



Vulnerability Assessment Framework

Partnership Profiles

Explaining the VAF Partnership Memorandum of Understanding:

There are two types of VAF partnership profiles. One is intended for VAF partners who have data collection capacity and use it to contribute to the VAF (i.e. VAF Data Collector / Data User), whereas the other one is intended for VAF partners who do not have assessment capacity and thus rely only on data collected by other VAF partners (i.e. VAF Data User).

Data User Profile (Section A)

The VAF Data User profile enables organizations to implement programmes even if they do not have an assessment capacity at household level. It allows partner organizations to request access to beneficiary lists of cases who have already been assessed by other VAF partners using the standard VAF questionnaire.

This is intended to support smaller organizations or urgent one-off interventions with data already available.

To become a VAF Data User the applying organization has to sign a VAF partnership Memorandum of Understanding with UNHCR, with particular focus on Annex 1 which specifies the details of the services and/or assistances that the prospective partner will provide as a result of using the VAF data. This is then considered automatically a data sharing request for beneficiaries data. For example, if a prospective VAF partner declares in Annex 1 that they will support 600 families located in Irbid with cash-for-rent grants, they will be able to get access to the name and contact details of vulnerable cases qualifying for this assistance immediately upon completing the MoU. All requests and queries should be submitted to joramvaf@unhcr.org.

Beneficiary lists for VAF partners will be provided to partner organizations within a maximum of 72 hours of the written request specifying the personally identifiable data to be shared (e.g. name, mobile phone number, etc.). Data is shared following the data sharing standard which is stipulated in the VAF MoU (Annex 5).

Within this agreement, it is equally required of the VAF partners to report back on whether assistance and/or services were provided. This should happen via RAIS. In cases where prospective beneficiaries cannot be reached or determined as ineligible by the VAF partner through additional processes, this information must be shared back to the VAF focal point at UNHCR.

- Pre-assessed and scored beneficiary list delivered within 72 hours to partner without having to sign a new or supplementary agreement every time data is requested. Annex 1 may have to be updated to always reflect the intervention that the data sharing request is related to and expected to inform.

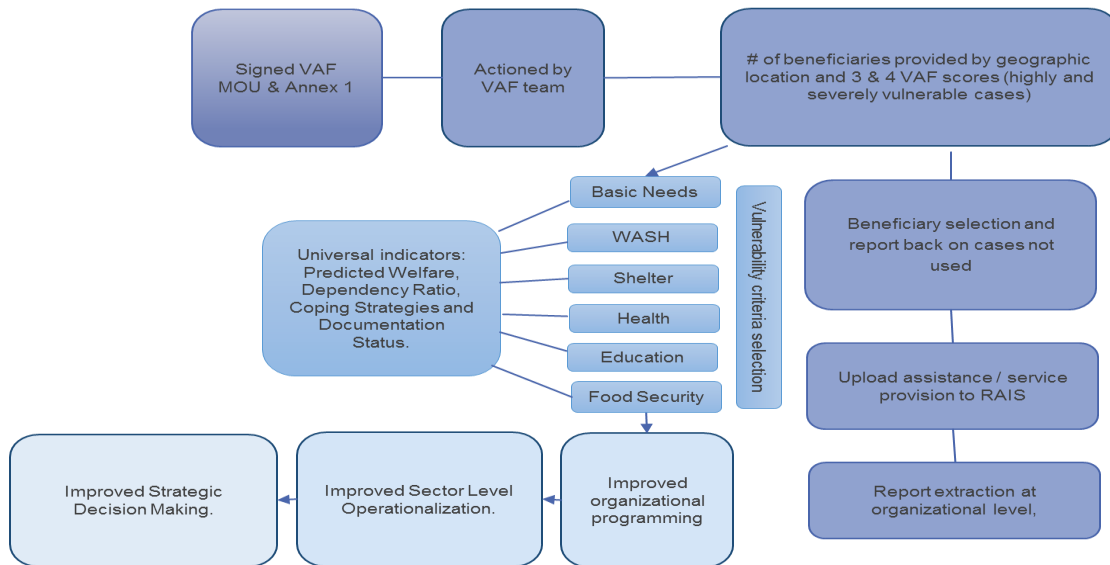
Common Misconceptions/ Misunderstandings:

Using the VAF baseline and data for proposal writing only, incorrect the data is also captured for operationalizing sector response and improving assistance and service delivery for Syrian refugees

- Using the Sector Tree without using the VAF form will not provide you with all of the elements of scoring required and is not the VAF
- Using the VAF form without collecting all the VAF questions is not considered as the VAF form – all questions must be included
- Collecting VAF data without sharing it with VAF partners does not constitute as being a VAF partner

- Important Note: If an organization is not a VAF partner and seeks to obtain personal data of refugees from other organizations, it should be expected that each such request will require a separate data sharing agreement. Thus, the VAF MoU aims to facilitate frequent data sharing by validating Annex 1 instead of having to negotiate an agreement each time.

