Vulnerability Assessment Framework Questionnaire Validation Workshop

VALIDATION WORKSHOP SUMMARY
DECEMBER 2016

Agenda item		Desired Outcome	Responsible for Presenting & Outcome	PPT documents submitted in advance by 1 December 2016	Time Needed	Org
1.	Introduction and background:	Purpose of the workshop is to have a VAF 2.0 Form agreed to, based on sector consultation and with agreement on the desired output of how much can be relegated to baseline methodology and rest monitoring	Olivia	Compile package pre-workshop	30 mins	UNHCR BO Amman
2.	Baseline and VAF Monitoring Assessment	Define baseline, frequency and process and reach consensus agreement to go forward	Edouard / Volker	Received	30 mins	UNHCR MENA
3.	Household, Case and Individual revisited	Objective is to 1) discuss HH as a unit of analysis and HH/Case impact on score design & 2) reach agreement on HH, Case and Indv assessment in Baseline & Case and Indv in VAF monitoring assessment	Edouard /Volker	Received	30 mins	UNHCR MENA
4.	Sector Trees / VAF Form revision Updates	Endorsement of Sector tree revision				
4.1.	Basic Needs	Endorsement of Sector tree revision	Fanny Marchand		10 mins	PU-AMI
4.2.	Education	Endorsement of Sector tree revision & form revision	Dina Al Masri		10 mins	MECI
4.3.	Shelter	Endorsement of Sector tree revision & form revision	Elias Jourdi		10 mins	NRC
4.4.	WASH	Endorsement of Sector tree revision & form revision	Eva Diaz Ugena		10 mins	UNHCR BO Amman
4.5.	Food Security	Endorsement of Sector tree revision & form revision	Erin Carey		10 mins	WFP
4.6.	Health	Endorsement of Sector tree revision & form revision	Ibraheem Abu Siam		10 mins	UNHCR
4.7.	Livelihoods introduction in to VAF	introduction in to VAF presenting the 10 questions for inclusion in to 'Monitoring Assessment' and proposed Baseline questions	Laura and Bryn		10 mins	UNHCR/DRC
4.8.	Open discussion / Sector Q & A				30 mins	
			BREAK	BREAK	15 min break	
5.	Universal indicators:				60 mins	
5.1.	Dependency Ratio – standardizing dependency ratio	Objective define and move forward with standardized dependency ratio formula	Edouard / Volker		20 mins	UNHCR MENA
5.2.	Coping Strategies	Obective to present revision options and to agree on final decision, discussing timelines and sensitivity, prevalence and relevance of coping mechanisms and appropriateness to ask.	Erin Carey/Douglas DiSalvo		20 mins	UNHCR BO Amman
5.3.	NEW Disability universal indicator	Objective to agree on use of WGQs as universal indicator to assist initial flagging / identify individuals for further needs assessment	Celine Abric		20 mins	
5.4.	Documentation Status	Inclusion of questions on Births, Deaths and Marriages certificates, now with partner organizations focusing on cash for documentation initiatives - protection risks, usefulness? Objective to agree on outcome (included or excluded)	Irina Conovali / Douglas DiSalvo		20 mins	
5.5.	Predicted Welfare	Is revision of Predicted Welfare model necessary?	Edouard / Volker		20 mins	
6.	Open discussion VAF Form Q & A and final Validation	Conclude VAF 2.0 Form with agreed final endorsement	Olivia		60 mins	

Contents

VAF Workshop Purpose and Scope

Change in questionnaire due to contextual and operational scope
Sector Review 2nd and 3rd Quarter 2016 changes
Parking lot for things that are requested and would be good to know and relegated to the baseline assessment. Captured and known by all VAF partners.

- 2015 VAF was launched January baseline
- Indicator design
- Sector scores available before the baseline
- Phase of implementation analysis
- Universal indicators
- Focusing on Form update to update the Baseline 1st Quarter 2017.
- Elements for update – score analysis and form design and data collection

> Objectives of the day:
> VAF form in most reduced form should result in intervention response and operational response.
> Clear understanding on the new shape of the VAF form
> Endorsement process following the VAF form validation workshop by workshop attendees

The objective of the ongoing monitoring assessment/ VAF is to undertake:

1. Continuous data collection; collecting **regularly over an extended period of time.**
2. Analysis of trends; identify **violations of rights and protection**
3. Support Operational delivery; informing **effective responses.**

Why separate Baseline and VAF?

The ongoing monitoring assessment / VAF should explicitly speak to effective operational response; data collected within the VAF form should have a clear lineage and path to service delivery, determining eligibility, prioritization or targeting of urban Syrian refugees for assistance and/ or services through Sectors and VAF partner organizations. Since the inception of the VAF and based on lessons learned on usage and expenditure involved in undertaking ongoing assessment it has been determined to separate the questions which could guarantee clear operational output to remain in the monitoring assessment. As a result the sector tree review and form review, finalized in November 2016 took the below guiding principles in to consideration throughout the review process.

VAF Form Review: Guiding Principles

1) VAF partners were asked to provide feedback and inputs on the existing VAF form by drawing on their operations' experience with the form itself. This should focus on the **suitability of existing questions and identify gaps** (i.e. questions that are missing);
2) The review process must ensure that the VAF data collected since 2014 can still be utilized and the scores can be recalculated after the review. This legacy compatibility is critical in order to ensure that the revised form allows for comparability with existing VAF data. More than 90,000 VAF assessments have been conducted and it would be irresponsible and wasteful to preclude comparability and transferability of data. The key questions to bear in mind here is whether the new VAF form can be scored using the Sector Trees and whether existing data can be migrated into the new format resulting from the new form.
3) It will be important throughout the review process to validate expectations and commitments that collected information will truly be used for the provision of services and assistance. It relates to the **reciprocity and ongoing engagement** between VAF partners and to the understanding that there is value and utility in the data being requested;
4) Knowing that a lot of collected VAF information is currently insufficiently used, the aim should be to reduce the size of the VAF form overall. It objective must be for the VAF form to be **clear, concise, lean, and more sustainable** in terms of operational response. Following from the VAF Sector Tree Review, it is clear that the principle for the form review must be **'less is more'** to ensure that VAF partners are able to use the available information effectively.
5) The VAF process and with it the VAF form cannot be an all-encompassing assessment. Instead it is a common denominator that establishes an efficient and cost-effective way of operational partners to share information that can be translated quickly into the delivery of services and assistance. Therefore, it is important to ensure that the VAF form provides sufficient information on the majority of issues and not strive for complete

information on all the issues. The VAF process deals with the "normal" or "average" scenario among Syrian refugees. Any outlier or exceptional circumstances should be absorbed within the case management process of each organization or at the level of sector coordination.

6) It was important that VAF partners actively work on the **removal of redundant questions**, i.e. questions that do not relate in any way to a programmatic response in delivering assistance or services to refugees.

7) The process should be participatory ensuring that all issues raised by VAF partners and prospective VAF partners are being considered;

8) At the same time, the process had to be completed within a stipulated timeframe through the VAF Secretariat who is tasked to initiate and manage this process.
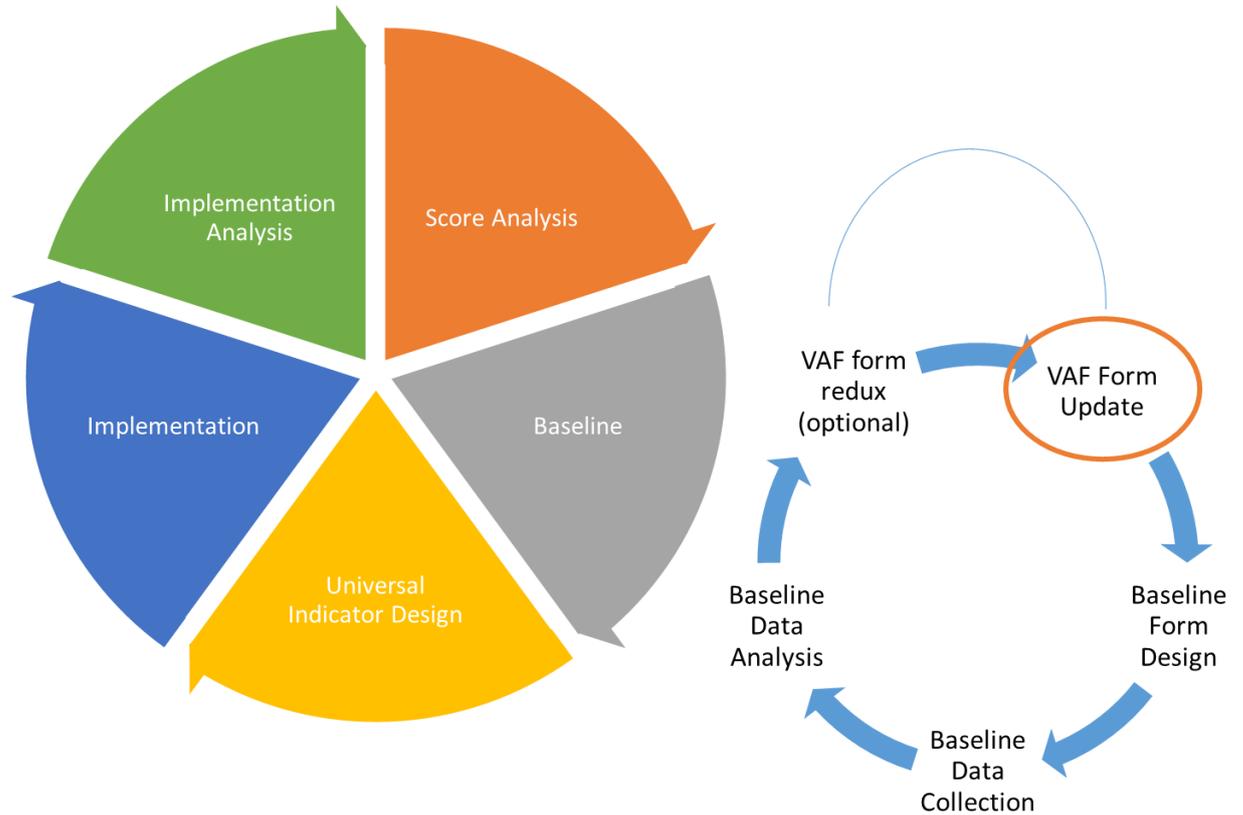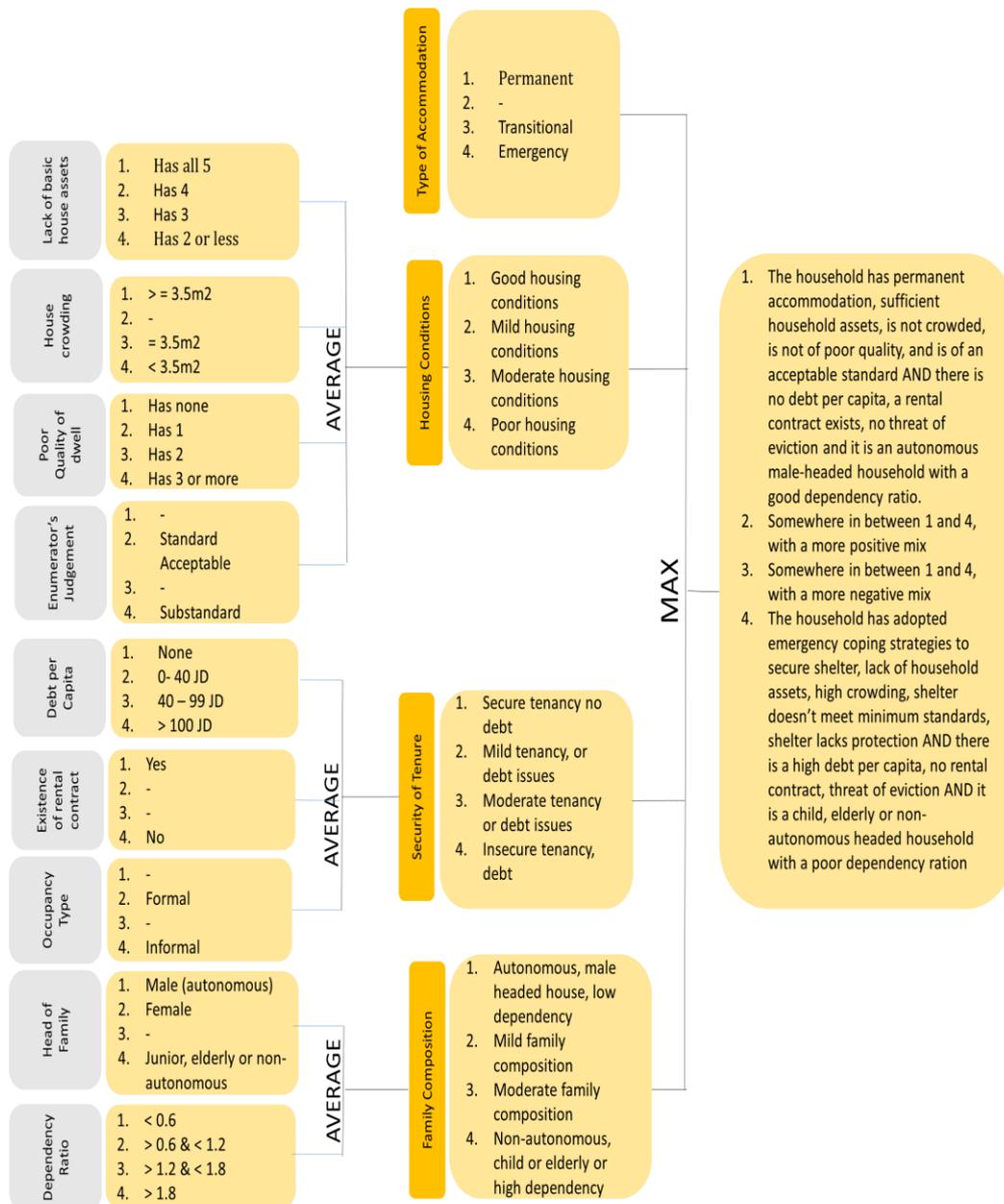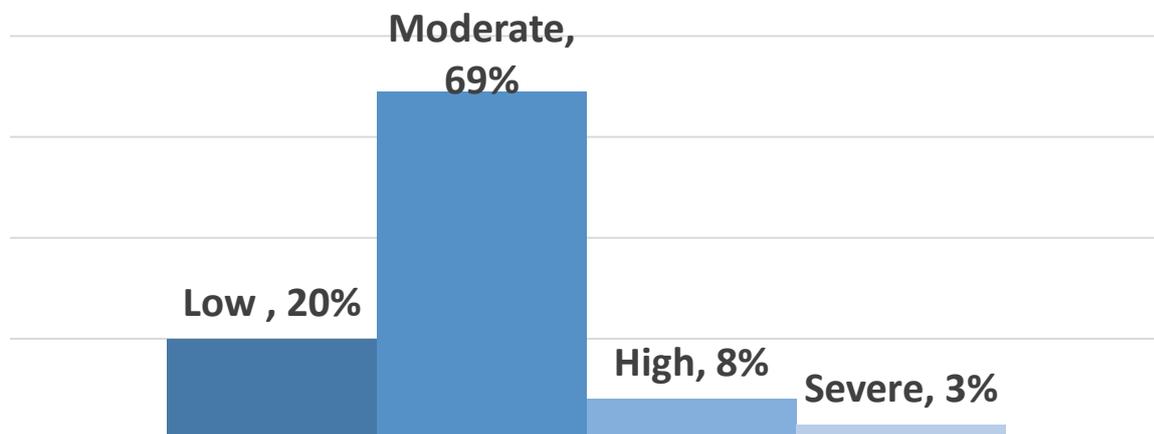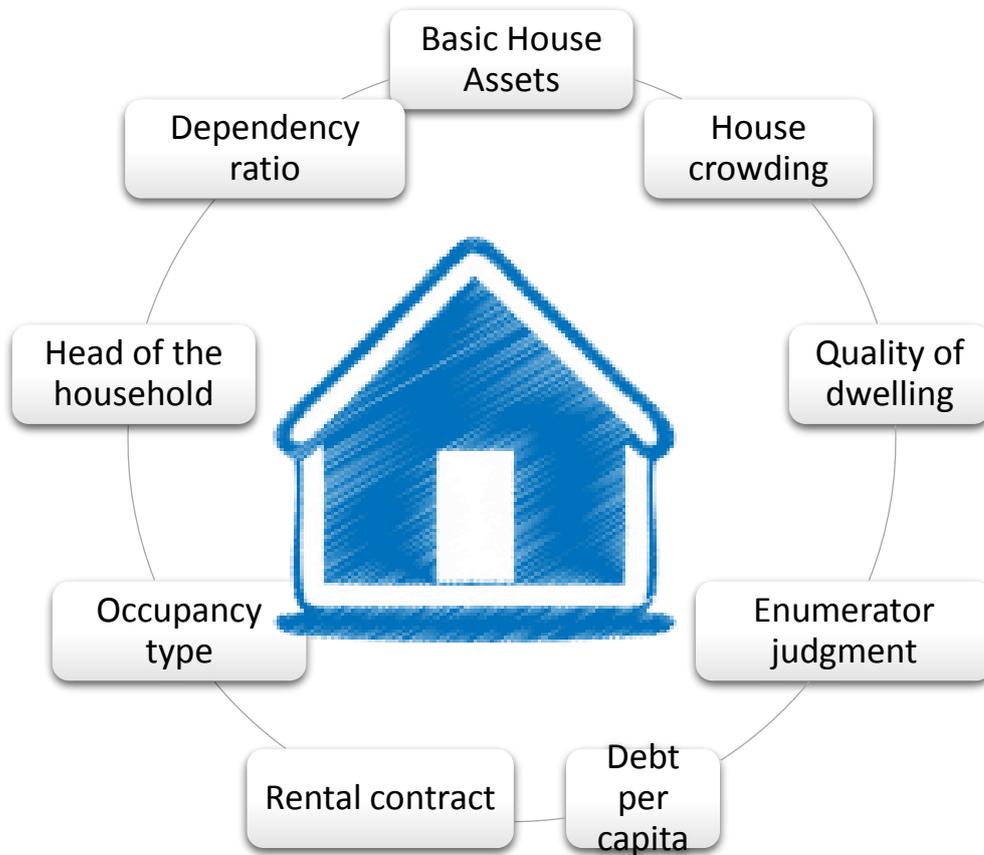
Session 1: Sector Briefings

Shelter

Challenges with the existing sector and questions:
- Not adapted to the context of urban setting
- Highly dependent on enumerator judgment
- Did not capture eviction threat & Accessibility
- Included some duplication of atomic indicators
- Did not reflect reality in terms of vulnerability

Shelter sector original decision making tree

Type of Accommodation
1. Permanent
2. -
3. Transitional
4. Emergency

Lack of basic house assets
1. Has all 5
2. Has 4
3. Has 3
4. Has 2 or less

House crowding
1. >= 3.5m2
2. -
3. = 3.5m2
4. < 3.5m2

Poor Quality of dwell
1. Has none
2. Has 1
3. Has 2
4. Has 3 or more

Enumerator's Judgement
1. -
2. Standard Acceptable
3. -
4. Substandard

AVERAGE

Housing Conditions
1. Good housing conditions
2. Mild housing conditions
3. Moderate housing conditions
4. Poor housing conditions

Debt per Capita
1. None
2. 0- 40 JD
3. 40 – 99 JD
4. > 100 JD

Existence of rental contract
1. Yes
2. -
3. -
4. No

Occupancy Type
1. -
2. Formal
3. -
4. Informal

AVERAGE

Security of Tenure
1. Secure tenancy no debt
2. Mild tenancy, or debt issues
3. Moderate tenancy or debt issues
4. Insecure tenancy, debt

Head of Family
1. Male (autonomous)
2. Female
3. -
4. Junior, elderly or non-autonomous

Dependency Ratio
1. < 0.6
2. > 0.6 & < 1.2
3. > 1.2 & < 1.8
4. > 1.8

AVERAGE

Family Composition
1. Autonomous, male headed house, low dependency
2. Mild family composition
3. Moderate family composition
4. Non-autonomous, child or elderly or high dependency

