

Meeting the Immediate Emergency Relief Needs of Refugees and others in Needs as a result of the crisis in Ukraine, 2022

“Approach for a Rapid Cash Response for those most in need”

Overview: Since February 24, 2022, well over 1.7 million refugees and people have fled Ukraine into neighboring countries. The Cash Working Group in Poland, co-chaired by UNHCR and PAH, was created to facilitate coordination of a rapid Cash-Based Intervention providing immediate emergency relief to those displaced based on the severity of their needs. This document outlines the key approach and provides an overview of the key issues related to the rational, design and implementation of the initial CBI. It envisions adjustments as more information becomes available and the situation evolves.

HIGH-LEVEL SUMMARY OF CASH APPROACH IN POLAND

The overall approach aims to build on and strengthen the local response and to support the already strong leadership by the government and local actors. It is temporary in nature with a view to cease to exist when refugees and other people fleeing Ukraine are included in the social protection system, asylum-procedures or have moved on to other countries.

1 Transfer Value	To align emergency cash for basic needs with Poland's Basic Subsistence amount (approx. 550 Zloty/ person/ month with variation of total sum per HH based on no. of family members)
2 Main cash modality	Multi-purpose cash (unrestricted)
3 Data Fields to be collected	the minimum core data set has been outlined and agreed , see Annex 3
4 Eligibility criteria	a list of potential eligibility criteria has been identified
5 Beneficiary Management System	UNHCR's PRIMES including ProGres and BIMS (biometrics) to be used for data collection. This will avoid duplication of assistance. This is also used by partners in the other surrounding countries
6 Transfer Mechanism & Financial Inclusion	While many organizations have decided on transfer mechanism, agencies have arrangements in place for organisations to piggyback on to align to the extent possible. Financial inclusion to be further discussed.
7 CFM, Referral and Monitoring	to be further discussed

Rational of Approach

During the week of February 28 to March 4, 2022, informal meetings were held between PAH and UNHCR to begin coordination efforts over a cash response for displaced persons fleeing Ukraine stressing the need to establish a rapid response system given the large inflows over a short period of time and volatility of the situation. The first CWG was held on March 7, 2022, with over 20 participants from many organizations. This document summarizes the

overall decisions, rational and approach to date while also requesting feedback and agreement as rapidly as possible to avoid people waiting unnecessarily for immediate relief.

Within this situational context of large numbers of refugees and other people fleeing Ukraine due to the recent invasion on February 24, 2022, it is recommended to place greater emphasis on the timeliness of the response to help ensure that those most in need can cover some basic needs.

CBI have become a key modality to respond to the needs of disaster and crisis-affected populations globally. However, CBIs are not typically deployed rapidly in the immediate aftermath of a disaster. In many cases, it takes weeks, if not months, to carry out market assessments, staff training, the selection of financial services providers, followed by the implementation of a cash programme that involves applying, selecting, verifying and distributing. Beneficiaries may therefore spend a lot of time waiting, being processed, followed by some portion of those with expectations not being selected at the end of the lengthy process.

In the present case, time is critical. With well over 1.7 million displaced people and limited donor funds already available, it is recommended by the CWG to adopt a coherent and temporary emergency relief approach that stresses the need to reach refugees and others rapidly.

Situational Context

While the threat of an imminent invasion likely resulted in some displacement leading up to 24.02.2022, well over 1.7 million people have now fled Ukraine into neighboring countries. Within this situation without sufficient assessments that can be used to inform the specific needs of the displaced populations, the CWG endorses providing multi-purpose cash assistance to those most in need as a rapid measure for essential items as an immediate disaster relief response measure. **As more information becomes available, the cash assistance and approaches to address specific needs for specific groups can be adopted.**

Please find here live updates on the population figures: <http://data2.unhcr.org/en/situations/ukraine>

