## Abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>CCDM</td>
<td>Commune Committee for Disaster Management</td>
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<tr>
<td>CHF</td>
<td>Cambodian Humanitarian Forum</td>
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<tr>
<td>CODs</td>
<td>Common Operational Datasets</td>
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<tr>
<td>DCDM</td>
<td>District Committee for Disaster Management</td>
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<td>DRR</td>
<td>Disaster Risk Reduction</td>
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<td>ERW</td>
<td>Explosive Remnants of War</td>
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<td>EWS</td>
<td>Early Warning System</td>
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<tr>
<td>FODs</td>
<td>Fundamental Operational Datasets</td>
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<td>FSN</td>
<td>Food Security and Nutrition</td>
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<td>GAM</td>
<td>General Acute Malnutrition</td>
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<td>GBV</td>
<td>Gender Based Violence</td>
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<td>HH</td>
<td>Household</td>
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<td>HIS</td>
<td>Health Information System</td>
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<td>HRF</td>
<td>Humanitarian Response Forum</td>
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<td>HRF CP</td>
<td>HRF Contingency Plan</td>
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<tr>
<td>HRF CT</td>
<td>HRF Coordination Team</td>
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<tr>
<td>IASC</td>
<td>Inter-Agency Standing Committee</td>
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<tr>
<td>IM</td>
<td>Information Management</td>
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<tr>
<td>MoSVY</td>
<td>Ministry of Social Affairs, Veterans and Youth</td>
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<tr>
<td>NCDM</td>
<td>National Committee for Disaster Management</td>
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<tr>
<td>NCP</td>
<td>National Contingency Plan</td>
</tr>
<tr>
<td>NFIs</td>
<td>Non Food Items</td>
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<tr>
<td>NGO</td>
<td>Non Governmental Organization</td>
</tr>
<tr>
<td>OCHA</td>
<td>Office for the Coordination of Humanitarian Affairs</td>
</tr>
<tr>
<td>PCDM</td>
<td>Provincial Committee for Disaster Management</td>
</tr>
<tr>
<td>RC/HC</td>
<td>Resident Coordinator/Humanitarian Coordinator</td>
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<tr>
<td>SAM</td>
<td>Severe Acute Malnutrition</td>
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<tr>
<td>SFP</td>
<td>Supplementary Feeding Programme</td>
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<tr>
<td>SOP</td>
<td>Standard Operating Procedures</td>
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<tr>
<td>TFP</td>
<td>Therapeutic Feeding Programme</td>
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<tr>
<td>WASH</td>
<td>Water, Sanitation and Hygiene</td>
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</table>
Introduction

1. The purpose of these Standard Operating Procedures (SOPs) for Rapid Assessment is to:
   - Provide an overview of the rapid assessment steps to follow in the context of a disaster
   - These SOPs should be used in conjunction with HRF contingency plans will be most relevant in small to medium scale disasters that are the norm in Cambodia
   - The intended audience of the SOPs are: HRF staff and partners, including CHF members and NCDM.
   - The structure of the document is based around the Rapid Assessment Toolkit, developed for and in conjunction with the Humanitarian Response Forum (HRF) Cambodia. This guide is divided as follows:
     - General principles, purpose and definitions
     - A review of the assessment cycle, and preparing and conducting assessments
     - The HRF Cambodia Rapid Assessment framework
     - Analysis of findings and recommendations and reporting

2. The SOPs should be used alongside other relevant guidelines including standard sector approaches (such as The Good Enough Guide to Needs Assessments and the IASC Operational Guidance on Coordinated Assessments), humanitarian standards (including the Sphere Handbook), sector-specific standards and organizational guidelines.

3. This guide is not an exhaustive instruction manual on how to conduct all kinds of assessments. It is specifically for the Cambodia context. For more detailed information see Annex 6: Additional Resources

General principles

Assessments will generally look at the impact of a disaster, and resultant vulnerabilities that have been created or exacerbated, as well as the risk that affected populations face and their capacity to cope. We have to be accountable to the populations we are trying to assist in capturing and using this information appropriately. As such, community participation and using participatory approaches in assessments will allow a deeper understanding of local vulnerabilities and needs, which will in turn allow aid workers to gather more relevant and timely context information and therefore provide more appropriate assistance.

