Site Mapping & Monitoring Activities

**Technical Working Group
UNHCR & REACH**

04/2022

Introduction

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Goals

The Site Mapping & Monitoring WG will focus on:

1. Harmonization of workflows, methodologies of data collection, terminologies and guidelines

2. Working on a synchronized tool and questionnaire

3. Capacity building of different agencies on data collection in close coordination with the inter-agency coordination team

4. Coordination of geographical coverage to reduce the duplication of efforts and expanding the scope to cover whole of Poland

5. Setting up a good data management plan (Cleaning, Triangulation, Analysis, Sharing)

6. A concrete data stream to RIDL that will populate the OPSMaps.

Key Points

- **Geographical coverage plan**

- **Terminologies/attributes and guidelines**

- **Harmonization of the questionnaires for a joint tool to be utilized**

- **Data Collection Methodologies:**

  - **KI Interviews – KI grade confidence level**

  - **Capacity Building for Agencies/Enumerators – basic standards**

  - **Single joint tool (Unified server to maintain one data streamline in one place)**

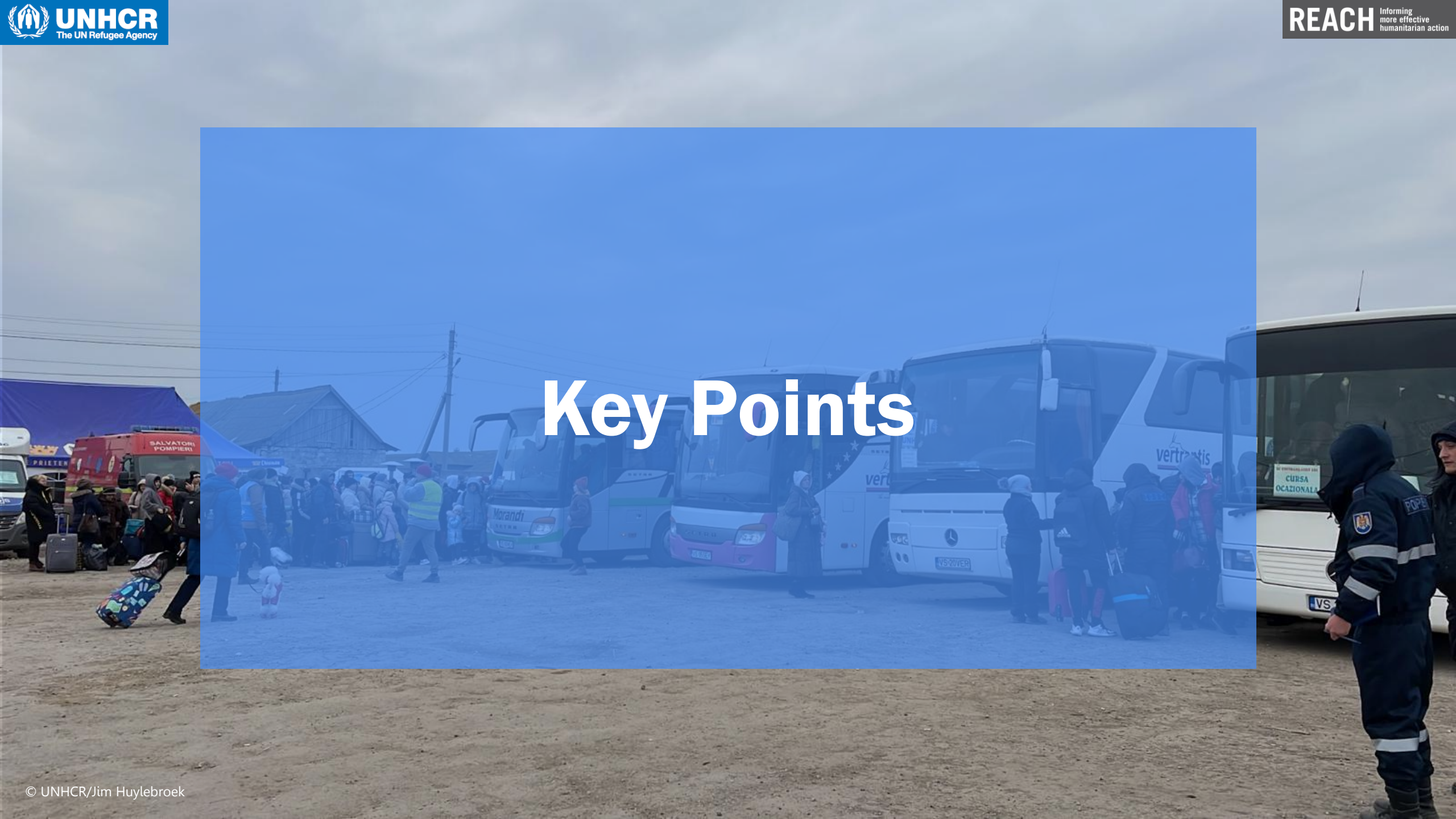- **Data Management Process (Cleaning-Analysis-RIDL-OPSMaps)**