MAX

1. The household has permanent accommodation, sufficient household assets, is not crowded, is not of poor quality, and is of an acceptable standard AND there is no debt per capita, a rental contract exists, no threat of eviction and it is an autonomous male-headed household with a good dependency ratio.
2. Somewhere in between 1 and 4, with a more positive mix
3. Somewhere in between 1 and 4, with a more negative mix
4. The household has adopted emergency coping strategies to secure shelter, lack of household assets, high crowding, shelter doesn't meet minimum standards, shelter lacks protection AND there is a high debt per capita, no rental contract, threat of eviction AND it is a child, elderly or non-autonomous headed household with a poor dependency ration
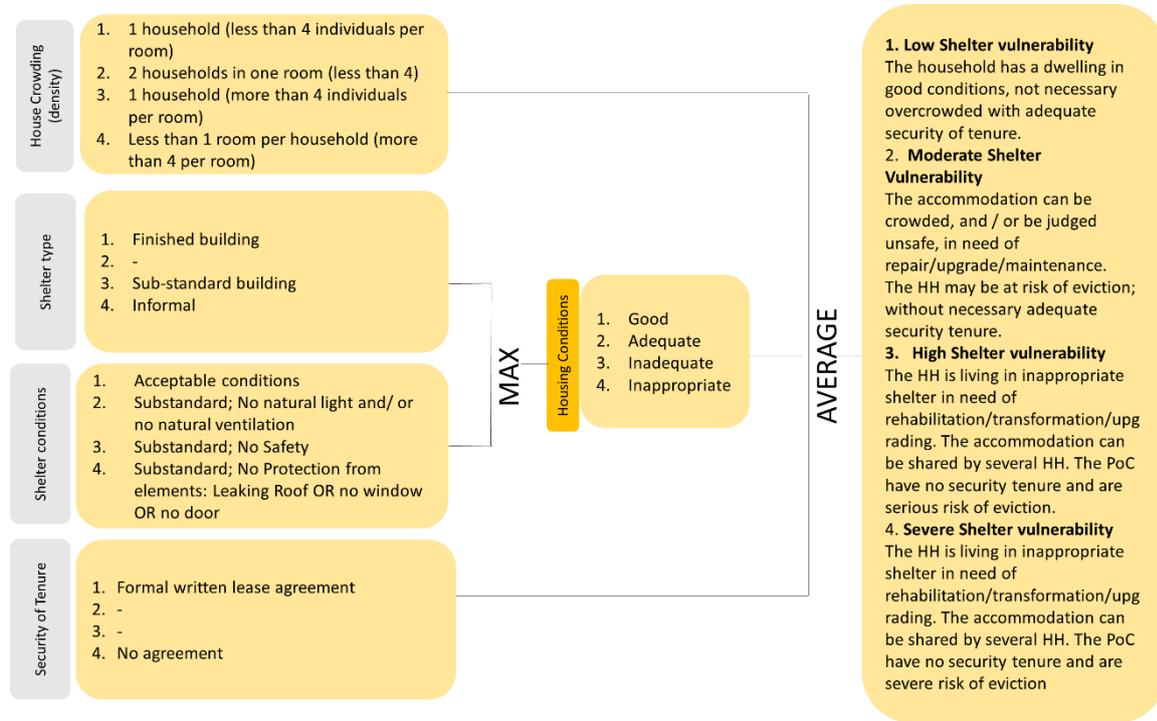
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Figure 1: Original sector tree indicators:

*Shelter Sector: VAF Sept/Oct Baseline 2015 results above

- Existing weighting and scoring
- Indicators used not relevant to the context
- i.e. 3.5m2
- highly dependent on enumerators judgement
- did not capture eviction threat and accessibility
- included some duplication in atomic indicators
- did not reflect reality in terms of vulnerability
- Removal of complementary scoring with shelter score – ie dependency ratio and basic needs
- Removed kitchen and toilet

- Removed relocation and movement

Revised Shelter Sector Tree:

House Crowding (density)
1. 1 household (less than 4 individuals per room)
2. 2 households in one room (less than 4)
3. 1 household (more than 4 individuals per room)
4. Less than 1 room per household (more than 4 per room)

Shelter type
1. Finished building
2. -
3. Sub-standard building
4. Informal

Shelter conditions
1. Acceptable conditions
2. Substandard; No natural light and/ or no natural ventilation
3. Substandard; No Safety
4. Substandard; No Protection from elements: Leaking Roof OR no window OR no door

Security of Tenure
1. Formal written lease agreement
2. -
3. -
4. No agreement

MAX

Housing Conditions
1. Good
2. Adequate
3. Inadequate
4. Inappropriate

AVERAGE

1. Low Shelter vulnerability
The household has a dwelling in good conditions, not necessary overcrowded with adequate security of tenure.
2. Moderate Shelter Vulnerability
The accommodation can be crowded, and / or be judged unsafe, in need of repair/upgrade/maintenance. The HH may be at risk of eviction; without necessary adequate security tenure.
3. High Shelter vulnerability
The HH is living in inappropriate shelter in need of rehabilitation/transformation/upgrading. The accommodation can be shared by several HH. The PoC have no security tenure and are serious risk of eviction.
4. Severe Shelter vulnerability
The HH is living in inappropriate shelter in need of rehabilitation/transformation/upgrading. The accommodation can be shared by several HH. The PoC have no security tenure and are severe risk of eviction

Supplementary Shelter sector scoring

Shelter mobility and accessibility (Disability)
1. No or limited difficulty to move inside the shelter and/or access the shelter
2. -
3. -
4. Difficulty to move inside the shelter and/or access the shelter

Documented threat of Eviction
1. No threat
2. Conflict with Host Community or Fear of eviction
3. Verbal threat of eviction
4. Written note for eviction

Added to capture vulnerability of people living in garages, informal buildings, unfinished buildings, informal settlements

Added to capture levels of eviction threat

Added to capture accessibility to the shelter by family members

Basic House Assets

Shelter Type

House crowding

Eviction

Quality of dwelling

Dependency ratio

Enumerator judgment

Head of the household

Debt per capita

Accessibility

Rental contract

Occupancy type

Reformulated the concept of crowdedness in the house to reflect number of people per room and number of families living in the same house – rather than sqm per person

Broken down the different things to look at in order to identify the physical condition of the shelter – included condition of roof, leakages, ventilation, openings, safety from elec hazards, dampness, privacy and light

Changed to reflect the type of agreements between the landlord and the tenant

Figure 2. Revision of Sector tree above

House crowding

Shelter Type

Quality of dwelling

Eviction

Rental contract

Accessibility

Low , 39%

Moderate, 24%

High, 27%

Severe, 10%

Result
The shelter score represents better the vulnerability of the household in terms of (1) quality of dwelling (2) crowdedness (3) security of tenure.
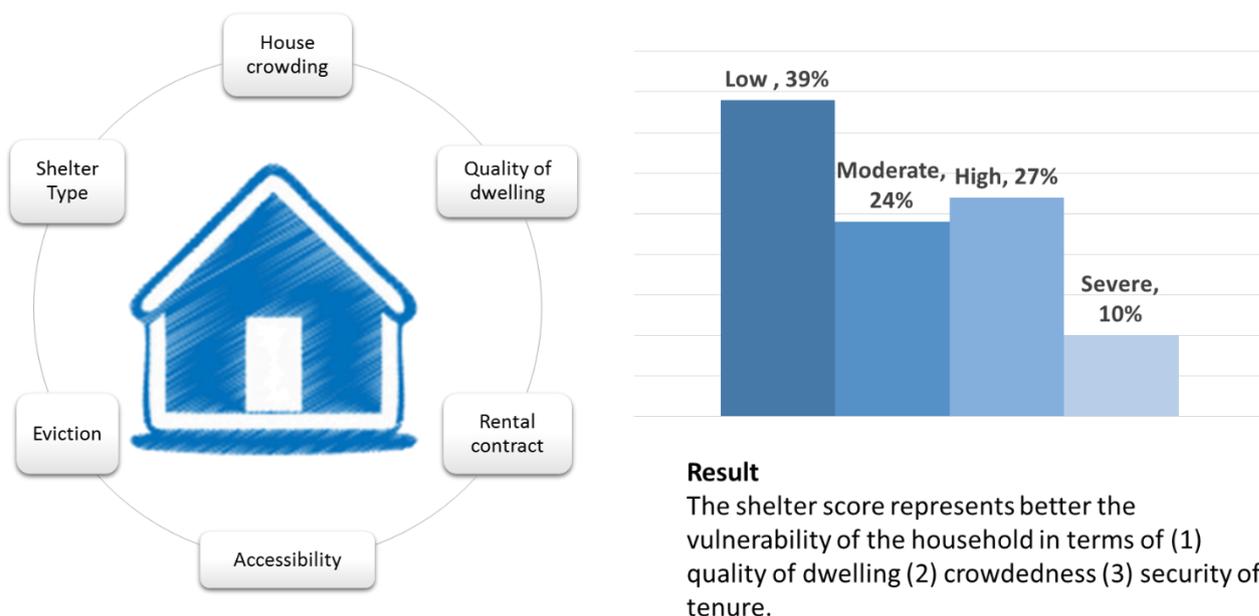
Figure 3: Recalculation of Scoring for revised sector tree and data testing

Housing	
Shelter conditions:	

Type of shelter:

☐ Formal: Finished building {*Completed & permanent building ready to be occupied*)

☐ Formal: Sub-standard building {*Any type of building not designated as dwelling, requiring rehabilitation*}

☐ Informal settlement {*Settlement made of makeshift tents, not recognized by authorities*}

- Number of rooms excluding the kitchen & sanitary facilities? _____

- Number of individuals living in the same house (both in the same file number and in another file)? __

- How many families are living in the same house? _____

Observations (including kitchen and sanitary facilities):

Roof's condition (leakage /structural)	☐ Acceptable	☐ Sub-standard
Openings' condition? (doors & windows)	☐ Acceptable	☐ Sub-standard
Electrical features' condition / safety	☐ Acceptable	☐ Sub-standard
Easy Access to the dwelling (for all members of family)	☐ Acceptable	☐ Sub-standard
Natural ventilation condition?	☐ Acceptable	☐ Sub-standard
Natural lighting condition?	☐ Acceptable	☐ Sub-standard

Payment and Eviction Threat

- Rented accommodation?   ☐ Yes   ☐ No

-- How do you pay rent?

☐ Salary from work ☐ Borrow money   ☐ Use savings   ☐ Begging   ☐ In kind (shelter in return for work - in a farm, as a guard)   ☐Don't pay   ☐ Assistance from aid agencies   ☐ Assistance from family abroad

- What type of agreement between the landlord and tenant?

☐ Written agreement   ☐ No agreement

- Is there a threat of eviction?   ☐ Yes   ☐ No

If yes, why?

☐ Conflict with host community and/or Landlord

☐ Fear of eviction {*Scared the landlord well evict him*}

☐ Verbal threat of eviction

☐ Written note for eviction

Food Security

Original Food Security Sector Tree:
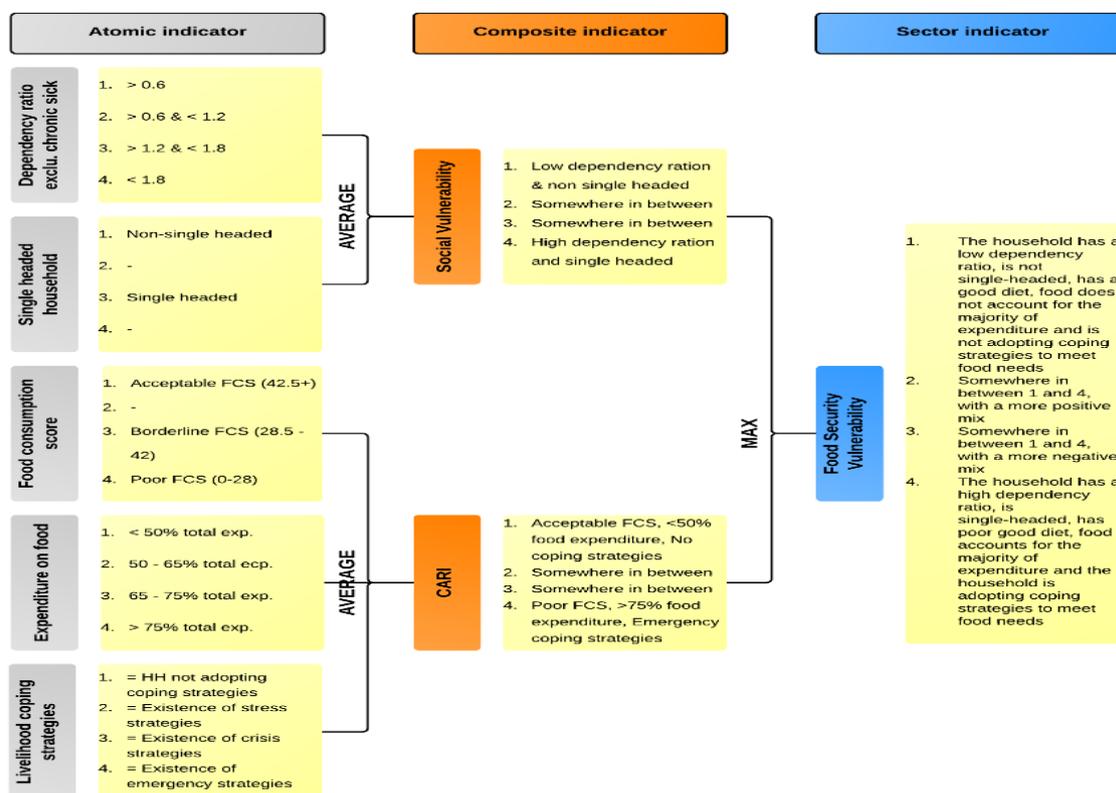
8 food groups retaining this information – retaining the standard food group table
- Expanded food group table macro and micro deficiencies – incorporated within the baseline
- Enumerators struggling with sugar question – culturally fundamentally
- Sugar as condiment regular consumption
- Sugar in sweets less consumption

Revised sector tree:
- hunted and gathered irrelevant (removed entirely)
- removal of source of food (removed entirely)
- FCS and CARI scoring breakdown food diary needs to remain
- 7 days relevance (?) data used or nice to know (removed for baseline segregation)
- 30 days relevant to HH coping strategies (needs to remain for calculation)
- Condiments phrasing in form (cue definition for enumerators – i.e. sugar)
- 7 days consumption based strategies (segregated to baseline)

Revised Food Security Sector Tree:

Dependency ratio excl. chronically sick
1. < 0.6
2. > 0.6 & < 1.2
3. > 1.2 & < 1.8
4. > 1.8

Single headed household (HHH), other vulnerable members*
1. Non-single headed HH or HH without other vulnerable members
2.
3. Single HHH or HH with others
4. Single HHH and with others

→ **AVERAGE** → **Social Vulnerability**

1. Low dependency ratio & non-single HHH or with other vulnerable members
2. Medium dependency ratio & non-single headed or a HH with others
3. High dependency ratio and single HHH or HH with others
4. Very high dependency ratio & single HHH and a HH with others

Food Consumption Score (FCS)
1. Acceptable FCS (42.5 +)
2. -
3. Borderline FCS (28.5 – 42)
4. Poor FCS (0-28.5)

Expenditure on Food **
1. < 50% total exp.
2. 50-65% total exp.
3. 65-75% total exp.
4. > 75% total exp.

Coping strategies
1. HH not adopting coping strategies
2. Existence of stress strategies
3. Existence of crisis strategies
4. Existence of emergency strategies

→ **AVERAGE** → **CARI**

1. Acceptable FCS, no adoption of coping strategies
2. Acceptable FCS, 50-65% total exp., stress strategies
3. Borderline FCS, 65-75% total exp., crisis strategies
4. Poor FCS, >75% total exp., emergency strategies

→ **MAX**

1. The household has a low dependency ratio, is not single headed or have other vulnerable HH members, has a good diet, food does not account for the majority of expenditure and is not adopting negative coping strategies to meet food needs. *(Food secure)*
2. The HH has a medium dependency ratio, is not single headed or a HH with other vulnerable members, has a good diet, food does account for a majority of total exp., and the HH is adopting stress strategies to meet food needs. *(Marginally food secure)*
3. The HH has high dependency ratio, is single HH or have other vulnerable members, has a borderline poor diet, food accounts for a majority of exp. and the HH is adopting crisis strategies to meet food needs. *(Moderately food insecure)*
4. The HH has a very high dependency ratio, is single-headed and has other vulnerable HH members, has poor diet, food accounts for a majority of exp. and the HH is adopting emergency strategies to meet food needs. (*Severely food insecure*)

Food Security (Case)	
Are you receiving WFP food vouchers? ☐ Yes ☐ No	
Yesterday, how many meals were eaten by your family? (meals comparable to breakfast, lunch, dinner): _____	
	Over the last 7 days, how many days did you consume the following foods (0-7)
Cereals, grains, roots & tubers: rice, pasta, bread, bulgur, potato, white sweet potato	
White tubers & roots (potato, sweet potato)	
Vegetables & leaves: spinach, cucumber, eggplant, tomato	
Fruits: citrus, apple, banana, dates	
Meat, fish and eggs: Beef, lamb chicken, liver, kidney, fish including canned tuna, eggs	
Pulses, nuts & seeds : beans, chickpeas, lentils	
Milk and dairy products: yoghurt, cheese	
Oil / fat: vegetable oil, palm oil, butter, ghee	
Sugar / sweets: honey, cakes, sugary drinks, (this includes sugar used in tea)	
Condiments / spices: tea, garlic, tomato sauce including small amount of milk used in tea coffee	

Poverty & Coping Strategies: Food and Basic Needs

Poverty & Coping Strategies (Case) Food and Basic Needs
In the past 30 days, has your family applied any of the below strategies to meet basic food needs? Spent savings ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Bought food on credit or borrowed money to purchase food from non-relatives/friends ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Reduced essential non-food expenditure such as education/health ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Sell household assets/goods (jewellery, phone, furniture, electro domestics, etc.) ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Sell productive assets or means of transport (sewing machine, car, wheel barrow, bicycle, motorbike, etc.) ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Adult members of the household accepted socially degrading, exploitative, high risk or illegal temporary jobs ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Sent adult family members to beg ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Sent children (under 18) family members to beg ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Changed accommodation location or type in order to reduce rental expenditure ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Sent children (under the age of 18) to work in order to provide resources ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Withdrew children from school ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore

Category	Strategy	Response
Stress	Borrow Food.	Yes
	Bought food on credit or borrowed money to purchase food	Yes
Crisis	Spent savings	Yes
	Bought food on credit or borrowed money to purchase food	No. because I have exhausted this strategy already and cannot do it anymore.
	Reduced essential non food expenditure such as education/health	Yes
	Sell productive assets or means of transport (sewing machine. car. wheel barrow. bicycle. motorbike. etc)	Yes
	Sell household goods (jewelry. phone. furniture. electro domestics. etc)	Yes
Emergency	Spent savings	No. because I have exhausted this strategy already and cannot do it anymore
	Reduced essential non food expenditure such as education/health	No. because I have exhausted this strategy already and cannot do it anymore
	Reduced essential non food expenditure such as education/health	No. because I have exhausted this strategy already and cannot do it anymore
	Sell household goods (jewelry. phone. furniture. electro domestics. etc)	No. because I have exhausted this strategy already and cannot do it anymore
	Sell productive assets or means of transport (sewing machine. car. wheel barrow.bicycle. motorbike. etc)	No. because I have exhausted this strategy already and cannot do it anymore
	Since arriving in Jordan. have you accepted high risk. illegal. socially degrading or exploitive temporary jobs	Yes
	Since arriving in Jordan. have you accepted high risk. illegal. socially degrading or exploitive temporary jobs	No. because I have exhausted this strategy already and cannot do it anymore
	Sent adult family members to beg	Yes
	Sent adult family members to beg	No. because I have exhausted this strategy already and cannot do it anymore.
	Sent children (under 18) family members to beg	Yes
	Sent children (under 18) family members to beg	No. because I have exhausted this strategy already and cannot do it anymore.