Defining assessments

In a humanitarian context, a rapid assessment is a fast and systematic process for quickly determining the immediate needs of populations affected by crisis. The purpose of an assessment is to:

- Provide an estimate of the scale and severity of a crisis
- How the crisis has evolved and if there is any risk of a worsening situation
- Assess the current and likely future impact on the local population
- Identify the affected and therefore target populations
- Identify the type (by sector), scale and urgency/priority of needs of the affected population
- Consider appropriate means of assistance delivery
- Ascertain who is already providing what assistance (to avoid duplication)
- Inform Initial Flash Appeal (if required)
To achieve the above, an assessment will need to answer questions such as:

- What kind of disaster has occurred and where?
- What is the current and likely future impact on the local population?
- Who has been affected and how? (Identifying the most vulnerable, the reasons for their vulnerability, and whether previous vulnerabilities existed and exacerbated the current situation)
- What assistance strategy would be appropriate? What types of intervention and what targeting/selection criteria should be used?
- For what period should assistance be provided? How should it be phased out?
- What seasonal/security and other practical factors/risks/constraints need to be considered, and what contingencies need to be planned for?

See Annex 1 for a list of commonly used disaster management definitions.

**The Assessment Cycle**

Fig. 2 highlights all steps in the assessment cycle undertaken for any assessment type. The steps below are those relevant for a rapid assessment in Cambodia:

- **Step 1: Preparedness for Assessments** – agreeing tools, processes, and assessment focal points and training them before any disaster.
- **Step 2: Designing an Assessment** – agreeing how to structure, organize and carry out an assessment.
- **Step 3: Implementing an Assessment** – key steps while conducting an assessment in the field.
- **Step 4: Assessment Analysis and Outputs** – key steps in analysing and presenting findings in a user-friendly way.
- **Step 5: Sharing Assessment Findings** – ensuring findings are widely shared to facilitate coordinated decision-making.
- **Step 6: Decision-Making** – using findings to inform response programming decisions.

Source: Adapted from ACAPS, *Sphere for Assessments*, Feb 2014
HRF Cambodia Rapid Assessment framework

Preparing and conducting assessments

Regardless of the geographic spread of the disaster, close coordination with NCDM, PCDMs, Cambodia Red Cross, and among all assisting organisations is essential. In the Cambodian context, an initial discussion between the NCDM, HRF and CHF members should focus on what is known about the disaster and its scale, and then move straight ahead to a rapid assessment. Coordination of assessments between actors is important and will realise sizeable resource savings and improve coordination of response programming and beyond. Depending on the scale of the disaster, most likely initial assessments will likely be done by local NGOs present locally, CRC and PCDM in the first 72 hours. Decision-making and response should follow soon after, preferably within the first two weeks post disaster.

It is also important to ensure that national and local authorities are notified in advance of an assessment and any required permission is obtained. Data collection also needs to be in line with any stipulated regulations and local customs. To ensure local participation, beneficiary populations should ideally also be notified in advance of an assessment through official channels local authorities (e.g. as appropriate through PCDMs, DCDMs, CCDMs and village chiefs), and that policies on confidentiality and participation are communicated to all participating respondents, addressing any concerns they may have.

Assessments asking questions about needs will inevitably raise expectations of some kind of response. As at early stage it will likely be unclear what assistance (if any) may be provided, it is critical to manage interviewee expectations by highlighting to them that while the assessment seeks to understand the impact of the disaster and understand any local needs, the nature and extent of any assistance has not yet been determined and cannot be guaranteed. At the same time, if it is known based on available information that a response will be needed, and stockpiles and or pre-positioned supplies exist, distribution can and should be rapid, as soon as possible after the assessment. In some cases, for example with distribution of WASH supplies, some response or distribution may take place at the time of the assessment.

In addition, make sure you are clear about your role when talking with community leaders, concerned agencies and local officials. Take on board any complaints or concerns of the people you speak with or encounter. If people don’t want to answer questions they are under no obligation to do so. Record any additional observations you see around you as it is the triangulation of all sources of data and a mixed methods approach that will help to ensure as complete, balanced and accurate a picture as possible. Remember that when taking photos of individuals, their consent should be obtained, ideally through a written consent sheet in Khmer that they should sign.

After the first month an in-depth multi-sector assessment or sector-specific single assessments to collect more sector-specific details on needs may take place. In this case, in Cambodia, given the scale of disasters, there will be a likely merging of sector in-depth and early recovery assessments as one early recovery multi-sector assessment through NCDM/UNDP coordination.