As of yet, the information about specific needs and vulnerability profiles of the refugees and others fleeing Ukraine and their locations, or for how long they will remain where they are, varies. The situation continues to evolve. However, some characteristics at this stage can be assumed for the purpose of providing assistance, including the requirements needed to design and implement a rapid cash relief response:

- Many people are likely to have abandoned their jobs, homes, and other assets and lack sufficient immediate resources to cover their basic needs.
- Reports are common that people have travelled along long difficult routes to wait for long periods of time to cross borders.
- While initially border crossings may have lacked to varying degrees assistance for people, some improvements have been made, but more remains to be done to assess people's needs at border crossings, including information to help them make the most appropriate travel decisions based on their personal circumstances.
- There is likely to be diversity in terms of the severity of needs among population groups and across locations where displaced people are currently staying.

- The capacity of host communities to respond is likely limited to varying degrees across the destination countries and while some of the immediately displaced may have been absorbed into hotels, hostels and private apartments, additional waves of displaced people are likely to add additional pressure on host communities' abilities to respond in terms of supplies of the basics (shelter, food, and other services) in addition to potential additional inflationary pressure.
- While donors are moving in rapidly to provide finances for assisting displaced persons, the funding will be insufficient to meet the needs of everyone, and targeting will be necessary as well as the setting of the amount of assistance per person to maximise the limited aid to respond to those with the most severe needs.
- An inflow of actors to respond to this large-scale crisis, while welcome, could add to confusion over who is providing what, where and to whom, among not only beneficiaries but also host communities and others on the ground stressing the need to coordinate efforts and avoid duplication in addition to reducing exclusion for those who may have specific needs matching specific capabilities of various organizations.
- Some people will not be nationals of Ukraine, yet be in need of emergency assistance as rapidly as possible.
- There will be several levels of needs that are time sensitive: needs at border crossings to accommodate people waiting, needs for those who have crossed in terms of immediate relief and essentials, and longer-term needs for displaced populations and host communities; distinguishing these needs is critical to adjust the cash response for the specific intended purposes, in this case for emergency relief for essentials for displaced populations.
- Males of military age from Ukraine are not permitted to exit the country unless they have a legal exemption with documented proof, meaning that many displaced may be separated from their household and including unaccompanied minors.
- Not all displaced people will have full documentation, up to date, which may affect verification, further processing, but also the cash modality used to provide assistance.
- People are likely to remain mobile to a high degree until a later unspecified date at this stage meaning that there will be a need for more regular rapid monitoring, assessment and updates to adjust cash assistance over time.

THIS SITUATION STRESSES THE NEED TO RESPOND WITH A BASIC RELIEF AMOUNT FOR MULTIPLE PURPOSES THAT IS CONSISTENTLY PROVIDED TARGETING THOSE MOST LIKELY IN NEED AS RAPIDLY AS POSSIBLE WITH AS LITTLE BURDEN ON APPLICANTS TO APPLY AND RECEIVE DISTRIBUTIONS.

Due to a lack of assessment information while a rapid emergency response is needed, this immediate CBI should target the most vulnerable aimed at providing a grant amount based on household size that will enable the beneficiaries to cover basic needs. This rapid emergency relief should be coordinated and consistent across organizations as far as possible while it is recognized that other programmes will evolve over time. There is an assumption that the government will take over assistance and support in the mid to long-term. .

Within this situation, the elements of the core emergency cash response outlined in the next section can be temporarily endorsed, while future CWG meetings can focus on setting up the following:

- A more robust needs assessment for displaced persons
- Coordination with local partner organizations, and administrations
- A more robust market assessment that can be used to assess and adjust cash responses and specific programmes targeting specific groups, needs and timelines.

- Feedback from cash programmes in use to identify lessons learned and practical information that can benefit the wider cash community.
- Referral and common monitoring so to avoid duplication of data collection.

This initial approach also recognizes the need to allow for flexibility for different organizations to tailor their approaches to target specific groups within their specific capabilities and endorses some degree of balancing these tradeoffs as far as it is possible in this setting.