Score Calculation	Score		Vulnerability
If total of emergency strategies is greater than 0		4	Severe
Crisis > 0 and Emergency = 0		3	High
Stress > 0 and Crisis = 0 and Emergency = 0		2	Moderate
All 0		1	Least

WASH

Modified items:
1. Diarrhoea frequency (deleted)
2. WASH services
3. Drinking water
4. Sanitation
5. Solid waste
6. Hygiene promotion
7. Wash expenditure
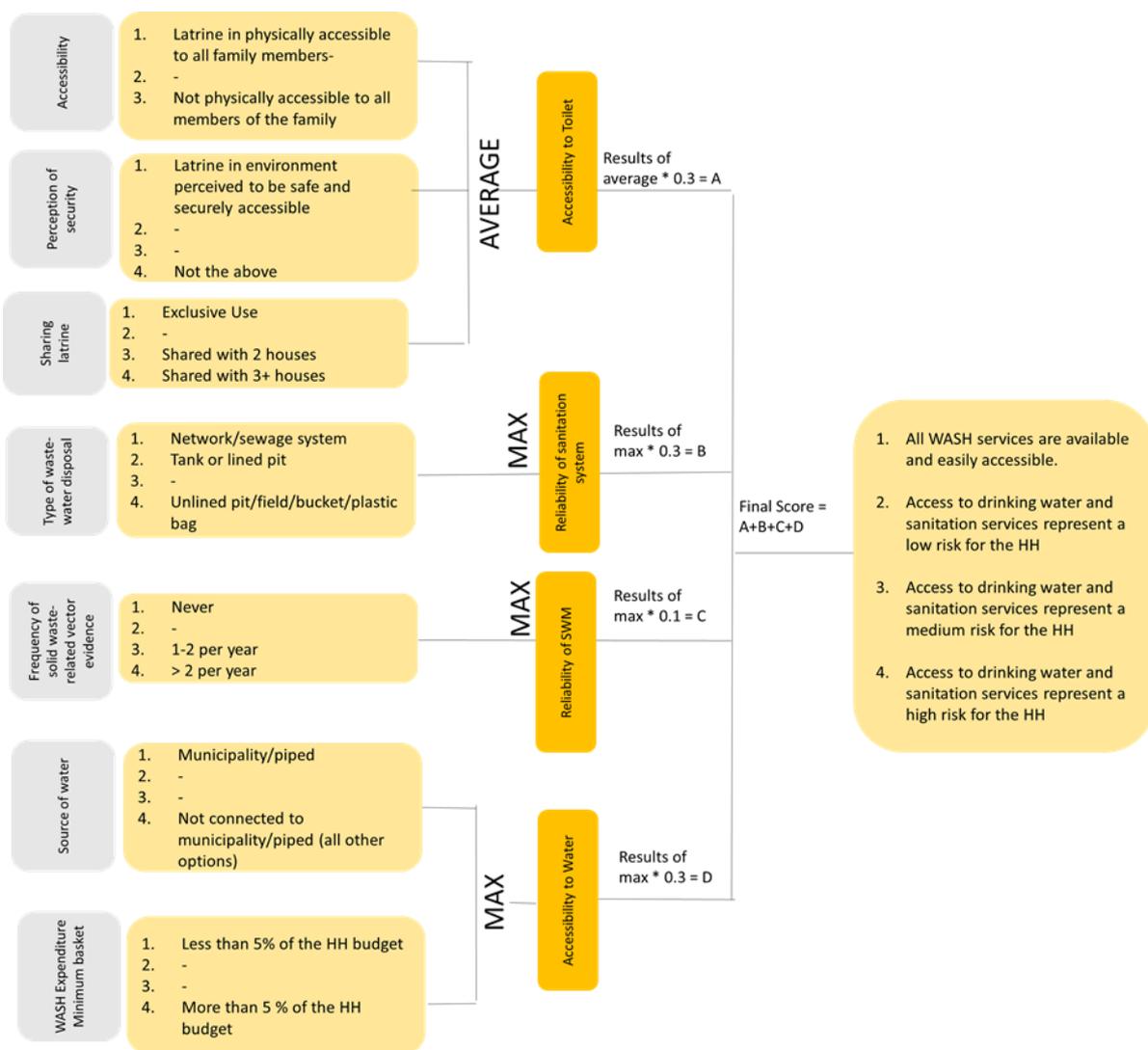8. Scoring / revised weighting system and new questionnaire

Original WASH Sector Tree:

Atomic indicator	Composite indicator	Sector indicator

Diarrhea
1. No incidents
2. -
3. -
4. Incidents

WASH related health
1. No incidents
2. -
3. -
4. Incidents

Sharing latrine / bathing facilities
1. Exclusive use
2. Shared with 2 houses
3. -
4. Shared with 3+ houses

Perception of security
1. Latrine in environment perceived to be safely and securely accessible
2. -
3. -
4. Not the above

MAX → **Accesibility to facilities** → Result of MAX

Source of water
1. Municipality / piped
2. Private vendor / shop / NGO
3. Private well
4. Other / Informal

Frequency without water
1. Never
2. < 5 times in last month
3. -
4. > 5 times in last month

MAX → **Accesibility to safe water** → Result of MAX

Frequency of waste-water overflows
1. Never
2. Once / year
3. > Once / year
4. -

Frequency of solid waste-related vector evidence
1. Never
2. 1 - 2 per year
3. > 2 per year
4. -

WASH hygiene
1. Access to facilities
2. Shared access
3. -
4. No access to facilities

WASH expenditure
1. < 5% of total
2. 5 - 10% of total
3. 11 - 25% of total
4. > 25% of total

MAX → **WASH Status**
1. No incident of WASH related illness, Good and safe access to latrines, Reliable access to water source, reliable and effective waste management and positive WASH coping capacity
2. Between low and severe, more positive than Moderate
3. Between low and severe, more negative than Mild
4. Incidents of WASH related illness, poor or unsafe access to latrines, unreliable access to water source, unreliable and ineffective waste management and a poor WASH coping capacity

The WASH sector needed to update their sector trees to adhere and correspond to the Jordanian context, questions were good but scoring tree not reflective of correct scoring or useful scoring for sector response:

- No open defecation or environmental prevalence
- Connected to the pipeline
- Water vendor and trucking is treated and
- Access to communal network and can pay the bills zero vulnerability however if do not have access then high vulnerability prevalence
- Sewerage network – lined pit, waste water confined, unlined pit can pollute groundwater and represent contaminating water sources and increased sanitation and hygiene risk
- Ratio of per person per latrine – not shared, number of people per latrine
- Solid waste – structural problem throughout the country – solid waste present vectors; solid waste disposal point and emptying – communal level
- Global expenditure 5% of budget on WASH services.

Revised WASH Sector Tree:

WASH: Water, Sanitation & Hygiene (Household)
Water
-What is you source of water in your household? ☐ Municipality/piped ☐ Not connected to municipality/ piped (other) Do you consider your water storage capacity (roof tanks, reservoirs, etc.) enough to cover all family needs (personal hygiene, cooking, house cleaning, etc.)? ☐ Yes ☐ No
Sanitation
-Is the latrine located in an environment which is perceived to be safely (infrastructure) and/or securely (no personal risk) to all members of the household during day & night? ☐ Yes ☐ No - Is the latrine physically accessible to all members of the household? ☐ Yes ☐ No -Is the latrine for exclusive use in your household? ☐ Exclusive ☐ Shared with 2 houses ☐ Shared with 3+ houses -Type of wastewater collection/disposal: ☐ Network/sewage system ☐ Tank or lined pit ☐ Unlined pit, field, bucket, plastic bag Frequency of solid waste related to vector evidence *(parasites, rats/rodents, insects)* ☐ Never ☐ 1-2 times per year ☐ >2 per year

Health

The Health sector vulnerability indicator is not aimed at assessing the extent of medical issues within families, rather it focuses on factors that are likely to impact a family's ability to mitigate health risks.

Atomic indicators selected to measure influences on health vulnerability are:

1. Access and availability of health care.
2. family composition
3. the existence of existing conditions
4. proportion of expenditure on health related items

VAF Survey 2015	Health and Access Utilization Survey 2015
12% of surveyed individuals had severe vulnerability related to lack of documentation	11% lack access to health due to documentation
41% of surveyed individuals are living in case with sever health vulnerable and 15% livening with high health vulnerable	95.2% were able to receive care in first facility and 86.6% sought care among those who need it

Original Health Sector Tree
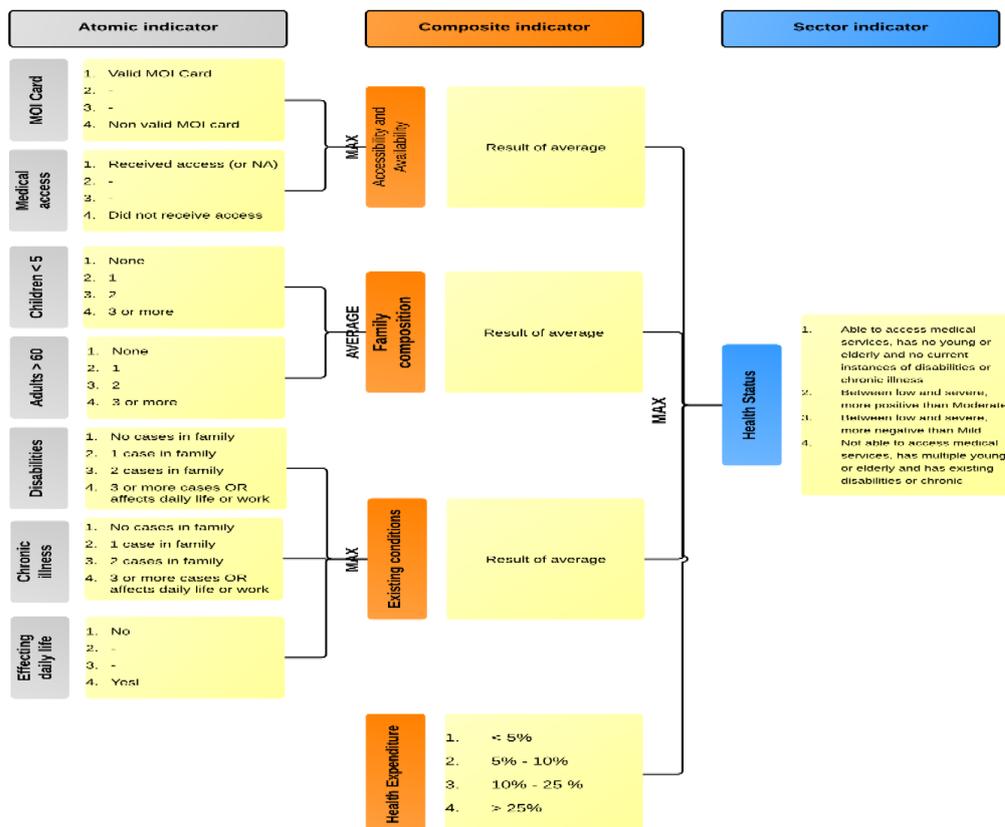
Revised Health Sector Tree:
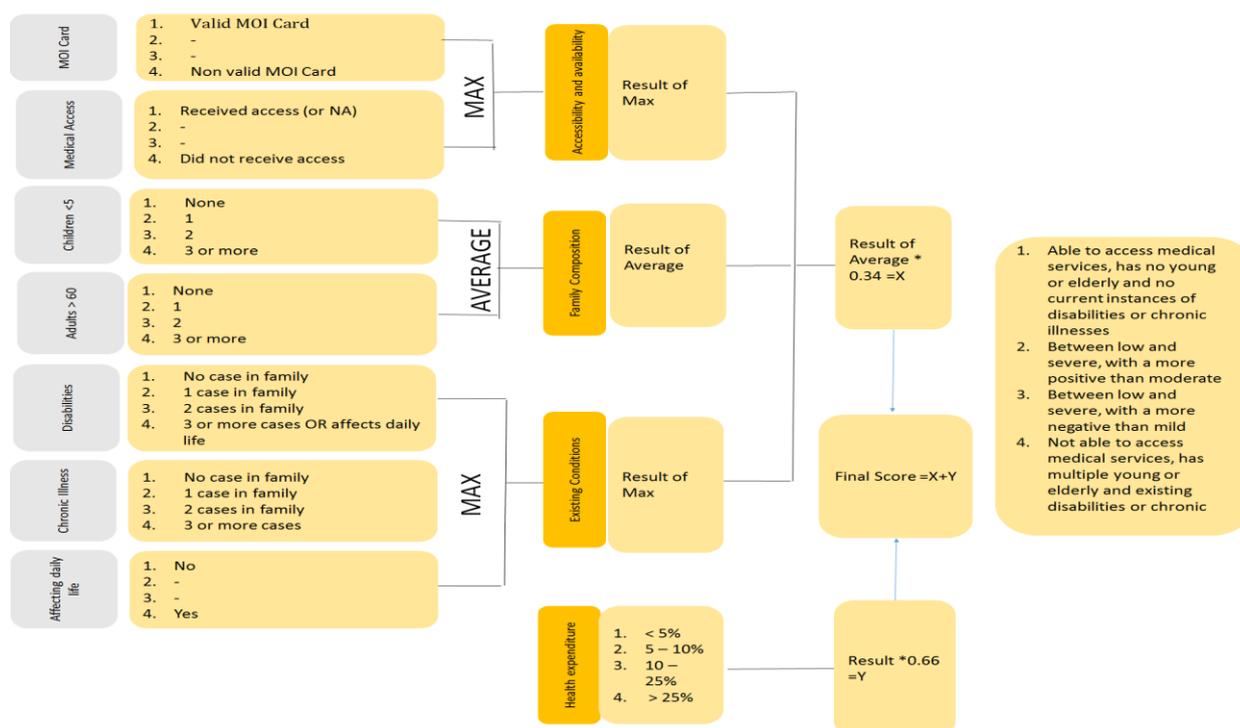
- The Health sector currently does not use the VAF health data to determine health sector strategic directions as HAUS can capably provide the needed information, the health sector will greatly minimize the level of information capture by VAF monitoring form by leaving only two indicators
- Sector aims to operationalize VAF assessment data at household level in 2017 through using household vulnerability levels in order to determine eligible cases for health assistance at different levels of care including cash for health.

Health (Case)
If there was a medical need, were you or any of your family members able to access hospitals/clinics in the last six months? ☐ Yes ☐ No ☐ No medical need *(If more than one time during the last six months please respond for the last time health care was sought)*
Health (Individual/s)
-How many individuals in the (same file) have a medical condition (including only chronic conditions and/or serious medical conditions and/or injury? No. _____
LOOP OPEN to capture name of each individual with medical condition: _____
Effect on Daily Activities/Work
- Does identified medical problem/disability affect the person's ability to perform activity of daily living (eating, bathing, toileting, dressing, transferring)? ☐ Yes ☐ No ☐ NA *(this question to be repeated for every individual who has a medical problem)* - Does identified medical problem/disability affect the adult(s)' ability to work? ☐ Yes ☐ No ☐ NA *(this question to be repeated for every **adult** who has a medical problem)*

Education

2016-2017 JRP/ 3RP Goals
- Access to safe, equitable and quality education for children and adolescents affected by the crisis
- Strengthen the capacities of education systems and communities to deliver a timely, coordinated and evidence-based education response
- Educational interventions prioritize out-of-school, school-aged children and students receiving low quality education

2017-2019 JRP Primary Focus Areas
- Access to education
- Risk of non-completion or dropping out

As the VAF is traditionally a case level assessment, we have acknowledged the need to request specific information in relation to the individuals within the case that were of school age in order to respond more appropriately to the needs, which the original sector tree developed in 2014 did not necessarily serve the best targeting of underprivileged or educationally and academically vulnerable individuals.

The second phase of the 'No Lost Generation' campaign aims to improve quality formal and non-formal learning opportunities for children in the refugee host countries. This will be achieved by strategically focusing on the two primary problems faced in Jordan and in accordance with JRP/3RP and 'No Lost Generation' Campaign mentioned previously.

A year after implementation, and having reviewed VAF data collected for the Education sector, the existing sector tree was reviewed and it was agreed that it is:
- limited in terms of scope
- restrained in terms of the questions it asks to provide an accurate vulnerability score.
- over-inflated vulnerability education scores, as a result of taking the 'maximum' value from both atomic and composite indicators and carrying it over to the final score.

The Education vulnerability is shown only for cases that have school aged children. If the analysis included all cases without children, education vulnerability would have a higher proportion of low and moderately vulnerable cases.

We have identified various factors associated with a refugee case being at risk of educational vulnerability. These include the number of school aged children a family needs to support, the level of current and previous attendance in school and factors related to a risk of non-attendance, and accordingly divided out risks for non-enrolment into economic, social and physical.

In order to improve the identification and response to education vulnerabilities, and to enable the prioritizing individuals that are severely vulnerable, we have established variance within the scores and looked at children as individuals rather than pooling them all collectively at case level.

Discussions lead to a decision of dramatically changing the existing model in to something more tightly aligned with the Education objectives within the JRP and 3RP for 2017-19.

Revised Education Sector Tree

FORMAL EDUCATION

School aged children (6-17)
1. 0 or 1
2. 2
3. 3
4. > 3

Formal education attendance (6-17)
1. All children (100%)
2. Majority (> 50 %)
3. Half or less (0 – 50%)
4. None of the school aged children in formal education (0%)

Missed more than 3 years (formal) 6-17
1. None of the school aged children in formal education (0%)
2. Half or less (0 – 50%)
3. Majority (> 50 %)
4. All children (100%)

MAX

QUALITY (IN)

Type of difficulty experienced
1. Not experiencing any difficulties
2. Safety fears for movement outside of house, psychological distress, poor quality of teaching or school management.
3. Financial constraints, distance to school, humiliation/discrimination or verbal abuse from staff or poor quality of infrastructure
4. Physical &/or prolonged verbal abuse from staff or not inclusive environment for child/ren with disabilities, child labor/engagement or child marriage

ACCESS (OUT)

Reasons of Non-attendance
1. Not interested in school
2. Distance to school (more than 2km), have missed more than 3 years of school, lack of documentation, refused entry (general)
3. Child labor, financial constraints, safety fears for movement outside of home, serious health condition, afraid for safety in school
4. Child marriage or engagement, distance to school and disability, disability, family obligations/responsibilities in household, refused entry due to disability

Not in any form of education
1. -
2. -
3. Aged >15-17
4. Aged 6 to 15

AVERAGE

1. Zero or few school-aged children, good current and previous school attendance, good economic, social and physical conditions.
2. Somewhere in between 1 – 4 with a more positive mix
3. Somewhere in between 1 – 4 with a more negative mix
4. Many school aged children, poor current and previous school attendance, poor economic, social and physical conditions

Risk of Non-Completion

- The current priority has been for Syrian children to access the formal education system. However, of equal importance will be to ensure that all children can successfully be retained, and to complete up to a minimum of the Year 10 compulsory certificate. There are many factors which may contribute to early 'drop out' such as labor, marriage, difficulty 'catching up' after years of interrupted education, concerns for safety (double-shift schools finish later in the afternoons), transport issues and other challenges related to the double-shift system.

- The VAF focus will be on two key areas: children who remain **out of school** despite the increase in available formal places; and children who are at **risk of not completing education** i.e. early 'drop out'. The results of the VAF will be used to identify trend data to inform education planning and management, as well as provide information about individual families/children who can be supported to access and/or complete compulsory education.

Access to Formal Education for Syrian Refugees

- The number of the Syrian refugees with access to the formal education system is expected to increase by 75,000 in the 2016/2017 school year (with an additional 50,000 places available in the formal schools and 25,000 in the Catch Up Program).

- Despite significant increases in available seats, it is anticipated that issues such as longer distances to the double-shift schools, the need for youth to contribute to the household income and children with a wide range of disabilities, will continue to pose access challenges for some.

Education				

Are all of your children (aged 6-17) attending formal education?

