

INTER-SECTOR WORKING GROUPS

Standard Operating Procedures for Needs Assessments

Ethics Checklist

What information is sought from the assessment?

Under an agreement with the US State Department's Bureau of Population, Refugees and Migration, the International Rescue Committee is implementing a project aiming at increasing the comprehensiveness and availability of age- and gender-appropriate protection services for Syrian refugees and vulnerable Jordanians through the expansion of participatory prevention activities in Irbid, Ramtha, and Mafraq. The IRC's focus is to ensure that beneficiaries are able to access quality, life-saving, and life-sustaining services, resources, and information, and are empowered to mitigate risks themselves.

The IRC is planning to undertake a KAP survey to establish baseline information to measure changes in knowledge and service seeking behaviors of those reached through IRC's prevention activities. Questions will focus on target population's attitudes towards gender-based violence and reproductive health overall, as well as knowledge, approaches and behaviors related to access to available services. An end line survey will be conducted at the end of the project, in March 2015. The report of the assessment findings will be shared with BPRM and relevant coordination mechanisms.

Participants to the survey will be asked to give their consent and will be explained that they can leave the interview at any given time. They will be informed that their decision on whether to participate or not to the survey won't affect any support that they may be receiving and will receive from the IRC or from any other service provider. Answers will be collected and treated anonymously and confidentially, in line with IRC's standards, and a system of referral of respondents will be put in place to ensure access to support services should protection or sensitive issues be raised.

What relationship does the information sought bear to programming for the refugee or host communities? What impact, if any, will it have on programming?

While the design of the intervention is based on current programming and lessons learned, the IRC is strongly committed to ensure that the specific needs voiced by the target population through IRC-led assessments are taken into account and inform the adaptation and evaluation of our intervention. The proposed KAP survey will measure changes in knowledge and service seeking behaviors of those reached through IRC's prevention activities. The results of the survey will specifically inform the adaptation of the following activities:

- Awareness sessions of community members on protection and GBV issues, available services, and referral pathways;
- Mobile outreach;

- Home to home visits.

How far does existing secondary data inform the programmatic design/improvement described above?

The results of the July 2013 Inter-agency Assessment on Gender-based Violence and Child Protection among Syrian Refugees in Jordan with Focus on Early Marriage were reviewed and contributed to the design of IRC’s protection programs at large. Similarly, the structure of the study and the questions used for the Inter-agency Assessment were used as base to develop the proposed survey.

No secondary data is available on knowledge of and access to IRC reproductive health and protection services.

What are the risks involved in conducting the assessment? How are these risks mitigated?

Commented [DG1]: This question and the following one were asked to the applicants for the implementation of the survey. These replies will need to be reviewed once we will have one selected.

Phase	Risks	Mitigating measures
Primary data collection	<ul style="list-style-type: none"> • Consent may not be free and informed (especially if working with children) • Participants are not fully able to refuse to participate (especially if participants are approached through service providers) • Information may not be treated confidentially • Assessment team does not have expertise to deal with protection or other issues arising • Assessment team does not have information on referral pathways/SOPs • Similar questions have already been posed and so participants’ answers may be influenced 	<ul style="list-style-type: none"> • No question about personal experience of violence will be asked to respondents. • Only children 15 years old and above will be part of the survey. In this case, both their assent and their parents’ consent will be sought. • An external assessment team will conduct the survey in order to create a clear distinction between services providers and interviewers. All potential respondents will be told before starting the interview that his/her participation in the survey is voluntary. He/she do not have to take part and is free to stop the survey at any time. He/she will be told that if he/she chose not to participate, or to leave at any time during this discussion, his/her decision will not affect any help that he/she and his/her family receive from IRC. • The selection of the external assessment team was based, among other criteria, on existing previous experience on surveys on protection issues and gender, and understanding of guiding principles on informed consent, confidentiality, anonymity,

		<p>etc.</p> <ul style="list-style-type: none">• The external assessment team will be trained on referral pathways/SOPs and instructions for referrals will be included in each questionnaire.• The external assessment team will be trained on guidelines for safety and ethics GBV-related data collection.• The survey will be conducted in locations where IRC services are available, facilitating referrals as needed.
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How is age, gender and diversity incorporated into the proposed sample?

