FOOD SECURITY AND LIVELIHOODS IN FIRST PHASE EMERGENCY
48-HOUR ASSESSMENT TOOL – OBJECTIVE AND GUIDANCE NOTES

OBJECTIVE

The purpose of this tool is to obtain a quick understanding of the emergency food security and livelihood situation within the first few days after a rapid-onset disaster. This tool is independent of other inter-agency multi-sectoral assessments such as the MIRA and collects information only on food security and livelihoods. However, this tool can be used alongside processes such as the MIRA to complement them with more detailed food security and livelihoods information necessary for rapid response design. The results of this initial assessment are aimed to inform the design of first phase responses, for the first 6 to 8 weeks after the disaster occurred. A more detailed assessment is expected to take place at a later date, led by food security and livelihood specialists. This tool has been developed specifically for (i) humanitarian staff with no or limited technical skills (e.g.: humanitarian programme managers) and/or (ii) food security and livelihoods technical staff with little experience of rapid-onset disasters in urban and rural contexts (e.g.: staff usually involved in long-term livelihood programming).

Initially developed by Oxfam, this tool aims to support response teams to gather a good enough picture of the food security and livelihoods situation in order to design rapid responses that can meet immediate needs and protect livelihoods in the context of practical constraints that usually follow a rapid-onset crisis.

GENERAL GUIDANCE NOTES - HOW TO ORGANISE THE ASSESSMENT

- Before starting the assessment in the field or simultaneously, you will gather secondary information to complement and triangulate the information collected in the field. (see “Before starting - Collecting secondary information” section below).

Structure of assessment tool

The questionnaire is divided into 4 main sections:

1. Community & Household Focus Group Discussion Section (this main section takes between 1 and 2 hours per focus group)
2. Markets and Traders Status After the Disaster – Questions for Traders
3. Cash Delivery Structures – Questions for Money Transfer Agents
4. Coordination and Other Actors’ Response Plans

The assessment form contains all of these sections. However, if there are enough resources to split up the assessment team, these sections could be printed separately to allow team members to continue with parts 2, 3 and 4 of the assessment after some initial information has been gathered from the affected communities in section 1.

How many forms do I use?

- Use at least 1 assessment form for a given community in a defined affected area. This will usually mean 1 assessment form per focus group discussion. (In the instance of the assessment taking place with IDPs / Refugees staying with host families, see comment below).
- You have to feel comfortable with the information you gather and have a sense of confidence in what people are telling you. If it does not make sense to you at all, or if the focus group participants are disagreeing a lot, stop and change group. Try and triangulate the information you are hearing with observations and also secondary data.
- The total number of communities visited / assessment forms filled will depend on the context (extent of the affected area, level of similarities between population in the affected areas, practical considerations for the organisation of the assessment, etc.). As an indication, you should aim to visit and assess at least 3 communities.

What do I ask?

- Follow the questions as they are laid out in the Assessment Form. The questions will take you step by step through the main topics that need to be asked.

- Throughout the assessment use your observation skills to double check what people are telling you and to gather new information. There is space in the 48-Hour Reporting Format for your observations.

Who do I speak to?

- Form a focus group of 5-8 members (women and men) of affected households that can give you information on the "majority" of the affected population. In contexts where women may not be able to speak openly in the presence of men organise separate groups for women and men. If it is not possible to organise a focus group, interview 2-3 key informants ensuring a proportion of these are women (these may include community representatives, chiefs, teachers, nurses, local partners if any exist, etc. – try to understand if they represent the whole population in the assessed area or only a portion of it). Whenever possible, always cross-check information with women to assess if women's needs are covered and to ensure the information you have reflects women's specific views and needs. If women have different views from the rest of the community, record them using the other observations section.
- If you meet a particularly good informant, and they have contact details, take them down as you may need to re-contact that person at a later date.
- In focus groups try and reach a group consensus about the situation wherever you can.
- Ask key informants / affected households for quantities where it is requested and try and get concrete "yes/no" answers where it is requested.
- Questions relating to markets and financial services are divided between the questions you ask the households (Part A), and those that you have to ask the service provider (e.g.: the trader or remittance company representative) (Part B).
- For the market related questions for service providers (Part B) try to talk to at least 2-3 traders if you can but do not organize trader focus group discussions as it is unlikely you will obtain correct information.
- For questions relating to financial services in the area (Part B), try and involve a finance officer.
- Depending on the human resources you have available, you can split your assessment team so that once you have information on the location of local markets used by communities from question 11 (table 3), some team members can go directly to these markets and start conducting interviews with traders.
- With all people interviewed, try not to create expectations of any assistance – you are in the phase of collecting data.

There are so many affected people – how can I understand what is happening?… I do not know much about food security and livelihoods….

- In order to get a reasonable understanding of the situation of most people after the shock, we need to ask about the "majority / most of affected households" and "typical" or "representative" households. At this stage of information collection, it is too complicated to collect and analyse detailed information on social inclusion issues such as ethnicity, religion, caste etc. and the assessment findings should be cross-checked with secondary data and personnel with good local knowledge in order to assist in context and response analysis. Of course, this means that we need to make assumptions and generalisations and these should be recorded (there is an "observation" section in the report for that). If required, a more detailed assessment will be made later to pick up on the wealth differences between households and their livelihoods. Make sure you keep reminding the people you interview that you would like to talk about the "typical household" and "most of the affected population" to keep them focused. Questions have been gender disaggregated where this information is feasible to collect and directly useful for programme design.[1]
- A more experienced technical member of staff (either from the country or regional office or headquarters) will assist you in understanding the data you have collected and in finalising the response plans.

What do I do if there are a large number of IDPs or refugees staying with host families?

- In this instance, it is important that an assessment is carried out for the host families as well as the IDPs and refugees. Supporting the host families in this instance can be very important to ensure that their food security and livelihood status is not compromised.

What happens if it is an urban context… or a location with high population density?

- In areas (such as urban contexts) where there can be high population density, people of different socio-economic level living side by side, and multiple infrastructures, try to:

[1] For more guidance on referring to typical households please see the Technical Rationale.

a. Choose an area where households of similar wealth live (a neighbourhood) so that it is easier to talk about “typical” or “representative” households,

b. Be clear about the boundary of the assessment area (use an existing name for the area) or construct one (using well known geographical features / landmarks or sites), and

c. Remind the focus group / key informants of the area you are discussing to ensure the information is correct for these people in this area. With regards to wealth levels and trying to capture the differences between households, in many instances, in the first weeks of a disaster, households tend to have similar basic need requirements (food, water, shelter, etc.).

The situation is changing so quickly. What do I do if there are questions for which the interviewees cannot answer?

- In the immediate aftermath of a disaster, the situation is changing very quickly (roads can be reopened, prices on markets can vary on a daily basis, the affected population could move from one location to another, etc.). In such a context, it might be difficult to get some clear answer to some parts of the questionnaire (e.g.: start or re-start of livelihood activities, some aspects of functioning markets).
  This is understandable, and should be recorded. The assessment team should make assumptions where they can, based on observations or other (maybe less reliable) sources. It is crucial to document those assumptions clearly on the assessment form, and in the report. When assumptions are not possible, it is possible to leave the questionnaire and report blank, justifying why these questions could not be answered to.
- Aspects that need more information, either to check the assumptions or to complete the existing information, should be carefully listed, to be assessed at a later date or to be included in the situation monitoring.

Where do I include any direct observation I have made while conducting the assessment (including protection and cross-cutting observations)?

At the end of each assessment section, there is a part of the questionnaire dedicated to recording any other observations gathered. While there are no specific questions referring to cross-cutting issues such as social inclusion and protection due to the rapid response nature of the tool, relevant observations can be recorded that could assist general context understanding and response design. Examples could be information on discrimination against minority groups, specific vulnerabilities observed, conflict and protection issues such as presence of armed groups affecting access to markets for communities (including traders) or access to livelihoods and specific dangers encountered by women. It may also include some coping strategies that may be noted by personnel with local knowledge such as women trading sex for essential goods.

What do I do after the assessment?

- Do not forget to thank the people who have given you their time and information. Try not to create expectations of any assistance – you are in the phase of collecting data.
- After completing the questionnaire – please use:

  a. The 48hr Decision Tree, a tool to assist the identification of potential responses. Should be read with the 48hr Response Menu

  b. The 48hr Response Menu that outlines the responses in more detail

  c. The 48hr Reporting Format to complete a basic report with a 2 page executive summary.

- Use these questions with the Decision Tree to assist you in designing the first phase EFSL response with input if required from your technical food security and livelihood advisers.

BEFORE STARTING – COLLECTING SECONDARY INFORMATION

Where can I get them from?

- Secondary data should be used where possible. It can be collected from coordination meetings, Oxfam and other agency archives (if they have worked in the area) or online (for example past assessments are available on the WFP website www.wfp.org) and from other agencies working in the area.
- FEWS (Famine Early Warning Network – www.fews.net) is also a good source of information (on line or via their office).
- In some countries there are Food Security Coordination groups, some of whom use the Integrated Phase Classification (www.ipcinfo.org) which can also be a good source of data.

What type of information can I get from secondary data?

- Areas and population (total and affected), including numbers.
- Magnitude of disaster and impact on infrastructures.
- "Typical" livelihoods and seasonal calendar.

GUIDANCE NOTES ON KEY QUESTIONS FROM THE ASSESSMENT QUESTIONNAIRE

Introduction

- **Assessment Area / Boundary:** all information in the questionnaire (especially quantitative information) must be valid for this assessment area. Remind regularly the focus group / key informants of the area you are discussing to ensure the information is correct for these people in this area.
- **Population figures (total population in area; % of population affected):** It is likely that this will be obtained though secondary information and/or through key informants.

"Typical" household food security now and for the next 2 months

- **1. Number of affected households:** See definition of "affected population" and "household" in the definition part below.
- **5. Percentage of food sources:** The percentage of food from a given source after the shock is estimated compared to the total quantity of food prior to the shock. The objective of the questions on food sources is to identify the current gap to the sources compared to the pre-disaster situation. For all questions involving percentages, you can use proportional pilling to help households answer the question. Ask focus group participants where they got their food pre-disaster using a set of 20 stones or seeds or any other small item. Tell them this represents all the food they eat and ask households to allocate a portion of stones to each food source. Make sure that piles are labelled or referred to in order to ensure everybody is clear what pile represents what source, and record the information.
  Each stone will represent 5%, hence you can translate the number of stones allocated to each source in an estimated percentage. Ensure that all stones are used and the total percentage pre-disaster will add up to 100%.
- **6. Change in percentage of food sources:** The objective now is to identify the potential gap in the overall quantity of food consumed and the changes in food sources post disaster. An example of how to do this is as follows: tell the participants to take the 20 stones and show you if they are now eating less than before. If they are eating less than before, they should remove some of the 20 stones proportionally to the decrease in food intake. Each stone still representing 5%, the removed stones will show you the *food gap* that you can record in the table in the "Gap" row.
  From the stones remaining, ask them to show you from which source they now get this food. Each stone should still represent 5%. Therefore the percentage for each food source *plus the food gap* will equal 100%.

Livelihoods now and in the next 2 months

- **18. Percentage of households engaging in livelihoods activities:** the information collected here does not have to add up to 100% as it is likely at least some households will have more than one livelihood activity. For example, 30% of households might engage in fishing, 50% might engage in paddy farming and 40% might engage in petty trading.
- **19. Engaging or re-engaging in livelihood activities after the shock:** This question, as well as some others in this questionnaire, might be difficult to answer in the timeframe this questionnaire is designed for (i.e. 48 hours after a rapid-onset disaster). If it is not possible to gather this information or to feel confident about the degree of accuracy of the information collected, please make a note of it and point this out in the report under the relevant section.
- **22. New livelihood activities after the shock:** this question aims at identifying potential new activities that are not usually practiced in a given community. This can reflect coping mechanisms (hence the extent of the economic stress) or innovative activities (that could potentially be supported or provide ideas for programming).

Health, water and sanitation in the affected community households

This is not designed to be a comprehensive WASH assessment but is intended to alert teams to key health, water and sanitation issues that need further attention.

Market and Traders status after the disaster – Part A – Questions for households

This section aims to gather a quick picture of the status of markets from the households' perspective i.e. how households connect to and access markets. The aim is to try to rapidly understand whether the markets are working sufficiently and whether affected households are sufficiently well connected to them to work through those markets in our food security and livelihoods responses.

1/ In this part we want to understand how people access markets and what determines that access, in particular:

- if there are blockages that limit or could limit their access to markets;
- or enabling factors that could ease their access to markets.

One of the key underlying questions is: 'if people receive cash to increase their purchasing power, will they be able to reach markets and traders safely and in good conditions'. In a case where physical (roads, transport etc) or social (certain groups are prevented from travelling to certain destinations) accessibility, for example, is limited or denied to the target group, even if markets and traders are operational, cash transfers alone will not guarantee access to basic needs for those groups.

2/ We also want to understand if markets are functioning sufficiently well. In this section, we are looking for the affected households' observations and perception on the degree of availability of food and non-food items, as well as the livelihood inputs and resources, of markets and their capacity to keep providing them.

This will later be cross-checked when traders in the markets identified by the communities are interviewed in part B. Questions 30 and 31 aim at understanding if products are physically available in the markets. We are focusing on observations and perceptions from the affected households (and not from traders): do they see enough products on the market, do they find those items when they go to the market or are they scarce or even absent from the markets? Do they see those items being easily replenished by traders or not?

Cash Delivery Structures – Part A – Questions for households

n.a.