Number of children attending school? _____

Number of children not attending school? _____

Children Enrolled in School (RISK OF NON-COMPLETION)

Age Group	Name	Gender	Public/Private	Type of school

☐Between 6-12
☐Between 13-15
☐Between 16-17
		☐ M
		☐ F
			☐ Certified formal education (Government or Private)
			   a. ☐Morning shift-regular school
			   b. ☐Morning shift- double shifted school
			   c. ☐Afternoon shift
			☐ Certified Non-Formal education (Catch up)
			☐ Specialized (special needs)
				☐ Government
				☐ Private

Children Enrolled in Formal Education (RISK OF NON-COMPLETION) *Open ended question not list read*

IF your child is attending school, what difficulties or challenges if any is he/she experiencing? Please tick up to a maximum of 4 that apply:

☐ Physical &/or prolonged verbal abuse from staff   ☐ Financial constraints

☐ Humiliation, discrimination, verbal abuse from staff   ☐ Distance to school (>2km)

☐ Safety fears for movement outside home   ☐ Bullying amongst students

☐ Poor quality of teaching and/or management (service)   ☐ Psychological distress / severely distressed

☐ Not inclusive for children with disabilities (environment)   ☐ Poor quality of infrastructure

☐ Child labor / engagement / early marriage   ☐ Not applicable (no difficulties)

Children Not Enrolled in School (ACCESS) (aged 6-17)

Age Group	Name	Gender	Missed years of education	What are the reasons? *Open ended question not list read*
☐Between 6-12 ☐Between 13-15		☐ M ☐ F	☐Less than 3 years	☐ Not interested (cultural/not useful) ☐ Serious Health Condition ☐ Child marriage/engagement (6-15) ☐ Missed 3 or more years of education ☐ Child labour/work with other priorities (6-15) ☐ Family obligations/ responsibilities in the household (6-15) ☐ Financial constraints (transport, uniforms) ☐ Lack of documentation (MOI Card/ UNHCR Card)
☐Between 6-12 ☐Between 13-15 ☐Between 16-17		☐ M ☐ F	☐ 3 years or more	☐ Distance to school (more than 2km) ☐ Refused entry (general) ☐ Safety fears for movement outside the home ☐ Refused entry due to disability *(school unable to cater)* ☐ Disability *(unable/ unwilling/ family will not allow)* ☐ Afraid for safety in school

Basic Needs

The decision to review based on two main reasons:

- Basic Needs partners felt the initial scoring tree included more information than needed and was more complicated than necessary. +reviewed the scoring tree would allow to lighten the VAF questionnaire.

- Some partners were also concerned the initial scoring tree double counted some atomic indicators

BNWG partners agreed the scoring system should allow prioritizing rather than defining eligibility

Comparative analysis was run based on a sample of 1934 HH. Results with the initial scoring tree:
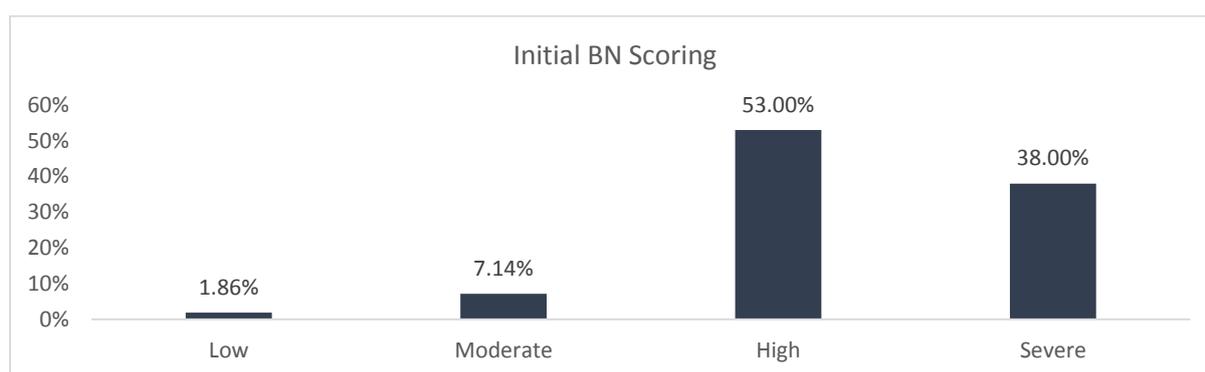
Option 1 – Using only the predicted welfare

- ➤ Gave a static view of the situation as it exist for the households
- ➤ It did not necessarily capture the vulnerability of the households to future shocks and risks
- ➤ Not considered relevant as it does not take into account enough parameters

Decided to factor in at least one additional indicator that as a measurable impact on the vulnerability of the households.

Options for additional factor: Using dependency ratio or debt per capita?

New Scoring using the Dependency Ratio
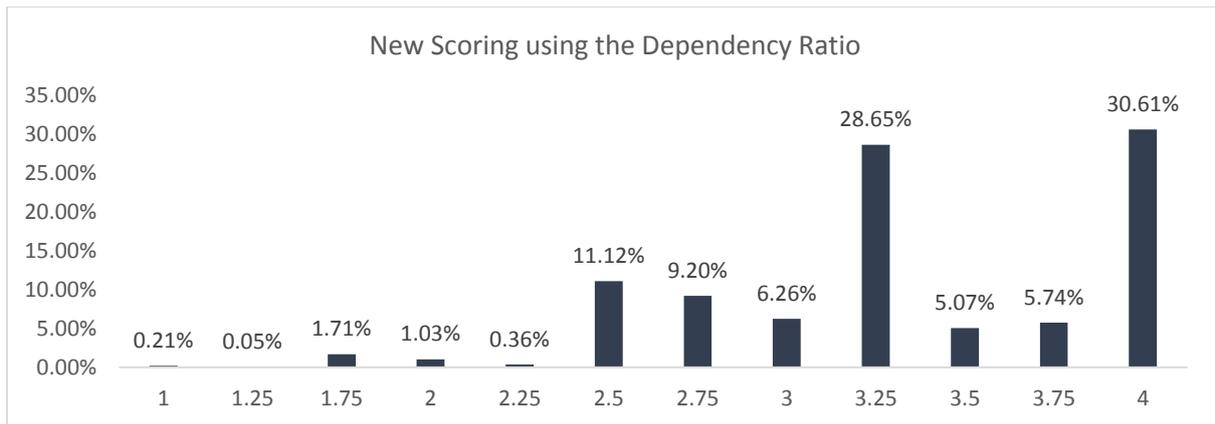
- ➢ did not give a clear picture of differences in vulnerability between households
- ➢ forced almost all of them into level 3 and 4 = Levels were artificial and forced rather than being an indicator
- ➢ dependency ratio is also used as a stand-alone indicator to measure the general vulnerability of households.
- ➢ **It was decided to drop this parameter and use the debt per capita**

- ➢ **Debt per capita =** very clear measurable indicator of how much flexibility a household has to adapt to financial constraints
- ➢ clear tool for prioritization as well as advocacy and informed decisions on eligibility.
- ➢ more distinctions inside the levels themselves with 0.25, 0.5 and 0.75.
- ➢ **Assumption that all households reaching 3 and above find themselves below the poverty line and with a significant debts burden but prioritization to be made by each agency.**

Options for PW calculation: Using MEB or SMEB?
SMEB =
- ➢ Only 44% of households scoring 3 and above.
- ➢ Does not seem to capture enough households actually living below the poverty line who should be considered for support.

MEB =
- ➢ 87% of the households ranking 3 and above with 13% reaching 4.
- ➢ captures all persons living below the poverty line who should be considered for support while allowing agencies to prioritize their selection based on the ranking inside the levels.

New Scoring using Debt per Capita and SMEB

Score	Percentage
1.00	0.52%
1.25	0.21%
1.50	0.98%
1.75	5.64%
2.00	3.72%
2.25	11.27%
2.50	23.68%
2.75	10.24%
3.00	20.06%
3.25	18.20%
3.50	2.33%
3.75	1.96%
4.00	1.19%

New Scoring using Debt per Capita and MEB

Score	Percentage
1.000	0.16%
1.750	0.41%
2.000	0.10%
2.250	0.67%
2.500	6.57%
2.750	5.27%
3.000	15.82%
3.250	29.16%
3.500	11.12%
3.750	17.79%
4.000	12.93%
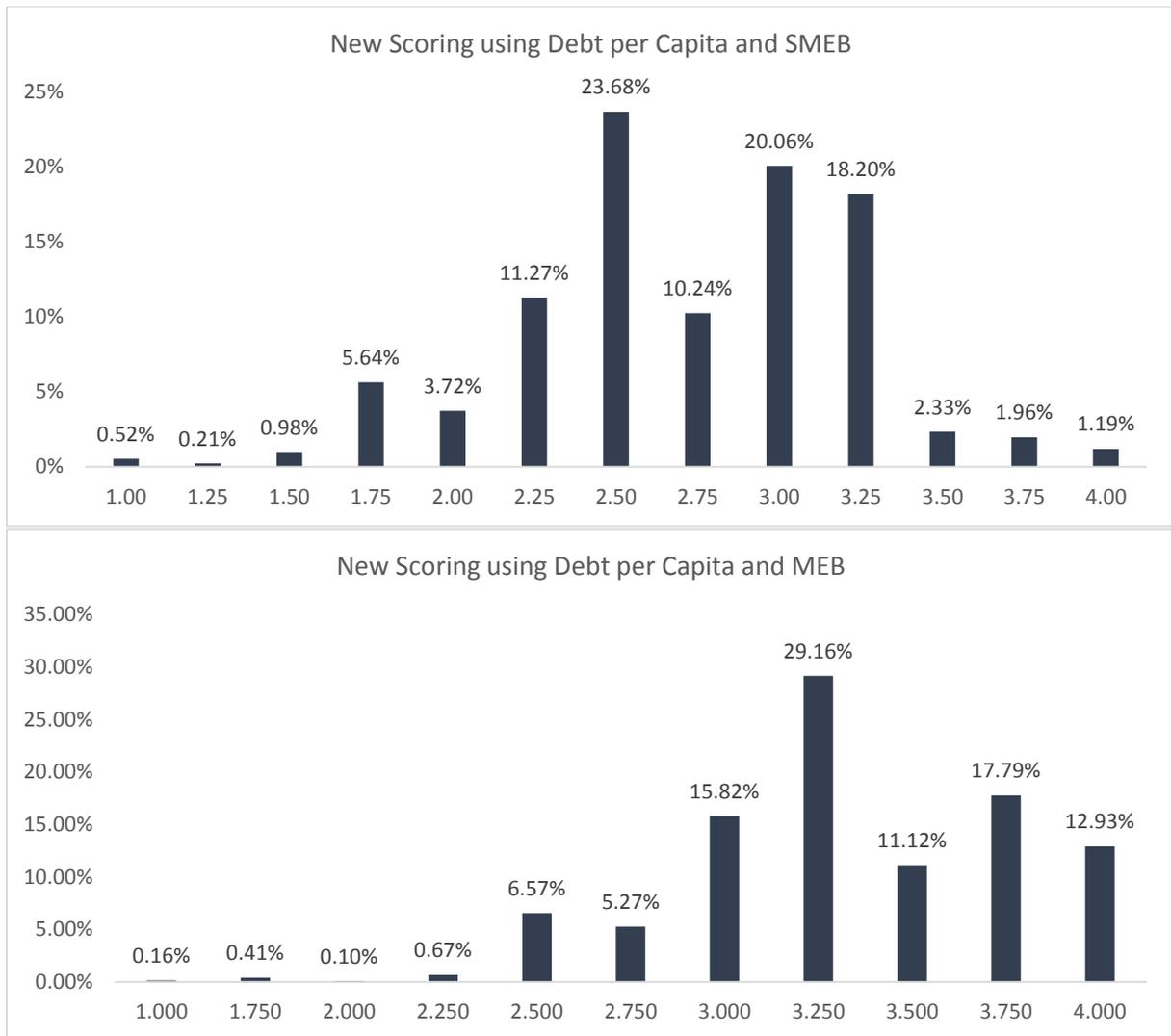
Final recommendation:
(PE/MEB Score)*75%) + (Debt per Capita Score*25%)

Debt Per Capita
1. No debt
2. 0 − 40 JD
3. 40 − 100 JD
4. > 100 JD

Predicted Expenditure MEB
1. >2.0
2. >1.2 but less than 2.0
3. >0.6 but less than 1.2
4. <.6 − Score is 4

75% PW * 25% DPC

1. Low Debt per Capita and high predicted welfare per capita
2. Moderate Debt per Capita and / or moderate predicted welfare per capita
3. High Debt per Capita and / or very low predicted welfare per capita
4. Extremely high Debt per Capita and / or extremely low predicted welfare per capita

Financial Situation (Case)	
Monthly Expenditure (JD)	
Rent (monthly)	
Utilities (electricity, gas, etc.)	
Food (excluding WFP vouchers)	
Water (network, tanker, bottled, dislodging waste water, etc.)	
Treatment (medical, pharmaceuticals)	
Education (books, uniform, stationary, fees)	
Transportation (to school, to health/rehab centres, to market, others)	
Infant needs (infant food)	
Basic HH items (NFIs)	
Basic Hygiene items (soap, shampoo, toothpaste, sanitary pads/towels, diapers)	
Debt repayment (monthly)	
Other, please specify: _____	
Total	
Proceeds from work (monthly)	
From whom: ☐ Father ☐ Mother ☐ Adult ☐ Child ☐ Other, please specify: _____	
Pension	
Income from assets in COO	
Remittances. From where (country): _____ From whom (relationship):_____ How often? ☐ Quarterly ☐ Six monthly ☐ Irregular ☐ One-time	
Income from other organizations or charitable donations - monthly and continuously (not from UNHCR). From whom: ☐ Local CBO:_____ ☐ International NGOs:_____ ☐ Other, specify:_____	
Other income (specify): Are you receiving UNHCR cash assistance: ☐ UNHCR CA* ☐ UNICEF cash grant* ☐N/A *If the family receives UNHCR CA or UNICEF cash grant, please select this option without taking into account its amount for the final total.*	
Total Monthly Income (JD)_____	
What is your total amount of debt up to now (JD)? (This should include not paying the rent, etc.) _____	

Livelihoods

Vulnerability assessment and livelihoods programming: Targeting is based on assets

Minimum Economic Recovery Standards (MERS)

Focuses on economically viable activities:
Financial Services - Productive Assets - Employment Creation - Enterprise Development
- undertaken by groups or individuals that are capable of sustaining and expanding the activity into the future.

- Should vulnerable groups lack the ability to sustain an activity, they are best served by alternative forms of assistance, including cash transfers and other social safety-net interventions.
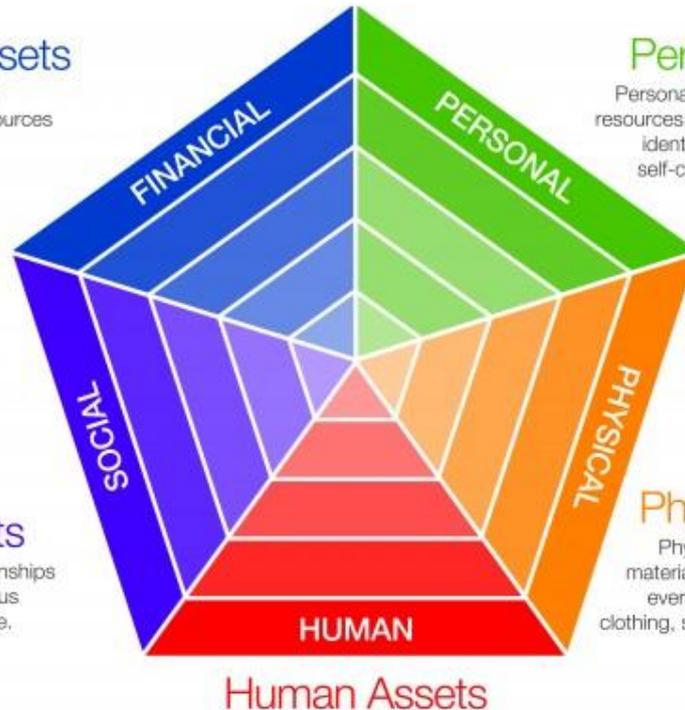
Human assets education + skills + current job
Physical assets shelter, food, tools, materials for home based business
Financial capital no debt (savings), remittances, income from CoO, income created in CoA
Social assets ability to seek employment, coping strategies, motivation
Personal assets gender? Decision making?

Livelihoods planning criteria used not necessarily the ones used in a vulnerability assessment
- refer back to socio economic information – reflect on basic needs criteria
- Targeting has to be based on a socioeconomic portion
- Targeting using ProGres
- Wealth Groups – skills and assets

- MERS – sphere for economic recovery after a crisis
- Financial services
- Productive Assets
- Employment Creation
- Enterprise Development
- Working and trying to create a living - targeting groups who are able to sustain employment, an investment in an individual
- Enumerator training and mode setting – avoid negative assessment – interview and tone
- Interest and availability – gender interest came in (women not availability but doesn't discount interest)
- Enabling environment and possible support for childcare
- Graduation model
- Were you working before (baseline) i.e. people not working prior to CoA?

Sectors of Employment as identified by ILO
- Previous background and education and skill set
- Or anticipating open industries for targeting

Opening up HH income and expenditure survey – Aristide and Eva – important for responding to sector

Session 2: Parked items

Analyze FS Section in VAF Form with the objective to remove non-related scoring questions with possible relegation to the baseline.

WASH will add dimensions to Baseline with the objective to analyze and revise the updated sector tree (new inclusions)

Health sector to revisit top composite indicator – should 'no MOI card' & 'access to service' result in a score of 4?

Map 3RP interventions to scores and triggers

Education sector tree – 'Risk of Non-completion' should it be broken down in to atomic indicators to document calculation

Navigate eligibility and prioritization

Livelihoods section to be designed with Programme response in mind: i.e. identify Livelihood response beneficiaries

Map Livelihoods comprehensively in baseline

VAF and impact PDM looking at change in vulnerability i.e. Predicted Welfare and Negative Coping Strategies over time

Identify needs and interest for models beyond poverty model by sector

Articulate the role of referrals, safeguards and case management as relates to the VAF

Disability inclusion as Universal indicator – Celine Abric, Handicap International, Regional Technical Unit Coordinator, Jordan.

Problem :
- There is no comprehensive disability registration elements included in UNHCR mechanism and different practices across humanitarian actors

Illustration:
- Current data available within UNHCR registration system: 2.5% of refugees with disabilities
- HI/Help age survey on Syrian refugees with disabilities in Jordan and Lebanon 2013: 30 per cent of refugees have specific needs

Current % of Refugee Persons with disabilities in Jordan is 2.5% by incorporating this question at registration and in the existing VAF: do you have a disability? On average in any humanitarian emergency crisis this should be around 20-30% of the population. Through testing the Washington Group Questions (WGQs) in UNHCR Registration on 100 cases the WGQs identified 30% if cases with persons with disabilities. By asking different questions (WGQs which are internationally tried and tested and removed wording bias) lead to different answers one in five refugees is affected by a physical, sensory or intellectual impairment; one in seven is affected by chronic disease; one in 20 suffers from injury, with nearly 80 per cent of these injuries resulting directly from the conflict.

> **2015 survey World Humanitarian Summit 2016 – views from people with disabilities:**
>
> 54% of respondents with disabilities state they have experienced a direct physical impact, sometimes causing new impairments.
> 27% report that they have been psychologically, physically or sexually abused.
> Increased psychological stress and/or disorientation are other effects of the crisis for 38% of the respondents with disabilities.
> 75%of the respondents report that they did not have adequate access to basic assistance such as water, shelter, food or health.
> 50% had no access to specific services they need as a result of their impairment such as rehabilitation, assistive devices, access to social workers or interpreters, further impeding their access to mainstream assistance
> 85% of the respondents consider that persons with disabilities are more vulnerable in times of crisis.
> 92% estimate that persons with disabilities are not properly taken into account in current humanitarian responses
> 46% highlight their lack of understanding of the needs of persons with disabilities
> Only 26% undertake a systematic identification of persons with disabilities as part of their project.
> In terms of provision of services, humanitarian actors report that only 30% to 45% of their activities, depending on the sector, are accessible to persons with disabilities (Chart 8).
>
> Survey by HI 2015, preparatory work Istanbul humanitarian summit, 769 respondents, DPOs, PWDs, humanitarian actors
> 484 persons with disabilities, including 400 directly impacted by a humanitarian crisis
> 167 humanitarian actors, including international and local non-governmental organizations and UN agencies
> 118 DPOs in 28 countries, including 109 that worked in a crisis setting (78 in the context of natural disasters and 60 in the context of conflicts)

Why better data collection is needed?

Addressing persons with disabilities' needs during crisis is the duty of humanitarian actors
- Humanity and impartiality principles
- UNCRPD, Charter on inclusion of PWDs in humanitarian action

Data collection will serve better:
- Understanding of the scope of needs: identification and prevalence
- Advocacy towards decision makers and donors
- Better consideration in planning from preparedness to aid delivery including both access to basic needs and specific needs

UNCRPD adopted end 2006 article 11 on PWDs in situation of crisis and equal protection and safety
- Art 31 on statistics and data collection

- Art 32 on international cooperation
- Charter on inclusion of PWDs in humanitarian action – Istanbul May 2016

How to identify people with disabilities?
1. We are not doctors
2. Do not rely on observation
3. May disabilities are not visible
4. People with disabilities are sometimes kept hidden within households
5. Some perceived disabilities may not in fact be experienced by the individuals themselves as disabilities.