The CWG – Poland Emergency Relief Cash Intervention

Amount of Assistance Provided

As a rapid response measure, the CWG will base its assistance on a basic amount of 710 zloty per person per month to cover basic needs. The total amount would be distributed to the head of the household (HH) selected for assistance based on severity of needs. The amount may be adjusted to reflect the number of persons per household, with 610 zloty for each additional person in the HH, up to a maximum HH size of 5. The assistance should be provided per HH and at this stage we are looking at no more than 4 months, when the government is expected to fully cover. The amount can be paid as a lump sum or paid per month.

Due to the need to respond to many people in need of cash assistance to meet basic needs, the CWG recommends setting the initial grant amount at **710 zloty per person per month** in Poland in line with basic subsistence estimates provided by the Polish Department of Statistics. This amount is set based on secondary information and the CWG co-chairs are in the process of updating the amount to reflect inflation since 2020, but it is not expected to be more than a 25% increase in the basic amount. The 2021 figures are soon to come.

Figure 1 Basic Subsistence Amounts per person and household side to cover essentials in Poland, 2020

Tabela 1. Wartość minimum egzystencji w 2020 r., w zł

Wyszczególnienie	Gospodarstwa pracownicze						Gospodarstwa emeryckie	
	1-osobowe	2-osobowe	3-osobowe	3-osobowe	4-osobowe	5-osobowe	1-osobowe	2-osobowe
	(M+K)/2	M+K	M+K+DM	M+K+DS	M+K+DM+DS	M+K+DM+2xDS	(M+K)/2	M+K
Żywność	261,97	523,93	748,41	836,12	1 060,59	1 372,77	226,94	453,89
Mieszkanie	287,90	409,23	585,76	585,76	766,16	944,18	287,90	409,23
-użytkowanie i energia	268,81	383,85	552,80	552,80	721,76	890,73	268,81	383,85
-wypożyczenie	19,09	25,38	32,96	32,96	44,39	53,45	19,09	25,38
Edukacja	0,00	0,00	4,31	63,01	67,32	130,33	0,00	0,00
Odzież i obuwie	26,83	50,23	74,70	76,97	101,44	128,19	26,83	50,23
Leki	11,73	20,21	45,47	32,49	56,93	69,06	18,84	34,42
Higiena	22,74	45,00	56,22	62,29	73,53	90,98	20,10	39,71
Pozostałe wydatki	30,56	52,43	75,74	82,83	106,30	136,78	29,03	49,37
Razem ME	641,74	1 101,03	1 590,60	1 739,47	2 232,26	2 872,29	609,65	1 036,86
ME na 1 osobę	641,74	550,52	530,20	579,82	558,06	574,46	609,65	518,43

Źródło: Obliczenia Instytutu Pracy i Spraw Socjalnych na podstawie danych Departamentu Statystyki Społecznej GUS.
Uwaga: Symbole użyte w tablicy oznaczają odpowiednio: M – mężczyzna w wieku 25–60 lat, K – kobieta w wieku 25–60 lat, M+K/2 – wydatki na poziomie średniej arytmetycznej dla gospodarstwa męczyzny i kobiety, DM – dziecko młodsze w wieku 4–6 lat, DS – dziecko starsze w wieku 13–15 lat. W przypadku gospodarstw emeryckich symbole M i K oznaczają odpowiednio męczyznę i kobietę w wieku powyżej 60 lat.

