keep in mind competing priorities for limited resources. All perceived crises in the country are not necessarily emergencies requiring NFI and shelter support -- responses to incidents of cattle raiding, fire and flood should be reviewed with an eye to the greater context, the extent of need, and criticality of the event.

The ES-NFI emergency response cycle

The usual cycle of response for NFI and shelter partners is as follows:



I. Assessment

NFI and shelter items are distributed on the basis of assessed need which is determined either through an inter-agency rapid needs assessment (IRNA) or cluster-specific assessment, depending on the situation.

The objective of the assessment is to better understand the emergency context and identify the extent of need among the affected population. No distribution will take place unless some kind of assessment is first conducted and the needs are confirmed by reputable partners. With limited resources available, a needs assessment ensures that shelter and non-food items are given to the populations that require them the most.

Assessments should always consist of some combination of household interviews with the affected communities, group discussions with the affected communities, key informant interviews, and direct observation. Of these, direct observation is probably the most useful for the cluster, as the need can be immediately, objectively and accurately identified based on sight. When conducting needs assessments, you are looking for:

- Are there legitimate beneficiaries present? How many?
- What kind of NFIs, if any, do the people have?
- What kind of shelters, if any, are they living in?
- What is the household size and how many people are there per shelter?
- Are there local materials available and does the population have the means of procuring them?
- How are people coping? Is there a host community providing sufficient support?
- What are the populations' intentions? Will they remain where they are or move somewhere else?

Generally, when determining the methodology, teams should decide to use one or both of the following approaches to gathering primary data from the affected communities. The methodological choice is often dependent on time, team size, access, etc.

Household interviews and/or community group discussions should always be paired with key informant interviews and direct observation so that information gathered from the communities can be triangulated. Tools for all of these approaches are included in **Annex XXXXX**.

Individual household interviews are aimed at gathering comparable data across multiple locations.

The idea behind this approach is to get a sample that can be representative of the entire population, meaning that the team is able to obtain as accurate a picture of the overall situation as possible by talking to a strategically chosen fraction of the total population. For example, if an IDP community is thought to contain around 1,000 households, a team can visit around 80 households and assume that the remaining 920 households in the community have similar needs to those interviewed. Assuming that enough households are interviewed, this is generally the most representative means of assessment but also the most rigorous.

Ideally, individual household interviews would be conducted completely randomly so as to ensure objectivity. Given time constraints, however, it is likely (and preferable) that assessment teams will target certain locations and/or informants with purpose or based on pre-determined characteristics, particularly as related to vulnerability -- this is known as non-probability or purposive sampling. Although the site selection is not random, teams should attempt to apply a random approach to choosing households for interviewing (e.g. by agreeing to interview every n^{th} house encountered or by randomly choosing people from a list, if one exists) and to use the tool exactly as written so as to be able to compare results across locations.

Additionally, when conducting assessments using household surveys, it is essential that teams get as close to statistical significance as possible by choosing an appropriate sample size (i.e. number of households) vis-à-vis the projected total. Below are examples of required sample sizes per number of affected households, with differing level of confidence.¹ The lower the confidence level, the less reliable or representative the data is likely to be, hence the lower sample size.

Total number of affected (HH)	Sample size required (90%, 10%) ²	Sample size required (80%, 10%) ³	Sample size required (70%, 10%) ⁴
100	41	30	22
300	56	37	25
500	60	39	26
700	62	39	26
1,000	64	40	27

To get a more exact number, teams can use the following sample size calculator:

<http://www.raosoft.com/samplesize.html>.

² 90% confidence level with +/-10% confidence interval.

³ 80% confidence level with +/-10% confidence interval.

⁴ 70% confidence level with +/-10% confidence interval.

In addition, it is usually recommended to add an additional 20% of the sample size to the total number of households interviewed. So for example, if a team needs 60 interviews to be 90% confident in the survey results, then it is recommended that the team conducts around 72 (60 + 12) interviews total. This helps account for any spoiled surveys or improper data entry.