The Washington Group Questions
WG was established as a City Group under the aegis of the UN Statistical Commission to:
- address the need for population based measures of disability
- foster international cooperation in the area of health and disability statistics
- produce internationally tested measures to monitor status of persons with disability
- incorporate disability into national statistical systems
- Short set of questions 2006
- Extended set of questions 2010
- Children 2-17 functioning questions 2016
- All validated after extensive cognitive and field testing
- Based on ICF/WHO (2001) used as a reference = social model of disability
- Focus on basic activities that in unaccommodated environment make difficult participation
- Use neutral language = does not mention disability
- Target at general population, 5 and above, men & women, with and without disabilities
- Identify those at greater risk than the general population for limitations in participation
- Once the addition of the short set becomes integrated into core statistical systems – disaggregating outcomes (education, employment etc.) by disability status becomes routine

International Classification of Functioning, Disability and Health published by WHO in 2001. ICF is used to record problems involving functions and structures of the body, activity limitations and participation restrictions. Functioning and disability associated with health conditions are classified in ICF. The objective of the questions is to know about participation and equalization of opportunities.

Language: does not mention the word disability as disability is in most countries stigmatized. If ask about disability people might chose to deny.

Disability inclusion in UNHCR tools:
Use of the WGQ short set in VAF and at initial UNHCR registration:
- 6 questions addressing 6 domains of functioning that capture the majority of functioning in a population
- 4 categories of answers (no difficulty, some difficulty, a lot of difficulties, cannot do at all)

Complemented with disability related questions at sector level
- Is the latrine physically accessible to all members in the house? (WASH)
- Easy access to the dwelling for all members of family? (Shelter)

What's next? The WGQs use will provide evidence about disability prevalence among refugee households, and enable the sector to:
- To advocate for disability inclusion in humanitarian response at policy level as well as at operational level among RAIS/VAF organizations
- To improve access to services especially among RAIS/VAF organizations
- Flag households living with disability and identifying some sectors where participation is limited
- Provide a complementary needs assessment that must take place at individual level
- Improve coordination and referral mechanisms in between organizations operating in the sector to develop an inclusive response and improve coordination/referrals mechanisms of persons with disabilities.

	No difficulty	Some difficulty	A lot of difficulties	Cannot do at all
Do you have difficulties to see, even if wearing glasses?	1	2	3	4
Do you have difficulties to hear/listen, even if using a hearing aid?	1	2	3	4
Do you have difficulties to walk or to climb stairs?	1	2	3	4
Do you have difficulties to concentrate or remember things?	1	2	3	4
Do you have difficulties (with self care (such as)washing all over or dressing ?	1	2	3	4
Using your usual language (native language) do you have difficulties to communicate for example understanding or being understood by others ?	1	2	3	4

The next questions ask about difficulties you or any member of your family may have doing certain activities because of a HEALTH PROBLEM

If Answer is: Yes – a lot of difficulty or Cannot do at all for any question **(OPEN LOOP)**

Name:_____ Age: _____ Gender: _____ to be captured.

1. Do you or any members of your family have difficulty seeing, even if wearing glasses?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all

2. Do you or any members of your family have difficulty hearing, even if wearing a hearing aid?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all

3. Do you or any members of your family have difficulty walking or climbing steps?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all

4. Do you or any members of your family have difficulty remembering or concentrating?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all

5. Do you or any members of your family have difficulty (with self-care such as) washing all over or dressing?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all

6. Using your normal customary language, do you or any members of your family have difficulty communicating, for example understanding or being understood?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all

Documentation Status – Douglas Di Salvo, UNHCR Protection Sector Chair

Collection of individual or case protection data is limited, in consideration -
- Complexity of protection data, confidentiality
- Capacity level of enumerators, and

VAF questions focus on two critical documents*:
- Valid UNHCR Asylum-Seeker Certificate
- Ministry of Interior Service Card; and Work Permit (Livelihoods)

The collection of this data in the VAF monitoring assessment will identify cases without these two primary documents for referral for intervention by UNHCR and partners.

Protection
- Do you have your UNHCR Asylum-Seeker Certificate? ☐ Yes   ☐ No
If no, what is the reason?
☐ Lost   ☐ Confiscated by authorities (police. etc.)
☐ Not received from UNHCR   ☐ Other, please specify: _____
☐ Confiscated by service provider (hospital, school. etc.)
- Do all adult members of your family have a UNHCR Asylum-Seeker Certificate: ☐ Yes   ☐No
- Is your Asylum-Seeker Certificate valid? ☐ Yes   ☐ No
If no, what is the reason?
☐ You approached UNHCR and you did not receive an appointment for renewal
☐ Not renewed yet but have a renewal appointment
☐ Not renewed and need a renewal appointment *(ensure referral to UNHCR)*
MOI/Service Card
- As a PA, do you have a MOI Service Card? ☐ Yes   ☐ No
-What type of MOI card do you have:
☐ Old (white) issued in urban areas   ☐ New (magnetic) issued in urban areas

☐ MOI "Proof of Registration" from camp, or MOI document issued in Rabaa Sarhan

- Do all members of your family have an MOI card: ☐ Yes ☐No

Is the place of MOI card issuance the same as your family's place of residence? (look at address & place of

- issuance on card) · Yes · No *(ensure referral to UNHCR)*

- If no, which of your family member do not have a MOI card:

Age category	0-4	5-11	12-17	18-59	60 & above
F					
M					

Work Permit

How many individuals in your household possess a valid work permit: _____

Who? _____

Enumerator's Judgment:

Based on your experience with other families, does the family classify as:

☐ Severely vulnerable   ☐ Highly vulnerable   ☐ Moderately vulnerable   ☐ Not vulnerable

Important Note: This question is for research purposes ONLY. It will not have any impact on any assistance.

The recent revisions have focused on streamlining the VAF questions to a core minimum to support the vulnerability assessment, so we have where possible reduced the number of questions, particularly those that are not implicated in the scoring. The aim with the current simple documentation questions is to use the lack of either UNHCR or MOI documents as something of a proxy or indicator for the possible presence of other document problems, the idea being that if someone is lacking an MOI card, the reason for this can be looked into, and if there is a documentation problem (with marriage, ID, health or lease documents) we can address those and resolve the MOI card problem. On the other hand, if a person doesn't have a birth certificate but does have an MOI card, then it could be considered that the absence of the birth certificate is not resulting in vulnerability as shown in the inability to get the MOI card – for example, where the person has a passport, national ID, family booklet or has been approved by the Special Committee, establishing sufficient basis for the MOI card to be issued. In essence, we'd propose to use the UNHCR or MOI card to identify at a broad level those who may be feeling the impact of a documentation problem, and then – through an assessment/referral process to be developed – we can use the resources available to investigate and resolve the source of the problem. This would allow us to improve our response to documentation problems, while keeping the VAF streamlined and efficient.

The referral is intended to direct the case to UNHCR in order to allow UNHCR to identify the reasons for the difference in MOI card location and actual residence, and to provide advice on renewing the card in the new location. This question has been included in the previous versions of the questionnaire, and is a part of the vulnerability assessment. However, given that in most cases the problem should be relatively easily solved, we'd like to propose that in the next revision of vulnerability criteria, we revisit whether this is still considered an important element of the vulnerability assessment. The referral to UNHCR (rather than, e.g., referral to the local police station or another source of information/assistance), is due to the emphasis on the core VAF as a process of obtaining information concerning the family's vulnerability, rather than as an interaction in which protection or legal or other counselling is provided.

Registration, Baseline Assessment, Continuous Assessment and Case Management

Humanitarian Profile according to ISAC Guidance
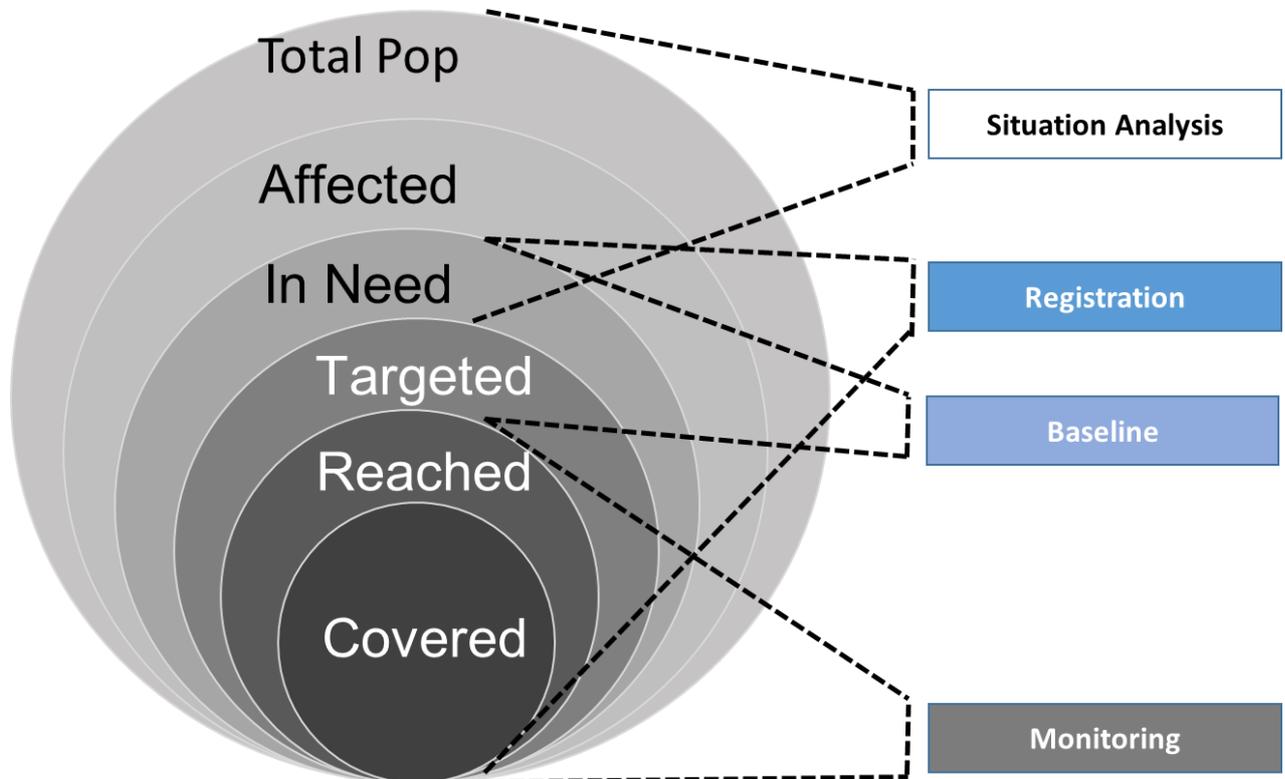
1

For example:

Reached – Monitoring = reached in terms of prevention
Covered– Monitoring = weight measurement, i.e. WASH and shelter

Cost and enumeration skills: Cost of assessment is linked to number of questions included, and quality of information is linked to Enumerator skills both training and qualifications.

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[1]https://www.humanitarianresponse.info/en/system/files/documents/files/humanitarianprofilesupportguidance_final_may2016.pdf
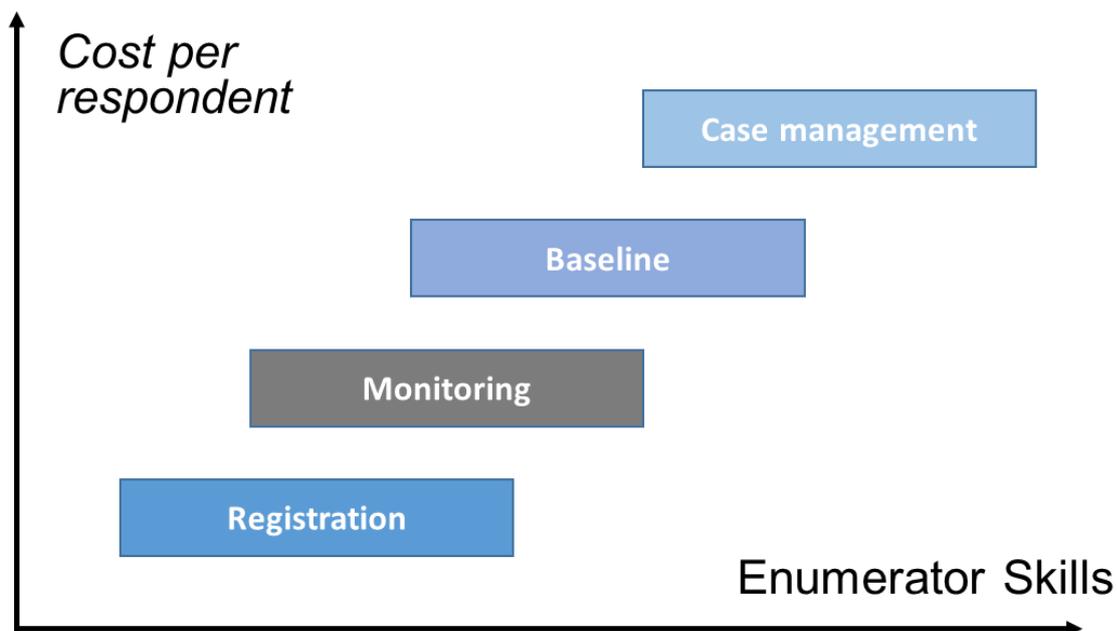
Timeline: The Baseline is only done once (maybe twice a year if there is a specific shock) – or even every two or three years if the situation is relatively stable. The Baseline is a representative sample taking a snapshot at a particular point in time, operational changes that require updating. The Baseline assessment requires action and updating again and again based on contextual changes over time and re updating to respond
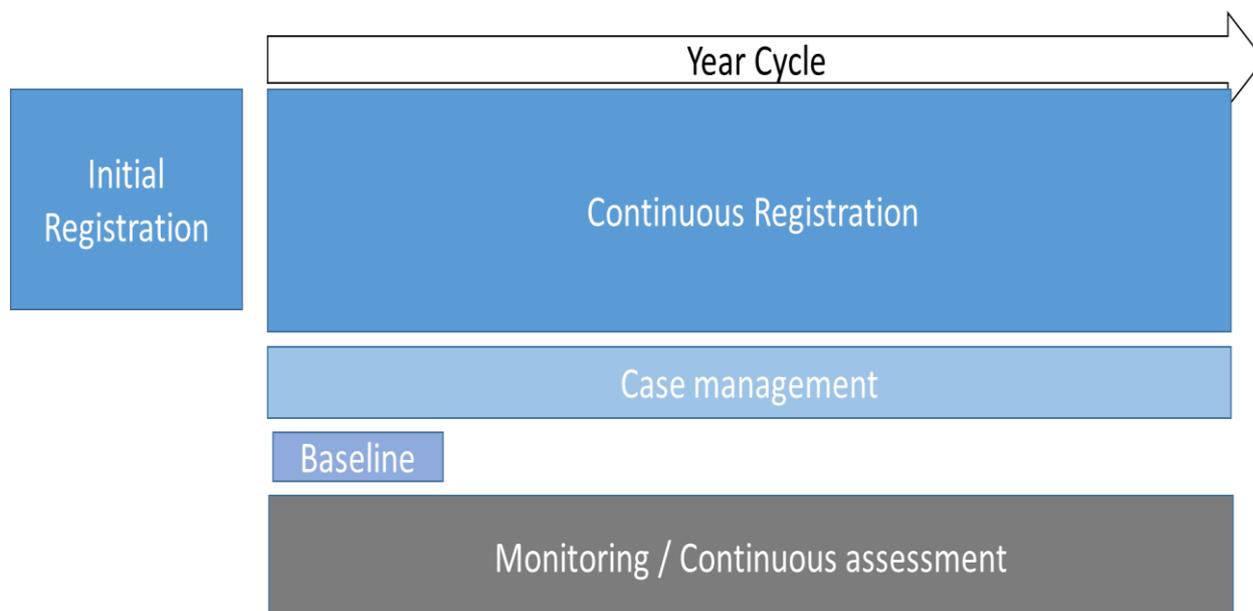
Current Targeting for monitoring
- Monitoring is embedded in existing programmes
- 5000 cases per month – priority based on
  - New arrivals
  - Appeals
  - Overdue assessment – waiting list

Enhanced Targeting
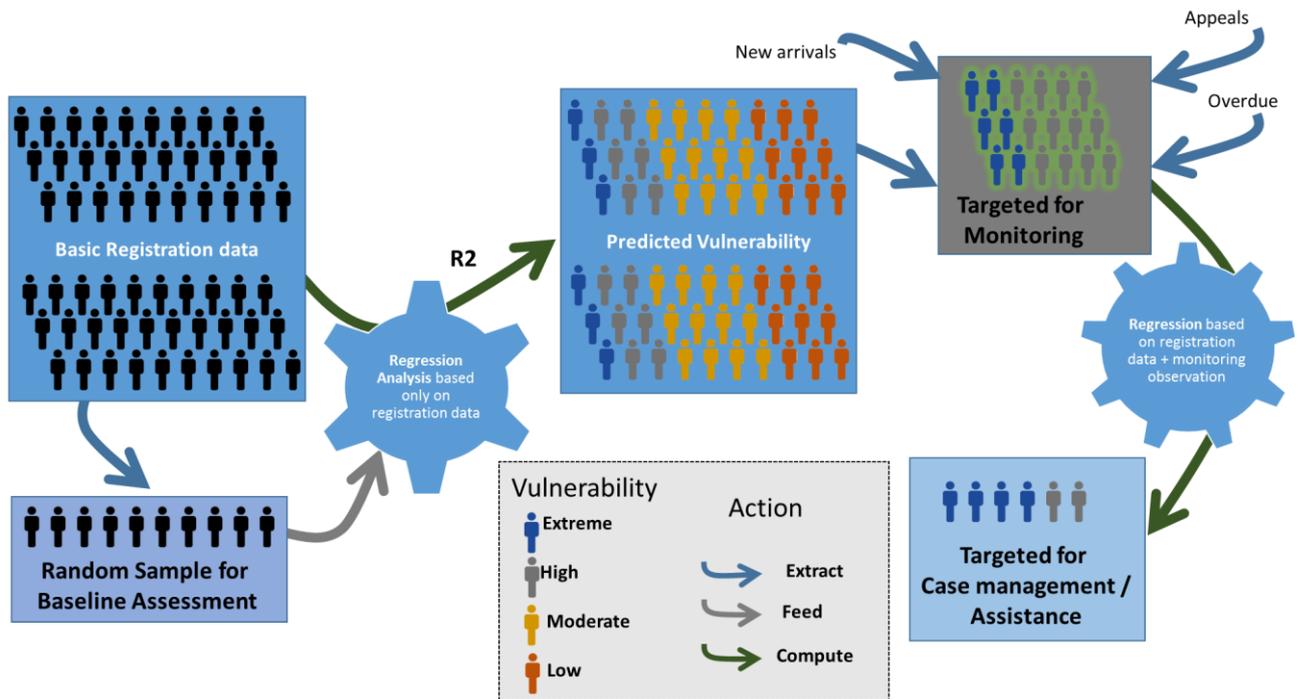
Baseline Assessment

1. SNAPSHOT REPRESENTATIVE SURVEY: (carried out **periodically** and after substantial changes in the context.)
2. ANALYSIS OF THE SITUATION: (**identify profiles, protection needs, risks, and solutions**)
3. SUPPORT PROGRAMME DESIGN (inform **programme design** & interventions)

Expected Analysis – Baseline

1. **Baseline/Needs** indicators for the entire population
2. Regression analysis for **targeting models**
3. Classification / clustering of individuals for **vulnerability analysis**
4. Generation of sectoral composite indicator at community level to measure **Community Level Severity Index**

Continuous Assessment – Monitoring

1. CONTINUOUS DATA COLLECTION: (**Collecting regularly over an extended period of time**)
2. ANALYSIS OF TRENDS: identify **violations of rights and protection**
3. SUPPORT OPERATION DELIVERY: informing effective **responses**

Expected Analysis - Monitoring

1. Confirmation of **assistance eligibility** and coordination of **referral pathways**
2. Analysis of **Trends** time, frequency and evolution of events over time
3. Analysis of **Pattern**: Geography, occurrences between different areas
4. Analysis of **Correlation** – relationships between indicators: correlations and connections.

