ShelterCluster.org

WASH Cluster
Water Sanitation Hygiene

GLOBAL SHELTER CLUSTER
Emergency Terms of Reference

A. EXECUTIVE SUMMARY

Emergency	Natural Disaster ☑	Conflict ☐	Complex Emergency ☐
Sector	Shelter & WASH	**Cluster Lead**	Shelter – DSWD / IFRC WASH – UNICEF
Donor	GSC/ECHO, OFDA		
Country	Philippines		
Regional Focus	Central Philippines		
Mission Timeframe	Preparation: 26nd – 28th November Data collection: 29th November – 10th December Analysis & reporting: 6th December – 15th December		
Description of Context	At 10:00 on 6th November Typhoon Haiyan (named Yolanda locally) entered the Philippines Area of Responsibility (PAR). The Typhoon intensified as it entered the Eastern Visayas region, first making landfall over Guiuan on 8th November at 04:40. By 08:00 on 8th November the Typhoon had made landfall 6 times across the Central Philippines. Continuing to weaken over the West Philippine Sea, Typhoon Yolanda left the PAR on 9th November at 15:30. A total of 9,073,804 individuals, across 9,303 Barangays, in 536 Municipalities across the Central Philippines were identified by the GoP as having been affected by Typhoon Yolanda. Of the affected population a total of 1,910,547 individuals were displaced by Yolanda; with 422,290 displaced to formal evacuation centres, and 1,488,257 to other locations. As of 16/11 a very large proportion of affected individuals remain displaced, both in formal evacuations and in other locations, due to their primary shelter sustaining a high level of damage. According to GoP data as of 16th November, a total of 3,633 individuals were killed as a result of the Typhoon with a further 12,487 injured and 1,179 missing. It can be expected that as relief operations continue, particularly the clearance of debris, the number of killed, injured, and missing individuals will continue to rise. As of 16th November, a total of 287,199 houses have been reported damaged in the affected area; 160,831 totally destroyed and 126,368 partially destroyed. As with causality figures, it can be expected that this figure will continue to rise as GoP officials access areas inaccessible at present. The GoP estimates that the affected area has sustained damage worth a total 9,460,240,222 PHP (216,779,513 USD).		

	Through its global partnership with the Shelter Cluster, REACH will support the cluster in conducting assessments and mapping in the Central Philippines, the area through which Typhoon Yolanda passed.
Main objective	To conduct an inter-sector rapid assessment of municipalities affected by Typhoon Yolanda in order to inform response planning and the allocation of resources.
Specific objectives	1. The completion of an assessment that provides information for shelter, WASH, early recovery and other relevant sector coordination on the situation in the Central Philippines in the aftermath of Typhoon Yolanda; 2. Mapping and sharing of shelter, WASH and early recovery related data at the field and international level to support a planned and coordinated humanitarian aid response in the Central Philippines.
Data Sources	PRIMARY DATA COLLECTION: Household assessments; Key informant interviews with, where possible, Barangay Captains or other representatives of local government units (LGUs) SECONDARY DATA COLLECTION: Analysis and mapping of data from; NDRRMC; DSWD; MIRA assessments; assessments conducted by other humanitarian actors; census and population data as well as information on the environment, housing, infrastructures, livelihoods, services and other relevant data made publicly available.
Targeting	Target municipalities will initially be selected based on their distance from the typhoon's path, with those municipalities closer to the event prioritised for targeting.
Period of field assessment	21 days (5 days preparation; 10 days data collection; 5 days analysis and reporting)
REACH Resources	1 x Assessment Coordinator (IMPACT Initiatives) 1 x Assessment Officer (ACTED) 2 x GIS / Database Specialist (ACTED and American Red Cross) 1 x WASH Cluster Rapid Assessment Team Leader (RAT - Oxfam) 10 x Team Leaders 50 x Enumerators 6 x Drivers & Vehicles
Expected Results	1. Collection and collation of secondary data (including government, UN, aid agencies and other assessments or data that has been collected) 2. Collection and collation of household level assessment data
Expected Deliverables	1. A shelter & WASH cluster assessment report shared with humanitarian actors responding in the aftermath of Yolanda 2. Sharing of information with UNOCHA for dissemination 3. Static maps created using secondary and primary data 4. An interactive webmap made available through www.reach-initiative.org and www.sheltercluster.org

B. OBJECTIVES OF THE ASSESSMENT

The overall objective of the deployment is to contribute to an effective and timely humanitarian response in the entire area affected by Typhoon Yolanda.