Community group discussions, aimed at gathering as much information as possible in a short time, are another means of collecting primary data from affected communities. Unlike the household interview, community discussions should be more of a facilitated conversation, with the questions acting more as overarching guidelines, thus enabling the communities themselves to identify the most pressing issues. At each site, which will also be chosen based on characteristics related to vulnerabilities, at least one male community group discussion and one female community group discussion should be conducted, the latter of which should be led by a female team member. If several differently affected groups are found at one location (e.g. hosted populations and communities living out in the open), they should be treated as separate community groups and each should have their own discussions. In all cases, groups should have no more than 15 people.

As previously noted, methodological choices are often dependent on time, team size, and access. Obviously, the more in-depth the assessment the more accurate your picture of the situation will be. In the case of IRNAs, however, time on the ground is often severely limited. If there is not time to gather enough information so as to be statistically significant, focus on the diversification of sources of information and talking to as many people as possible within the time allotted. Triangulation of information is particularly important in these cases.

Regardless of their methodological choices, teams should be able to explain the rationale behind their approaches to assessment. When reporting to the cluster, methodology and justification for intervention are always reviewed in order to establish the degree of accuracy and reliability of the assessment and, as a result, what the next steps might be.

Annex: Cluster template for reporting on assessments and verifications.

II. Registration/Verification

If genuine need is identified during the assessment process, the next step is to decide to whom the assistance will be given. The verification and registration processes ensure that the right people (those with life-saving need) receive the right items (items they do not already have) during a distribution:

1. **Verification:** the process by which the presence and needs of a household are confirmed. Verifications are often done to confirm that a list that has been produced by a non-partner organization (i.e., one who is not focused on shelter and NFI need) is indeed accurate and lists households with genuine need; however, they can also be done as an integral part of an independent registration process.
2. **Registration:** the process by which the details of households, whose needs have already been identified, are gathered. The results will form the “beneficiary list” for the distribution.

The distribution of shelter and non-food items should never be based solely on unverified lists provided by local authorities.

Similarly, as food and ES-NFI need differs, lists produced by WFP are not necessarily appropriate for use in shelter and NFI distributions, unless a solid justification can be provided that NFI need is similarly widespread in a particular location.

Given the current context and the extent of need in South Sudan, distribution to host communities in particular must come with a strong justification.

Targeting

Prior to a registration or verification exercise, the team must agree upon clear targeting criteria that is linked to actual needs identified. In the current context, one of the clearest criteria for the targeting of beneficiaries for shelter and NFI assistance tends to be displacement. Displacement brings multiple risks, reduces the capacity to cope, and generally enhances a household's need for shelter and NFI support. While not all displaced communities will necessarily have a need for assistance, empirical evidence shows a high correlation between displacement and need, and thus should be examined as a potential identifying factor for inclusion in any intervention.

Further, persons who are exposed to a combination of risks and have limited ability to cope in the face of those risks (i.e. vulnerable people), should always be prioritized. Particularly vulnerable individuals may include the following:

- Pregnant and lactating mothers;
- Unaccompanied elderly (60+ years);
- People with physical disabilities or chronic illness;
- Female-headed households or single parents;
- Unaccompanied minors (under 18 years old);
- Persons with no effective community links.

As stated in the 2014 Crisis Response Plan, the cluster targets displaced people in need. Extending support to host community may be considered where the IDP population outnumbers the host, and where this will help to manage tensions if they exist.

Vulnerable people (according to the criteria above) are a sub-set within this group. Vulnerability criteria can be used as an alternative targeting approach, which may in some cases be easier to manage and can be used where relatively limited resources or insecurity demand a smaller scale approach.

Once decided, targeting criteria must be communicated to all stakeholders – cluster partners, RRC, national authorities, community leaders, and beneficiaries. As shelter and NFI actors, we are accountable to our beneficiaries and thus must be transparent about to whom we are giving aid and why. The RRC/SSRRA and local community leaders are essential in communicating details about targeting criteria and distribution approaches.

Verification (of existing lists)

If some kind of registration list has already been generated by another actor that may be considered for use for an NFI distribution, then the team will proceed directly to verification. Lists may be produced by local authorities, chiefs, WFP or other actors.