Comparison of scope
- Includes common data points
- Scope of baseline assessment is larger than monitoring assessment
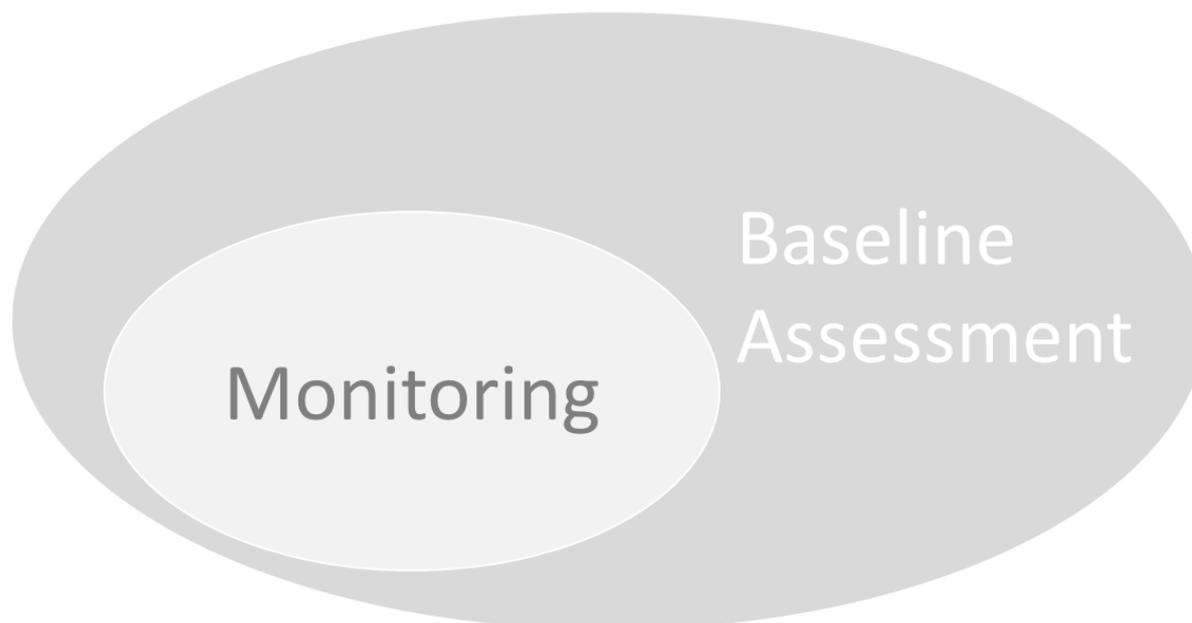
PDMs – impact assessment predicted welfare over coping strategies
Over period of time

Household, Dependency and Coping Strategies

Unit to be used:
- Household is the standard unit used in both national and international Household survey programme:
  - Allow for comparability
  - Allow for more complex analysis of interaction
  - More complex to capture than case information
- Case (i.e. group of individuals as registered) corresponds to the unit used for assistance – to be used for continuous assessment / monitoring

Concepts to reflect
1. Household – group of individuals living together
2. Case – group of individuals as registered for assistance purpose
3. Household members – provides details
4. AGDM – for age and gender specific issues

Definition of household: "Persons who live together and have communal arrangements concerning subsistence and other necessities of life, such as eating together"
- The **household dwelling** -> living in a housing unit as belonging to the same household.
- **The housekeeping concept** -> common provision for food or other essentials for living, with or without combining with any other person to form part of a multi-person household.

This concept is explained in details in the [Principles and Recommendations for Population and Housing Censuses] (http://unstats.un.org/unsd/publication/seriesM/Series_M67rev3en.pdf).

The concept of household include those persons who live together and have communal arrangements concerning subsistence and other necessities of life, such as eating together. This implies therefore 2 important arrangement;

The **household dwelling** concept regards all persons living in a housing unit as belonging to the same household. According to this concept, there is one household per occupied housing unit. Therefore, the number of occupied housing units and the number of households occupying them are equal and the locations of the housing units and households are identical.

The **housekeeping** concept, that is to say, a person or a group of two or more persons living together who make common provision for food or other essentials for living, with or without combining with any other person to form part of a multi-person household. The persons in the group may pool their resources and have a common budget; they may be related or unrelated persons or a combination of persons both related and unrelated.

Household Types
- **Nuclear household**
  - Family unit
- **Extended household**
  - Family unit + additional related members
- **Composite household**
  - Family unit + additional non-related members

3 types of households can be distinguished:

Nuclear household: It is defined as a household consisting entirely of a single family nucleus. It may be classified into:
Married-couple family: With child(ren) or Without child(ren);
Partner in consensual union (cohabiting partner): With child(ren) or Without child(ren);
Father with child(ren);
Mother with child(ren);

Extended household: It is defined as a household consisting of any one of the following:
A single family nucleus and other persons related to the nucleus, for example, a father with child(ren) and other relative(s) or a married couple with other relative(s) only;
Two or more family nuclei related to each other without any other persons, for example, two or more married couples with child(ren) only;

Two or more family nuclei related to each other plus other persons related to at least one of the nuclei, for example, two or more married couples with other relative(s) only;
Two or more persons related to each other, none of whom constitute a family nucleus;
Composite household It is like an extended household with the difference of:
A single family nucleus plus other persons, some of whom are related to the nucleus and some of whom are not, for example, mother with child(ren) and other relatives and non-relatives;
A single family nucleus plus other persons, none of whom is related to the nucleus, for example, father with child(ren) and non-relatives);
Two or more family nuclei related to each other plus other persons, some of whom are related to at least one of the nuclei and some of whom are not related to any of the nuclei, for example, two or more couples with other relatives and non-relatives only;
Two or more family nuclei related to each other plus other persons, none of whom is related to any of the nuclei, for example, two or more married couples one or more of which with child(ren) and non-relatives;
Two or more family nuclei not related to each other, with or without any other persons;
Two or more persons related to each other but none of whom constitute a family nucleus, plus other unrelated persons;
Non-related persons only.

Cases
Need to understand allocation of expenses (housekeeping & dwelling)
1. One single family nucleus which then equals a UNHCR case.
2. An extended household with two or more than two UNHCR cases.
3. A composite household with two or more than two UNHCR cases, as well as additional members, such as host communities individuals.

Relations with UNHCR cases as per Registration
The UNHCR case is the equivalent of Nuclear household. NHCR case are used a basis for large part of the assistance delivery.

When surveying Households, it is important to make connection between the households and the cases:
Case 1: One single family nucleus which then equals a UNHCR case. In this case both dwelling & housekeeping are de facto shared.

The main point is to allow for understanding the allocation of expenses (housekeeping & dwelling) between cases that would be grouped together in the same extended or composite household. The allocation could be based for instance on:

One case covering for all other cases;

One case covering for non-UNHCR case members;

Allocation based on number of individuals in each case;

Allocation based on number of adults individuals in each case;

Allocation based on number of individuals that get an income in each case, etc.

Defining members of household:
1. Name & details of the head of household, including his refugee registration number.
2. Names & details of all the members of your immediate family who normally live and eat their meals together here. Names, sex, and relationship to household head are first listed.
3. Names & details of any other persons related to you or other household members - "Extend Household"- who normally live and eat their meals together here.
4. Names & details of any other persons not related to you or other household members- "Composite Household"-, but who normally live and eat their meals together here

Point 2: For each member, in addition of getting Individual ID, the enumerator should ask if they are registered under the same UNHCR case ID than the head of household (if not get the other number and the reason why they are living together).

Point 3: "Are there any other persons not here now who normally live and eat their meals here? for example, household members studying elsewhere or traveling". get their details and their refugee ID.

Point 4: such as servants, lodgers, or other who are not relatives. Do not list servants who have a household elsewhere, and guests who are visiting temporarily and have a household elsewhere

AGDM within household
- AGDM = Age Gender Diversity Mainstreaming
- Approach required for specific questions – mostly on attitude & perceptions
- Questions to be raised separately within household
- No need to get all members

Age Dependency Ratio
- Compiled from **registration data**
- Need to factor different age bracket (60 for refugees, 65 for comparison with census…)
- Comprehensive dependency ratio – include additional specific needs
  - Persons with disability
  - Chronically ill

On Dependency ratio, there's a quite well defined generic definition for that concept: https://en.wikipedia.org/wiki/Dependency_ratio. It's mostly based on age. I understood from the last discussion that could have some recommendation to include an expanded definition that would **include in the dependent the persons with specific needs**. That would provide a more consistent way to look at the ratio especially as we are promoting the concept of protection vulnerability.

Economic Dependency Ratio
- Compiled from **survey data**
- Need to factor different age bracket (60 for refugees, 65 for comparison with census…)
- Comprehensive dependency ratio – include additional specific needs
  - Persons with disability
  - Chronically ill

Negative Coping Strategies
- Measurement of both usage & frequency
- Implicit analysis of the severity of each strategies
- Strategies can be cross analyzed in line with attitude & perception – for instance child labour is worst if it is perceived as acceptable by the head of household

Deriving a Context – specific list of coping behaviours
- Keep the list down to a feasible number
- Main set of coping strategies - should represent the consensus
- Used in times of scarcity - not just a normal way of operating

A list of coping individual coping behaviours can be established through focus group interviews with members of the local community.
Try to keep the list down to a feasible number (perhaps 12–15 at most).
The list should not include any similar or overlap ping coping strategies (i.e. different ways of describing the same basic behaviour). The list should be the main set of coping strategies—it doesn't need to include every single strategy mentioned (some are very rare), but should represent the consensus view of all the groups interviewed. The coping strategies are used in times of scarcity, and are not just a normal way of operating.

Regional list: 4 categories:
27 non-overlapping strategies
1. Rationing Strategies
2. Increase Short-Term Household Income
3. Decrease Short-Term Household Expenditure
4. Decrease Numbers of People

Use Focus Group Discussions:
1. Start with standard regional list
2. Omit strategies that do not apply
3. Add relevant local strategies

Welfare Maintenance and regression modelling

> The concept of proxy means testing is usually understood as using observable characteristics of the household or its members to estimate their incomes or consumption, when other income data (salary slips, tax returns, invoices etc. are unavailable).[2]

"Proxy means Testing" provide prediction models:
- Related to a target variable (**expenditure per capita**)
- Based on predictor variables, i.e. proxy (**registration, self-declared, observed**)
- Through a population subset or sample (**all visited & surveyed**)
- in order to apply them afterward to a larger population **(all registered)**

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[2] https://olc.worldbank.org/sites/default/files/1.pdf
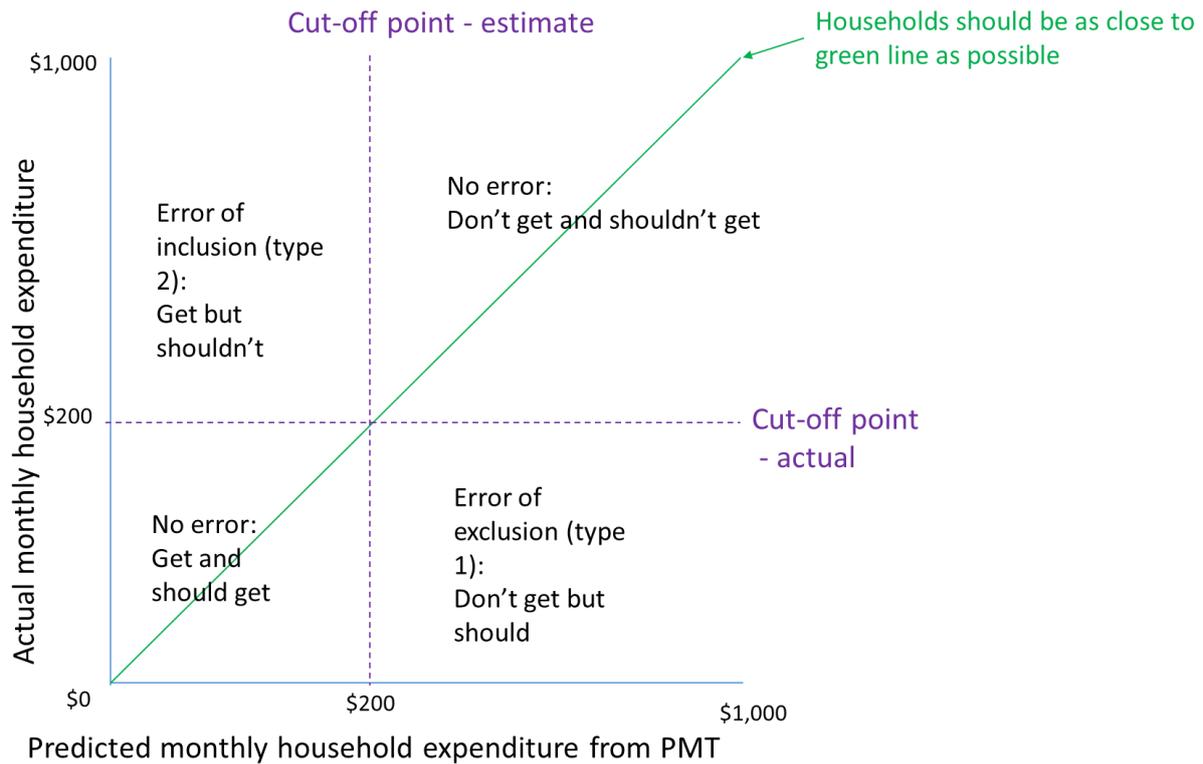
Target variable and looking at all predictors from VAF against expenditure per capita, (what you're trying to predict – target variable) If two predictors i.e. Actual monthly household expenditure against predicted monthly household expenditure based on proxy means testing as shown in the above graph can provide you with an average, and the inclusion and exclusion errors.

The further households fall from the line, the greater the error:
Increasing cut-off = Type 1 error
Decreasing cut-off = Type 2 error
Relationship might not be linear

There are lots of reasons why an error could appear. Variation around the line – the noise - is important but so is the nature of the error. Some of the errors are random, for example, a question could be too general and people answer differently but everyone answers differently – sometimes overestimated, sometimes underestimated – but it's random and the error cancels out. This kind of error is less worrying for models. Because it's random error it obeys certain rules and it is possible to account for it. It is inherently more worrying if there is a non-random bias, if you consistently over estimate or under estimate and therefore it is much harder to deal with in a model because you really need to understand why.

Some of the reasons may be the sample isn't representative of the whole population with those who are left out having different characteristics, or alternatively that there may not be a linear relationship. Also different relationships for different categories may be apparent and in that case need to be significantly tested, to estimate the level of type 1 and type 2 errors and decide what level is acceptable versus the additional cost of collecting more data.

"Methodological choices and analyst assumptions influence results"

Model performance monitoring

1. **Maintain** (recalculate it from new samples),
2. **Validate** (calculate error of model, ensure that assumptions are reasonable)
3. **Improve** (review the selection of predictors -> return to 2 and repeat but shouldn't be just data driven)

Model specification is an iterative process. Run model, check the level of error and improve. It is recommended to try limit or drop variables to reduce the overall size of the model and limit error likelihood. Some additional variables may only marginally improve model (theoretically and empirically) especially if correlated with other variables.

Explain that interaction means that the relationship of predictor variables due to relationships between them with the outcome of interest is different. For example, know that number of children in household is one significant predictor variable and know that gender of household head another one. But possible that the relationship of the number of children with expenditure differs whether the head of the household is a man or a woman. Need to test these relationships

Can we measure contextual effects and include them in the model?

5 STEP WORKFLOW FOR MULTIPLE LINEAR REGRESSION

03 Test model assumptions
1. 3 or more variables
2. No major outliers or points of excessive influence
3. Relationships between variables are linear and additive
4. No autocorrelation
5. No multicollinearity
6. Data is homoscedastic
7. Residuals have normal distribution

02 Refine your model
Examine the global F test, adjusted R^2, MSE, and CV criteria

01 Select your variables
Automatic search
Stepwise regression analysis

All-possible-regressions method
Rank models by numerical criteria: R^2, adjusted R^2, C_p, and $PRESS_p$

05 Validate your model
- Collect and compare new data
- Compare results with common sense
- Cross validate with data-splitting

04 Address assumption violations
- If heteroscedastic – try transforming response variable
- If non-normal residuals – try subsetting your data or check & remove outliers
- If autocorrelation – try removing a predictor variable
- If missing values – try treating them, or use dummy variables to cover for them

Data-Mania BY LILLIAN PIERSON

3

Park – Exploring disability and sector key indicators captured at time of registration and come up with a reliable predicted welfare indicator

Examples of Questions:
Are there any other fields in proGres which could be used?
How to account for missing data (random or not?)?
Check interaction effects?
Generalizability?
If we do a PMT in one community, environment, population can we apply the findings to another one?
Can we measure impact of context?

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[3] http://www.data-mania.com/blog/5-step-checklist-multiple-linear-regression/

Session 3: Action Points

Predicted welfare model – non-perfect process pulling it all together originally requiring revision 2017. Keeping in mind the more complex the information that you are collecting, the better the information will be as a result to arrive at a potential denomination.

Baseline 2017 – new model early 2017
Other models documented and resourced and sector documented interest
Registration and ProGres Model - Proxy
Poverty and Welfare models
Smarter model than current model

HH Dependency and Coping Strategies
 Cost sharing and breakdown – HH incorporation in to the baseline assessment
Age dependency ratio – compiled from registration data

Feedback on Working drafts - Dependency Ratio, HH, Case Indv breakdown and coping strategies

Age dependency ratio
Compiled from registration data
Need to factor different age bracket (60 for refugees - 65 comparison with census)
Comprehensive dependency ratio – include addition specific needs for example persons with disability, chronically ill

Coping Strategies
No standardized list of coping strategies – how to clearly label them, thinking around categorization and reviewing

Working drafts for feedback

Dependency Ratio

There are multiple definitions for dependency ratio. In the context of the original formulation of the VAF in 2014-5, detailed discussions took place in various Sector Working Groups (WG) in order to determine the most appropriate definition for the Jordan context. Similar processes have taken place in Lebanon and Egypt in the context of defining vulnerability frameworks for Syrian refugees.

For the purpose of the VAF, the following two definitions will be used as a starting point, which are also the standard definitions used by the National Statistic Bureaus and the World Bank:

1.) Age dependency ratio (ADR)

$$\text{ADR} = \frac{\textit{HOUSEHOLD MEMBERS AGED } 0-14 \textit{ OR } 60+}{\textit{HOUSEHOLD MEMBERS AGED } 15-60}$$

2.) Economic dependency ratio (EDR)

$$\text{EDR} = \frac{\textit{HOUSEHOLD MEMBERS NOT WORKING}}{\textit{WORKING HOUSEHOLD MEMBERS}}$$

The ADR will be adapted to fall in line with UNHCR's definition on older refugee, which in turn is based on the WHO's definition, i.e. a person over 60 years. This was set out in the Policy on Older Refugees dated April 2000 (http://www.refworld.org/docid/47036b502.html). Accordingly, the ADR will become:

$$\text{ADR} = \frac{\textit{HOUSEHOLD MEMBERS AGED } 0-14 \textit{ OR } 60+}{\textit{HOUSEHOLD MEMBERS AGED } 15-60}$$

The ADR is accepted as the default dependency ratio that will be calculated for the VAF base on UNHCR issued registration certificates and registration data.

Additional dependency ratios can be calculated including the EDR, but also variations taking into account, for example, persons with disability. This will require (a) convention and (b) a concrete proof of application.

The advantage of using the ADR is that it can be calculated immediately from existing registration data. Any additional dependency ratio will require assessments and additional resources, which need to be match by added value that such additional dependency ratios provide.

Therefore, it should only be agreed if there is a commitment by particular partners or sectors to use customized dependency ratios in order to better programme assistance and/or services.

Negative Coping Strategies

The Syrian refugee crisis in Jordan is entering its fifth year, the understanding of the context, risk and vulnerabilities of the refugee population have been well researched and documented. This includes the comprehensive mapping of negative coping strategies are known. The fall into four broad categories:

1. Rationing strategies
2. Increase household income through risky, hazardous or illegal activities
3. Decrease household expenditure
4. Decrease dependency

The below tabulation maps the coping mechanisms used in various household assessments for Syrian refugees in the region. The following lessons must be considered when updating the negative coping mechanisms in the VAF form.