Outcomes of the WG

Data quality

Timeliness of deliverables

Transparency

A lot of partners and organization will contribute to the wider efforts, so it is very important to synchronize and collaborate between all participants to achieve the goals and the outcomes

Key Points

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Geographical coverage plan

Level of data collection	Site level
Geographical distribution	Consolidation of a master site list and coordinating a clear coverage plan to reduce duplicated efforts.
Expansion	The aim is to expand and be mobile in Whole of Poland as registration of refugees have been recorded in the North, South and West of Poland.

Geographical coverage plan

Terminologies & Guidelines

Locations

Definition:

A location is a place which does not have any form of significant accommodation. People may need to gather there for some time but are generally moving to another place in the country, or onwards to another country.
Assistance and protection is provided in a different manner to sites and areas, therefore **should not be included in a site monitoring exercise.**

Examples:

Reception/Transit: A location designed to receive refugees for registration purposes and/or provision of assistance. People may stay for some time to register, rest, eat and receive various forms of assistance. This should not be confused with places which may have a similar name but has accommodation options (e.g., Collective Site, Purpose: transit or reception)

Border Crossings: Refugees may gather to follow immigration procedures and may need to wait overnight at these points.

Hotels/guesthouses very short stays: Displaced populations may stay for a night or two in hotels, guesthouses, Airbnb, or similar accommodation. This should not be confused with some hotels/guesthouse which have been specifically set aside to accommodate refugees (e.g., Collective Site, Duration: medium term/long term) or Rental Arrangements which can be part of an Area.

Detention centres: Refugees may be sent to detention centres, this should not be classified as a site as it has a different purpose.

Bus stations/Train stations/Airports: Displaced populations may temporarily stay in bus stations, train stations, airports etc while waiting to move elsewhere.

Site

Terminologies & Guidelines

Site Typologies	Examples	Description
Collective Site	Public buildings (schools, community centres etc.), abandoned buildings, company compounds, unfinished buildings etc. - Sometimes referred to as a collective centre (see guidelines)	• Designated pre-existing facility or structure where infrastructure and basic services are provided.
Planned Site	Formal site/camp with planned site layout, infrastructure and management. Usually containing tents, prefab shelters etc. - Sometimes referred to as a planned camp	• A purpose built site where infrastructure and basic services are provided, or their availability is facilitated (e.g. inclusion into existing national structures). • Unplanned sites that remain for a longer period of time can become a planned site e.g. tents have been replaced by stronger shelters
Unplanned Site	- Sometimes referred to as informal site or camp, spontaneous site or camp	• Displaced persons spontaneously settle collectively in a location, often without prior arrangement with the relevant actors (such as owner, local government, and/or the host community), although they might have informal rental agreements with landowners. • Basic services are initially not planned for at the site, but are later provided, to the extent permitted. • Minimum size of a site (No. of HH/individuals) for the purpose of humanitarian intervention is to be defined by the context.

Attributes (1/2)

Terminologies & Guidelines

Attribute	Recommended attributes	Description
Population group(s)	Ukrainian refugees, Third Party Nationals, Mixed *	• If only one population group is residing at the location, choose just one population group. Else apply the Mixed attribute when there are multiple population types and state the number of each in another column
Geographic context	Urban, Peri-urban, Rural	• Peri-urban: An area between consolidated urban and rural regions (UNICEF definition).

*For data collection purposes, use additional columns for each population group and totals e.g.	Ukrainians	Third Country Nationals
	250	50

Attributes (2/2)