The goal is to compare what is on the list with what is visually verifiable, confirming firstly the existence of those on the list, and secondly whether they meet the agreed targeting criteria.

A house-to-house verification involves going into communities and visually verifying the existence and needs of families in the place where they sleep. Where all families can be reached, this should be the primary goal. However, if the list is too large to make this realistic, or if the site is remote and the population dispersed in areas that are practically unreachable for security or geographical reasons, then a sample of the list should be selected for verification.

As explained in the assessment section above, sampling means that you are collecting information from a smaller population that will enable you to make inferences about the larger population. If the areas covered include groups people who are likely to have different vulnerabilities – e.g. some are in flooded areas while some are not – the team can use “purposive” sampling to ensure that each type of potential vulnerability is covered in the sample (more on this above).

Once a sample of the list has been selected, teams attempt to locate the families to visually verify their existence, and whether they meet the agreed targeting criteria. This will involve visual verification and can as well as a questionnaire to determine whether families meet the agreed criteria (see Medair example, Annex XXXX).

Sample size guidelines are as below (repeated from previous section for ease of reference). Principles to be followed in sampling are the same as mentioned in the assessment section.

Total number of affected (HH)	Sample size required (90%, 10%) ⁵	Sample size required (80%, 10%) ⁶	Sample size required (70%, 10%) ⁷
100	41	30	22
300	56	37	25
500	60	39	26
700	62	39	26
1,000	64	40	27

As a rule of thumb, for the list to be deemed acceptable, a sample size that gives 90% confidence with 10% confidence interval from the full list should be selected for verification (wherever possible adding a further 20% of the sample size to account for data entry errors).

Of that sample, as a rule of thumb, at least 80% of the families appearing on the list should be confirmed to exist, and confirmed to have need for the list to be deemed valid.

⁵ 90% confidence level with +/-10% confidence interval.

⁶ 80% confidence level with +/-10% confidence interval.

⁷ 70% confidence level with +/-10% confidence interval.

If upon verification an existing list meets these requirements, then the team can continue with the distribution, using that list. If, however, the households on the list cannot be found or do not appear to be in need, the team may need to launch its own registration process.

Registration

House-to-house registration

Ideally, registration is done in the same way as the verification process – through house-to-house visits, during which the family is assessed against agreed criteria. If the family meets criteria, they can either be registered directly, and/or receive a token. If they do not, they are not registered and/or do not receive a token. Both of these methods collapse the verification and registration process into one. This approach can only be done thoroughly where populations are relatively easily accessible.

Distributing tokens to those who meet criteria can save time as it can be done relatively quickly, avoiding the need to record extensive detail at the time that need is identified. The team can register the households (ie record the detailed household information) when the beneficiaries with tokens present themselves for the distribution.

Calling people to a designated site for registration

This approach is inevitably going to result in an inclusive list, with everyone in the locality turning up to register. It is very difficult to verify at a designated site whether people meet your targeting criteria (whether it is displacement, need or vulnerability) because there is no way to physically verify their situation at the place in which those people sleep, or to have the time and space to confirm this through conversation. However, in remote sites with dispersed populations, it is the most straightforward way to gather people from the surrounding areas and to ensure coverage. WFP uses this method, prioritizing inclusion and coverage for their food distributions.

If there is no way to apply the more accurate house-to-house methodology, and this method has to be used, the advice and support of local authority figures can be sought to communicate the agreed criteria and to gather only those meeting the criteria, as well as to help confirm the status of people as they register. It is good practice to form distribution committees from the beneficiary community to ensure a broader community voice is represented in this process (to eliminate bias as far as possible and enhance the reliability of the result). At the registration point, a questionnaire can be conducted with people presenting to try to verify their status.

In all cases, the list produced should be subjected to a verification process as described above.

Using technology?

An enhanced method of registration is being used by Global Communities in Abyei (similar to WVI's LMMS system, but simpler). In this method, tablets are used to input data gathered from a survey of all households in a particular location. The survey inputs names and photos of the families surveyed, and gathers information on pre-agreed targeting criteria for each family (for example, disability, number of children, type of shelter being used, etc) assigning a score to each, then aggregating the results to identify clearly the group which can be considered to meet the criteria most fully. Obviously, this is done properly only where thorough house-to-house visits can be conducted.