B.1. Specific Objectives

The objective of the assessment mission will be:

1. The completion of an assessment that provides information for cluster coordination in the affected area;
2. Mapping and sharing of shelter and WASH related data at the field and international level to support a planned and coordinated humanitarian aid response in the affected area.

C. METHODOLOGY

Two sources of data will be used: Field Data Collection (household assessmentS) and secondary data. The figure below outlines the tools to be used and the data expected from each technique:

Field Data Collection: focused on collecting thematic data from the field through geo-referenced household surveys.	50 enumerators divided in teams of 5 will deployed in each target municipality to conduct a representative random sample of household assessments. Household assessments will be conducted with an assessment tool built on the Android smartphone based Open Data Kit (ODK) platform. Data collected in the field will be validated by the team leader before being updated to the central database, after which a final data quality check will be conducted by the REACH GIS/DB Manger. The household assessment is expected to establish a profile of each community, its shelter needs, and its need pertaining to key indicators from the WASH, early recovery, and CCCM sectors.. **Target areas:** Central Philippines **Means of verification:** household assessments and photographs
Secondary Data: collected from external sources will help to triangulate remote sensing and field collected data. A secondary data review will also be completed.	Secondary data will be collected through the GoP, NDRRMC, the shelter cluster, and humanitarian actors operating in the targeted areas. Secondary data will be used to validate data collected by enumerators in the field. A secondary data review of shelter & WASH needs and issues will be conducted in order to identify information gaps in the target area and provide recommendations. **Target areas of secondary data review**: Central Philippines

C.1. Sampling Strategy

This assessment will use multi-stage cluster sampling in order to give a complete and representative picture of the situation in the aftermath of Typhoon Yolanda in central Philippines.

Stage 1: Random selection of municipalities

Municipalities will be categorised based on their geographic location in relation to the path of Typhoon Yolanda; within 50km, 50 – 100km, 100 – 150km and 150 – 200km. Municipalities in each of the geographical strata will then be weighted for selected based on their geographical location to coastal areas (coastal more likely to be selected), incidence of poverty (high poverty more likely to be selected), and presence of storm surge locations. A total of 16 municipalities will be targeted for assessment.

Stage 2: Random selection of barangays within selected municipalities

Barangays within selected municipalities will be weighted based on population size and randomly selected for assessment, with more densely populated Barangays more likely to be selected but with less populated Barangays represented. Barangays will be categorised into high, medium, and low population in natural jenks, Barangays in the high category will be three times more likely to be selected during the random sample than those categorised as low population.

Stage 3: Random selected of households within selected Barangays

A cluster of 20 households will be assessed randomly in each Barangay targeted for assessment. Enumerators will continue conducting clusters of 20 households in the randomly selected Barangays until the target sample size for the municipality (max. 385) is reached. Households will be selected by enumerators through conducting a randomised field walk; assessing one household out of every five present in the geographical location they are assigned within a Barangay.

Through using this sampling methodology REACH will 1) obtain representative data of each municipality assessed, 2) have the ability to extrapolate upon the findings to provide a profile of municipalities not selected for assessment in the aftermath of Yolanda based on their categorisation as per the criteria outlined above (*stage 1: selection of municipalities)*. This will provide the shelter and WASH clusters, as well as other humanitarian actors, with an in depth analysis of the entire region affected by Typhoon Yolanda.