Terminologies & Guidelines

Attribute*	Recommended Attributes	Description
Purpose	Transit, Reception, Evacuation	• More specific purpose of accommodation can be defined using the following attributes: ❑ <u>Transit</u>: used as temporary shelter for new displaced population arrivals pending transfer to a more suitable, safe and longer term option. Contains accommodation. ❑ <u>Evacuation</u>: pre-designated site to accommodate population displaced or at risk of displacement during the onset and immediate aftermath of a disaster ❑ <u>Reception</u>: a structure to accommodate displaced persons pending a decision on a more longer-term and/or permanent solution, contains accommodation
Tenure	Formal, informal, no legal status, statutory, customary, religious, hybrid	• Informal land or housing arrangements are those that include regularized or unregularized squatting. Unauthorized divisions on legally owned land, and various forms of unofficial rental arrangements. In some cases, several forms of tenure may co-exist on the same plot, with each party entitled to certain rights.
Duration	Short-term, Medium-term, Long-term, Permanent/ indefinite	These definitions can vary by context and should therefore be defined. General definition for duration is: • Short-term is considered 3 months or less (emergency situations) • Medium term: more than 3 months but less than 12 months • Long term: more than 12 months
* Additional contextual attributes can be added where necessary (for data collection purposes use additional columns)		

Harmonization of questions/tool

Having one harmonized and synchronized tool and questions will be beneficial on different aspects

1. Unified scope of output and aggregation of information needed for the wider response

2. Unified methodologies of asking the questions and basic standards

3. Unified terminologies and guidelines

4. Aligning questions with the European Union Agency for Asylum assessment on RCs

5. Decrease the number of visits and assessments conducted by different organizations to the same site

6. Validation and coordination of the inter-sector coordination group on the exact information gaps

7. Speaking **ONE LANGUAGE** across Poland to avoid field issues

Core indicators

1. Information about the site (location/capacity/management/etc.)

2. Information about the provided goods and services

3. Information about the received goods and services

4. Information about the needed goods and services

Link for a draft tool put together for your inputs

Data collection

KI interviews

KI Standards:

- KI have to be knowledgable of the context and the purpose of the assessment.

- Know very well the site you are assessing

- Provide accurate, up-to-date site-level information in the site they represent

- Currently live and/or work in the site they represent

- KI should be 18 or above. REACH do not interview children

- Quality of KIs is the key for data quality, i.e. the relevance of their profile and reliability of the information they provide.

- Interviews should be conducted on site level and face-to-face with the KI (1 interview per site)

- Where sites are not accessible, KIs should be contacted via phone.

UNHCR
The UN Refugee Agency

REACH Informing more effective humanitarian action

Data collection

KI Confidence level

Less confident   **More confident**

• Refugee site resident - • Site representatives

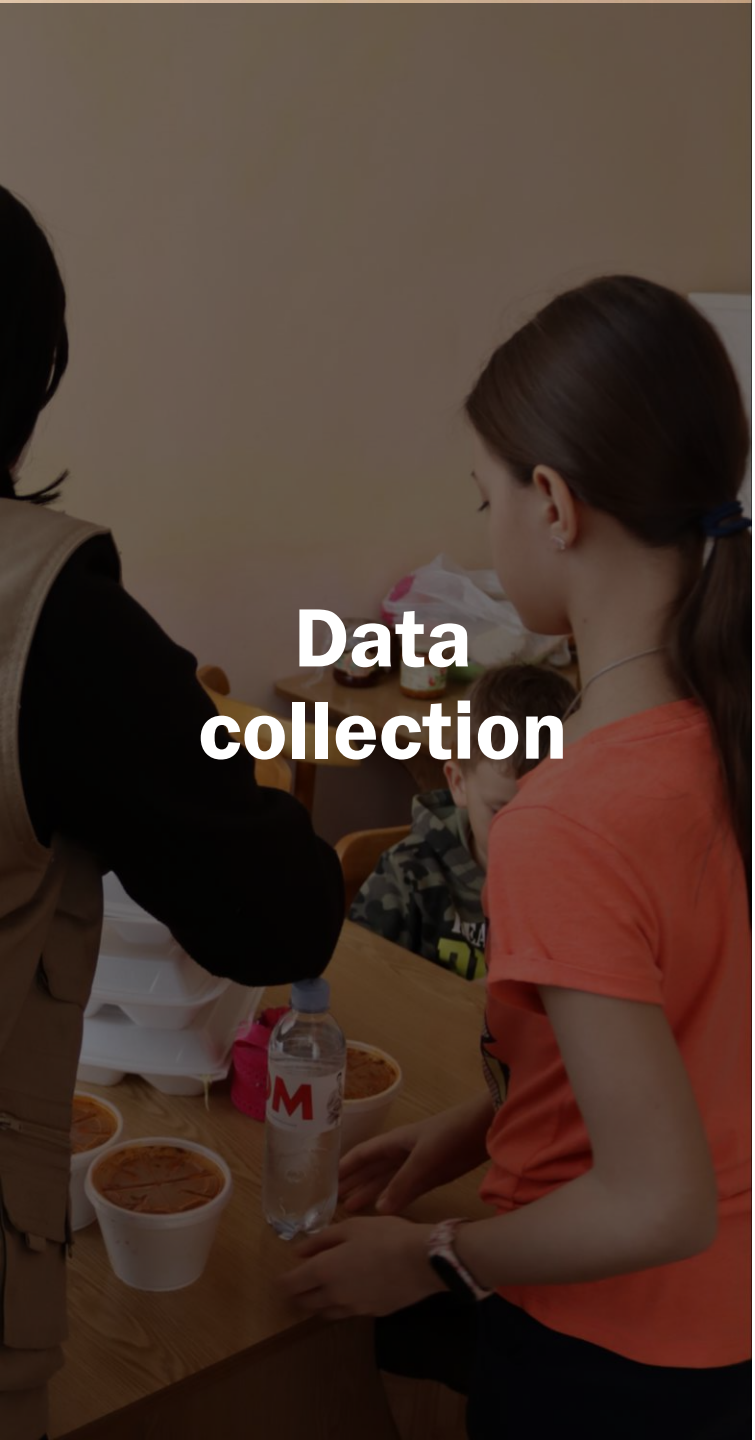**Site owner (private) – NGOs supporting in site – Refugee representative living in site for long time – etc.**