Market and Traders status after the disaster – Part B – Questions for traders of working shops / markets

The objective of this section is to try and triangulate information received from the communities on the status of markets after a rapid-onset disaster to support response design. The aim is to rapidly understand whether there are any major changes as a result of the disaster and to understand more about trader capacity to work with agencies in their responses. In particular, we want to know if traders are able to replenish their stocks with acceptable speed (7 days) to cover the needs of the affected population, if people had or received the purchasing power to procure what they need. When discussing with traders on their capacity to get supplies, we need to check their transport, storage and capital capacity (do they have the capital to restock? would they access transport capacity to bring those stocks? where would they store them?).

Ultimately we seek at determining if the most limiting factor for people is access to their needs (physical access, purchasing power, etc...) or the availability on the markets (traders' capacity to bring and replenish the goods).

This section will also help us understand whether traders will require any direct support themselves in order to be actively integrated in food security and livelihoods responses: if traders are operational and able to replenish their stocks, but only in a limited manner - and insufficient to cover people's needs, we will consider supporting them to reach that additional capacity. Understanding the factors that limit their capacity will guide us in designing market support where and where relevant.

Try to speak to more than one trader but do not include traders in a focus group discussion as it is likely that you will not receive correct information. For inexperienced assessment teams, run through this section in more detail before the questionnaire is used on the field so that the objective is clear and they feel more confident in gathering the necessary information. For example, teams may have no prior experience of working with and supporting traders so it may be necessary to provide them with some information on the kinds of indirect responses agencies can use – cash grants or loans to enable them to re-stock more quickly for example.

Price information will also support the design and calculation of cash transfers in the case that cash responses seem the most appropriate.

- **48. Trader ability to re-stock within 7 days:** 7 days is considered to be the threshold at which it would be feasible to work with traders. If it would take traders longer than 7 days to re-stock their goods, the likelihood is that a cash-based response would not be feasible.

Cash Delivery Structures – Part B – Questions for money transfer company agents

n.a.

Coordination and other actors' response plans

n.a.

DEFINITION OF KEY CONCEPTS AND TERMS

Food security: Food security exists when all people at all times, have physical and economic access to sufficient, safe and nutritious food for a healthy active life.

Livelihoods: Livelihoods comprise the capabilities, assets (including both material and social resources) and activities required for a means of living linked to survival and future well-being.

Seasonal analysis: All aspects of a household are influenced by seasonality. Understanding seasonal variations is essential in order to understand the seasonality of crop and livestock production activities (e.g.: when crops are planted, harvested and sold), etc.

Situation analysis: Process by which essential information is gathered on the causes and consequences of a crisis, to understand whether a response is required, and if so, setting out the magnitude and scope of the response.

Response analysis: Process by which a set of appropriate actions is identified in an emergency.

Household: A group of people, each with different abilities and needs, who live together most of the time and contribute to a common economy, and share the food and other income from this. (Source: The Practitioners Guide to HEA, RHVP, Save the Children and FEG).

Basic needs: Basic needs are all the items that people need to survive. This can include services such as food, water, shelter, clothing, health care, sanitation and education.

Coping strategies: Coping strategies are the means which people use to obtain food, income and/ or services when their normal means of livelihood are disrupted. This can include resorting to damaging behaviors to survive such as selling productive assets.

Market: A market is a place where goods and services are traded, purchased and sold.

Cash delivery structure: A structure that enables the safe and reliable delivery of cash into the hands of the recipient (the beneficiary) – banks, micro-finance organizations, post offices, mobile phone companies, local money transfer and remittance companies, local money transfer agents (traders etc).

Malnutrition: Malnutrition encompasses a range of conditions, including acute malnutrition, chronic malnutrition and micronutrient deficiencies.

- **Acute malnutrition** refers to wasting and / or nutritional oedema.
- **Chronic malnutrition** refers to stunting.

Focus group discussion: Focus group discussions are organized dialogues with a selected group of knowledgeable individuals in a community to gain information about their views and experiences of a topic. They are particularly suited for obtaining several perspectives about the same topic.

Proportional piling: Proportional piling allows participants to score or weight the value of an item, activity, or resource against a pre-determined aspect. It uses percentages, and although it does not provide accurate quantification, it illustrates the relative importance of more than one variable (e.g.: the relative importance of growing tomatoes and onions as cash crops in terms of household income).

Triangulation: Triangulation indicates that more than two methods are used in a study with a view to double (or triple) checking results. By examining information collected by different methods, by different groups and in different populations, findings can be corroborated across data sets, reducing the impact of potential biases that can exist in a single study.

Blanket targeting: Providing assistance to all individuals or households in the geographical area where the disaster occurred without targeting specific individuals or sub-groups.

FOOD SECURITY AND LIVELIHOODS IN FIRST PHASE EMERGENCY
THE 48-HOUR ASSESSMENT QUESTIONNAIRE

- This questionnaire is part of the 48-Hour Assessment Tool, which includes the 6 following documents:

  1 – The 48hr Objectives and Guidance Notes: Quick guidance notes for the users of the assessment tool.

  2 – The 48hr Assessment Questionnaire

  3 – The 48hr Decision Tree; to assist the identification of potential responses. It should be read with the 48hr Response Menu.

  4 – The 48hr Response Menu: outlining the responses in more detail.

  5 – The 48hr Reporting Format: to complete a basic report with a 2 page executive summary.

  6 – Annex – The 48hr Technical Rationale: notes intended for technical staff and outlining the rationale behind the document and how key decisions were taken (in particular some key areas usually included in assessment tools are not included here. The reasons are outlined in this document).

- The purpose of the 48-Hour Assessment Tool is to get a quick understanding of the emergency food security and livelihood situation within the first few days after a rapid-onset disaster. The results of this initial assessment are aimed to inform the design of first phase responses, for the first 6 to 8 weeks after the disaster occurred.
- The use of this questionnaire (document 2) should be done in conjunction with the other documents contained in the tool. In particular, the assessment team is invited to read carefully the guidance notes (document 1) before starting the assessment.
- During the analysis of the data collected, the assessment team is invited to use the decision-tree and response menu (documents 3 and 4) and can use the report format (document 5) to record the findings of the analysis.

STRUCTURE OF THE QUESTIONNAIRE

FOCUS GROUP DISCUSSION WITH COMMUNITY WOMEN AND MEN:
COMMUNITY & HOUSEHOLDS FOOD SECURITY & LIVELIHOOD STATUS AFTER THE DISASTER

- **This part of the questionnaire should be administered in communities that are representative of the area affected by the disaster.**
- **The questions will be asked to one or more focus groups, that should represent the views of all parts of the population.**

Assessment Area / Boundary: **Total population in affected area:** HH / individuals **% of population affected in the area:** %	**Type of shock:** **Urban / Rural?** **Where is the affected population located?** *e.g.: house, camp, host family*	**Date of assessment:** **Interviewer(s):** 1. 2.

DETAILS OF KEY INFORMANTS AND COMMUNITY REPRESENTATIVES FOR FURTHER COMMUNICATION:

Name:	Role/Organisation/Tel #:	Name:	Role/Organisation/Tel #:
1.		5.	
2.		6.	
3.		7.	
4.		8.	

'TYPICAL' HOUSEHOLD FOOD SECURITY NOW AND FOR THE NEXT TWO MONTHS

BY THE END OF THIS SECTION, YOU SHOULD KNOW:

⇒ The GAP in food needs based on the disruption to their food sources, and assuming that these are not being replaced.

⇒ Where households normally got their food and the impact of the shock on these sources.

⇒ The range of foods a typical household eats (that is a reflection on their diet diversity).

⇒ How much it costs to feed a typical household for a week eating 3 meals a day.

If you are unable to collect all or most of the information requested in this section, tick this box and record the reasons why and/or the assumptions made in the "other observations" section. ☐

1. Approximately how many households have been affected in the area (as defined in the box above)? On average how many people are there in each household?

   Number of households:______________ Average household size:___________

2. Normally, at this time of year, what different types of food do most households eat in 1 day (i.e. a typical 24 hour period that does not include a festival or special celebration)?
   Tick (✓) the box in Table 1 below and add them up.

3. Normally, at this time of year, if most households eat cereals / roots and tubers / pulses, what is the name of the type of cereals / roots and tubers / pulses that households typically eat?
   Put answers in Table 1 below.

4. Now, after the disaster, what different types of food are most households eating in 1 day (i.e. the last 24 hours)? *Tick (✓) the box in Table 1 below and add them up.*

Table 1 (Questions 2 to 4): Dietary Diversity

Food type	Q2. IF food type consumed in 1 day (24 hours) tick the box (✓) Pre-Shock	Q3. Typical type of food eaten	Q4. IF food type consumed in 1 day (24 hours) tick the box (✓) Post-Shock (NOW)
Cereals			
Roots and tubers			
Pulses, legumes, nuts			
Vegetables			
Fruits			
Meat / poultry, offal			
Eggs			
Fish, seafood			
Milk and milk products			
Oil / fat			
Sugar / Honey			
Other(specify)			
Total number of ✓			

5. Normally, at this time of year, what percentage of food for household use comes from the food sources listed in the table below?
   Put an approximate answer in percentages in Table 2 below. e.g.: 20% of food is purchased. This should add up to 100%. You can use proportional pilling to help households answer this question.

6. Now, after the disaster, what percentage of food can households get <u>from the same food sources they used before the shock compared to the overall quantity they were getting before the shock</u>?
   Put an approximate answer in percentages in Table 2 below. You can use proportional pilling to asset the approximate percentages.
   e.g.: pre-disaster own production in agriculture = 60%, now = 10%. This does not have to add up to 100% as households may have <u>A GAP</u> in their food needs that requires assistance.

- ***Add up the percentages and calculate the "Gap" percentage to make sure the post shock food sources add up to 100%.***
  Put an approximate answer in percentages in Table 2 below. e.g.: Gap = 70%

7. What is the reason for the change in the food sources and their share before and after the disaster? *Put answers in Table 2 below. e.g.: lost, damaged, stopped and destroyed.*

Table 2 (Questions 5 to 7): Food Sources and Food Gap

Sources	Q5. Pre-Shock (Approx. %)	Q6. Post-Shock (NOW) (Approx. %)	Q7. Impact of shock on food source
Purchase (including cafes / fast food, etc.)			
Own Agricultural Production			
Own Livestock Production (milk / meat)			
Labour paid with Food in-kind (not Food for Work)			
Gifts / Loans / Charity (including begging)			
Relief (Food Aid / Food for Work, etc.)			
Other (specify – *e.g.: existing stocks, fishing, wild food*)			
Gap			
Total Percentage	**100%**	**100%**	

8. Now, after the disaster, if all the food the household ate was purchased in the local market, how much would it cost to feed a typical household a good diet for 1 week, including fuel for cooking?

   Approx:_________________ (local currency) for 1-week household food

9. Now, after the disaster, does a typical household have enough cooking fuel to prepare its daily meals?

   Yes No *(please circle)*
   Specify the type of cooking fuel typically used:_________________

10. Now, after the disaster, does a typical household have the essential cooking utensils required to prepare its daily meals?

    Yes No *(please circle)*

ANY OTHER OBSERVATION MADE DURING THE ADMINISTRATION OF THIS PART OF THE QUESTIONNAIRE:

LIVELIHOODS NOW AND IN THE NEXT TWO MONTHS

BY THE END OF THIS SECTION, YOU SHOULD KNOW:

⇒ Key livelihood activities in which households typically engage in now and in 2 months.

⇒ What key livelihood assets need to be protected immediately to prevent their loss.

⇒ How many animals need support, what support and for how long.

⇒ What assets are needed to ensure livelihood activities can start, re-start or continue in the next 2 months.

If you are unable to collect all or most of the information requested in this section, tick this box and record the reasons why and/or the assumptions made in the "other observations" section. ☐

11. Normally, at this time of year and the next 2 months, what important livelihood activities would women and men engage in? *Put answers in Table 3 below.*

12. Normally, in a typical year, when do these activities start? *Put answers in Table 3 below.*

13. Normally, in a typical year, what percentage of households engages in these activities? *Put answers in Table 3 below.*

14. Now and in the next 2 months, after the disaster, are women and men able to continue, start or re-start these activities? *Put Yes / No in Table 3 below.*

➢ **If household can engage in all activities – continue to Question 17**

15. Now and in the next 2 months, after the disaster, why are women and men unable to continue, start or re-start these activities? *Put answers in Table 3 below. e.g.: lost employment, land destroyed, lost seeds and livestock, presence of armed groups.*

16. For typical livelihood activities that cannot continue, start or re-start now and in the next 2 months, due to the disaster, are there any essential assets or input (state quantities) or activities *(e.g.: land clearance)* that would enable them to re-start these activities? *Put answers in Table 3 below.*

17. Now and in the next 2 months, after the disaster, are there new livelihood activities (i.e. activities that women and men do not do in a typical year) that have been or are likely to be started?

    Yes No *(please circle)* ***If Yes, indicate these activities in Table 3 below.***

Table 3 (Questions 11 to 17): Livelihood Activities Now and in the Next 2 Months

Q11. Livelihood Activities now & next 2 months	**Q11. Gender** M / F or both	**Q12. When usually starts**	**Q13. Approx % of HH involved**	**Q14. Can it be restarted in the next 2 months?** Yes / No	**Q15. If no, WHY unable to engage?**	**Q16. Assets and/or activities required to continue, start or re-start the activities?**		
						Asset type	Unit	Quantity
1.								
2.								
3.								
Q17. New / non-typical livelihood activities								
4.				Yes				
5.				Yes				

18. Now, after the disaster, what are the key livelihood assets that are owned by most of the affected households? *Put answers in Table 4 below.*

19. Normally, what percentage of affected households owns these assets?
    Put an approximate answer in percentages in Table 4 below.