1.) Lessons from the VAF thus far

The consensus at the outset of the VAF was to use the Coping Strategies Index (CSI) plus more protection sensitive coping mechanisms, as the CSI on its own was considered too limited. The CSI aims to only answer the question of "What do you do when you don't have enough food, and don't have enough money to buy food?". This has led to a distribution of the coping mechanisms in the present VAF form across two sections, one focusing on CSI and food security and another broader section under Poverty. The following elements have been determined to be problematic in the current VAF form:

- Splitting negative coping mechanisms across multiple sections
- Collecting vast amounts of data without using it (in the case of CSI)
- Sub-optimal phrasing of non-CSI coping mechanisms has yielded less consistent data
- Time frame and frequency of coping mechanisms is not consistent
- Negative Coping mechanisms that are not used for scoring or programmatic use should be removed from the VAF form

2.) What needs to be avoided in the VAF?

Recalling that VAF home visits are NOT always managed by social workers / case managers, it is important to ensure that any direct protection-sensitive questions are avoided, for example:

- "Does your 13-year old son work in the market?"
- "Is your 15-year old daughter engaged to be married?"
- "Has a family member engaged in commercial sex work?"

Instead, it is a matter of proxies and referrals, which need to be well defined and tested.

3.) Measurements and review of the VAF form

Measurement of both usage & frequency are key as is the analysis of severity of each employed strategy. This is where the conceptual framework of the CSI can help in refining the VAF form and process.

The basic idea of the CSI is to measure the frequency of coping behaviors (how often?) and the severity (what degree of vulnerability does each strategy/imply?). Information on the frequency and severity is then combined in a single score, the Coping Strategies Index, which is an indicator of the household's vulnerability (i.e. of food security status in the case of the CSI).

This means that the VAF form review should be followed by a review of the universal "Negative Coping Mechanisms" indicator.

It is also worth noting that the CSI rightly emphasizes the need to consider two measurements for coping mechanisms, i.e. one that is operation specific and a reduced one that allows for cross-comparison (cf. CSI Manual – 2008 – p.13 and p.17 - https://www.wfp.org/content/coping-strategies-index-field-methods-manual-2nd-edition)

Reference: Typology of Coping Mechanisms included in Vulnerability

category	name	label::English
1. Rationing Strategies	less_expensive	Rely on less preferred and less expensive food (i.e. cheaper lower quality food):
1. Rationing Strategies	reduce_essential	Reduce health expenses in order to meet food needs
1. Rationing Strategies	reduced_meals	Reduced the number of meals eaten per day
1. Rationing Strategies	reduced_portion	Reduced portion size of meals
1. Rationing Strategies	restrict_consumption	Restrict consumption by adults in order for small children to eat
1. Rationing Strategies	days_nofood	Skip entire days without eating
1. Rationing Strategies	feed_workingmember	Feed working members of Household at the expense of non-working members
2 Increase Short-Term Household Income	beg_adult	Sent adult household members to beg
2 Increase Short-Term Household Income	beg_child	Sent children household members to beg (under 18)
2 Increase Short-Term Household Income	child_labour	Have school aged children (Aged 15 years and under) involved in income generation
2 Increase Short-Term Household Income	child_exploitative_work	HH members under the age of 18 accepting high risk, dangerous, or exploitative work
2 Increase Short-Term Household Income	exploitative_work	HH members 18 years and over accepting high risk, dangerous, or exploitative work
2 Increase Short-Term Household Income	food_oncredit	Bought food on credit and/or borrowed money to purchase food
2 Increase Short-Term Household Income	borrow_food	Borrow food or relied on help from relative(s) or friend(s)
2 Increase Short-Term Household Income	support_host	Support from host community & Humanitarian assistance (CBOs, personal donations, etc.)
2 Increase Short-Term Household Income	remittance	Support from family members (irregular remittances)
2 Increase Short-Term Household Income	spent_saving	Spent some or all of the Household savings
2 Increase Short-Term Household Income	selling_assets	Sell productive assets or means of transport (sewing machine, car, wheel barrow, bicycle, motorbike, e
2 Increase Short-Term Household Income	selling_goods	Sell household goods (jewelry, phone, furniture, electrodomestics, bicycle etc)
2 Increase Short-Term Household Income	selling_voucher	Selling food vouchers
3. Decrease Short-Term Household Expenditure	living_host	Living together & Sharing costs with host family
3. Decrease Short-Term Household Expenditure	school_dropout	Dropping children out from school
3. Decrease Short-Term Household Expenditure	loan_skip	Skip a loan payment - Have not paid the rent for the past months
4. Decrease Numbers of People	child_mariage	One of your daughter (under 18) will get married to ensure her financial security
4. Decrease Numbers of People	early_marriage	One of your daughter (over 18) will get married to ensure her financial security
4. Decrease Numbers of People	eat_elsewhere	Sent HH members to eat elsewhere (for instance Send children to eat with neighbors)

Grouping Strategies

Grouping Strategies define how individuals are combined in registration or survey exercises into groups. These groups could be nuclear family, household, tribe, village, etc.

For refugee populations, there are two prevailing grouping strategies, one is household (i.e. all individuals living under one roof and sharing resources) and the other one is case (nuclear family composition based on documentation such as family booklet or passports).

Conceptually, the advantage of using the household in the VAF is that it is a unit of measurement that allows for a better dive into the socio-economic situation of a group of individuals. The disadvantage is that the information is only sporadically available (i.e. when a home visit is conducted), never comprehensive and updating it is very costly.

The advantage of using the case or nuclear family approach is that whereas it is comparatively weaker in expressing socio-economic relations, it is universally available through a rigorous and standardized registration process, which is based on documentary evidence and not enumeration snapshots.

Assuming that households are comprised of multiple cases, but also knowing that it is extremely costly to develop a household based assessment system, it is important to appreciate how big a discrepancy is between household and cases in the Jordanian context. The adjacent table demonstrates that for almost two-thirds of the refugees, case is identical to household.

The cost of running a household based assessment system means nothing less than rolling out a parallel registration system, but one that cannot rely on documentary evidence, but exclusively on assessor judgement. Capturing the data is one challenge, but updating such a household registration system is even more complex and the cost from deploying and enforcing procedural rigour about changes in household composition is prohibitive.

Case and Household based on VAF in 2016									
	# of cases making up a HH								
Total number of ind in HH	1 case	2 cases	3 cases	4 cases	5 cases	6 cases	7 case	8 cases	9 cases
1	744	8	1						
2	1,464	358	1						
3	2,319	475	111	1					
4	3,425	592	115	39					
5	3,682	895	155	43	7				
6	2,848	994	225	38	4	3			
7	1,537	1,001	290	67	10	3			
8	762	784	336	86	17	9			
9	341	523	292	69	15	6			
10	140	318	265	76	17	2			9
11	76	213	223	84	16	9			
12	30	93	144	64	23	4	1		1
13	15	51	102	40	19	4	1		
14	2	17	52	63	15	2			
15	2	15	25	46	5	4	1		
15+	5	13	48	97	45	26	6	1	
Total	17,392	6,350	2,385	813	193	72	9	1	10
Percentage	63.88%	23.32%	8.76%	2.99%	0.71%	0.26%	0.03%	0.00%	0.04%

Acknowledging that household tends to provide a better analysis of socio-economic conditions, what would constitute viable mitigating measures in order to compare and contrast household profiles with cases and hedge against extreme errors?

This can be best mitigate using the baseline and other representative sample surveys (e.g. CFSME) to compare the grouping strategies, i.e. conduct additional comparative analysis on the respective strength for the modelling process.

As a result, the case remains the most cost-effective grouping strategy for the purposes of the VAF and known imperfections have to be actively mitigated.

Vulnerability Assessment Framework

Home Visit Form

Date of Visit:	
Enumerator's information:	
Name:	
Phone Number:	
Organization:	

Household information		

UNHCR File Number [ ][ ][ ] - [ ] C [ ][ ][ ][ ]

Case Status :
☐ Available ☐ Unreachable ☐Refused the visit ☐PA passed away ☐Out of country ☐Merged with another file number

Name of Principal Applicant	
Family Size	
Address	

Longitude		Latitude	
0	'	0	'

Governorate:	District:

Telephone(s):

Alternative phone(s):

Family from Syria	☐ Yes ☐ No

Please specify the Age Group in this Family:
☐ 0-5 ☐ 6-11 ☐ 12-17 ☐ 18-27 ☐ 28-59 ☐ 60 and above

UNHCR file numbers for all members living in the house (in a different file number)		
1.	UNHCR File Number	

[ ][ ][ ] - [ ][ ] C [ ][ ][ ][ ]

- The Relationship: _____ - Receiving UNHCR cash assistance - Are you sharing expenses with this family/individual? - Is this family/individual supporting your expenses? - Notes	☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No

2.	UNHCR File Number

[ ][ ][ ] - [ ][ ] C [ ][ ][ ][ ]

- The Relationship: _____ - Receiving UNHCR cash assistance - Are you sharing expenses with this family/individual? - Is this family/individual supporting your expenses? - Notes	☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No

Information about family members who are living in the same house and NOT registered with UNHCR

1.	Name	Relationship	Family Size	Age	Notes

Are you sharing expenses with this family/individual?	☐ Yes	☐ No
Is this family/individual supporting your expenses?	☐ Yes	☐ No

2.	Name	Relationship	Family size	Age	Notes

Are you sharing expenses with this family/individual?	☐ Yes	☐ No
Is this family/individual supporting your expenses?	☐ Yes	☐ No

Housing

Type of Housing (Based on the volunteer's observations)

☐ Permanent shelter (structurally durable sound building with permanent materials/cement)
☐ Transitional shelter (caravan, mud hut, tin or wood structure, scrap material)
☐ Temporary/emergency shelter (tent)

Number of family members in the house (both in the same file number or in another file):_____

Number of rooms excluding the kitchen & WASH facilities:

Total area excluding the kitchen & WASH facilities (Sq. meter):_____

Total area excluding the kitchen & WASH facilities: Area/person:
☐ < 3.5 m² ☐ 3.5 m² ☐ > 3.5 m²

Ventilation: ☐ Yes ☐ No
If yes, type of ventilation: ☐ Windows ☐ Doors ☐ Tubes/openings

Please specify if any of the following is observed:

☐ Damp walls	☐ Leaking roofs	☐ Hygienic concerns
☐ Broken windows	☐ Privacy concern	
☐ Rodents	☐ Poor Insulation (winter & summer)	☐ NA

How would you judge the assessed building? ☐ Standard/acceptable ☐ Substandard

Payment

Type of occupancy:
☐ For rent
☐ Shelter provided through humanitarian assistance/donation
☐ Owned. By whom:_____
☐ Shelter provided in return for work (in a farm, as a guard, etc.)
☐ Squatter (illegal occupation of someone else's house/land)

If rent:
How much:_____
Existence of rental contract: ☐ Yes ☐ No
Duration of rental agreement: ☐ Monthly ☐ Quarterly ☐ Biannual ☐ Annual
Were you forced to move or evicted in Jordan prior to current location? ☐ Yes ☐ No
If yes, how many times? _____

WASH: Water, Sanitation & Hygiene

Water

Availability & Accessibility

What are your most important sources of water in your household?

☐ Piped/municipality	☐ Private vendor	☐ Informal
☐ UN agency/NGO assistance (not UNHCR CA)	☐ Shop/market	☐ Private well
☐ Others:_____		

Is the water source located in an environment which is perceived to be safely (infrastructure) & securely (no personal risk) accessible to all members of the household? ☐ Yes ☐ No

How many days did the household not have water in the past month? _____

What are the reasons?

☐ No/broken pipes or storage tanks	☐ Landlord/water authority cut supply	☐ Ran out of money
☐ No more shop credit	☐ Do not know	☐ Other:_____

Wastewater

WASH: Water, Sanitation & Hygiene
Accessibility
Do you have a latrine/toilet of exclusive use for your household? ☐ Yes ☐ No
Is the latrine/toilet shared between more than one household? ☐ Yes ☐ No
If yes, how many:_____
Is a latrine physically accessible to all members of the household? ☐ Yes ☐ No
Is the latrine located in an environment which is perceived to be safely (infrastructure) & securely (no personal risk) accessible to all members of the household? ☐ Yes ☐ No
What kind of latrine/toilet facility does your household use?
☐ Improved latrine with cement slab / flush latrine ☐ Traditional pit latrine/ without slab/ open pit ☐ Open air
Containment/Disposal
Wastewater collection/disposal:
☐ Network/sewage system ☐ Tank or lined pit ☐ Unlined pit, field, bucket, plastic bag
WASH: Water, Sanitation & Hygiene
Environmental Health
Frequency of wastewater overflows:
☐ Never ☐ Once/year ☐ > Once/year
Evidence of vectors (rats, flies, mosquitos, etc.) on solid waste that were observed by the family:
☐ None ☐ Infrequently 1-2/year ☐ Frequently/weekly

Financial Situation	
Monthly Expenditure (JD)	
Rent (Monthly)	
Utilities (electricity, gas, etc.)	
Food (excluding WFP vouchers)	
Water (network, tanker, bottled, dislodging waste water, etc.)	
Treatment (medical, pharmaceuticals)	
Education (books, uniform, stationary, fees)	
Transportation (to school, to health centres, to market, others)	
Infant needs (diapers/infant food)	
Basic HH items (hygiene & NFIs)	
Debt repayment (monthly)	
Additional Children Expenses :	
Other, please specify: _____	
Total	
Monthly Income (JD)	
Proceeds from work (monthly)	
From whom: ☐ Father ☐ Mother ☐ Adult ☐ Child ☐ Other, please specify: _____	
Pension	
Income from assets in COO	
Remittances. From where (country): _____ From whom (relationship):	
Income from other organizations or charitable donations - monthly and continuously (not from UNHCR). From whom: ☐ Local CBO:_____ ☐ International NGOs:_____ ☐ Other, specify:_____	
Other income (specify): ☐ UNHCR CA* ☐ UNICEF cash grant* * If the family receives UNHCR CA or UNICEF cash grant, please select this option without taking into account its amount for the final total.	
Total	

Poverty & Coping Strategies

What are the coping strategies that you used in the last six months? (Select all that apply)

☐ Living together with host family (Jordanian & non-Jordanian)

☐ Sharing costs with the family living in the same house (Jordanian & non-Jordanian)

☐ Support from family members (irregular remittances)

If support from family members, how much: _____

☐ Support from host community (Jordanian)

☐ Humanitarian assistance (NGOs - EXCLUDING UNHCR- , CBOs, personal donations, etc.)

☐ Selling properties (jewelry, car, etc.)

☐ Selling food vouchers

☐ Selling household assets

☐ Borrowing money

☐ Buying against credit

☐ Dropping children out from school

☐ Child labor (<16 years)

☐ Begging

☐ Savings

If savings, how much: _____   How much is left from savings: _____

☐ Irregular work (not on monthly basis/previous work)

☐ Have not paid the rent for the past months

What is your total amount of debt up to now (JD)? (This should include not paying the rent, etc.) _____

Food Security

Are you receiving WFP food vouchers? ☐ Yes   ☐ No

Yesterday, how many meals were eaten by your family? (meals comparable to breakfast, lunch, dinner): _____

	Over the last 7 days, how many days did you consume the following foods (0-7) were 0: not consumed and 7: everyday	What was the main source of the food in the past 7 days? (0=not consumed, 1=own production, 2=bought with cash, 3=bought on credit, 4=exchanged, borrowed, 5=received as gift, 6=WFP food assistance, 7=Non WFP official food assistance, 8=hunting/gathering/fishing)
Cereals (bread, pasta, wheat flour, bulghur)		
White tubers & roots (potato, sweet potato)		
Vegetables, leaves		
Fruits		
Meat (organ and flesh meat)		
Eggs		
Fish and other seafood		
Pulses, nuts & seeds (beans, chickpeas, etc.)		
Milk and dairy products		
Oil & fats		
Sweets (sugar, honey, jam, cakes, candy, etc.)		
Spices & condiment		

During the last 7 days, how many times (in days) did your family have to employ one of the following strategies to cope with a lack of food or money to buy it? (0-7) were 0: not consumed and 7: everyday

Rely on less preferred and less expensive food (i.e. cheaper lower quality food): ____

Borrow food or relied on help from relative(s) or friend(s): ____

Reduce number of meals eaten a day: ____

Limit portion size at mealtime (different from above: i.e. less food per meal): ____

Restrict consumption by adults in order for small children to eat: ___

In the past 30 days, has your family applied any of the below strategies to meet basic food needs?

Spent savings

    ☐ Yes   ☐ No   ☐ No, because I have exhausted this strategy already and cannot do it anymore

Bought food on credit or borrowed money to purchase food

    ☐ Yes   ☐ No   ☐ No, because I have exhausted this strategy already and cannot do it anymore

Reduced essential non food expenditure such as education/health

    ☐ Yes   ☐ No   ☐ No, because I have exhausted this strategy already and cannot do it anymore

Sell household goods (jewelry, phone, furniture, electro domestics, etc)

    ☐ Yes   ☐ No   ☐ No, because I have exhausted this strategy already and cannot do it anymore

Sell productive assets or means of transport (sewing machine, car, wheel barrow, bicycle, motorbike, etc)

    ☐ Yes   ☐ No   ☐ No, because I have exhausted this strategy already and cannot do it anymore

Since arriving in Jordan, have you accepted high risk, illegal, socially degrading or exploitive temporary jobs

    ☐ Yes   ☐ No   ☐ No, because I have exhausted this strategy already and cannot do it anymore

Sent adult family members to beg

    ☐ Yes   ☐ No   ☐ No, because I have exhausted this strategy already and cannot do it anymore

Sent children (under 18) family members to beg

    ☐ Yes   ☐ No   ☐ No, because I have exhausted this strategy already and cannot do it anymore

Education

Do you have school aged children?   ☐ Yes   ☐ No

Children Attending School

Currently, how many of your children/youth do the following:

Name	Gender	Age	Public/Private
	☐ M ☐ F	☐ 6-12 years ☐ Between 13-17 ☐ Between 18-24	☐ Public ☐ Private ☐ Other educational services (community centers, etc.)
	☐ M ☐ F	☐ 6-12 years ☐ Between 13-17 ☐ Between 18-24	☐ Public ☐ Private ☐ Other educational services (community centers, etc.)
	☐ M ☐ F	☐ 6-12 years ☐ Between 13-17 ☐ Between 18-24	☐ Public ☐ Private ☐ Other educational services (community centers, etc.)
	☐ M ☐ F	☐ 6-12 years ☐ Between 13-17 ☐ Between 18-24	☐ Public ☐ Private ☐ Other educational services (community centers, etc.)

Children Attending Private School

If children are enrolled in private school, what are the reasons?

☐ Specific need/disability

☐ Psychological condition

☐ Better quality of education

☐ Violence at public school

☐ No access to public school

☐ Donation

☐ Other

Children Not Attending School

Number of children not attending school: Female:_____   Male:_____

What are the reasons?

☐ Not interested in school (/cultural/not useful)

☐ Child marriage/engagement

☐ Child labor/work with other priorities

☐ Financial constraints (transport, uniforms, etc.)