This approach reduces the subjectivity involved, the time taken to analyse information from paper-based exercises, enhancing usability and the ability to communicate decision making processes to the community and local authorities. It is best suited to relatively stable populations where all families can be easily accessed, and to areas where there is reliable access to power. Protection issues are also raised if there is to be any use of photos for example. However, the approach should be considered further for its applicability in more complex scenarios.

Community based distributions and proportional piling

In situations where the locations are entirely inaccessible to UN or NGO staff, a full registration may not be needed or possible. In certain cases, community based distributions can be considered, though this is not recommended and should be used as a last resort only as there is greater scope for manipulation and diversion in this approach. The proportional piling method can be used to facilitate such an approach, but can also be used to help understand where people are, and to cross-check what lists are telling you. With this method, the team should call together the leaders of the targeted communities and provide them with a large pile of similarly sized pebbles or small stones – any small item like uncooked beans can also be used. The team should request that the local leaders divide the stones into piles – one pile per leader – proportional to the needs of their respective communities.

If using this method to determine a distribution, once the leaders have agreed that the distribution is equitable, count the number of stones in each pile to determine percentages of aid each leader will receive. This process of dividing stones should be repeated at each level of community leaders and representatives. The resulting proportional breakdown will facilitate the appropriate distribution of items down to the smallest community group level.

III. Distribution

Below is a checklist to help guide distribution approaches and execution.

Activities	Complete
<i>In advance of the distribution</i>	
❖ Coordinate with the cluster to ensure that there is consistent human resource coverage in case the distribution goes on for longer than initially planned.	
❖ Meet with other partners to agree on approaches and methodologies of distribution, and agree upon a team leader.	
❖ Prepare distribution brief and circulate to partners involved in the distribution.	
❖ Discuss and agree on the daily wages of the causal labors with the partners based on existing rate on the ground; agree how the costs will be split amongst agencies.	
❖ Meet with the community leaders to inform them about the planned activities and the likely duration of the exercise.	
❖ If a food distribution has preceded the NFI distribution, consult with WFP about the approaches, targeting, registration lists, lessons learnt, local environment, and security concerns.	
❖ If an IOM Displacement Tracking and Monitoring (DTM) registration has preceded the NFI distribution, contact the DTM team about the registration lists, targeting, and any details on the registration cards or tokens given.	

❖ Agree with community leaders on a storage area before delivery of items. Put security guards in place if necessary.	
❖ Inform the local authority and community leaders about the expected date of distribution so that they can inform the beneficiaries two days in advance.	
❖ Together with chiefs and local authorities, break down the households into a manageable number for each day (E.g. village or payam A on first day, village or payam B on second day). Ensure each chief knows the schedule of the distribution.	
❖ Ensure you have all the updated registration lists at your disposal to avoid complications during the distribution.	
<i>Staffing on the ground</i>	
❖ Ensure that you have enough staff on the mission to support a successful distribution. The recommended number of the staff for a medium-sized distribution (not including local hires) is around 6, depending on the security situation on the ground. Ideally, the team will be gender balanced and contain at least one person who speaks the local language.	
❖ Each partner should share staff plans with the team leader for organizational purposes and to avoid a vacuum of staff on the ground.	
❖ Involve protection actors in the distribution if possible. Among other things, they can assist in identifying the most vulnerable beneficiaries during the distribution	
❖ The team should appoint a security focal point to monitor the situation with local authorities and update the team in the evenings.	
❖ The team leader should nominate a logistic focal point to deal with offloading, counting of items, storage, and delivery to the actual site of distribution. By keeping tabs on what has been delivered and distributed, this person can identify gaps in cargo delivery and ensure the distribution is running according to the plan.	
❖ Identify the following laborers locally; <ul style="list-style-type: none"> ○ Crowd controllers ○ Translators/enumerators ○ Demonstrators (e.g. for WASH if the distribution includes Pur) ○ Security guards ○ Off loaders (porters) 	
❖ Ensure that the team knows the concentration point in case of evacuation.	
<i>Organizing the distribution site</i>	
❖ The distribution site should be decided by the team members in consultation with the local authorities, where appropriate.	
❖ The site should be constructed away from public gathering places e.g. hospitals, markets, schools, or places of worship. They should never be in the vicinity of military barracks.	
❖ Ensure that the site is large enough to accommodate comfortably a reasonable number of beneficiaries per a day.	
❖ If plastic mesh is not available, hire local volunteers and use local materials to construct clear pathways and corridors at the site.	
❖ Construct the site, to the extent possible, close to trees or other types of shade under which beneficiaries can sit while waiting.	
❖ Ensure there are latrines, a resting area for staff, and a water point from which beneficiaries can drink.	