20. Now, after the disaster, what percentage of affected households owns these assets?
    Put an approximate answer in percentages in Table 4 below.

21. Now, after the disaster, are households likely to lose any of these key livelihood assets in the next 2 months? *Put Yes / No in Table 4 below. e.g.: death of animals not having enough fodder or drinking water; sale of livestock, tools, land, machinery to raise money to buy food or other essential items.*

Table 4 (Questions 18 to 21): Livelihood Asset Ownership and Potential Loss

Q18. Asset (type of livestock, of machinery, of tools, of seeds, etc.) owned by most of the affected households	% of HH that own these assets?		Q21. In danger of losing in the next 2 months? Yes / No	Q21. If YES, WHY?
	Q19. Pre-Shock	Q20. Post-Shock (NOW)		
1.				
2.				
3.				
4.				
5.				

22. Now, after the disaster, what percentage of household own large and/or small livestock?
    _______ %

- **If 40% or more of the affected households own livestock – continue to Question 23.**
- **If less than 40% own livestock – continue to Question 27.**

23. Now, after the disaster, what large and/or small livestock (and how many) does a typical affected household own?

    Cattle:_______ Goat:______ Sheep:__________
    Donkey:______ Pig:_______ Other:__________ *specify:*_________

24. Now, after the disaster, can most of these livestock owning households provide enough water and fodder/feed for their animals?

    Yes No *(please circle)*

- **If Yes – continue to Question 26.**

25. If No, please state the needed quantity of water and fodder that a typical household would NOT be able to supply to their typical number of animals and for approximately how long.

    Water: Quantity:_____________ per day for_____________ weeks
    Fodder: Quantity:_____________ per day for_____________ weeks
    Feed: Type:________________
    Quantity:_____________ per day for_____________ weeks

26. Now, after the disaster, can most of these livestock owning households provide adequate shelter for their animals?

    Yes No *(please circle)* If no, specify what is needed:______________________

ANY OTHER OBSERVATION MADE DURING THE ADMINISTRATION OF THIS PART OF THE QUESTIONNAIRE:

MARKETS AND TRADERS STATUS AFTER THE DISASTER FROM THE HOUSEHOLDS' PERSPECTIVE

BY THE END OF THIS SECTION, YOU SHOULD KNOW:

⇒ The proximity and access of markets and shops to the affected women and men and the transportation costs post disaster.

⇒ Whether the local markets and shops households rely on for basic food and non-food items and livelihood assets and resources are working after the disaster.

If you are unable to collect all or most of the information requested in this section, tick this box and record the reasons why and/or the assumptions made in the "other observations" section. ☐

27. Now, after the disaster, are there markets / shops for essential food and non-food items that are in an acceptable distance (walking or by local transport) to the affected communities?

    Yes No Don't know *(please circle)*

- **If Yes – list markets that are within this distance in Table 5 below.**
- **If No or Don't know – continue to question 32.**

28. Now, after the disaster, what are the transportation costs to these local markets / shops (for a return journey)? *Put answers in Table 5 below.*

29. Now, after the disaster, can women and men physically and safely access these markets / shops (with or without transportation, road conditions, security, etc.)? *Put answers in Table 5 below.*

30. Now, after the disaster, can these markets / shops provide households with most of the food and non-food items they need for their day-to-day consumption? *Put answers in Table 5 below.*

31. Now, after the disaster, can these markets / shops provide households with livelihood inputs and resources that they need for their livelihood activities now and in the next 2 months? *Put answers in Table 5 below. e.g.: seeds, fertilisers, fodder, medicines, tools*

Table 5 (Question 27 to 31): Market Access

Q27. Markets within an acceptable distance	Q28. Transport cost (return journey) Post-Shock (NOW)	Q29. Physical access Post-Shock?		Q29. Safe access Post-Shock?		Q30. Are most traders able to provide most essential food / non-food items? Post-Shock (NOW)	Q31. Are most traders able to provide most livelihoods inputs? Post-Shock (NOW)
		Male Y / N	**Female** Y / N	**Male** Y / N	**Female** Y / N	1 = Yes, like before 2 = Yes, but less 3 = No	1 = Yes, like before 2 = Yes, but less 3 = No
1.							
2.							
3.							

ANY OTHER OBSERVATION MADE DURING THE ADMINISTRATION OF THIS PART OF THE QUESTIONNAIRE:

MONEY TRANSFER SYSTEMS FROM THE HOUSEHOLDS' PERSPECTIVE

BY THE END OF THIS SECTION, YOU SHOULD KNOW:

⇒ If there are functional money transfer mechanisms that are working after the disaster.

⇒ The accessibility of the financial structures (by men and women) and costs to reach them.

⇒ If men/ women need identity cards / other papers to access financial structures, and if they do not have them, the reasons why.

If you are unable to collect all or most of the information requested in this section, tick this box and record the reasons why and/or the assumptions made in the "other observations" section. ☐

32. Now, after the disaster, are there functional money transfer systems that usually deliver cash (such as banks, money lenders, traders, post offices, remittance companies and/or mobile phone companies) that are in an acceptable distance (walking or by local transport) to the affected communities?

    Yes No Don't know *(please circle)*

- **If Yes – put mechanisms / structures names in Table 6 below.**
- **If No or Don't know – this is the end of the focus group discussion.**

33. Now, after the disaster, how much does it cost to use the money transfer systems? *Put answers in Table 6 below. e.g.: transportation costs (return journey) or any other costs (e.g. transaction cost, bribe).*

34. Now, after the disaster, can most women and men physically and safely access or use these functional money transfer mechanisms (road conditions, security, are they allowed into the buildings, can they own mobile phones if money is transferred by phone, etc.)? *Put answers in Table 6 below.*

35. What do men and women need to access the money transfer mechanisms (ID cards, documents, mobile phones, etc.)? *Put answers in Table 6 below.*

Table 6 (Question 32 to 35): Functional Money Transfer Systems

Q32. Financial Structure within an acceptable distance	Q33. Costs to use the money transfer system Post-Shock		Q34. Physical access Post-Shock?		Q34. Safe access Post-Shock?		Q35. What is needed to use the money transfer system (ID card, mobile, bank account, etc. - list)
	Transport	Other (list)	Male Y / N	Female Y / N	Male Y / N	Female Y / N	
1.							
2.							
3.							

36. Do most men and women have the documents they need to access the money transfer mechanisms?

    Men: Yes No *(please circle)*

    Women: Yes No *(please circle)*

- **If No, Please list below the reasons why not:**

____

____

____

ANY OTHER OBSERVATION MADE DURING THE ADMINISTRATION OF THIS PART OF THE QUESTIONNAIRE:

HEALTH, WATER AND SANITATION IN THE AFFECTED COMMUNITY

BY THE END OF THIS SECTION, YOU SHOULD KNOW:

⇒ Whether there are indications of health issues.

⇒ Whether or not water and sanitation activities are likely to be required.

⇒ The quantity of water households can access and how.

If you are unable to collect all or most of the information requested in this section, tick this box and record the reasons why and/or the assumptions made in the "other observations" section. ☐

37. Are there many children or adults that are very weak, are obviously too thin and that have no energy to play / carry out their household duties, or are very sick or have sudden illness *(e.g.: diarrhoea, fever)*?

    Yes *(please circle if one or more of these symptoms are observed)*
    No *(please circle if none of these symptoms is observed)*

38. Now, after the disaster, approximately how much drinking water are households collecting in 1 day (i.e. the last 24 hours)?

    _______ litres Or __________ buckets of ______ litres

39. Now, after the disaster, how are households collecting water? *(please circle)*.

    Jerry can Animal skin Bucket
    Reused food container Other (*specify):*_____________

40. Now, after the disaster, from where are households collecting water and how long does it take?

    From where: ________________________________

    Time for one full round trip: ___________ hours and ___________ minutes

41. Now, after the disaster, how are households ensuring their water is safe for drinking? *(please circle)*.

    Do nothing Use chlorine Use filters
    Traditional methods Other (*specify):*_____________

42. Now, after the disaster, do the affected women and men have adequate toilet areas / defecation practices that are not a risk to the community (not close to water sources, shelter, safe access, etc.)? *Use observation*

    Men: Yes No *(please circle)*

    Women: Yes No *(please circle)*

ANY OTHER OBSERVATION MADE DURING THE ADMINISTRATION OF THIS PART OF THE QUESTIONNAIRE OR DURING THE VISIT TO THE COMMUNITY (INCLUDING VISUAL OBSERVATIONS):

QUESTIONS FOR THE TRADERS OF WORKING SHOPS / MARKETS:
MARKETS AND TRADERS STATUS AFTER THE DISASTER

- **This part of the questionnaire should be administered in one or some of the markets that have been identified by the community members (see Table 5).**

Market place where the questionnaire is administered: ___________________________________
This market is subsequently referred to as the "reference market".

BY THE END OF THIS SECTION, YOU SHOULD KNOW:

⇒ Prices of key commodities in the local markets.

⇒ If the markets / shops can re-stock quickly enough to support a response.

⇒ If the traders will need a cash injection to support their ability to restock quickly or increase their stock.

If you are unable to collect all or most of the information requested in this section, tick this box and record the reasons why and/or the assumptions made in the "other observations" section. ☐

43. What were the prices of key commodities in the reference market before the disaster?
Consider collecting the prices for the key staple food identified in question 3 (see Table 1, "Typically type of food eaten"). Put answers in Table 7 below.

44. Have prices for these key commodities in the reference market significantly changed between before the disaster and now?
Yes No *(please circle)*

- **If No – continue to Question 46.**

45. Now, after the disaster, what are the prices of these key commodities in the reference market?
Put answers in Table 7 below.

46. What is the name of the nearest large market for traders to buy their supplies?
____

47. Now, after the disaster, what are the prices of those key commodities in the nearest large market where traders would normally restock? *Put answers in Table 7 below.*

Table 7 (Question 43, 45 and 47): Commodity prices in working shops / markets

Commodity	**Unit**	**Q43. Price Pre-Shock**	**Q44. Price Post-Shock (NOW)**	**Q45. Price in nearest large market Post-Shock (NOW)**
CEREALS (specify)				
ROOTS AND TUBERS (specify)				
PULSES, LEGUMES, NUTS (specify)				
OIL / FAT (specify)				
OTHER (specify)				

48. Now, after the disaster, if traders were rapidly selling out their remaining stock, would the majority of working market / shop traders be able to restock quickly within 7 days?
Please note, this would mean that the traders would have sufficient capital / cash, sufficient safety, access to transportation to do so.

Most shops for food and non-food items:	Yes	No	*(please circle)*
Most shops for livelihood assets and resources:	Yes	No	*(please circle)*

➢ **If Yes to both questions – continue to Question 50.**

49. Now, after the disaster, if the market / shops (that do not have money to re-stock) were provided with money to bring in new stocks of essential food / non-food and livelihood items, would they be able to do so in 7 days?
If Yes, state the amount needed.

Shops for food and non-food items:	Yes	Amount: ________	No *(please circle)*
Shops for livelihood assets and resources:	Yes	Amount: ________	No *(please circle)*

50. With the money they have (and/or the money mentioned above), what % more "volume" of items could traders bring in, thinking about their storage capacity and access to transport?
Approx: __________%

ANY OTHER OBSERVATION MADE DURING THE ADMINISTRATION OF THIS PART OF THE QUESTIONNAIRE OR DURING THE VISIT TO THE MARKETS AND TRADERS (INCLUDING VISUAL OBSERVATIONS):

QUESTIONS FOR MONEY TRANSFER COMPANY AGENTS:
MONEY TRANSFER SYSTEMS STATUS AFTER THE DISASTER
(try and include finance officer in this section)

- **This part of the questionnaire should be administered at one or some of the money transfer agents that have been identified by the community members (see Table 6).**
- **It should be administered only IF:**
  - **a. Markets are functioning well, and**
  - **b. There are money transfer systems that are or can be made accessible to most affected households.**

Money transfer company name: ________________________________

Details of agent for potential further communication (name, role, tel #):

____

____

BY THE END OF THIS SECTION, YOU SHOULD KNOW:

⇒ If cash transfers were to take place, which provider would be most appropriate based on aspects such as charges and delivery speed, etc.

If you are unable to collect all or most of the information requested in this section, tick this box and record the reasons why and/or the assumptions made in the "other observations" section. ☐

51. Using the Table 8 below, speak to the functional money transfer system providers about the following:
    a. Whether or not they have distributed cash for an NGO in the past
    b. If they would be interested in distributing cash for an NGO to affected households
    c. Their ability to transfer cash to approx ________ affected households (use the figure from the start of the assessment) within 7 days
    d. Service charges that would have to be paid by the NGO and by the households
    e. When can they start dispersing cash
    f. If they have the capacity to deliver cash quickly (number of staff, number of branches or a mobile service, maximum amount that could be transferred in a day)
    g. What is needed from households to enable cash disbursement (ID cards, registration forms, etc.).

Table 8 (Question 51): Additional Information on Money Transfer System Agents

Q51.a. Prior NGO / Gov cash disbursal experience? Y / N	**Q51.b. Interested in cash distributions now?** Y / N	**Q51.c. Can transfer to affected HH in 7 days?** Y / N	**Q51.d. Service charges to be paid per transaction (amount)**		**Q51.e. Start date for cash disbursal?**	**Q51.f. Existing capacity for quick cash delivery?**	**Q51.g. HH requirements (ID, papers, etc.)**
			by NGO	**by HH**			

- Ask for copies of their internal regulations and what the Government Mandatory requirements are for transferring and receiving cash.
- Ask what security measures they would put into place to ensure the safety of their potential customers (the affected population if cash is disbursed through this system).