Province	Municipality	Distance Class (km)	Total Households	Sample	Sample with 20% buffer
Iloilo	Carles	50	13060	374	449
Leyte	Carigara	50	9884	371	445
Leyte	Santa Fe	50	3631	348	418
Palawan	Culion	50	4071	352	422
Aklan	Ibajay	100	9433	370	444
Eastern Samar	General MacArthur	100	2545	334	401
Iloilo	San Enrique	100	6755	364	437
Leyte	Babatngon	100	5328	359	431
Antique	Patnongon	150	7313	366	439
Iloilo	Barotac Nuevo	150	10806	372	446
Iloilo	Santa Barbara	150	11557	373	448
Southern Leyte	Sogod	150	8627	369	443
Oriental Mindoro	Mansalay	200	10772	372	446
Easter Samar	City of Borongan	200	13429	374	449
Negros Occidental	Calatrava	200	16460	376	451
Samar	City of Cabalogan	200	19649	378	454
		TOTAL	**153320**	**5852**	**7023**

As per the selection methodology described above, a random selection of 16 municipalities across the affected region of the Central Philippines has been generated. The total representative sample size (95% confidence with a 5% margin of error) for the selected municipalities has been calculated as 5852. In order to account for households that are not present at the time of assessment a buffer of 20% has been added to the sample size; thus REACH will aim to conduct 7023 household assessments across the target area. See *Annex A - PHL_HaiyanYolanda_SelectionAreas_23Nov2013_A4low.pdf* for a map of the selected municipalities.

C.2. Location

Due to the extensive geographical area which has been affected by Typhoon Yolanda, and the need for in depth information of the entire affected area, REACH will run a sample based on geographical location to the event (as well as a number of key vulnerability indicators; *see above*). Thus ensuring the entire geographic region is represented through the assessment.

C.3. Preliminary Work plan

Activities	November		December		
	3	4	1	2	3
A.1. Arrival and collection of initial secondary data & methodology design					
A.2. Recruitment and training of enumerators					
A.3. Field Data Collection					
A.4. Analysis and Map production					
A.5. Preliminary results workshop					
A.6. Preliminary Results dissemination					
A.7 Data validation					
A.8 Final Results dissemination					

C.4. Data Collection

Assessment coordination hubs, responsible for coordinating the data collection activities of a specific geographical area, will be established in the existing Shelter Cluster hubs of Tacloban City and Roxas City. One hub will be staffed by a REACH Assessment Manager while the other a REACH GIS / DB Manager.

Field data collection will be conducted using a combination of enumerators contributed by humanitarian actors operating in the affected area, enumerators from the previous REACH / Shelter Cluster assessment in the aftermath of Bohol Earthquake, and those locally recruited specifically for the assessment. Enumerators, and their team leaders, will be expected (where necessary) to stay overnight in or near the municipality targeted for assessment until all data has been collected; to facilitate this tents (and all other necessary materials) will be provided by REACH.

Vehicles for transportation will be either procured by REACH through rental agreements, contributions from the shelter cluster / humanitarian actors, or a fuel stipend will be provided to enumerators for the use of their own vehicles. Where enumerators and drivers are recruited specifically for the assessment, REACH will facilitate the payment of daily salaries. Due to difficulties in accessing some areas using cars, REACH will provide enumerators will a stipend of 500 PHP to rent motorcycles on a daily basis when necessary.

On a daily based the REACH Assessment Manager will provide the enumeration teams with a list of target municipalities, Barangays, and the number of target households in each Barangay. In addition, maps of the target locations, including detailed road data, will be prepared by the GIS / DB Specialist in order to facilitate data collection. Upon arrival in a Barangay, the team leader will be responsible for introducing Barangay officials to the objectives of the assessment to ensure local acceptance. Data collection teams will then, under

the supervision of their respective team leaders, conduct a random selection of 20 households before moving on to the next Barangay selected for assessment.

All household level assessments will be conducted using an assessment tool built on the ODK android smart phone based platform.

The ODK (Open Data Kit) platform significantly improves data quality as a result of:

- Reducing human error as a result of loss of forms, data collection mistakes, and data entry mistakes thus improving the accuracy of collected data;
- Increases the speed at which mapping products and analytical reports can be produced through reducing data cleaning time and removing the for data entry;
- Ensuring the protection of data as a result of completed forms being removed from the data collection tool upon upload to the centralised database.

C.5. Data Entry & Analysis

Following the conclusion of data collection the following deliverables will be produced by REACH (in close cooperation with shelter cluster partners);

- A preliminary results fact sheet
- A final assessment report
- Thematic static maps displaying primary and secondary data
- An interactive web map