<ul style="list-style-type: none"> ❖ Ensure that the distribution site has the following points, clearly demarcated: <ul style="list-style-type: none"> ○ A waiting area for beneficiaries, with a calling point if necessary; ○ An entrance point (names, thumbprints collected); ○ A storage area for NFIs (stock waiting to be organized into packages); ○ A picking point (NFIs organized into packages for actual distribution); ○ An exit point (punching of cards, if applicable). 	
<i>Day before the distribution</i>	
<ul style="list-style-type: none"> ❖ The team leader should brief the distribution team on the following-: <ul style="list-style-type: none"> ○ The number and type of items to be distributed per household; ○ Each team members' specific role during the distribution; ○ The distribution process (a walk-through of the site); ○ The start and end times each day, as well as any breaks (i.e. lunch), as agreed beforehand; ○ The complaints mechanism (see below); ○ Evening meeting times to discuss how the distribution is going, any issues, gaps, etc. 	
<ul style="list-style-type: none"> ❖ Establish a complaints mechanism for beneficiaries and authorities. In most cases, it is best if international staff are tasked with handling the difficult cases, as this can help to protect national staff from undue pressure. 	
<ul style="list-style-type: none"> ❖ Ensure you have the necessary registration lists for the first day of the distribution. This could be either a blank list on which people with tokens will be registered or a pre-determined list with clear breakdown of the beneficiaries into manageable groups. 	
<ul style="list-style-type: none"> ❖ Ensure that all team members have functional communications equipment (VHF radio and satellite phone). 	
<ul style="list-style-type: none"> ❖ Have the following items ready for the distribution: <ul style="list-style-type: none"> ○ Ink pad; ○ Hole punch; ○ Cutter/knives; ○ Megaphones; ○ Pens; ○ Masking tape/extra rope; ○ Flag or visibility materials, if available; ○ Vests or arm bands for casual workers; ○ Empty registration forms, if applicable; ○ Table and chairs for staff and vulnerable people. 	
<ul style="list-style-type: none"> ❖ If applicable, ensure that vehicles are filled with fuel and in good working order. 	
<ul style="list-style-type: none"> ❖ If applicable, ensure that the equipment has been loaded into the vehicles. 	
<i>During the distribution</i>	
<ul style="list-style-type: none"> ❖ Ensure that all staff are punctual. 	
<ul style="list-style-type: none"> ❖ Conduct final briefing with all staff to make sure that everyone understands how the distribution will work and their specific roles/tasks. Ensure that staff have proper identification showing they are participating in the distribution (even if improvised like colored cloth tied to arm). 	
<ul style="list-style-type: none"> ❖ Ensure the communication equipment is functional. 	
<ul style="list-style-type: none"> ❖ Prior to the start of the distribution, each staff member should go to their post and ensure that they have all the materials that they need. 	