While the final amount/ person/ month is in the process of being finalized within a day, the CWG recommends the following to determine how much is provided to beneficiaries over time through multi-purpose cash grants (MPC):

- The total amount of the MPC distributed should reflect the number of people in the HH displaced to cover their relief needs.
- The total amount should be distributed to the head of household.
- The amount of time should be up to 3-4 months approved for the beneficiary (to be decided)
- The amount per tranche could be adjusted to reflect the severity of needs, capacity of transfer mechanisms, donor commitments, and the capability of each organization's administration (tracking beneficiaries to make monthly payments in this context with high mobility could be challenging and burdensome as well as inconvenient for the HH in need).
- As many organization have already transfer mechanisms in place, we will focus on not duplicating assistance over different transfer mechanisms. Agencies have arrangements in place for organizations to piggy back or partner on existing contracts.
- At this stage, PAH is opting for Sodexo cards to be issued as blank, then upon approval, activated in the amount per HH. UNHCR will initially be using a Polish developed solution (BLIK) solution as an emergency cash grant mechanism.

Eligibility Criteria

The CWG recommends using an initial set of eligibility criteria to help target those conflict-displaced populations fleeing Ukraine because of the invasion on February 24, 2022, including setting a date for those who may have fled earlier in anticipation of the invasion.

The CWG recommends using some combination of the following proposed eligibility criteria to target those displaced persons who are vulnerable and most likely in need to rapid, temporary, assistance to cover essential expenses:

- Single headed HH w children or elderly
- Elderly headed HH
- HH w 2 or more dependents (<18, >50)
- Unaccompanied or separated children
- HH w one or more persons with specific needs. The specific needs description is attached and this will include specific vulnerable groups, including young people and others fleeing Ukraine.

The CWG recognizes the following at this early stage of the intervention:

- These criteria allow for generous targeting based on the assumption that they may change in light of findings from secondary sources, needs assessments, and changes in the situation as the displacement crisis evolves.
- Meeting the eligibility criteria does not guarantee that assistance will be provided; instead, beneficiaries will be selected WITHIN these criteria based on the severity of need to reflect the limited amount of assistance available.
- Different actors may choose to focus on specific vulnerable populations according to their capacities, strengths, donor commitments, and geographical locations.
- While nationality information may be collected during the registration process and accompanying documents revealing nationality and/or ethnic groups may be used to verify identities, avoid duplication, etc. these data cannot be used for the selection

process. This also reflects that displaced populations from Ukraine may include other nationalities who are equally in need of humanitarian assistance.

- People within these vulnerability groups may have been displaced before February 24, 2022 since they may have left fearing the oncoming invasion so the target group could have been displaced up to a recommended 2 or 3 weeks prior.
- While males of Ukrainian citizenship between 18 and 60 are currently not entitled to leave the country, there may be other males in need of assistance who have fled the country, including non-Ukrainian nationalities, or those of military age who have been exempted, or left just before the rules change.
- Unaccompanied minors will require additional advice from members of the Child Protection Working Group and/or knowledge of legislation that may affect compliance. The same goes for the SBGV and Protection WG.

It is anticipated at this stage that within the vulnerability groups, different organizations may have their own approaches for targeting those most in need based on various severity criteria.

How To Enroll Potential Beneficiaries for the Purpose of Assistance?

The CWG recommends those who are active in Poland to use the common PRIMES system, including proGres and biometrics for receiving applications from potential MPC beneficiaries. The final selection can be done based on each organization's eligibility criteria.

The CWG-Poland endorses the use of a common platform across partners for receiving applications for temporary relief, UNHCR's PRIMES system, while the final beneficiary selection, caseload management and cash modality is up to individual actors at this stage of cash programming. This platform can be implemented with relatively minor investments in training while also allowing for flexibility beyond a minimum set of applicant data. This system will also ensure data security and protection and users will be provided with different levels of user access (ie. what data to access).

One of the common problems in disaster relief is the challenge of avoiding duplications across organizations in the field. Each agency using its own databases to collect applications from those in need of assistance will typically run into legal and practical problems while trying to ensure that individual households do not receive multiple grants and reducing errors common in data collection. With limited humanitarian funding, especially in the early stages of disaster relief, duplication would leave the humanitarian community potentially reaching fewer people in need. It is also widely recognized that some households experiencing deprivation and desperation may apply for multiple assistance across organizations, further complicating the process of avoiding duplication.