☐ Distance to school

☐ Issues at school (overcrowding, turned away)

☐ Physical &/or verbal abuse

☐ Safety fears for movement outside the home/psychological distress/difficulties concentrating

☐ Do not know if school registration is possible or not

☐ They were not going to school in COO
☐ The family is waiting for the return to Country of Origin (COO) in order to register children in school
☐ Expired asylum-seeker certificate
☐ A big gap between their last grade in their home country vs the one that they are supposed to be in Jordan
☐ Disability/serious health condition
☐ Difficult dialect/teaching methods/curriculum
☐ Moving from one house to another
☐ New arrivals to Jordan/Arrival in the middle of the academic year

How many of your children (between 6-17 years) have missed education? (children who are not in school)

☐ None		
☐ Between 0-1 years:	Female:_____	Male: _____
☐ Between 1-3 years:	Female:_____	Male: _____
☐ More than 3 years:	Female:_____	Male: _____

Youth (16-24 years)

Do you have school aged youth (16-24) in the household? ☐ Yes ☐ No ☐ NA
How many youth have completed basic education (10th grade) either in COO or in Jordan? Male:_____ Female:_____
How many HH members aged 16-24 in the household are not in education not employed and not in training? Male:_____ Female:_____

Health
Access to Health Services

If there was a medical need, were you or any of your family members able to access public hospitals/clinics in the last six months? ☐ Yes ☐ No ☐ No medical need (If more than one time during the last six months please respond for the last time health care was sought) If yes, where: ☐ Public clinic/hospital ☐ Private clinic/hospital ☐ Non-Governmental Organizations (NGOs) ☐ Syrian community supported clinics ☐ Pharmacy or shop ☐ Other, please specify? If no, why: ☐ Finances (cost of transport, fees, etc.) ☐ Documentation (problems related to MOI/service card or UNHCR certificate) ☐ Relevant medical services were not available (specialization not available, medication not available, etc.) ☐ Hospital/clinic personnel denied access without clear reason ☐ Lack of knowledge ☐ Other: _____
If there are any lactating women, is there any problem? ☐ Yes, please specify:_____ ☐ No ☐ NA

Vaccination

Do you have a child under 5 years who did not receive measles vaccination at least once? ☐ Yes ☐ No ☐ NA
Do you have a child under 5 years who has not received any vaccinations for polio (child who never had a polio dose)? ☐ Yes ☐ No ☐ NA
If you have children under 2 years, do they have a vaccination card? ☐ Yes ☐ No ☐ NA

Age & Disability

Are your family members (in the same file) suffering from chronic diseases/impairments/disabilities? ☐ Yes ☐ No If yes:

How many of the following are part of your family (in the same file):	0-17 years old	18-60 years old	61 years & above

Health				
1.	Pregnant females			
2.	Visual impairment ☐ Partial ☐ Complete	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____
3.	Hearing impairment ☐ Partial ☐ Complete	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____
4.	Physical impairment	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____
5.	Mental impairment	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____
6.	Intellectual impairment	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____
7.	Injury	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____
8.	Chronically ill or serious medical condition	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____
9.	Other people in need of support to do daily activities	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____
Total (1-7)		☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____	☐ M:_____ ☐ F:_____

Effect on Daily Activities/Work

Does identified medical problem/disability affect the person's ability to perform activity of daily living (eating, bathing, toileting, dressing, transferring)? ☐ Yes ☐ No ☐ NA
(this question to be repeated for every individual who has a medical problem)
Does identified medical problem/disability affect the adult(s)' ability to work? ☐ Yes ☐ No ☐ NA
(this question to be repeated for every adult who has a medical problem)
Are there any other nuclear family members (not in the same file and/or not registered with UNHCR) that suffer from serious medical condition? ☐ Yes ☐ No In the TAB there is NA
   If yes, please specify whom: _____
Note: For any medical problems, please refer the family to the nearest JHAS clinic or to UNHCR information line (064008000) or help desks in case they have already approached JHAS but the problem is not solved.

Protection

Entry into Jordan

When did the members of your family arrive from COO?
First arrival (first family member): _____   Last arrival (last family member): _____

UNHCR Asylum Seeker Certificate

Do you have a valid registration with UNHCR? (Look at expiry date)? ☐ Yes ☐ No
If no, what is the reason?
☐ You approached UNHCR and you did not receive an appointment for renewal
☐ Not renewed yet but have a renewal appointment
☐ Not renewed and need a renewal appointment (ensure referral to UNHCR)
How many of your nuclear family members are not registered with UNHCR? _____

Age category	0-4	5-11	12-17	18-59	60 & above
F					
M					

 - Do you have your asylum seeker certificate? ☐ Yes ☐ No
   If no, what is the reason?
☐ Lost
☐ Not received from UNHCR
☐ Confiscated by service provider (hospital, school. etc.)

Protection
☐ Confiscated by authorities (police. etc.)
☐ Other, please specify: _____

MOI/Service Card

As a PA, do you have a MOI/service card? ☐ Yes   ☐ No

What type of MOI card do you have :

    ☐ old (white) issued in urban areas   ☐ new (magnetic) issued in urban areas

    ☐ MOI issued in Rabaa Sarhan/Camps

Is the place of MOI card issuance the same as your family's place of residence? (look at address & place of issuance on card)

☐ Yes   ☐ No (ensure referral to UNHCR)

Do all members of your family have an MOI card: ☐ Yes   ☐No

If no, which of your family member do not have a MOI card:

Age category	0-4	5-11	12-17	18-59	60 & above
F					
M					

Documentation

How many children under 18 possess birth registration:_____ .

Based on your experience with other families, does the family classify as:

☐ Extremely vulnerable   ☐ vulnerable   ☐ Moderately vulnerable   ☐ Not vulnerable

Notes
Notes on the general previous situation of the family in COA
Notes on the general situation of the family from the moment of their arrival to Jordan until now

Vulnerability Assessment Framework Questionnaire v.2

Enumerator's information:	
Organization:	
Name:	Phone Number:
Date of Visit:	

☐ Available ☐ Unreachable ☐ Refused visit ☐ PA passed away
☐ Out of country ☐ Merged with another file number

Household information

UNHCR File Number *(Barcode, if not please enter File Number twice)*				-		C					
Name of Principal Applicant	
Family Size	

Address

Longitude		Latitude	
0	'	0	'

Governorate:	District:

Telephone(s):

Alternative phone(s):

Please specify the age groups in this family:

☐ 0-5 ☐ 6-12 ☐ 13-15 ☐ 16-17 ☐ 18-27 ☐ 28-59 ☐ 60 and above

Family from Syria: ☐ Yes ☐ No

Family Members (in the same file), please include PA

Scan Barcode *(enter DoB twice if doesn't work)*

Name:

DoB:

Relationship to PA:

☐ PA ☐ Husband ☐ Wife ☐ Son ☐ Daughter ☐ Grandson
☐ Grand-daughter ☐ Sister ☐ Brother ☐ Father ☐ Mother ☐ Father in-law
☐ Mother in-law ☐ Uncle ☐ Aunt ☐ Nephew ☐ Distant relative ☐ No family relations

---

UNHCR file numbers for all members living in the house (in a different file number) (Case)

How many?

UNHCR File Number

			-		C				

Relationship to PA:

☐ PA ☐ Husband ☐ Wife ☐ Son ☐ Daughter ☐ Grandson
☐ Granddaughter ☐Sister ☐ Brother ☐ Father ☐ Mother ☐ Father in-law
☐ Mother in-law ☐ Uncle ☐ Aunt ☐ Nephew ☐ Distant relative ☐ No family relations

- Receiving UNHCR cash assistance ☐ Yes ☐ No
- Are you sharing expenses with this family/individual? ☐ Yes ☐ No
- Is this family/individual supporting your expenses? ☐ Yes ☐ No
- Notes _____

Information about families who are living in the same house and NOT registered with UNHCR

How many?

Name	Family Size	Age	Gender	Nationality	Notes

Relationship to PA:

☐ PA ☐ Husband ☐ Wife ☐ Son ☐ Daughter ☐ Grandson

☐ Granddaughter	☐ Sister	☐ Brother	☐ Father	☐ Mother	☐ Father in-law
☐ Mother in-law	☐ Uncle	☐ Aunt	☐ Nephew	☐ Distant relative	☐ No family relations

Are you sharing expenses with this family/individual?	☐ Yes	☐ No
Is this family/individual supporting your expenses?	☐ Yes	☐ No

Housing

Shelter conditions:

Type of shelter:

☐ Formal: Finished building {*Completed & permanent building ready to be occupied*)

☐ Formal: Sub-standard building {*Any type of building not designated as dwelling, requiring rehabilitation*}

☐ Informal settlement {*Settlement made of makeshift tents, not recognized by authorities*}

- Number of rooms excluding the kitchen & sanitary facilities? _____
- Number of individuals living in the same house (both in the same file number and in another file)? __
- How many families are living in the same house? _____
- Is there any issue related to privacy reported by the household?   ☐ Yes   ☐ No

Observations (including kitchen and sanitary facilities):

Roof's condition (structural condition)	☐ Acceptable ☐ Sub-standard
Roof's condition (leakage)	☐ Acceptable ☐ Sub-standard
Openings' condition? (doors & windows)	☐ Acceptable ☐ Sub-standard
Electrical features' condition (as per regulation)	☐ Acceptable ☐ Sub-standard
Easy Access to the dwelling (for all members of family)	☐ Acceptable ☐ Sub-standard
Natural ventilation condition?	☐ Acceptable ☐ Sub-standard
Natural lighting condition?	☐ Acceptable ☐ Sub-standard
Dampness and humidity in house	☐ Light ☐ Moderate ☐ Severe

Payment and Eviction Threat

- Rented house?   ☐ Yes   ☐ No

-- How do you pay the cost of the rent?

☐ Salary from work ☐ Borrow money   ☐ Use savings   ☐ Begging   ☐ In kind (shelter in return for work - in a farm, as a guard)   ☐Don't pay ☐ Assistance from aid agencies   ☐ Assistance from family abroad

- What type of agreement between the landlord and tenant?

☐ Written agreement   ☐ No agreement

- Is there a threat of eviction?   ☐ Yes   ☐ No

If yes, why?

☐ Conflict with host community and/or Landlord

☐ Fear of eviction {*Scared the landlord well evict him*}

☐ Verbal threat of eviction

☐ Written note for eviction

WASH: Water, Sanitation & Hygiene (Household)

Water

-What is you source of water in your household?

☐ Municipality/piped   ☐ Not connected to municipality/ piped (other)

Do you consider your water storage capacity (roof tanks, reservoirs, etc.) enough to cover all family needs (personal hygiene, cooking, house cleaning, etc.)?   ☐ Yes   ☐ No

Sanitation

-Is the latrine located in an environment which is perceived to be safely (infrastructure) and/or securely (no personal risk) to all members of the household during day & night?   ☐ Yes   ☐ No

- Is the latrine physically accessible to all members of the household?   ☐ Yes   ☐ No

-Is the latrine for exclusive use in your household? ☐ Exclusive   ☐ Shared with 2 houses ☐ Shared with 3+ houses

-Type of wastewater collection/disposal:

☐ Network/sewage system   ☐ Tank or lined pit   ☐ Unlined pit, field, bucket, plastic bag

Frequency of solid waste related to vector evidence

☐ Never   ☐ 1-2 times per year   ☐ >2 per year

Financial Situation (Case)	
Monthly Expenditure (JD)	
Rent (monthly)	
Utilities (electricity, gas, etc.)	
Food (excluding WFP vouchers)	
Water (network, tanker, bottled, dislodging waste water, etc.)	
Treatment (medical, pharmaceuticals)	
Education (books, uniform, stationary, fees)	
Transportation (to school, to health/rehab centres, to market, others)	
Infant needs (infant food)	
Basic HH items (NFIs)	
Basic Hygiene items (soap, shampoo, toothpaste, sanitary pads/towels, diapers)	
Debt repayment (monthly)	
Other, please specify: _____	
Total	

Proceeds from work (monthly)
From whom: ☐ Father   ☐ Mother   ☐ Adult

           ☐ Child   ☐ Other, please specify: _____

Pension	
Income from assets in COO	

Remittances.
From where (country): _____   From whom (relationship):_____
How often?   ☐ Quarterly   ☐ Six monthly   ☐ Irregular   ☐ One-time

Income from other organizations or charitable donations - monthly and continuously (not from UNHCR). From whom:
☐ Local CBO:_____
☐ International NGOs:_____
☐ Other, specify:_____

Other income (specify):
Are you receiving UNHCR cash assistance:
☐ UNHCR CA*   ☐ UNICEF cash grant*   ☐N/A
If the family receives UNHCR CA or UNICEF cash grant, please select this option without taking into account its amount for the final total.

Total Monthly Income (JD)_____

What is your total amount of debt up to now (JD)? (This should include not paying the rent, etc.) _____

Poverty & Coping Strategies (Case) Food and Basic Needs

In the past 30 days, has your family applied any of the below strategies to meet food and basic needs?
Spent savings
☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore
If savings, how much:_____ How much is left from savings:_____
Bought food on credit or borrowed money to purchase food from non-relatives/friends
☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore
If debt, What is your total amount of debt up to now (JD)? (This should include not paying the rent, etc.) _____
Reduced essential non-food expenditure such as education/health
☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore
Sell household assets/goods (jewellery, phone, furniture, electro domestics, etc.)
☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore
Sell productive assets or means of transport (sewing machine, car, wheel barrow, bicycle, motorbike, etc.)
☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore
Adult members of the household accepted socially degrading, exploitative, high risk or illegal temporary jobs
☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore
Sent adult family members to beg
☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore
Sent children (under 18) family members to beg
☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore
Changed accommodation location or type in order to reduce rental expenditure
☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore

Sent children (under the age of 16) to work in order to provide resources ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore Withdrew children from school ☐ Yes ☐ No ☐ No, because I have exhausted this strategy already and cannot do it anymore	

Food Security (Case)

Are you receiving WFP food vouchers? ☐ Yes   ☐ No

Do any of the household members have specific dietary needs? ☐ Yes   ☐ No

Do any of the household members need specially processed food (pureed, boiled, and liquidized)? ☐ Yes   ☐ No

Yesterday, how many meals were eaten by your family? (meals comparable to breakfast, lunch, dinner): _____

	Over the last 7 days, how many days did you consume the following foods (0-7)
Cereals, grains, roots & tubers: rice, pasta, bread, bulgur, potato, white sweet potato	
White tubers & roots (potato, sweet potato)	
Vegetables & leaves: spinach, cucumber, eggplant, tomato	
Fruits: citrus, apple, banana, dates	
Meat, fish and eggs: Beef, lamb chicken, liver, kidney, fish including canned tuna, eggs	
Pulses, nuts & seeds : beans, chickpeas, lentils	
Milk and dairy products: yoghurt, cheese	
Oil / fat: vegetable oil, palm oil, butter, ghee	
Sugar / sweets: honey, cakes, sugary drinks, (this includes sugar used in tea)	
Condiments / spices: tea, garlic, tomato sauce including small amount of milk used in tea coffee	

Education

Are all of your children (aged 6-17) attending formal education?

Number of children attending school? _____

Number of children not attending school? _____

LOOP OPEN FOR No. of School aged children in school (to be completed for each individual child aged 6-17)

Children Enrolled in School (RISK OF NON-COMPLETION)

Age Group	Name	Gender	Public/Private	Type of school

☐Between 6-12
☐Between 13-15
☐Between 16-17
		☐ M
		☐ F
			☐ Certified formal education (Government or Private)
			   a. ☐Morning shift-regular school
			   b. ☐Morning shift- double shifted school
			   c. ☐Afternoon shift
			☐ Certified Non-Formal education (Catch up)
			☐ Specialized (special needs)
				☐ Government
				☐ Private

Children Enrolled in Formal Education (RISK OF NON-COMPLETION) *Open ended question not list read*

IF your child is attending school, what difficulties or challenges if any is he/she experiencing? Please tick up to a maximum of 4 that apply:

☐ Physical &/or prolonged verbal abuse from staff   ☐ Financial constraints

☐ Humiliation, discrimination, verbal abuse from staff   ☐ Distance to school (>2km)

☐ Safety fears for movement outside home   ☐ Bullying amongst students

☐ Poor quality of teaching and/or management (service)   ☐ Psychological distress / severely distressed

☐ Not inclusive for children with disabilities (environment)   ☐ Not applicable (no difficulties)

LOOP OPEN FOR No. of School aged children not in school (to be completed for each individual child)

Children Not Enrolled in School (ACCESS) (aged 6-17)

Age Group	Name	Gender	Missed years of education	What are the reasons? *Open ended question not list read*

☐Between 6-12 ☐Between 13-15		☐ M ☐ F	☐Less than 3 years	☐ Not interested (cultural/not useful) ☐ Serious Health Condition ☐ Child marriage/engagement (6-15) ☐ Missed 3 or more years of education ☐ Child labour/work with other priorities (6-15) ☐ Family obligations/ responsibilities in the household (6-15) ☐ Financial constraints (transport, uniforms) ☐ Lack of documentation (MOI Card/ UNHCR Card) ☐ Distance to school (more than 2km) ☐ Refused entry (general)
☐Between 6-12 ☐Between 13-15 ☐Between 16-17		☐ M ☐ F	☐ 3 years or more	☐ Safety fears for movement outside the home ☐ Refused entry due to disability *(school unable to cater)* ☐ Disability *(unable/ unwilling/ family will not allow)* ☐ Other/Enumerator judgement (1 low-4 severe) ☐ Safety fears of attitude within the school (staff/students) ☐ Physical / verbal abuse

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Health (Case)

If there was a medical need, were you or any of your family members able to access hospitals/clinics in the last six months? ☐ Yes   ☐ No
☐ No medical need
(If more than one time during the last six months please respond for the last time health care was sought)

Health (Individual/s)

-How many individuals in the (same file) have a medical condition (including only chronic conditions and/or serious medical conditions and/or injury? No. _____

LOOP OPEN to capture name of each individual with medical condition: _____

Age & impairment (Individual/s) *the title of the section is for information management only. The enumerator will NOT mention it as it could bias the results.*

The next questions ask about difficulties you or any member of your family may have doing certain activities because of a HEALTH PROBLEM
1. Do you or any members of your family have difficulty seeing, even if wearing glasses?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all
2. Do you or any members of your family have difficulty hearing, even if wearing a hearing aid?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all
3. Do you or any members of your family have difficulty walking or climbing steps?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all
4. Do you or any members of your family have difficulty remembering or concentrating?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all
 5. Do you or any members of your family have difficulty (with self-care such as) washing all over or dressing?
 ☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all
6. Using your normal customary language, do you or any members of your family have difficulty communicating, for example understanding or being understood?
☐ No – no difficulty ☐ Yes - some difficulty   ☐ Yes – a lot of difficulty   ☐ Cannot do at all
If Answer is: Yes – a lot of difficulty or Cannot do at all for any question **(OPEN LOOP):**
Name:_____   Age: _____   Gender: _____ to be captured.

- Does identified medical problem/disability affect the person's ability to perform activity of daily living (eating, bathing, toileting, dressing, transferring)? ☐ Yes   ☐ No   ☐ NA
   (this question to be repeated for every individual who has a medical problem)
- Does identified medical problem/disability affect the adult(s)' ability to work? ☐ Yes   ☐ No   ☐ NA
   *(this question to be repeated for every **adult** who has a medical problem)*
Note: *For any medical problems, please refer the family to the nearest JHAS clinic or to UNHCR information line (064008000) or help desks in case they have already approached JHAS but the problem is not solved.*

Protection (Case)

UNHCR Asylum Seeker Certificate

- Do you have your UNHCR Asylum-Seeker Certificate? ☐ Yes   ☐ No
If no, what is the reason?
☐ Lost   ☐ Confiscated by authorities (police. etc.)
☐ Not received from UNHCR   ☐ Other, please specify: _____
☐ Confiscated by service provider (hospital, school. etc.)
- Do all adult members of your family have a UNHCR Asylum-Seeker Certificate: ☐ Yes   ☐No
- Is your Asylum-Seeker Certificate valid? ☐ Yes   ☐ No

Protection (Case)

If no, what is the reason?

☐ You approached UNHCR and you did not receive an appointment for renewal

☐ Not renewed yet but have a renewal appointment

☐ Not renewed and need a renewal appointment *(ensure referral to UNHCR)*

MOI/Service Card

- As a PA, do you have a MOI Service Card? ☐ Yes ☐ No

-What type of MOI card do you have:

☐ Old (white) issued in urban areas ☐ New (magnetic) issued in urban areas

☐ MOI "Proof of Registration" from camp, or MOI document issued in Rabaa Sarhan

- Do all members of your family have an MOI card: ☐ Yes ☐No

Is the place of MOI card issuance the same as your family's place of residence? (look at address & place of

- issuance on card) · Yes · No *(ensure referral to UNHCR)*

- If no, which of your family member do not have a MOI card:

Age category	0-4	5-11	12-17	18-59	60 & above
F					
M					

Work Permit

How many individuals in your household possess a valid work permit: _____

Who? _____

Enumerator's Judgment:

Based on your experience with other families, does the family classify as:

☐ Severely vulnerable ☐ Highly vulnerable ☐ Moderately vulnerable ☐ Not vulnerable

Important Note: This question is for research purposes ONLY. It will not have any impact on any assistance.

Notes

Notes on the general previous situation of the family in COA

Notes on the general situation of the family from the moment of their arrival to Jordan until now

Attendance Sheet: 13 December 2016 – Jordan Operation

UNHCR Khalda – EMOPS Room 9:00am – 13:30

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Advisory Board Members Endorsements of VAF Questionnaire v.2

Endorsed:	Organization
Yes	ECHO
Yes	BPRM
Yes	NRC
Yes	ACF
Yes	ACTED
Yes	DRC
Yes	UNHCR
Yes	UNICEF
Yes	WFP