ANY OTHER OBSERVATION MADE DURING THE ADMINISTRATION OF THIS PART OF THE QUESTIONNAIRE OR DURING THE VISIT TO THE MONEY TRANSFER COMPANY AGENTS (INCLUDING VISUAL OBSERVATIONS):

COORDINATION AND OTHER ACTORS' RESPONSE PLANS

- **The information collected in this part of the questionnaire are key information regarding other actors' activities and plans, including government agencies, UN, international and local NGOs, etc.**
- **The main source of information to fill in this section will be coordination meetings and/or secondary information, such as UN reports.**

BY THE END OF THIS SECTION, YOU SHOULD KNOW:

⇒ Other actors who intend to respond to the humanitarian situation.

⇒ Gaps that are unlikely to be covered by other humanitarian actors.

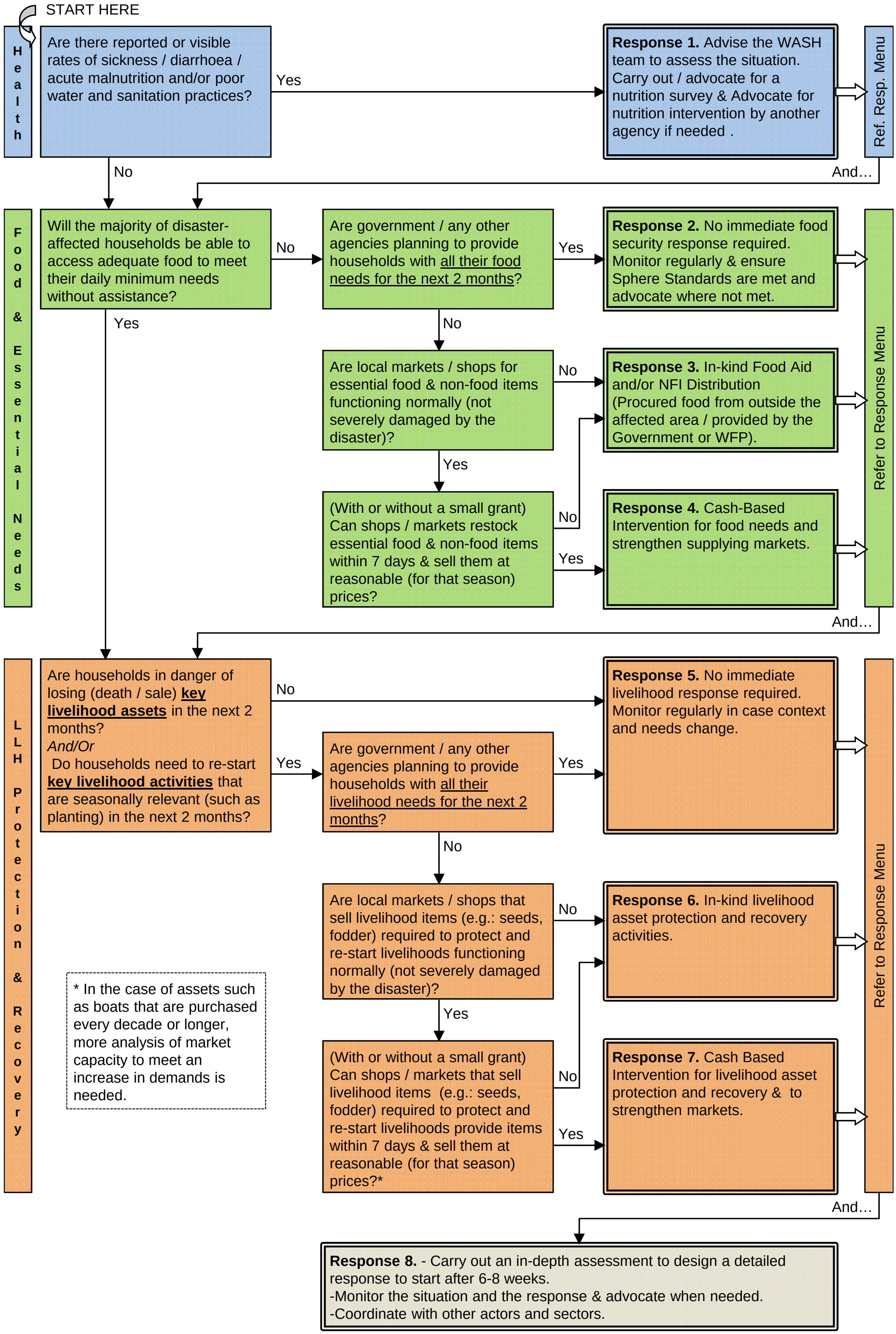
If you are unable to collect all or most of the information requested in this section, tick this box and record the reasons why and/or the assumptions made in the "other observations" section. ☐

52. Using Table 9 below, enquire what are the plans for Food Security & Livelihood responses in this geographical area, from other humanitarian actors (government agencies, UN, international and local NGOs, etc.).
    a. Humanitarian actors present in the area
    b. Planned geographical area of intervention
    c. Type of response – *e.g.: food assistance, livelihood protection, in-kind and/or cash-based*.
    d. Expected number of beneficiaries.

Table 9 (Question 52): Other actors' response plans

Q52.a. Name of humanitarian actor	Q52.b. Planned area of intervention	Q52.c. Type of response	Q52.e. Expected number of HH targeted	Other comment
1.				
2.				
3.				
4.				
5.				

ANY OTHER OBSERVATION MADE DURING THE ASSESSMENT (INCLUDE KEY SECONDARY DATA AND SECURITY INFORMATION YOU MIGHT HAVE COLLECTED):


START HERE
Health
Are there reported or visible rates of sickness / diarrhoea / acute malnutrition and/or poor water and sanitation practices?
Yes
Response 1. Advise the WASH team to assess the situation. Carry out / advocate for a nutrition survey & Advocate for nutrition intervention by another agency if needed .
Ref. Resp. Menu
No
And…
Food & Essential Needs
Will the majority of disaster-affected households be able to access adequate food to meet their daily minimum needs without assistance?
No
Are government / any other agencies planning to provide households with all their food needs for the next 2 months?
Yes
Response 2. No immediate food security response required. Monitor regularly & ensure Sphere Standards are met and advocate where not met.
Yes
No
Are local markets / shops for essential food & non-food items functioning normally (not severely damaged by the disaster)?
No
Response 3. In-kind Food Aid and/or NFI Distribution (Procured food from outside the affected area / provided by the Government or WFP).
Yes
(With or without a small grant) Can shops / markets restock essential food & non-food items within 7 days & sell them at reasonable (for that season) prices?
No
Yes
Response 4. Cash-Based Intervention for food needs and strengthen supplying markets.
Refer to Response Menu
And…
LLH Protection & Recovery
Are households in danger of losing (death / sale) key livelihood assets in the next 2 months?
And/Or
Do households need to re-start key livelihood activities that are seasonally relevant (such as planting) in the next 2 months?
No
Response 5. No immediate livelihood response required. Monitor regularly in case context and needs change.
Yes
Are government / any other agencies planning to provide households with all their livelihood needs for the next 2 months?
Yes
No
Are local markets / shops that sell livelihood items (e.g.: seeds, fodder) required to protect and re-start livelihoods functioning normally (not severely damaged by the disaster)?
No
Response 6. In-kind livelihood asset protection and recovery activities.
Yes
(With or without a small grant) Can shops / markets that sell livelihood items (e.g.: seeds, fodder) required to protect and re-start livelihoods provide items within 7 days & sell them at reasonable (for that season) prices?*
No
Yes
Response 7. Cash Based Intervention for livelihood asset protection and recovery & to strengthen markets.
Refer to Response Menu
* In the case of assets such as boats that are purchased every decade or longer, more analysis of market capacity to meet an increase in demands is needed.
And…
Response 8. - Carry out an in-depth assessment to design a detailed response to start after 6-8 weeks.
-Monitor the situation and the response & advocate when needed.
-Coordinate with other actors and sectors.

FOOD SECURITY AND LIVELIHOODS IN FIRST PHASE EMERGENCY
48-HOUR ASSESSMENT TOOL – RESPONSE MENU: STARTING IMPLEMENTATION 48 HOURS AFTER A DISASTER

Refer to this Response Menu while using the 48hr Decision Tree which should assist you in identifying potential responses (food in-kind, cash-based intervention, livelihood protection, etc.). Note, this response menu can be used by any agency and adapted to suit their capacity and expertise but currently contains some specific references to Oxfam (references included below in Response Option 1).

It is important to note that in many circumstances, the first phase response will be a combination of responses. For instance, it is possible to combine a response that will meet household immediate needs with a response that protects the same household's (or other households' in the same area) livelihood assets.

In addition to this, it is possible to implement a combination of in-kind and cash-based responses at the same time, or one after the other depending on the context and the needs and opportunities.

For ease of understanding and use, the Decision Tree makes a clear distinction between the approaches. However, the assessment team should not feel limited by the Decision Tree and can recommend a number of responses as long as they are based on the assessment findings and can be justified.

Please note that this 48hr Response Menu provides a list of possible options to design a response, based on the analysis of the impact of the disaster on households and socio-economic environment. The list is not comprehensive, and the assessment team is encouraged to provide other recommendations when more adapted to their contexts. Similarly, the list is not intended as being prescriptive. The assessment team can choose one or more of the activities which are presented under a given option.

Please note that in contexts where government restrictions affect the implementation of a response that is seen to be appropriate, (e.g.: cash interventions in some countries are not seen favourable despite markets functioning) then the use of the Decision Tree can be limited.

Please note:

In the first phase response (6-8 weeks) to a rapid onset disaster, households should not be targeted for basic food and non-food needs, i.e. there should **ONLY be BLANKET DISTRIBUTIONS for essential food and non-food needs** in the geographical area of implementation.

The only targeting will occur for:

- Livelihood protection of key assets that contribute significantly to the household economy and their identity
- Livelihood recovery for vital activities starting within 2 months
- Market support responses (support to traders to assist them in re-stocking items)
- Supplementary feeding (to children and adults where needed)

In this instance, targeting should not be laborious and take more than 1 week. More detailed targeting processes and methods can be initiated at a later date when a more detailed assessment takes place.

RESPONSE OPTION 1: Advise WASH teams to assess the situation; Carry out / advocate for a nutrition survey & advocate for nutrition interventions by suitable agencies.

- Inform the WASH team if there are needs in water, sanitation and public health.
- A nutrition survey can be necessary to fully understand the extent of malnutrition in an area and also the causal factors that can better inform the programme design. Advocate to UNICEF / MSF / ACF / other nutrition agencies to undertake this analysis. **Note: this bullet point is in the context of Oxfam that does not have this particular expertise and other agencies are better placed.**
- If high rates of malnutrition are found, therapeutic feeding centres (TFCs) and supplementary feeding centres (SFCs) are part of a wider community-based response. Oxfam does not implement TFCs and will only implement SFCs if no other agency (UNICEF, ACF, MSF, CONCERN) is able to do so.

<u>RESPONSE OPTION 2:</u> No immediate food security response required; Monitor regularly & ensure Sphere Standards are met and advocate where not met.

- Monitoring of the context – it is important to ensure:
  - Ensure awareness of the response team when the context is changing and/or if and how the needs of the affected population evolve
  - Ensure essential needs of affected populations are actually being met
  - Ensure Sphere standards are being applied where possible

- Advocacy - where possible and necessary, advocacy should be used to:
  - Ensure use of Sphere standards within aid agencies and Government bodies
  - To share good practice (evidence-based) relating to response design and delivery mechanisms, payment rates and food basket calculations
  - To ensure equity in response to needs (same CFW rates, grant sizes, ration composition, etc.)
  - To ensure total coverage of needs especially in instances where there are high rates of malnutrition and specialist support (therapeutic feeding) is required

<u>RESPONSE OPTION 3:</u> In-kind Food Aid and/or NFI Distribution.

- Blanket food aid distribution according to the percentage of food need identified and Sphere standards (2,100 kcal per person per day) and considering local cultural preferences of foods.
- Additional support for grinding of cereals, cooking fuel and utensils, etc. *<u>may</u>* be necessary.

<u>RESPONSE OPTION 4:</u> Cash Based Intervention for food needs and strengthen supplying markets.

- Blanket cash (cheques / vouchers / grants) distribution of a value relating to the percentage of food need identified and Sphere standards (2,100 kcal per person per day).
- Blanket or targeted cash for work at the local market labour rate for a number of days (for immediate needs, grants are likely to be more adapted, and a cash for work approach can be implemented after a few weeks into the emergency response).
- Cash / voucher for additional support such as grinding of cereals, cooking fuel and utensils, etc. *<u>may</u>* be necessary.
- Cash grant to local traders of essential food items (and essential non-food items, e.g.: cooking fuel) to support their capacity to (a) restock their items, and (b) increase their provision of items. This is especially pertinent in instances where traders have no capital to order in new stocks or pay for required labour and transportation. The grant can be redeemed (usually a percentage of it) at a later date if necessary.

<u>RESPONSE OPTION 5:</u> No immediate livelihood response required; Monitor regularly in case context and needs change.

Where no response is required, monitoring of the situation is advised to ensure that there is no change in household circumstances or the wider context and no new needs arise (see response option 2 for the rationale for monitoring).

<u>RESPONSE OPTION 6:</u> In-kind livelihood asset protection and recovery activities.