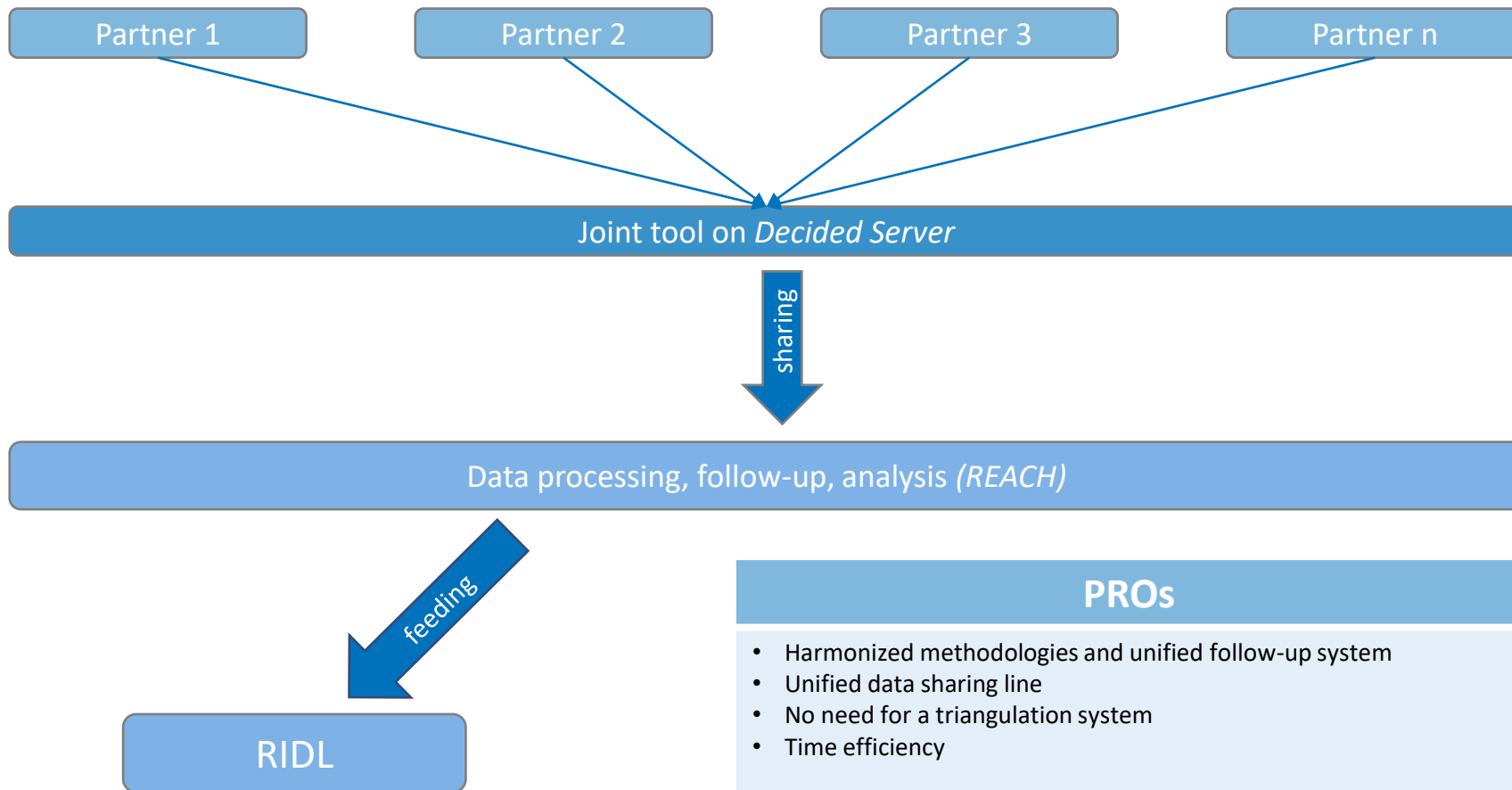**Data collection**

Capacity Building – Basic Standards

REACH, in support of the inter-sector coordination team, will be providing different agencies that are willing to collect data with the following trainings:

- Methodologies of data collection

- Selection of KIs

- Ethics of data collection

- What is the consent? How to present the assessment?

- How to maintain confidentiality? And why it is important in such context?

- Do's and Don'ts

- Instructions in the field: Visibility, Location, Water, Food, Cloth, Weather, etc.

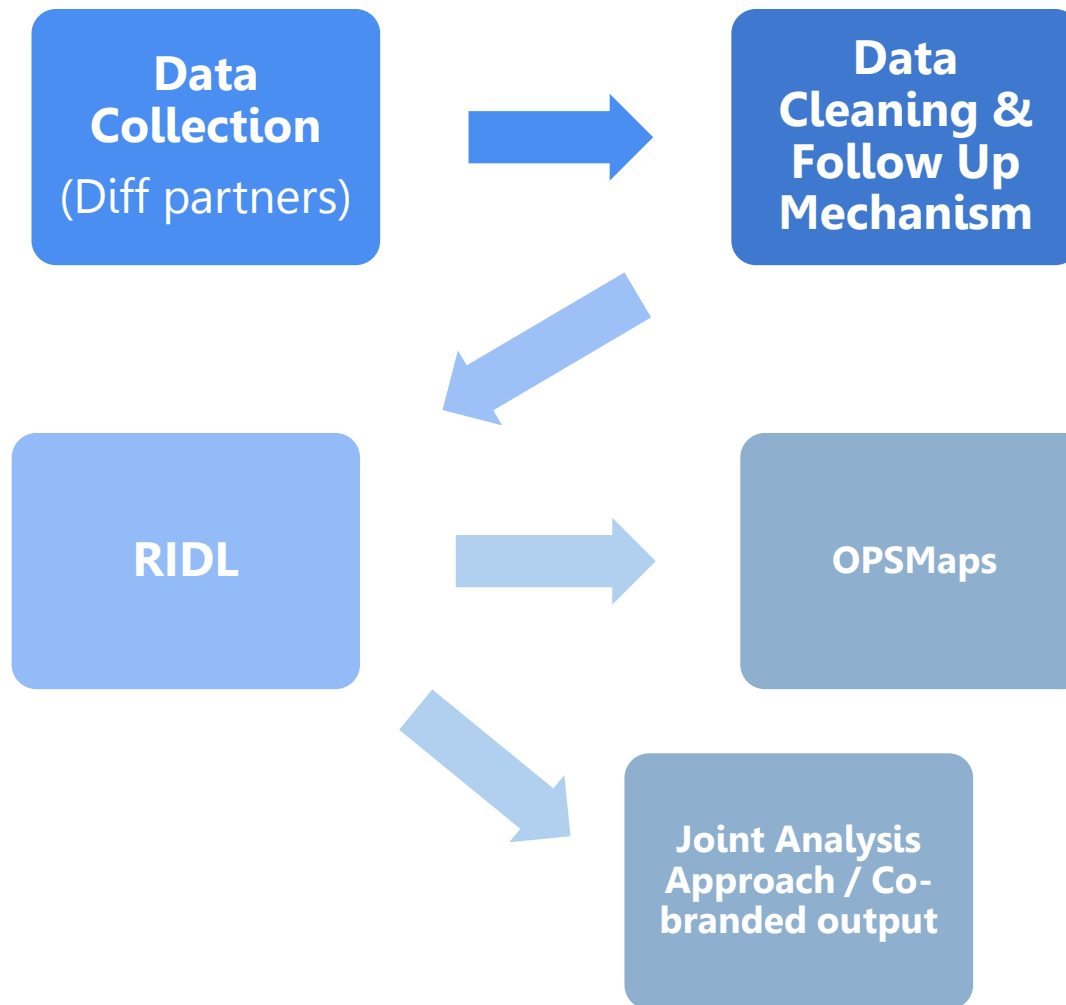- Training on the application to collect data and the tool itself

THANK YOU FOR YOUR ATTENTION