After initial discussions about the situation and requirements across the co-chairs in the first week after the displacement crisis began (following the 24, 02.2022 invasion), it was decided to simplify the enrolment process by using a common platform hosted by UNHCR, PRIMES. This would not only help avoid a situation where each organization attempts to develop their own databases, but would also provide many rapidly deployable features that would allow for cash partners to achieve the following requirements:

- Increased likelihood of avoiding duplications of assistance since it is possible to see whether the applicant(s) have already received assistance from another agency in Poland, or elsewhere, as a result of being displaced in this crisis.
- It contains a minimum core set of identifiers that can be used to register a potential beneficiary and allow for the collection of tailored additional data that meets the

requirements of other organizations, such as specific needs or vulnerabilities. This allows for flexibility while using the same platform.

- Tracking of displaced people who remain mobile such that they can be contacted and further assessed in the future to develop and respond to their evolving needs, including across multiple locations.
- The possibility for sharing in learning and training that is common across organizations that will allow for more rapid scale up, lower training costs, and enhanced capacity which is critical given the scale of the crisis.
- Easy onboarding for additional actors in the field.
- It is possible to view who entered, changed, and managed the information in the database allowing for enhanced auditing procedures and active monitoring.

In order to use the system, it is necessary to contact UNHCR to obtain partner login in IDs, training and other support. It is also possible to work with UNHCR which will register a large caseload (to get lists for assistance etc.) In addition, the following provided a preliminary outline of the process to be deployed:

1. After training on the system, each agency will decide which additional data they need to collect to identify and prioritize the beneficiaries they wish to assist.
2. Agencies decide on their own how they wish to register applicants and where, and ensure their staff, volunteers or partners, adhere to basic compliance standards for meeting with applicants.
3. After registering potential cash beneficiaries, each agency decides on their own how they wish to manage their case loads and distribute the MPCA to the final list of beneficiaries.

In the first stages of emergency response, the CWG views the use of the ProGres system to be the most appropriate approach for registering MPG applicants in common across actors while enhancing the ability to respond to refugees in need more rapidly than would otherwise be the case. While the focus today is on temporary, emergency, relief to help those most in need to cover basic essentials, this endorsement does not mean that other forms of assistance could not also be managed with this system (including case management) and other forms of cash assistance for other specific needs be adopted and used in near to medium term responses and beyond.

Those implementing cash assistance are advised to contact UNHCR to arrange for training for those staff members who may be involved in the actual registration process.

Financial Service Providers (FSP)

The CWG recommends finding an appropriate FSP that will allow beneficiaries to access their MPC as easily as possible with minimal delays and maximum flexibility. As the situation evolves, the CWG will collect and assess a range of FSPs that may be more appropriate for specific cases and conditions. For those without a transfer mechanism in place, agencies have already in place opportunities for common use of FSPs so do please reach out to benefit from already existing contracts and mechanisms so to avoid duplication.

While the CWG does not endorse a specific Financial Service Provider at the moment, the recommendation to date is to select a method of payment that allows rapid access while not restricting mobility due to the volatile situation and uncertainty over where those most in need may choose to temporarily locate. It may be the case that beneficiaries continue to move across locations within a country or between countries. These are the following concerns raised to

date that may affect the choice of an FSP or method of payment in the context of operating and distributing MPCs to displaced persons in Poland:

- Some displaced people may lack full documentation required to open a formal bank account
- Bank cards are likely to involve specific legislations restrictions involving Know-Your-Client and other financial information that may slow down the issue of bank accounts and bank payment cards
- Other gift cards or payment cards, like Sodexo, are possible
- It may be possible to transfer funds through Western Union or other FSPs
- Beneficiaries may have been without essentials for days and this aspect of the system should minimize the amount and number of times of face to face meetings to apply for and receive the final distribution as far as this is possible; a method for a single application interaction is preferred given the emergency context
- Payment cards often require PINs, which can be lost, so some tracking system and service is needed for people to correct these common errors.
- Options also exist through pin code systems or voucher-like arrangements.
- People may move to other locations or across borders prior to having accessed all of the funds on payment cards; FSPs that can match potential mobility is preferred.
- Not all beneficiaries may be of the same nationality.