- Targeted in-kind distribution of seeds, tools, fertilisers, fodder other agricultural inputs and livelihood assets (such as carpentry tools, mobile phone and other items) for key activities to be continued or re-stated within the next 2 months.
- Targeted restocking of livestock to beneficiaries when necessary to allow households to re-initiate key livelihood activities within the next 2 months.
- Targeted destocking of livestock to release capital for other household priorities.
- Targeted fodder and water distributions to livestock-owning households (for a specified number of livestock per household) to maintain their key livestock assets. Cost effectiveness of this option must be calculated to ensure the cost of providing fodder and water is not significantly higher than the cost of re-stocking the animals that might be lost if there is no provision of both resources.

- Blanket or targeted cash for work at the local market labour rate for a number of days.

RESPONSE OPTION 7: Cash Based Intervention for livelihood asset protection and recovery activities & to strengthen markets.

- Targeted cash grants / vouchers (worth a certain amount or for specific items) to protect and recover on-farm and off-farm livelihood assets (e.g.: such as mobile phones, sewing equipment, fertilisers, fodder, other agricultural inputs) for key activities to be continued or re-started within the next 2 months.
- Targeted cash grant to local traders of livelihood assets and input to support their capacity to (a) restock required livelihood assets and input, and (b) increase their provision of items. This is especially pertinent in instances where traders have no capital to order in new stocks or pay for labour and materials. The grant can be redeemed (usually a percentage of it) at a later date if necessary.
  Note: A grant of this kind is often required for livelihood assets that are not commonly required – such as boats or some specific and specialised tools that are not frequently purchased due to their longevity. Traders of these livelihood items may require a longer time period to produce / source the items and may need capital to pay for manual labour or transportation costs or advanced payments.

RESPONSE OPTION 8: Carry out an in-depth assessment to design a detailed response to start after 1 month; Monitor the situation and the response & advocate when needed; Coordinate with other actors and sectors.

These activities are time and resource consuming. It is important to plan for them when budgeting activities or when doing the organogram.

For technical questions about the tool, please contact Philippa Young at PYoung@oxfam.org.uk

<u>INSTRUCTIONS TO BE DELETED ONCE REPORT IS FINALISED:</u>

- The author is required to insert collected data in the tables provided and blank spaces: "_________".
- The author is requested to choose answer options where the words are underlined. For example: "<u>food security / livelihoods</u>": here the author has to choose the relevant option (either food security or livelihoods), and delete the other.
- The author is provided with guidance in italics (for example: *"Complete the table…"*). These instructions should be deleted once the document has been finalised.
- Additional information relating to observation / assumptions / additional information is asked for in various sections.

FOOD SECURITY AND LIVELIHOODS IN FIRST PHASE EMERGENCY
48-HOUR ASSESSMENT REPORT

Name of Author: ________________
Position / Job Title: _____________________________

- *Fill in the table below using the block at the beginning of the questionnaire and Question 1.*

Type of shock:		Date of onset / shock:	
Affected areas assessed:		Date(s) of assessment:	
No. of assessments completed:		Date of report:	
Total population in affected area: Source of information:	___________ HH ___________ ind[1]	% of population affected in the area: Source of information:	
No. of HH affected: Source of information:		No. of ind affected:	
Average HH size:		Location of affected population:	

<u>STRUCTURE OF THE REPORT</u>

EXECUTIVE SUMMARY

Using primary and secondary information available at this early stage, the current situation in the affected areas is broadly estimated as IPC (Integrated Phase Classification) Phase____________[2] (see Annex 1 for the rationale for this classification). *(Use indicators shown in Annex 1 to estimate the Phase).*

[1] HH = Households / ind = individuals

This report and its recommendations are based on the data collected using the rapid 48-Hour Assessment Tool. This assessment report provides programming information for the **next 6 to 8 weeks of food security & livelihood response activities**.

Summary of Food Security and Livelihood needs:

- No. requiring food assistance (in-kind or cash) = _________ HH / ________ ind
- Gap in food needs (based on disruptions to household food sources) = _________ %
- No. requiring immediate support in protecting livelihood assets = _________ HH / ________ ind
- No. requiring immediate support in restarting livelihood activities = _________ HH / ________ ind

- Livelihood assets that are in danger of being lost due to sale or death are:
  - o ______________________________
  - o ______________________________
  - o ______________________________

- Livelihood activities that cannot start due to shock / loss of assets are:
  - o ______________________________
  - o ______________________________
  - o ______________________________

- Livelihood activities that need to be restarted in the next 2 months are:
  - o ______________________________
  - o ______________________________
  - o ______________________________

Context that affects response options:

- Local market traders and shops have / have not been affected by the shock, with _________ % open and functioning.
- Local markets are / are not physically accessible and are / are not safely accessible to the **men** in the affected population.
  Local markets are / are not physically accessible and are / are not safely accessible to the **women** in the affected population.
- Local markets are / are not functional at a level that can support cash-based interventions for **food assistance**.
- Local markets are / are not functional at a level that can support cash-based interventions for **livelihoods support**.
- Local traders will / will not require financial support to enable a cash-based response.

- Functional money transfer mechanisms (such as banks / post offices / remittance companies / mobile phone companies / other *(specify)*) are / are not in place.
- Money transfer mechanisms are / are not physically accessible and are / are not safely accessible to the **men** in the affected population.
  Money transfer mechanisms are / are not physically accessible and are / are not safely accessible to the **women** in the affected population.
- Most **men** in the affected communities do / do not have ID cards / papers / other *(specify)* to allow them to use the money transfer mechanisms.
  Most **women** in the affected communities do / do not have ID cards / papers / other *(specify)* to allow them to use the money transfer mechanisms.

[2] The limitations of the data currently available in terms of comprehensive and detailed coverage are recognised along with the implications for accurate phase classification; as such this should be viewed only as a best estimate for the time being until more in-depth assessments have been completed.

- Affected households have / do not have the necessary paperwork (such as ID cards / other *(specify)*) and/or assets (such as mobile phones / other *(specify)*) needed to receive cash from money transfer companies.

Summary of water, sanitation and health needs:

- Affected community has / has not reported high incidences of sick / ill / weak adults / children suffering from diarrhoea / fever and/ or other diseases.
- Households collect approximately _____ litres of water per day per household, i.e. approximately ________ litres of water per day per person.
- Households do / do not treat water for drinking, using chlorine / filter / traditional methods / other *(specify).*
- **Men** have / do not have **safe access** to adequate toilet areas / defecation practices, that are not a risk to the community (not close to water sources, shelter).
  Women have / do not have **safe access** to adequate toilet areas / defecation practices, that are not a risk to the community (not close to water sources, shelter).

Response Recommendations for the next 2 months:

Based on the assessment findings, **a response will / will not be necessary.**

➢ *The table below is a straightforward copy and paste of the same table in the last part of the report, "Recommended Responses Options".*

Response Type	**Response needed?**	**No. of Beneficiary households**	**Type of intervention**		**Trader support required?** Yes/No + Amount	**Support to beneficiaries to access finance system?** Yes/No + What
			In-kind + What	**Cash + Amount**		
Food assistance (in-kind or cash)	Yes / No					
Livelihood protection (1)	Yes / No					
Livelihood protection (2)	Yes / No					
Livelihood recovery (1)	Yes / No					
Livelihood recovery (2)	Yes / No					
Fodder / water / shelter for livestock	Yes / No					
Advocacy for nutrition	Yes / No		More details: ______________________			
Water and Sanitation	Yes / No		More details: ______________________			
Further Assessments	YES		Type of assessments needed: in-depth food security and livelihood assessment, EMMA / PHP assessment / other *(specify)*			
Monitoring	YES		Type of monitoring needed: humanitarian and food security situation, market monitoring, _______________________			
Coordination	YES		Type of coordination mechanisms to be part of: __________________			

- **Total number of beneficiaries = ______________ HH / ________ ind**

➢ *If relevant secondary data is available at the time of report writing, insert an estimate of number of women and men that would be covered by the recommended response.*

- **Estimated number of beneficiaries, by gender = _________ women + ________ men**
- **Percentage of affected population covered by the intervention= ______________ %**

- **The DIRECT Cost of these Response options is ESTIMATED at = ______________ (local currency), ie ______ GBP.**

Assumptions made in the analysis of the affected population situation (including key information missing / partly missing):

- ______________________________
- ______________________________
- ______________________________

Key observations made:

- ______________________________
- ______________________________
- ______________________________

‘TYPICAL’ HOUSEHOLD FOOD SECURITY NOW AND FOR THE NEXT TWO MONTHS

➢ *Fill in the table below using the block at the beginning of the questionnaire and Question 1.*

No. of HH affected:		No. of ind affected:	
Average HH size:		Source of information:	

DIETARY DIVERSITY

➢ *Fill in the table below using Table 1 (Questions 2 to 4) from the questionnaire.*

The table below details which food types were / are consumed in a 24 hour period before the shock (typical day) and after the shock to calculate the average Household Dietary Diversity Score (HDDS) – see the bottom row of the table for HDDS before and after the shock.

Food type	**Typical type of food eaten**	**Food type consumed in 1 day (24 hours)**	
		Pre-Shock (Typical day)	**Post-Shock (NOW)**
Cereals			
Roots and tubers			
Pulses, legumes, nuts			
Vegetables			
Fruits			
Meat / poultry, offal			
Eggs			
Fish, seafood			
Milk and milk products			
Oil / fat			
Sugar / Honey			
Other *(specify)*			
Total number of ✓ = HDDS			

Summarising the table above:

- This indicates that dietary diversity has remained stable / deteriorated since the shock with consumption of cereals / roots and tubers / pulses, legumes and nuts / fruits / vegetables / meat and poultry / eggs / fish and seafood / milk and milk products / oils and fats / sugar and honey / other *(specify)* having been most affected.

FOOD SOURCES AND FOOD GAPS (ACCESS AND AVAILABILITY)

➢ *Fill in the table below using Table 2 (Questions 5 to 7) from the questionnaire.*

The table below details the sources of food for an average household in the affected area before and after the shock, along with the impact of the shock on the various sources.

Sources	**Pre-Shock (Approx. %)**	**Post-Shock (NOW) (Approx. %)**	**Impact of shock on food source**
Purchase (including cafes / fast food, etc.)			
Own Agricultural Production			
Own Livestock Production (milk / meat)			

LABOUR PAID WITH FOOD IN-KIND (not Food for Work)			
GIFTS / LOANS / CHARITY (including begging)			
RELIEF (Food Aid / Food for Work, etc.)			
OTHER (existing stocks / fishing / wild food / other *(specify)*)			
GAP			
TOTAL PERCENTAGE	**100%**	**100%**	

Summarising the table above:

- According to the data collected, most households post-shock are / are not facing a gap of________ % in the food they can access comparative to the pre-shock period.

➢ *If relevant add any other observation or key information related to the impact of the shock on the different food sources (e.g.: flood damage to standing crops and harvested crops in home storage facilities has resulted / will result in a significant reduction in food consumed from own production. Purchase has increased as a result, but is likely to be unsustainable beyond the immediate short term due to limited incomes).*

➢ *If relevant add any information on existing food gap pre-shock and, if possible, provide the source of information.*

➢ *Fill in the bullet point below using Question 8 from the questionnaire.*

- The current cost of purchasing a week's worth of food (three meals a day) and cooking fuel for the average household in the local market is estimated at __________ (local currency) or __________ USD / GBP.

COOKING FUEL AND COOKING UTENSILS

➢ *Fill in the bullet points below using Questions 9 and 10 from the questionnaire.*

- Households typically usually use ________________ as cooking fuel.
- Households have / do not have enough cooking fuel to prepare their daily meals.
- Households have / do not have the essential cooking utensils to prepare their daily meals.

OTHER RELEVANT INFORMATION ON 'TYPICAL' HOUSEHOLD FOOD SECURITY NOW AND IN THE NEXT TWO MONTHS:

➢ *If relevant add any other observation related to the 'Typical' Household Food Security Now and in the Next Two Months.*

➢ *In particular, if you were unable to collect all or most of the information requested in this section (i.e. if you have ticked the corresponding box in the questionnaire), state it here and record the reasons why and/or the assumptions made.*

LIVELIHOODS NOW AND IN THE NEXT TWO MONTHS

LIVELIHOOD ACTIVITIES NOW AND IN THE NEXT 2 MONTHS

➢ *Fill in the table below using Table 3 (Questions 11 to 17) from the questionnaire.*

Key livelihood activities, due to start, re-start or continue within the next 2 months, are detailed in the table below.

Livelihood Activities now & next 2	Gender	When usually starts	Approx % of HH involved	Can it be restarted in the	If no, WHY unable to engage?	Assets and/or activities required to continue, start or re-start the activities?

months				**next 2 months?**		Asset type	Unit	Quantity
1.	M and / or F			Yes / No				
2.	M and / or F			Yes / No				
3.	M and / or F			Yes / No				
New / non-typical livelihood activities								
4.	M and / or F			Yes				
5.	M and / or F			Yes				

Summarising the table above:

- The livelihood activity most households are typically engaged in, that is affected by the shock is ___________________________________.
- Livelihoods activities that can feasibly be re-started or continued (provided required support and assets are made available) in the next 2 months are: ___________________________________.
- Key assets required to re-start livelihoods activities in the next 2 months are: _______________________.
- Livelihoods activities that cannot feasibly re-start in the next 2 months are: _________________________. This is due to: ____ *(e.g.: due to scale of damage)*.

➢ *If relevant add any other observation related to livelihood activities.*

LIVELIHOOD ASSET OWNERSHIP AND POTENTIAL LOSS

➢ *Fill in the table below using Table 4 (Questions 18 to 21) from the questionnaire.*

The table below lists important livelihood assets and indicates whether or not there is any risk of asset loss due to death (livestock) and distress sales to access food.

