Introduction

For 2016 Humanitarian Needs Overview (HNO), the humanitarian community aims to support the process through their ongoing/planned assessments in a comprehensive way under WoS architecture. In order to achieve this goal, a number of work streams are set up under Needs Identification Framework (NIF). This includes clusters/sectors agreement on: (i) Methodology for a total population for Syria, (ii) Methodologies to calculate People in Need per sub district per sector, (iii) Approach to calculate confidence level in information provided, (iv) Approach to measure severity of needs within a sector per sub district.

The primary source of information feeding into the HNO 2016 will be the ongoing/planned sector assessments conducted inside Syria. The information taken into account will be: (i) presented by authorized agency/cluster/initiative before 2 July 2015 (including clarity on its questionnaire and areas of coverage), and (ii) able to provide cleaned data by August 21, 2015. This information will be compared against the information requirement of the HNO. The gaps will be filled, as per the decision of Inter Sector/Cluster Coordination Group (ISCCG), through a primary data collection exercise under the name of the Whole of Syria Assessment (WoSA).

What is WoSA?

The Whole of Syria Assessment (WoSA) is a multi-hub and multi partner strategic level data collection exercise that builds upon existing networks and partners of ongoing initiatives at sector and multi-sectoral levels for preparation of HNO 2016. The extent of coverage and focus was determined by analyzing the coverage of other initiatives in addition to the available and shared data. WoSA primary data collection will only fill the sectoral and geographic information gaps for preparation of HNO 2016.

The qualitative and quantitative data will be jointly analyzed by the sector experts from all hubs and will be owned by the humanitarian community. The process will be facilitated by the Needs Identification Framework (NIF) team with support from sectors and operational partners across hubs.

Purpose

The WoSA along with other initiatives will provide a base line for the HNO and the strategic response plan (SRP) for 2016. Any operational data requirement will be addressed later through reinforcing the monthly / quarterly monitoring systems such as NPM, AoO, etc.

Specific Objectives

- To provide consolidated information about people in need and establish needs severity across geographical locations for all sectors.
- To complement existent sector information in terms of required indicators or geographical coverage or both.
Methodology

The WoSA will consist of a mix-methodology in collecting data:

- Key informants perceptions based systematic data collection
- Profiles for urban areas (17 in total)
- Beneficiaries focus group discussions with focus on protection
- Experts focus group discussion using the Delphi method and focusing on the impact of the conflict
- Desk/review (Secondary data review)

The methodology will apply a sex, age, and diversity lens and protection sensitive approach.

Limitations

- The WoSA is a strategic level data collection exercise with a focus to prepare HNO 2016 that will address limited sector and inter-sector information needs
- The WoSA aims to cover the information needs from all accessible geographical areas in Syria by secondary and primary data collection, bearing security and access considerations.
- This methodology does not allow statistical representation, and results can’t be extrapolated.
- Beneficiaries FGD will not have geographic or diversity comprehensiveness.
- It is acknowledged that female enumerators will be under-represented.

WoSA Contributors

- The process will consist of three synchronized operations running in parallel from different hubs.
- The NIF team will ensure overall linkages and coordination between the hubs.
- The coordination will be ensured through a coordinator from each hub.
- The enumerators will consist of operational partners, clusters and networks of established monitoring systems including AoO, NPM, HTAU and Governorate Profiles etc.
- UN-Habitat will contribute with the profiling of profiling update of 17 urban areas countrywide.
- The methodology and tools will be developed in collaboration with and with the approval of clusters.
• The analysis will be coordinated by the NIF team and undertaken by clusters and agency experts, operational partners, multi-sectoral assessment experts and results will be approved by clusters.

WoSA Process

Communication
• Communication will be a key component due to large number of stakeholders.
• Effective communication will be ensured amongst WoS, Hub and operational partners.

Methodology Preparation
• Establishing the information needs based on HNO, severity scales and cluster trends analysis requirements.
• Establishing the scope and coverage of existent information.
• Identifying the gap in information.

Methodology and tools development
• Experts, cluster members and IMOs will develop methodology and tools in a 3 day workshop and those will be validated by clusters.
• Methodology will cover Key Informants interviews, Focus group discussions and Delphi methods.
• Use of NIF confidence levels toolkit for the Key Informant data collection method.

Trainings
• Training of trainers will be done in 3 hubs and cascaded to enumerators. Support and follow up will be done through Skype.
• Other trainings might take place upon requirement such as FGD, Delphi, etc.