Over time, the CWG will collect further evidence and mapping of FSPs and their characteristics to better match and recommend specific distribution systems for meeting the needs and preferences of those displaced from Ukraine.

Annex 1 – Proposed TORs for CWG in Poland

In brief: Following the initial Cash Working Group Meeting for Poland on March 7, 2022, this Annex 1 provides the proposed terms of reference highlighting the need to coordinate to provide rapid emergency cash relief (timeliness of response) while recognizing that changes can be made to further strengthen programming as the situation evolves and better information is available.

Terms of Reference

Temporary Cash Working Group Poland

With the increase of refugees and other vulnerable people coming from Ukraine, and an increasing amount of humanitarian actors on the ground, a temporary Cash Working Group has been set up in Poland. This group aims to build on and strengthen existing capacity; and to support the already strong leadership by the government and local actors. It is temporary in nature with a view to cease to exist when refugees and other people having fled Ukraine are included in the social protection system, asylum-procedures or have moved on to other countries.

The group will support the local leadership and not set up parallel assistance programmes de-linked from the government and local response.

Functions

The CWG would be responsible for ensuring that the following functions are provided:

- Ensure the overall cash response is coherent, avoids duplication, and finds opportunities to increase effectiveness, coordinating with sectors and protection to ensure coherence;
- Provide effective information management on the delivery of cash assistance, across the response;
- Promote use of common mechanisms, standards, and tools across partners for harmonized, quality and accountable programming:
 - Coordinate and lead discussions on setting transfer values linked with the national social protection system
 - Promote a coherent and secure approach to data management and digitalisation
- Provide common services to cash partners as relevant which may include supporting joint framework of design for cash, risk assessments, financial service provider mapping, coordinated monitoring and feedback mechanisms:
 - Support to coordinated or joint monitoring and evaluation where appropriate.
 - Ensure accountability to affected people through joint feedback mechanisms on cash
 - Identify and mitigate key risks;
- Review capacity building requirements of CWG members and local actors, if needed.
- Advocate to create an enabling environment for inclusion of people in national systems including advocacy with partners for cash across the response; policy and advocacy with donors; and access to people in need of cash assistance.
 - Support system-wide advocacy with the government on transfer values, regulatory and legal issues, and risk mitigation where appropriate.
- Ensure the transition to the social protection system with an aim for only limited support in the beginning of response.

- Discuss and resolve urgent operational challenges arising.

Leadership

The CWG is co-led by the Polish Humanitarian Action and UNHCR.

Membership

Only organizations/ entities engaged in the response at the field level may participate in this group. This is to keep the CWG focused on delivery, resolving urgent issues coming up. There will be a Regional CWG that will have broader membership for interested parties.

Timeframe

This is a temporary set up with a view to phase out/ absorbed into existing national coordination functions.

Annex 2 – Membership of Cash Working Group

Annex 2 provides the initial list of actors participating in the CWG in Poland to facilitate coordination, information sharing, and to help avoid duplication of efforts including geographical coverage. It is envisioned that additional members may join as the response expands and contact details can facilitate more effective communication within the group.

It is recommended that members allocate a key Cash Focal Point (CFP) to improve communications and ensure email lists, invitations and emails are delivered to relevant staff.