Asset (type of livestock, of machinery, of tools, of seeds, etc.) owned by most of the affected households	**% of HH that own these assets?**		**In danger of losing in the next 2 months?**	**If YES, WHY?**
	Pre-Shock	**Post-Shock (NOW)**		
1.			Yes / No	
2.			Yes / No	
3.			Yes / No	
4.			Yes / No	
5.			Yes / No	

- ***Summarising the table above:***
- Critical livelihood assets used by the majority of the population at risk of loss are ____________________.

➢ *If relevant add any other observation related to livelihood assets.*

LIVESTOCK

➢ *Fill in the bullet points below using Questions 22 to 26 from the questionnaire.*

- _______ % of the affected households own large and/or small livestock.
- Livestock ownership for the typical household is as follows: *(if the question was not asked because less than 40% of the HHs own livestock, then delete this bullet point.)*

  Cattle:_______ Goat:______ Sheep:__________

Donkey:______ Pig:________ Other *(specify)*:______________

- Most livestock owning households do / do not require support in providing adequate fodder and water for their animals.
- Fodder and water requirements for a typical household with an average number of livestock are *(if the question was not asked because most HHs do not require this support, then delete this bullet point.)*:

  Water: Quantity:______________ per day for______________ weeks

  Fodder: Quantity:______________ per day for______________ weeks

  Feed: Type:________________
  Quantity:______________ per day for______________ weeks

- Most livestock owning households do / do not require support in providing adequate shelter for their animals.
- The support required is *(if the question was not asked because most HHs do not require this support, then delete this bullet point.)*: ____

➢ *If relevant add any other observation related to livestock.*

OTHER RELEVANT INFORMATION ON LIVELIHOODS NOW AND IN THE NEXT TWO MONTHS:

➢ *If relevant add any other observation related to Livelihoods Now and in the Next Two Months.*

➢ *In particular, if you were unable to collect all or most of the information requested in this section (i.e. if you have ticked the corresponding box in the questionnaire), state it here and record the reasons why and/or the assumptions made.*

MARKETS AND TRADER STATUS AFTER THE DISASTER

MARKET ACCESS FOR THE AFFECTED POPULATION

➢ *Fill in the table below using Table 5 (Questions 27 to 31) from the questionnaire.*

The table below gives details of the local markets in the affected areas, along with accessibility, costs and availability of essential food and non-food items and livelihoods assets.

Markets within an acceptable distance	Transport cost (return journey) Post-Shock (NOW)	Physical access Post-Shock?		Safe access Post-Shock?		Are most traders able to provide most essential food / non-food items? Post-Shock (NOW)	Are most traders able to provide most livelihoods inputs? Post-Shock (NOW)
		Male	Female	Male	Female		
1.		Yes / No	Yes / No	Yes / No	Yes / No	Yes, like before / Yes, but less / No	Yes, like before / Yes, but less / No
2.		Yes / No	Yes / No	Yes / No	Yes / No	Yes, like before / Yes, but less / No	Yes, like before / Yes, but less / No
3.		Yes / No	Yes / No	Yes / No	Yes / No	Yes, like before / Yes, but less / No	Yes, like before / Yes, but less / No

Summarising the table above:

- There are / are not markets and shops for essential food and non-food items within an acceptable distance from the affected communities.
- There are / are not functional and accessible local markets in the affected areas that provide most **essential household food items**.

- There are / are not functional and accessible local markets in the affected areas that provide most **essential household livelihood items**.
- Local markets are / are not physically accessible and are / are not safely accessible to the **men** in the affected population.
  Local markets are / are not physically accessible and are / are not safely accessible to the **women** in the affected population.

➢ *If relevant add any other observation related to market access by the affected population (e.g.: reasons for no or limited access to markets).*

COMMODITY PRICES IN WORKING SHOPS / MARKETS

➢ *Fill in the table and the summary below using Table 7 (Questions 43, 45 and 47) and Questions 44 and 46 from the questionnaire.*

➢ *If the market assessment was conducted in more than one "reference market", copy the table below as many times as needed and fill in one table per "reference market".*

The table below gives details of the local markets in the affected areas, along with accessibility, costs and availability of essential food and non-food items and livelihoods assets.

Reference Market: ______________________ **Nearest large market for traders to buy supplies from: ____________________**						
Commodity	**Unit**	**Price Pre-Shock**	**Price Post-Shock (NOW)**	**Inflation following the shock (%)**	**Price in nearest large market Post-Shock (NOW)**	**Margin between large and local markets (%)**
CEREALS *(specify)*				*= 100 x (Price Post-Shock – Price Pre-Shock) / Price Pre-Shock*		*= 100 x (Price Post-Shock – Price in nearest large market) / Price in nearest large market*
ROOTS AND TUBERS *(specify)*						
PULSES, LEGUMES, NUTS *(specify)*						
OTHER *(specify)*						

Summarising the table above:

- The inflation between before the shock and the time of the assessment is comprised between _______ % and _________ %for the key commodities investigated.
- This indicates a stability / limited inflation / large-scale inflation in market prices since the shock, with prices of cereals / roots and tubers / pulses, legumes and nut having been most affected.

➢ *If relevant add any other observation related to commodities prices in the assessed area.*

MARKET CAPACITY TO RESTOCK

➢ *Fill in the bullet points below using Questions 48 to 50 from the questionnaire.*

- If traders were rapidly selling out their remaining stock, the majority of working market / shop traders would / would not be able to restock **essential food and non-food items within 7 days**.

- If traders were rapidly selling out their remaining stock, the majority of working market / shop traders would / would not be able to restock **livelihood items within 7 days**.
- Most shops / traders do / do not have the funds / capital to bring in more stock if there was an increased demand for **essential food and non-food items**.
- Most shops / traders do / do not have the funds / capital to bring in more stock if there was an increased demand for **livelihood items**.
- If they were provided with a small amount of credit / cash, working markets / shops would / would not be able to bring in new stocks of essential food, non-food and livelihood items **in 7 days**:
  - Funds required per shop/trader for food and non-food items: _________ (local currency) or __________ USD / GBP.
  - Funds required per shop/trader for livelihoods assets and resources: _________ (local currency) or __________ USD / GBP.
- With this level of cash / capital (including the support mentioned above), considering storage capacity and access to transport, it is estimated that working shops / markets can increase their volume of trade by approximately ________ %.

➢ *If relevant add any other observation on market function and ability to respond here (e.g.: observations of the market structures, commodities currently available, prices).*

OTHER RELEVANT INFORMATION ON MARKET AND TRADERS STATUS AFTER THE DISASTER:

➢ *If relevant add any other observation related to Markets and Trader Status.*

➢ *In particular, if you were unable to collect all or most of the information requested in this section (i.e. if you have ticked the corresponding box in the questionnaire), state it here and record the reasons why and/or the assumptions made.*

CONCLUSION – PROGRAMME RECOMMENDATION

- Based on the information gathered, it can be concluded that local markets and shops do / do not have the capacity to respond if cash transfers are given to affected households to buy **essential food and non-food items**. This would / would not require the provision of initial cash or credit to shops / traders to enable re-stocking of approx:_________ (local currency) or __________ USD / GBP.
- Based on the information gathered, it can be concluded that local markets and shops do / do not have the capacity to respond if cash transfers are given to affected households to buy **essential livelihoods assets and resources**. This would / would not require the provision of initial cash or credit to shops / traders to enable re-stocking of approx:______ (local currency) or __________ USD / GBP.

CASH DELIVERY STRUCTURES

FUNCTIONAL MONEY TRANSFER SYSTEMS ACCESSIBLE TO THE AFFECTED POPULATION

➢ *Fill in the table and the summary below using Table 6 (Questions 32 to 35) and Question 36 from the questionnaire.*

The table below gives the details of locally available and functional money transfer mechanisms.

Financial Structure within an acceptable distance	Costs to use the money transfer system Post-Shock		Physical access Post-Shock?		Safe access Post-Shock?		What is needed to use the money transfer system
	Transport	Other (list)	Male	Female	Male	Female	
1.			Yes / No	Yes / No	Yes / No	Yes / No	
2.			Yes / No	Yes / No	Yes / No	Yes / No	
3.			Yes / No	Yes / No	Yes / No	Yes / No	

Summarising the table above:

- There are / are not functional money transfer mechanisms (such as banks / post offices / remittance companies / mobile phone companies / other *(specify)*) that usually deliver cash within an acceptable distance from the affected communities.
- Money transfer mechanisms are / are not physically accessible and are / are not safely accessible to the **men** in the affected population.
  Money transfer mechanisms are / are not physically accessible and are / are not safely accessible to the **women** in the affected population.
- Most **men** in the affected communities do / do not have ID cards / papers / other *(specify)* to allow them to use the money transfer mechanisms.
  Most **women** in the affected communities do / do not have ID cards / papers / other *(specify)* to allow them to use the money transfer mechanisms.

➢ *If relevant add any other observation on cash disbursement mechanisms.*

ADDITIONAL INFORMATION ON MONEY TRANSFER SYSTEM AGENTS

➢ *Fill in the table below using Table 8 (Questions 51) from the questionnaire.*

➢ *If the assessment was conducted with more than one money transfer system, add as many rows as necessary in the table below and fill in one row per assessed money transfer system.*

The table below summarises details on local money transfer providers.

Money transfer system	Prior NGO / Gov cash disbursal experience?	Interested in cash distributions now?	Can transfer to affected HH within 7 days?	Service charges to be paid per transaction (amount)		Start date for cash disbursal?	Existing capacity for quick cash delivery?	HH requirements (ID, papers, etc.)
				by NGO	by HH			
1.	Yes / No	Yes / No	Yes / No					
2.	Yes / No	Yes / No	Yes / No					

➢ *If relevant add any other observation on regulations and the security measures that would be put into place to ensure beneficiary safety (e.g.: limitation in the amount a financial institution can handle in a day, time to transfer money from headquarters).*

OTHER RELEVANT INFORMATION ON CASH DELIVERY STRUCTURES:

➢ *If relevant add any other observation related to Cash Delivery Structures.*

➢ *In particular, if you were unable to collect all or most of the information requested in this section (i.e. if you have ticked the corresponding box in the questionnaire), state it here and record the reasons why and/or the assumptions made.*

HEALTH, WATER AND SANITATION IN THE AFFECTED COMMUNITY HOUSEHOLDS

HEALTH

➢ *Fill in the bullet point below using Question 37 from the questionnaire.*

- The affected communities report that there are / are not many children / adults in the local area that are very weak / are obviously too thin / have no energy to play / have no energy to carry out their household duties / have been very sick / have suffered from sudden illnesses. This indicates that there probably are / are not health concerns that need to be further assessed at this stage.

➢ *If there is relevant recent, valid secondary nutritional data (e.g.: GAM/SAM rates, MUAC data) available from a nutrition survey please enter it here.*

WATER AND SANITATION

- *Fill in the bullet points below using Questions 38 to 42 from the questionnaire.*

- Households collect approximately _____ litres of water per day per household, i.e. approximately ________ litres of water per day per person.
- Households use jerry can / animal skin / bucket / reused food container / other *(specify)* as a recipient for collecting water.
- Households collect water from __________________. The time taken for one full round trip is approximately ___________ hours and ____________ minutes.
- Households do / do not treat water for drinking, using chlorine / filter / traditional methods / other *(specify)*.

- *If relevant add any other observation related to water sources.*

- **Men** have / do not have **safe access** to adequate toilet areas / defecation practices, that are not a risk to the community (not close to water sources, shelter).
  Women have / do not have **safe access** to adequate toilet areas / defecation practices, that are not a risk to the community (not close to water sources, shelter).

- *If relevant add any other observation related to toilet areas and/or defecation practices.*

OTHER RELEVANT INFORMATION ON HEALTH, WATER AND SANITATION:

- *If relevant add any other observation related to Health, Water and Sanitation.*
- *In particular, if you were unable to collect all or most of the information requested in this section (i.e. if you have ticked the corresponding box in the questionnaire), state it here and record the reasons why and/or the assumptions made.*

COORDINATION AND OTHER ACTORS' RESPONSE PLANS

OTHER ACTORS' RESPONSE PLANS

- *Fill in the table below using Table 9 (Questions 52) from the questionnaire.*

The table below gives the details of other humanitarian actors' response plans.

Name of humanitarian actor	Planned area of intervention	Type of response	Expected number of HH targeted	Other comment
1.				
2.				
3.				
4.				
5.				

- *If relevant add any other information on other actors' response plans and coordination mechanisms.*

SECURITY

- *If you have collected security information during the assessment, record it here.*

OTHER RELEVANT INFORMATION ON COORDINATION AND OTHER ACTORS' RESPONSE PLANS

- *If relevant add any other observation related to Coordination and other actors' response plans.*
- *In particular, if you were unable to collect all or most of the information requested in this section (i.e. if you have ticked the corresponding box in the questionnaire), state it here and record the reasons why and/or the assumptions made.*

RECOMMENDED RESPONSE OPTIONS

- *The table below is to be filled in, in link with the decision tree. It is a support for the response analysis. For each question, tick (✓) the relevant box.*

KEY DECISION MAKING QUESTIONS FOR RESPONSE	**Yes**	**No**	**Don't Know**
Majority of affected households able to access adequate food to meet minimum needs?			
Other agencies planning to provide households with all food and livelihoods needs for next 2 months?			
Households in danger of losing vital livelihoods assets in the next 2 months?			
Households have lost key livelihoods assets or need to re-start key livelihoods activities?			
Very high reported or visible rates of sickness/diarrhoea/ acute malnutrition and/or poor water and sanitation practices?			
Local markets/shops functioning normally (not severely damaged by disaster)?			
Local markets are accessible to affected households (men and women)?			
Markets/shops able to restock essential food and non-food items within 7 days (without support)?			
Markets/shops able to restock essential food and non-food items within 7 days (with cash/credit support)?			
Markets/shops able to restock livelihoods items within 7 days (without support)?			
Markets/shops able to restock livelihoods items within 7 days (with cash/credit support)?			
Functional cash transfer mechanisms are in place locally and accessible to the affected households (men and women)?			
Cash transfer service providers have the interest and capacity to provide cash distributions quickly, affordably and to scale required?			