VAF Data User Partnership



Data User / Collector Profile

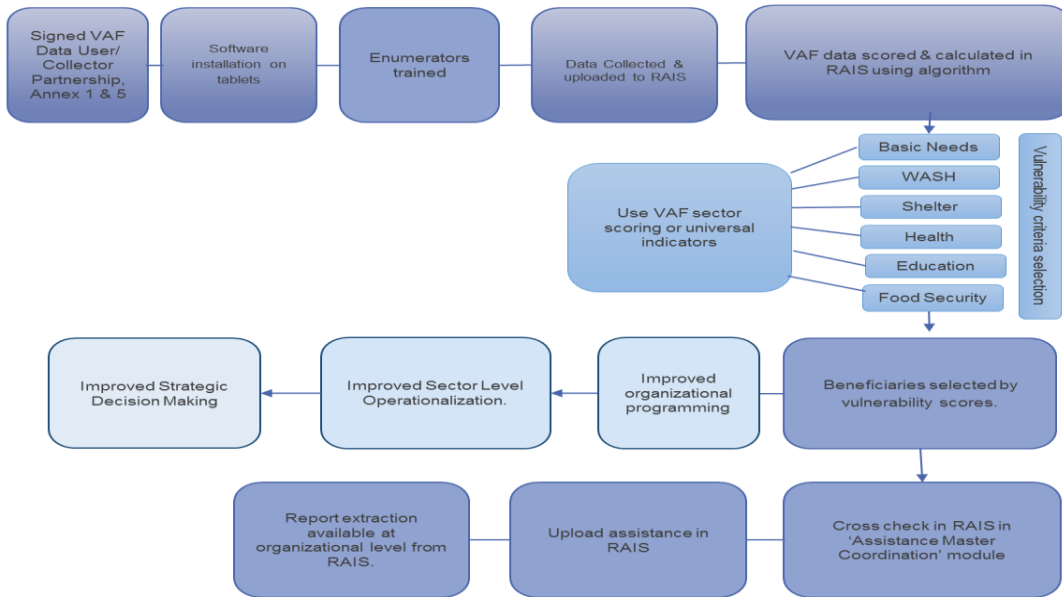
The VAF Data User / Data Collector Profile enables organizations to utilize the VAF form and collect data themselves through their own enumerators. **All the elements of the VAF Data User Profile (outlined in section A)** also apply to this profile. In addition, the VAF Data User/ Data Collector Memorandum of Understanding caters for the additional data collection and safeguarding of the collected information.

UNHCR Amman has a dedicated team that supports each organization in the on-boarding process for data collection, including the upload of the software and VAF forms to ODK-ready tablets, training of enumerators and sensitization around data protection policies and protection policies.

The VAF questionnaire follows a standardized format. There is, however, capacity for organizations to add their own elements to the questionnaire and thus supplement the standard set of questions with elements that are specific to that organization's operational requirement. Such data does not count towards VAF data and is not share-able.

UNHCR RAIS is the central point for VAF data collection and management. Once the information has been collected by enumerators, the information is pushed to the Form Module, where it is only visible to the collecting organization. Once data has been cleaned, it can be transferred into the VAF module, where the data elements from the VAF questionnaire can be requested by eligible VAF partners for delivery of services or assistance.

VAF User / Data Collector Partnership



VAF Partners

- | | |
|----------------------|-----------------|
| 1. ACF | 11. MEDAIR |
| 2. ACTED (pending) | 12. MERCY CORPS |
| 3. CARE | 13. NICCOD |
| 4. CARITAS (pending) | 14. NRC |
| 5. DRC | 15. PU-AMI |
| 6. GRC | 16. UNHCR |
| 7. ICRC | 17. UNICEF |
| 8. IFRC | 18. WFP |
| 9. LWF | 19. WRG |
| 10. MECI | |

*N.B. As of November 2016