Data collection
• Primary data collection at sub-district level will be conducted by operational partners and multi sector data collection mechanisms like, NPM, AoO, HTAU, etc.
• Focus Group Discussions will be conducted by protection cluster operational partners.
• Delphi meetings will be coordinated by NIF, run in 3 hubs and cross hubs depending on the topics.
• The population estimates will be obtained through triangulating different datasets from ESCWA, NPM, AoO, Land scan, etc.
• Access information will be processed by the access working group.

Data entry and cleaning / processing
• Data will be administered by a mix of Paper and Pen as well as the use of KoBo, a mobile data collection tool.
• Data will be entered electronically by each person responsible at sub district level
• Processing will be coordinated by NIF and operated by IMOs from sectors and agencies.
• The quality of data will be ensured through a 3 layered control mechanism i.e., data validation rules in the electronic form, daily review at the operations room and verification by review/triangulation team
• Triangulation team will be group of locals (knowledgeable about their area) covering a certain number of sub-districts.

Analysis and reporting
• Analysis and reporting will be done according to pre-agreed analysis/tabulation plan and qualitative reports structure.
• Analysis will be supported by NIF through presenting the WoSA dataset and key findings to the clusters members and experts.
• Analysis will be done in 5 phases: 1- preparatory work of organizing the data, 2- sectors briefed on WoSA findings and provided with the dataset and visualizations for their sectoral analysis, 3- sectors internally draft their sectoral
analysis, 4- inter-sector refinement of analysis, 5- validation by sectors. After finalization of the 5 phases, the process will lead to an HNO workshop with dates to be defined in September.

**Validation and dissemination**
- Approved version of report by clusters will go to the ISCCG and SSG for feedback and endorsement.
- Cleaned data will be available to all sectors for further analysis.

**Lessons learnt**
- A lessons learnt workshop will be organized by the NIF

**Timeline**

<table>
<thead>
<tr>
<th>Communication and validation Points/ Milestones</th>
<th>Days</th>
<th>Start Date</th>
<th>End date</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISCCG presentation of planning/process</td>
<td>1</td>
<td>22-06-15</td>
<td>22-06-15</td>
</tr>
<tr>
<td>SSG presentation of planning/process</td>
<td>1</td>
<td>26-06-15</td>
<td>26-06-15</td>
</tr>
<tr>
<td>Amman presentation to sectors</td>
<td>1</td>
<td>22-06-15</td>
<td>22-06-15</td>
</tr>
<tr>
<td>Gaziantep presentation of planning/process</td>
<td>1</td>
<td>01-07-15</td>
<td>01-07-15</td>
</tr>
<tr>
<td>Damascus presentation of planning/process</td>
<td>4</td>
<td>22-06-15</td>
<td>26-06-15</td>
</tr>
<tr>
<td>Methodology Preparation</td>
<td>10</td>
<td>15-06-15</td>
<td>02-07-15</td>
</tr>
<tr>
<td>Methodology and tools development workshop (Beirut)</td>
<td>3</td>
<td>05-07-15</td>
<td>07-07-15</td>
</tr>
<tr>
<td>Methodology and tools validation by sectors/clusters</td>
<td>2</td>
<td>05-07-15</td>
<td>07-07-15</td>
</tr>
<tr>
<td>Training of Trainers (ToT) Workshop</td>
<td>17</td>
<td>09-07-15</td>
<td>26-07-15</td>
</tr>
<tr>
<td>Training of Enumerators Workshop</td>
<td>12</td>
<td>14-07-15</td>
<td>26-07-15</td>
</tr>
<tr>
<td>Total population and People in Need estimates draft and validation</td>
<td>13</td>
<td>15-08-15</td>
<td>28-08-15</td>
</tr>
<tr>
<td>Data collection and entry</td>
<td>12</td>
<td>27-07-15</td>
<td>08-08-15</td>
</tr>
<tr>
<td>Data entry, quality control, and cleaning/processing</td>
<td>22</td>
<td>05-08-15</td>
<td>19-08-15</td>
</tr>
<tr>
<td>Data tabulation</td>
<td>3</td>
<td>20-08-15</td>
<td>23-08-15</td>
</tr>
<tr>
<td>WoSA dataset and visualizations shared, Sectors briefed on findings</td>
<td>1</td>
<td>24-08-15</td>
<td>24-08-15</td>
</tr>
<tr>
<td>Sector internal consultations</td>
<td>6</td>
<td>24-08-15</td>
<td>30-08-15</td>
</tr>
</tbody>
</table>