SUMMARY OF RECOMMENDED RESPONSE OPTIONS FOR THE NEXT TWO MONTHS

- *The table below is to be filled in, in link with the response menu. Complete the table; insert / delete additional livelihood interventions as required, indicate Yes/No as appropriate, along with additional info.*

Response Type	**Response needed?**	**No. of Beneficiary households**	**Type of intervention**		**Trader support required?** Yes/No + Amount	**Support to beneficiaries to access finance system?** Yes/No + What
			In-kind + What	**Cash + Amount**		
Food assistance (in-kind or cash)	Yes / No					
Livelihood protection (1)	Yes / No					
Livelihood protection (2)	Yes / No					
Livelihood recovery (1)	Yes / No					
Livelihood recovery (2)	Yes / No					
Fodder / water / shelter for livestock	Yes / No					

Advocacy for nutrition	Yes / No		More details: ________________________
Water and Sanitation	Yes / No		More details: ________________________
Further Assessments	YES		Type of assessments needed: in-depth food security and livelihood assessment, EMMA / PHP assessment / other *(specify)*
Monitoring	YES		Type of monitoring needed: humanitarian and food security situation, market monitoring, ________________________
Coordination	YES		Type of coordination mechanisms to be part of: ___________________

TOTAL ESTIMATED DIRECT COSTS OF THE RECOMMENDED RESPONSE FOR THE NEXT TWO MONTHS

- *The excel file below is a template to help you calculate an ESTIMATE of the DIRECT COSTS of the response options recommended in the table above.*
- *This is given as an example or a starting point, and it should be adapted to the actual response options that are recommended.*
- *Include the exchange rate in the yellow cell for an automatic conversion of the costs in GBP.*

48-Hour Assessment Tool – Report

1 GBP ≡ | | **local currency**

Item	Quantity per H	Unit	No. of HH	Unit cost by HH (local currency)	Total cost (local currency)	Total cost (GBP)	%
Food assistance (in-kind or cash)					**-**	**#DIV/0!**	**#####**
Food package in-kind					-	#DIV/0!	
Cooking fuel and/or cooking utensils					-	#DIV/0!	
Cash transfer					-	#DIV/0!	
Associated trageting costs					-	#DIV/0!	
Associated procurement costs					-	#DIV/0!	
Associated distribution costs					-	#DIV/0!	
Livelihood protection (1)					**-**	**#DIV/0!**	**#####**
Asset transferred to HH					-	#DIV/0!	
Input transferred to HH					-	#DIV/0!	
Cash transfer					-	#DIV/0!	
Associated trageting costs					-	#DIV/0!	
Associated procurement costs					-	#DIV/0!	
Associated distribution costs					-	#DIV/0!	
Livelihood protection (2)					**-**	**#DIV/0!**	**#####**
Asset transferred to HH					-	#DIV/0!	
Input transferred to HH					-	#DIV/0!	
Cash transfer					-	#DIV/0!	
Associated trageting costs					-	#DIV/0!	
Associated procurement costs					-	#DIV/0!	
Associated distribution costs					-	#DIV/0!	
Livelihood recovery (1)					**-**	**#DIV/0!**	**#####**
Asset transferred to HH					-	#DIV/0!	
Input transferred to HH					-	#DIV/0!	
Cash transfer					-	#DIV/0!	
Associated trageting costs					-	#DIV/0!	
Associated procurement costs					-	#DIV/0!	
Associated distribution costs					-	#DIV/0!	
Livelihood recovery (2)					**-**	**#DIV/0!**	**#####**
Asset transferred to HH					-	#DIV/0!	
Input transferred to HH					-	#DIV/0!	
Cash transfer					-	#DIV/0!	
Associated trageting costs					-	#DIV/0!	
Associated procurement costs					-	#DIV/0!	
Associated distribution costs					-	#DIV/0!	
Fodder / water / shelter for livestock					**-**	**#DIV/0!**	**#####**
Fodder distributed to HH					-	#DIV/0!	
Water for livestock distributed to HH					-	#DIV/0!	
Shelter material distributed to HH					-	#DIV/0!	
Cash transferred to HH					-	#DIV/0!	
Associated trageting costs					-	#DIV/0!	
Associated procurement costs					-	#DIV/0!	
Associated distribution costs					-	#DIV/0!	
Advocacy for Nutrition					**-**	**#DIV/0!**	**#####**
Lumpsum cost	1	Lumpsum	1		0	#DIV/0!	
Water and Sanitation *- Refer to WASH team*							
Further assessment					**-**	**#DIV/0!**	**#####**
Assessment 1 - Lumpsum cost	1	Lumpsum	1		-	#DIV/0!	
Assessment 2 - Lumpsum cost	1	Lumpsum	1		-	#DIV/0!	
Assessment 3 - Lumpsum cost	1	Lumpsum	1		-	#DIV/0!	
Monitoring					**-**	**#DIV/0!**	**#####**
Lumpsum cost	1	Lumpsum	1		0	#DIV/0!	
Coordination					**-**	**#DIV/0!**	**#####**
Lumpsum cost	1	Lumpsum	1		0	#DIV/0!	
Total ESTIMATED DIRECT COSTS of EFSL response					**-**	**#DIV/0!**	**#####**

ANNEX 1 - IPC CLASSIFICATION

➢ *Use the following tables to classify the context against the IPC classification[3].*

Acute Food Insecurity Reference Table for Household Group Classification:

Phase Name and Description	Phase 1 None	Phase 2 Stressed	Phase 3 Crisis	Phase 4 Emergency	Phase 5 Catastrophe
	HH group is able to meet essential food and non-food needs without engaging in atypical, unsuitable strategies to access food and income, including any reliance on humanitarian assistance.	Even with any humanitarian assistance: -HH group has minimally adequate food consumption but is unable to afford some essential non-food expenditures without engaging in irreversible coping strategies.	Even with any humanitarian assistance: -HH group has food consumption gaps with high or above usual acute malnutrition; **OR** -HH group is marginally able to meet minimum food needs only with accelerated depletion of livelihood assets that will lead to food consumption gaps.	Even with any humanitarian assistance: -HH group has large food consumption gaps resulting in very high acute malnutrition and excess mortality; **OR** -HH group has extreme loss of livelihood assets that will lead to large food consumption gaps in the short term.	Even with any humanitarian assistance: -HH group has an extreme lack of food and/or other basic needs even with full employment of coping strategies. Starvation, death and destitution are evident.

Based on 48-Hour Assessment Questionnaire

IPC PHASE	Food consumption	Food Availability, Access, Utilization and Stability	Livelihoods Change	Hazards and Vulnerability
Questionnaire section	*HDDS*	*Food sources, health , water and sanitation & markets section*	*Livelihoods section*	*Livelihoods section*
None	No recent deterioration and >=4 food groups (based on 12 food groups)	Adequate to meet food consumption requirements and short-term stable; Safe water ≥15 litres pppd	Sustainable livelihood strategies and assets	None or minimal effects of hazards and vulnerability on livelihoods and food consumption
Stressed	Recent deterioration of HDDS (loss of 1 food group from typical based on 12 food groups)	Borderline adequate to meet food consumption requirements; Safe water marginally ≥15 litres pppd	Stressed strategies and assets; reduced ability to invest in livelihoods	Effects of hazards and vulnerability stress livelihoods and food consumption
Crisis	Severe recent deterioration of HDDS (loss of 2 food groups from typical based on 12 food groups)	Highly inadequate to meet food consumption requirements; Safe water 7.5-15 litres pppd	Accelerated depletion/erosion of strategies and assets that will lead to high food consumption gaps	Effects of hazards and vulnerability result in loss of assets and/or significant food consumption deficits
Emergency	<4 out of 12 food groups	Very highly inadequate to meet food consumption requirements; Safe water 4 to 75 litres pppd	Extreme depletion/liquidation of strategies and assets that will lead to very high food consumption gaps	Effects of hazards and vulnerability result in large loss of livelihood assets and/or food consumption deficits
Catastrophe	1-2 out of 12 food groups	Extremely inadequate to meet food consumption requirements; Safe water <4 litres pppd	Near complete collapse of strategies and assets	Effects of hazards and vulnerability result in near complete collapse of livelihood assets and/or near complete food consumption deficits

[3] http://www.ipcinfo.org/

Based on Recent Secondary Data (if available/relevant)

IPC PHASE	Mortality		Nutritional status		Food Access / Availability		Coping	
Minimal	<0.5/10,000/day U5DR ≤1/10,000/day		**Acute Malnutrition:** <5% **BMI <18.5 Prevalence:** <10%		Usually adequate (>2100 kcal ppp day), stable		N/A	
Stressed	<0.5/10,000/day U5DR<1/10,000/day		**Acute Malnutrition:** 5-10% **BMI <18.5 Prevalence** 10-20%		Borderline adequate (2100 kcal ppp day), unstable		Insurance strategies	
Crisis	0.5-1/10,000/day U5DR 1-2/10,000/day		**Acute Malnutrition:** 10-15% OR > usual and increasing **BMI <18.5 Prevalence:** 20-40%, 1.5 x greater than reference		2100 kcal ppp day via asset stripping		Crisis strategies	
Emergency	1-2/10,000/day OR >2 x reference U5DR>2/10,000/day		**Acute Malnutrition:** 15-30%; OR > usual and increasing **BMI <18.5 Prevalence:** >40%		Severe gap, unable to meet 2100 kcal ppp day		Distress strategies	
Catastrophe/ Famine	>2/10,000/day U5DR: >4/10,000/day		**Acute Malnutrition:** >30% **BMI <18.5 Prevalence:** far > 40%		Extreme gap, much below 2100 kcal ppp day		Effectively no ability to cope	

FOOD SECURITY AND LIVELIHOODS IN FIRST PHASE EMERGENCY
48-HOUR ASSESSMENT TOOL – ANNEX –TECHNICAL RATIONALE

The purpose of this tool is to obtain a quick understanding of the emergency food security and livelihood situation within the first few days after a rapid-onset disaster. This tool is independent of other inter-agency multi-sectoral assessments such as the MIRA and collects information only on food security and livelihoods. However, it can be used alongside processes such as the MIRA to provide more detailed food security and livelihoods information in order to inform rapid response design. The results of this initial assessment are aimed to inform the design of first phase responses, for the first 6 to 8 weeks after the disaster occurred.

The purpose of this particular document is to outline to emergency food security and livelihood technical staff reading these documents, the rationale for this tool and some of the reasons behind the inclusion and/or exclusion of certain key technical aspects in the 48-Hour Assessment Tool.

BACKGROUND AND OVERALL RATIONALE

Quality and speed of food security and livelihoods data gathered in the aftermath of a sudden-onset disaster has long been recognised as a challenge. The time and resource constraints, as well as the different skill sets of staff involved initial assessments mean that too often essential information is missing to ensure an informed decision and appropriate response design.

In order to address this gap, Oxfam has endeavoured to develop a rapid assessment tool that intends to provide the information required to make decisions on a food security and livelihood humanitarian response, balancing minimum requirements for a good enough programme and the constraints that are usually noted in a post-emergency situation.

This **48-Hour Assessment Tool**, is based on the minimum information that is considered necessary and which can be realistically collected in a very short timeframe. It is also seen as a way to harmonise assessment methodologies and tools. It is a global tool and therefore can be used and adapted to a variety of socio-economic contexts, a variety of sudden-onset disasters, and to be accessible to all levels of staff, with different skill sets and experience.

The tool is designed for an assessment team that could have limited experience in emergency situations and in food security and livelihoods. It is expected that the team members would be either:

(i). Emergency food security and livelihoods officers with no, or limited, experience in assessments, and/or

(ii). Staff who are involved in sustainable livelihoods / development work (but with no, or limited, emergency experience), and/or

(iii). Managers with emergency experience but no, or limited, technical food security skills (e.g.: humanitarian programme managers).

(iv). Finally, the tool will also be useful to more skilled food security staff as a reminder of what the key information needs are at that stage of an emergency, and ensure there is consistency on the information collected and on its communication.

This assessment tool does not intend to replace an EMMA or the running of an HEA scenario. It assumes that an EMMA might still be necessary a couple of weeks after the disaster and that if an HEA baseline exists, this can be used as important background info on the pre-disaster context and to run outcome analysis and triangulate the findings of the 48-hour assessment.

The 48-Hour Assessment Tool at a glance

Criteria	48-Hour Assessment Tool
Context	First days after a rapid-onset disaster
Preferred window to run the assessment	Within a week after the disaster, ideally in the first 48 hours
Duration of the assessment	Within a few days, ideally in 48 hours (including recommendation and report writing).
Staff expected to run	The assessment team can have no or limited experience in emergency situation

the assessment	and /or food security and livelihood. It is expected that the team members would be either: (i). Staff who are involved in sustainable livelihoods / development work (but with no, or limited, emergency experience), and/or (ii). Emergency food security and livelihoods officers with no, or limited, experience in assessments, and/or (iii). Managers with emergency experience but no, or limited, technical skills (e.g.: humanitarian programme managers). However, it is also expected and recommended that the team will benefit from the support of external technical staff (within country, regional office or headquarters) to conduct the analysis and draw the response recommendations from the assessment results.
Validity of data	This assessment aims to support the design of the 1st phase response, i.e. the first 6 to 8 weeks after the disaster.
Type of response likely to be recommended	Mainly immediate food security response, including livelihood protection and early recovery measures when it is urgent to protect or to (re-)start critical livelihood activities within 2 months after the disaster (e.g.: based on the seasonal calendar). Advocacy, Monitoring, Coordination.