URGENT - PLEASE GO THROUGH THE LIST TO ENSURE THAT THE CFP FOR YOUR ORGANIZATION HAS BEEN INDICATED WITH THE CORRECT CONTACT INFORMATION AND DETAILS. IF A MEMBER OF YOUR ORGANIZATION IS NOT THE CFP, PLEASE PLACE AN X IN THE (NON CFP SECTION) SO THAT WE MAY INCLUDE THEM IN THE MEETINGS, BUT PEOPLE WILL KNOW WHO TO CONTACT.

	Organization	Cash Point	Focal	Email	Non CFP
1	UNHCR (Co-chair)	Annika Sjoberg		Sjoberg@unhcr.org	
	UNHCR	Anna Belica		Belica@unhcr.org	
2	PAH (Co-Chair)	Barrie Hebb		Barrie.hebb@pah.org.pl	
	PAH	Beata Dolinska		hop.global@pah.org.pl	X
	PAH	Patrycja Brzozowa		patrycja.brzozowa@pah.org.pl	X
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	Action Contre La Faim		csinitzky@actioncontrelafaim.org	
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	ECHO	Quentin Le-Gallo	Quentin.Le-Gallo@echofield.eu	
	UNFPA	Friedman	jfriedman@unfpa.org	
	Plan UK	Jennifer McAteer	Jennifer.McAteer@plan-uk.org	
	Plansverige	David Cremoux	David.Cremoux@plansverige.org	

Annex 3 Minimum Core Data Set

Annex 3 provides an overview of the minimum data collection requirements that users of the ProGRES system will need to fill in to receive applications from potential beneficiaries for MPCGs. These data will also help to match potential duplicates in addition to facilitate and inform on future programming, including tracking mobile displaced persons, and potentially follow up on future assistance provided. Additional data fields may be used and adjusted within the system to reflect different organizations' targeting of severity or specific needs to finalize beneficiary selection.

Only interested colleagues who are planning to use the system should let UNHCR know, express interest, to access and receive appropriate training to use the ProGRES system.

Table	proGres v4 Field	Optional / Mandatory	Description of field (options)	Needed for targeting assistance?
Registration Group	Process Status	Mandatory		
Registration Group	Registration Date	Mandatory - autopopulated		
Registration Group	Owning Office	Mandatory		
Registration Group	Record Type (Registration)	Mandatory - autopopulated		
Individual	Given Name	Mandatory		Yes - we need to try and deduplicate adults at least, so we need biographical data of all adults
Individual	Family Name	Mandatory		Yes - we need to try and deduplicate adults at least, so we need biographical data of all adults
Individual	Sex	Mandatory		Yes - we need to try and deduplicate adults at least, so we need biographical data of all adults
Individual	Date of Birth	Mandatory		Yes - we need to try and deduplicate adults at least, so we need biographical data of all adults
Individual	Relationship to Focal Point	Mandatory		
Individual	Country of Origin	Mandatory		
Individual	Registration Reason	Mandatory		
Individual	Arrival Date	Mandatory		
Individual	Legal status	Mandatory		
Individual	Legal Status Date	Mandatory		
Individual	Consent Counselling Date	Mandatory		
Individual	Consent data may be shared	Mandatory		
Individual	Agree to share Biodata	Mandatory		

Individual	Agree to share Specific needs	Mandatory		
Individual	Registration Type	Mandatory		
Individual	Ukrainian Tax Number	Mandatory	Tax number (INN); ten digits, has to be unique; if the number is not available, enter NA	
Individual	Photo	TBD		
Individual	Biometrics	TBD		
Specific Needs	SPN Codes			
Document	Document Type	Mandatory	Document to prove the identity (National ID, Taxpayer card, Driving licence, passport, etc.); if the person is undocumented, select "Not available"; the information is needed for transfers through the Western Union. The passport stamp or document proofing entry is required.	Yes - we need this information as it is a KYC requirement
Document	Document number	Mandatory (but can choose 'not available')	If the document is selected (i.e., not "Not available"), enter the document number	Yes - we need this information as it is a KYC requirement
Address	Address Type			
Address	Admin levels			