❖ The team leader should communicate to the beneficiaries how the whole process of distribution will work and what will be distributed.	
❖ Make separate lines for the vulnerable people, if possible, and provide them with chairs.	
❖ Pack/display only a reasonable number of items on the ground at any one time for easy monitoring; ensure that you have enough casual workers to keep laying out more items throughout the distribution.	
❖ Keep away any people who are not working at the site or collecting items.	
❖ Logistic staff must count (tally) all items as they are released from the store in order to track the quantity distributed; the logistics focal point should be able to report on stock counts at the end of each day. The team leader should thus continuously work to ensure that: <ul style="list-style-type: none"> ○ A solid stock checking system is in place; ○ Amounts being removed from the warehouse are being recorded; ○ Each kit that goes out from the site itself is also being recorded, so you have a double check that the logs focal point can reconcile at the end of the day. 	
❖ Ensure that the coded tokens or registration cards are checked against distribution lists. Verify the beneficiaries by asking them to confirm their names.	
❖ Ask the beneficiaries to thumbprint the list in order to confirm that they received their NFIs.	
❖ Mark the tokens/registration cards as well (e.g. with a hole punch) so they can't be reused; if using tokens, you can also collect them.	
❖ Take trouble cases away from distribution and refer any major issues to the end of the distribution.	
<i>After the distribution</i>	
❖ Ensure that the distribution center is left clean and free of trash.	
❖ Deal with any outstanding complaints from the community.	
❖ Decide on what to do with any remaining balance of NFIs.	
❖ Have a meeting with local authorities (e.g. RRC) to iron out some outstanding issues, share lessons learnt, and close out the activity, with thanks for their support.	
❖ Ensure that all laborers have been paid for their services and that the team leader has all the necessary receipts and records of labor payments.	
❖ The team leader should make sure that all the team members are booked out as soon as possible and should communicate all travel plans to the team.	

Annex: Example of distribution briefing.

IV. Post-Distribution Monitoring

Rapid response monitoring

In order to suit the new emergency context in South Sudan, and particularly the UNMISS-concentrated and spontaneous IDP sites, a new rapid monitoring tool has been developed to determine the level of shelter and NFI possession within a household and within the broader IDP community. This tool can quickly provide baseline information about the shelter and non-food item situation within a given community or site, and can be used repeatedly in the same site to monitor trends and measure, over time and to a high degree of statistical significance, whether households have sufficient items to cope.

Where results demonstrate residual need after a response, blanket or targeted distributions may be triggered. This tool is helpful in monitoring the continued appropriateness and utility of the emergency response items, such as family tents and sandbags, over time as the context, weather, and needs change.

A high level of population fluidity in these types of sites also necessitates more robust monitoring of household possession levels to determine distribution coverage. In concentrated areas, and areas where repeat distributions, top up distributions, or similar service distributions (NFI; Shelter; WASH) to the same or similar caseloads are ongoing, this monitoring will be important in order to determine the likely inclusion errors (where people have received in excess) and can help actors shape future response methodologies to avoid overuse of limited resources.

Annex: Sample rapid response tool

Post-distribution monitoring

Post distribution monitoring remains the primary mechanism for evaluating the effectiveness, appropriateness and coverage of individual responses. Traditionally, the core methods of PDM have included: desk reviews of all response documentation including the standard reports; conducting household surveys with beneficiaries; focus group discussions with beneficiaries and non-beneficiaries; key informant interviews; and market surveys. PDMs evaluate a single response, and consider the timeliness of response and related factors such as access constraints, availability of logistics support and flights to field locations, delays of pipeline stock movement at regional borders, and so on. PDMs also consider if the beneficiaries have been sufficiently included in the response cycle, especially in the design of locally appropriate shelter solutions, and if the items are of adequate quantity, quality and range to suit the specific emergency needs.

Given the new context that has emerged since December 2013, some specific considerations must be made when conducting the traditional PDM. Where household surveys are not deemed appropriate, such as where tensions and jealousies may be generated in concentrated sites where large crowds form easily, or where registrations or distributions are ongoing and PDM interviews risk raising expectations, a basic household observation exercise that determines the usage and durability of the items can be performed, with focus group discussions triangulating details observed. Also crucial is the market survey which determines the impact of activities on markets, and the feasibility of local procurement by both beneficiaries and humanitarians. Materials such as wooden poles, rubber ropes and bamboos are usually procured by cluster partners locally and thus have a significant impact on the market and on the surrounding natural environment where goods are sourced. In the concentrated sites where robust markets have appeared and where people are unlikely to be earning a decent livelihood, it is key to monitor the pattern of selling distributed materials for informing response needs and impacts.

Annex: Guidelines for PDM