PLANNING TO UNDERTAKE A NEEDS ASSESSMENT for the ROHINGYA HUMANITARIAN CRISIS?

Regular needs assessments are essential to understanding the needs and priorities of the Rohingya refugee population and Bangladeshi host communities. Assessments are even more useful if coordinated. Following four simple steps when planning to undertake an assessment or survey improves assessment coordination, quality and use:

STEP 1: UNDERTAKE A DESK REVIEW
The Rohingya Humanitarian Crisis in Bangladesh is a ‘data rich’ setting, with detailed data collection exercises and surveys taking place on a regular basis. The quintessential first step is therefore to review what is already available:

a) Consult the Assessment Registry to see if the required information is already available. The registry records all assessments by location, sector/theme/topics and methodology.
b) Review the Assessment Registry to see if any planned assessments could meet your information needs. The Joint Multi-Sector Needs Assessments (MSNA), the UNHCR Settlement and Protection Profiles, and NPM’s Needs and Population Monitoring rounds are examples of regular large scale multi-sectoral exercises.
c) Use the Assessment Indicator List to identify whether your information needs have already been covered in previous assessments.
d) Datasets derived from quantitative assessments can be found on HDX. Other assessments results, media articles and situation reports, are processed and tagged within the DEEP software. Processed data can be found here.

STEP 2: HARMONISE INDICATORS AND APPROACH
If you decide additional data collection is required, consult global and local standards when designing your assessment. As much as possible, use existing standards, questions and approaches. This facilitates assessment design and increases comparability between assessments:

a) Use the Common Operational Datasets for standard administrative names, boundaries etc.
b) Consult the Assessment Indicator List to find ready to use indicators and questions. Standardised questions for the Rohingya response are under development.
c) The Translators without Borders Glossary contains tried and tested translations.
d) Review the assessment lessons learned by UNHCR/IRC (2017) and ACAPS (2019).
e) Consider participation of Rohingya enumerators in Data Collection Activities.
f) Adhere to global needs assessment and survey principles and practices. Specifically consider the ‘Do No Harm’ principle: the intended benefit to

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1 Global assessment standards include the need for assessment exercises to be relevant, comprehensive, efficient, in line with humanitarian principles, transparent, timely, user-friendly, impartial and coordinated. See for instance the Grand Bargain Commitments, The criteria to assess coordinated multi-sector needs assessments, the Good Enough Guide For Assessments and the UNHCR Needs Assessment Handbook.
assessment participants must be balanced against the risks involved in conducting the assessments.

**STEP 3: INFORM RELEVANT BODIES AND AUTHORITIES:**

a) If you’re collecting primary data, obtain authorization from the relevant bodies and authorities, including the CiC, UNO and line ministries, as relevant to the scope of your assessment.

b) Discuss your plans with the relevant sectors, so it can be coordinated with other initiatives. Contact details can be found here: [ISCG Focal Point Contact List](#). Conduct joint, instead of single actor, assessments as much as possible.

**STEP 4: SHARE YOUR FINDINGS:** Once your assessment has been finalized, share your findings and data, to increase use of your work and the valuable time taken from your respondents.

a) Present your (preliminary) findings at relevant fora, for instance during (sub-)sector working groups and at the Information Management and Assessments Working Group. Share your data with relevant Government authorities. Undertake a joint analysis workshop with multiple actors to validate, complement and share your findings.

b) Share the assessment report, questionnaire, anonymised and cleaned data with your sector, or directly with the ISCG. With the necessary agreement, the assessment report will be posted on [HR.info](#), added to the assessment registry, and data will be posted on [HDX](#).

**Need help? The ISCG and Sectors are here to support:**

IMTEAM@ISCGCXB.ORG