It is for this reason and in this overall context that the 48-Hour Assessment Tool is basic in its approach to understanding the post-shock context. The emphasis is on getting a “quick and good enough picture” to *start* emergency programming in food security and livelihoods. In addition, as the majority of people who undertake these initial assessments tend not to be emergency technical staff, this tool avoids complex, technical language and approaches as much as possible.

Designed for a very specific context and timeframe (the first days after a sudden-onset disaster), the 48-Hour Assessment Tool *does not* provide all the information necessary for a thorough situation analysis, rather its focus is on getting a good enough picture, fast. In addition, when the situation is highly volatile, the data collected with this tool could very rapidly become outdated.

For this reason, Oxfam along with others, is currently investigating possibilities to complement the 48-Hour Assessment Tool at a later stage after a disaster (e.g.: 1 month after) in order to update and refine the data collected in the immediate aftermath of the disaster and/or to support data collection and analysis in other contexts (slow-onset crisis, second phase of an emergency response).

CONCEPTUAL FRAMEWORK AND LINK WITH OTHER EXISTING TOOLS

The 48-Hour Assessment Tool draws heavily on conceptual frameworks from existing and well-established assessment tools. Important influences are the food security chapter in Sphere, the Household Economy Approach (HEA) and the Emergency Market Mapping and Analysis (EMMA). The objective of the 48-Hour Assessment Tool is to collect technically acceptable data in a very short timeframe to inform decision-making. Hence the reference to these conceptual frameworks has been highly simplified and translated in a limited number of key questions for each theme.

It is not envisaged that the 48-Hour Assessment Tool would replace existing specialised tools that have proven their added value, such as the EMMA. The 48-Hour Assessment Tool is broad and general to food security and livelihoods and aims to provide the *minimum information* to design a quality food security and livelihood response in the immediate aftermath of a disaster. It will need to be complemented by more in-depth and technical analysis at a later stage of the emergency response.

THE USE OF CLOSED QUESTIONS

To reduce the complexity of analysis and to build rapidly an approximate picture of the post-shock scenario, the questionnaire predominantly uses closed questions where “Yes / No” answers are prompted. Answers in many cases are tabulated with short and concise wording, while reasons “why” are asked in a limited number of instances. It was thought that too many open questions may reduce the ability of the non-technical, time-constrained analyst in collecting data, remaining focussed on the task and being able to analyse data with speed and ease. Open questions would require more technical guidance as the analyst would have to be guided on how to (i) interpret the answer, (ii) respond to the answers and, (iii) process the answer in the final review of the questionnaire.

In the instance where the analyst is someone with higher technical skills then of course, it is likely that they would instinctively collect more data and ask more probing questions. This questionnaire has been designed for people that have little or no food security and livelihood technical expertise (e.g.: staff from long-term livelihood programmes and/or humanitarian managers), and for an environment in which staff will be required to act fast. If the team has the capacity (technical skills and time) to probe further, space has been made in the assessment questionnaire and the report format for observations and other comments that would feed into the analysis and the recommendations.

REFERENCE TO A "TYPICAL" HOUSEHOLD OR TO THE "MAJORITY / MOST OF AFFECTED HOUSEHOLDS"

Given the timeframe of the 48 hour assessment, the questionnaire focuses on key information that is crucial to support quick decision-making and the ability to set up and start a response within days after the disaster. In such circumstances, the decision-making process is based on rough estimates. Favouring the quick gathering of data over a comprehensive picture of the situation, this assessment tool is based on the concept of a "typical household". As such, the information collected purposefully remains at the level of the household, and makes a very limited use of data disaggregated by gender and/or age. This reflects the way 1st phase responses are designed, considering the household's needs in the immediate aftermath of the disaster.

Similarly, the assessment does not explore economic differences, social inclusion issues and remains very top-line on protection issues. In particular, there is no attempt to assess the impact of the wealth group, ethnicity, religion or caste on the situation of the household and the type and level of its needs. This reflects practices in 1st phase responses, and in particular the recommendation for blanket distribution at this stage of the response. In such a case, the information of a "typical" household is a good enough assumption to design a response.

To be noted however, if the assessment teams identifies key issues linked to economic or social exclusion, based on gender or any other cause, it is still possible to record them in one of the "other observations" sections in the questionnaire. Furthermore, as outlined in the guidance notes, the design of the 1st phase response project is not the sole responsibility of the assessment team, and it is expected that the analysis of the data collected and its translation into programme recommendation will be supported by a Food Security and Livelihoods advisor available either at country, regional or global level. Similarly, it is recommended that the assessment team whenever possible, cross-checks its information and assumptions with secondary data and with people with good local knowledge to ensure the response is as context-specific as possible.

INCOME AND EXPENDITURE PATTERNS – WHY AREN'T THEY INCLUDED?

The 48-Hour Assessment Tool aims to provide the *minimum information* to design a quality food security and livelihood response in the immediate aftermath of a disaster and as such, does not cover income and expenditure patterns, as this information can be complex to collect and would be of limited use to support the immediate first phase programming. These details can be collected in a complementary and more in-depth technical analysis at a later stage of the emergency response.

COPING MECHANISMS – WHY AREN'T THEY INCLUDED?

Except for the question related to new / non-typical livelihood activities that might be started after the disaster (question 17), questions relating to coping mechanisms have not been included for a number of reasons. Within the timeframe of this assessment (realistically between 48 hours and 7 days after the disaster has struck), the information on coping mechanisms would be sketchy and limited. Coping Strategies are quite complex and would require a higher level of expertise to identify, compare against normal times and would lengthen the whole analysis too much at this point in the assessment.

However, if the team has the capacity (technical skills and time) to assess the coping mechanisms and if this information is deemed essential to design the 1st phase response, the observation can be recorded in the "other observation" section.

CALCULATING FOOD NEEDS BY LOOKING AT THE IMPACT OF THE SHOCK ON PRE-SHOCK FOOD SOURCES

Understanding food needs can be quite a technical task requiring analysis of the households' total food needs, assessing their ability to meet that need post-shock without coping strategies, and then adjusting that considering non-damaging coping strategies. On top of that, Sphere standards of intake (in kcal) need to be considered. It was decided that these analytical steps were too technical and time consuming for this type of rapid assessment and that this level of analysis could take place at a later date.

Similarly, information on food stored/stocked by households has been considered too complicated to collect and analyse within the scope of this tool as its analysis would require an understanding of the management of the stock (e.g.: what type of food is in stock, when is it usually consumed) and would need to be linked to an understanding of coping strategies (i.e. how the 'normal' management of the food stock can be altered by coping mechanisms, such as the sale of food stock) and other factors.

The assessment as it stands allows the assessment team to understand to what extent *normal* food sources (and their importance to the household food basket) have been affected by the shock. Rather than calculating the food gap based on the 2,100 kcal per person per day absolute level, it calculates the gap based on a relative level, i.e. the food intake prior to the shock. For example, a food gap of 50% compared to the normal food sources would be considered to be equivalent to a gap of 1,050 kcal pppd, and the response should aim at providing an entitlement, in cash or in-kind, equivalent to 1,050 kcal pppd.

The use of the household food intake prior to the shock as the reference point is a <u>*proxy*</u> to allow a "quick and dirty" estimate of the food deficit post-shock. The limitations of this method are recognised, in particular the implicit assumption that the pre-shock diet was sufficient. It is recognised that in many instances, this is not the case, with households eating less than the standard set by Sphere. Whenever possible, the collection of secondary data (potentially by the technical team who would support remotely the assessment team) should be encouraged and could allow estimating the potential deficit pre-shock and hence allow to refine the calculation.

Understanding the quality of household diet prior to the shock is further analysed via dietary diversity. Questions on frequency of food intake have not been included at this stage, triangulating information on impact on food sources along with pre and post emergency dietary diversity should give a sufficient understanding of gaps and needs required for first phase programming. However, teams should collect this information separately if they feel this will add significantly to their decision making. Also, the cost of feeding a household 3 meals a day is collected for cross-reference with other agencies (WFP especially) and for analysis on what can be purchased with this amount (for kcal analysis).

Either way, a more refined analysis will need to be carried out at a later date once the programme is up and running as entitlement amounts (in-kind or in cash) can be adjusted relatively easily.

<u>USAGE OF SEASONAL CALENDARS</u>

If local seasonal calendars are available as secondary information, these are useful and may be referred to to better understand the overall the context. However, the aim of the 48-Hour Assessment Tool is to support the design of the 1st phase response, i.e. for the first two months after the disaster. It is therefore not necessary for this rapid stage of assessment and response design to obtain a comprehensive seasonal calendar information and the tool concentrates on the critical activities in the 2 months following the disaster and activities required to support these. A comprehensive seasonal calendar information should be collected in a more detailed follow up assessment to take place as after a few weeks.

<u>LIVELIHOODS INFORMATION - WHY ISN'T POULTRY INCLUDED?</u>

Poultry has not been included under the livelihoods protection questions 22-26 and only larger livestock have been referred to due to the fragile nature of poultry, their susceptibility to disease and the difficulty in protecting them after a disaster. In most cases it would be simpler and more cost effective to replace poultry at a later stage than trying to protect them with various inputs immediately after a disaster.

<u>CASH-BASED PROGRAMME *VERSUS* IN-KIND PROGRAMME</u>

The 48-Hour Assessment Tool is not biased towards one or another emergency food security response. The response menu points toward both response modalities (in-kind or in cash), based on the household needs and the context, and it encourages the user to consider both modalities where possible and needed.

An important part of context analysis is being able to decide which option is most appropriate, and this requires, among others, an analysis of the market situation. Hence the section on the market situation (both from the households' point of view and the traders) is not a bias towards cash-based responses, but a part of the questionnaire that will support the analysis and recommendations towards the modality of delivery (in-kind or in cash). Furthermore, as explained in the questionnaire, the assessment of financial institution is conducted *only if* cash-based responses have been identified as a viable option. If an in-kind response is thought more appropriate, then this part of the questionnaire will not be completed.

In the case of an in-kind response, the feasibility questions are more linked to internal capacities (to supply, to transport, to run the distribution) than to the external context as it would be in the case of a cash-based response (existence of financial institutions to channel the cash). The assessment of internal capacity to implement the recommended response options is not part of this assessment tool.

A question on beneficiary preference regarding cash versus in-kind has not been included as the information may create false hopes of assistance and community responses may be very subjective or based only on familiarity with one modality.

DEFINITION OF THRESHOLDS

In some instances the assessment defines some thresholds to direct the analysis.

- **Investigation for livestock intervention when more than 40% of the households own livestock:** The decision to put the threshold at 40% is based on generalisation of field experience, where asset protection programmes are usually directed to the poorest and/or poor wealth groups, who are usually up to 60-70% of the total population. Hence, the implicit assumption is that, if more than 40% of the households own livestock, then this is likely to include some poor and/or poorest households.
- **7 days for trader/ market re-stocking:** Traders are asked if they can re-stock their items (in the event of a cash programme increasing the paying demand) within 7 days. This timeframe was decided upon, as a fixed timeframe will ease the data collection and analysis for non-technical staff. At the end of the day, the response team wants to ensure that the cash / vouchers provided to beneficiaries can be used to purchase the items they require, as soon as the cash is provided, and that the traders can replenish stocks quickly to ensure a steady, reliable supply. Based on field experience, 7 days appeared as a reasonable threshold that would fit most of the situations.

WAY FORWARD

Testing and sharing the 48-Hour Assessment Tool

A first training in the use of the 48-Hour Assessment Tool including a practical pilot field exercise was conducted in Bangladesh with the support of the ECB (Emergency Capacity Building)[1] consortium in March 2012. The current version of the tool has been revised and updated following this pilot and the learning arising from it. Version 1.2 of the tool and related documents including the training materials are now available to other agencies at the following link: http://www.ecbproject.org/efsl. The tool was also piloted a second time in Yogyakarta in September 2012 in which a TOT element was successfully introduced. Training materials including the TOT elements will be shared shortly. Oxfam has used the tool in DRC, Niger and Pakistan during the course of 2012. Oxfam would also encourage other agencies using the tool to provide feedback, in order to keep improving its quality and effectiveness.

Contact for further information on the 48-Hour Assessment Tool

For further information on the tools, organisation of training, participation in the tool testing, please contact the Emergency Food Security and Livelihoods (EFSL) team at Oxfam GB.

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[1] The ECB Project is a collaboration between 6 agencies (CARE International, Catholic Relief Services, Mercy Corps, Oxfam, Save the Children and World Vision International) to build field agency and sector level emergency preparedness and response capacity. It aims to improve the speed, quality, and effectiveness of the humanitarian community in saving lives, improving welfare, and protecting the rights of people in emergency situations. The Project is part-funded by the Bill and Melinda Gates Foundation with inputs from other donors for specific projects. The "48-Hour Assessment Tool" has benefited from feedback by EFSL technical experts of the 6 agencies. The development and piloting of the "48-Hour Assessment Tool" training module has been funded by ECHO, and led by Oxfam GB on behalf of the six ECB agencies.