Immediately post-disaster...

An initial discussion between the NCDM, HRF and CHF members should focus on what is known about the disaster and its scale, and therefore what type of assessment(s) is/are required.
The following checklist that provides a detailed guide to the key steps to carrying out a rapid assessment.

<table>
<thead>
<tr>
<th>Checklist for step-by-step approach to preparing for and conducting assessments</th>
<th>Responsible</th>
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<tbody>
<tr>
<td><strong>1. Preparedness: preparing for assessments before an emergency</strong></td>
<td></td>
</tr>
<tr>
<td>1.1 Review standard rapid (and in-depth) assessment tools, formats and indicators;</td>
<td>NCDM/HRF /CHF/ CRC/Line Ministries</td>
</tr>
<tr>
<td>1.2 Review pre-disaster mapping of high-risk areas where assessments may be needed</td>
<td>NCDM/PCDMs/HRF</td>
</tr>
<tr>
<td>1.3 Review baseline data and secondary data analysis</td>
<td>HRF IM network</td>
</tr>
<tr>
<td>1.4 Review assessment procedures using Assessment SOPs;</td>
<td>HRF &amp; Sector</td>
</tr>
<tr>
<td>1.5 Agree/update list of assessment focal points to be trained for assessment participation;</td>
<td>HRF/CHF</td>
</tr>
<tr>
<td>1.6 Check budget availability for assessments travel; pool resources where possible for savings;</td>
<td>HRF/NCDM/RC</td>
</tr>
<tr>
<td>1.7 Hold assessment training and simulations to test tools prior to use in an emergency context.</td>
<td>HRF/CHF</td>
</tr>
<tr>
<td><strong>2. Planning: Organizing the assessment before going to the field</strong></td>
<td></td>
</tr>
<tr>
<td>2.1 Establish links between key stakeholders ahead of any assessment including field focal points</td>
<td>NCDM/HRF /RC</td>
</tr>
<tr>
<td>2.2 Agree on assessment requirement; will depend on nature and phase of the emergency</td>
<td>HRF / Sectors</td>
</tr>
<tr>
<td>2.3 Appoint an assessment coordinator/team leader to coordinate the assessment</td>
<td>NCDM/HRF CT/RC/CHF</td>
</tr>
<tr>
<td>2.4 Agree the assessment objectives/purpose and timeframe</td>
<td>HRF/CHF/NCDM/PCDM</td>
</tr>
<tr>
<td>2.5 Agree assessment locations (provinces and, if known, districts and communes) and document</td>
<td>NCDM/HRF/CHF</td>
</tr>
<tr>
<td>2.6 Inform and coordinate with local authorities on planned assessment; ask PCDM to facilitate briefing meetings (including line departments, CRC, local agencies)</td>
<td>NCDM/PCDMs/HRF</td>
</tr>
<tr>
<td>2.7 Determine who will join the assessment (mix of agencies, assessment focal points, gender, skills)</td>
<td>NCDM/HRF/NCDM/PCDM</td>
</tr>
<tr>
<td>2.8 Plan logistics of assessment mission—locations, HR, transport, contact list &amp; communications procedures, assessment materials, security clearance &amp; items, contact interviewees, brief team</td>
<td>Assessment lead &amp; team</td>
</tr>
<tr>
<td><strong>3. Implementation: Travel to the field and during the assessment</strong></td>
<td></td>
</tr>
<tr>
<td>3.1 Confirm briefing meeting with local authorities and stakeholders</td>
<td>Assessment lead</td>
</tr>
<tr>
<td>3.2 Gather assessment team for briefing and orientation of approach, including: splitting team into groups; assigning roles and transport; sharing briefing materials and questionnaires; agree locations to be covered by each group; agree debriefing approach, times and locations</td>
<td>Assessment lead</td>
</tr>
<tr>
<td>3.3 At outset hold briefing meeting with local authorities PCDM, line departments and local actors for situation update, to confirm priority locations/issues;</td>
<td>Assessment lead</td>
</tr>
<tr>
<td>3.4 Contact key informants before travelling to agree meeting time and place;</td>
<td>Assessment team</td>
</tr>
<tr>
<td>3.5 Team splits into groups for field work and regroup at prearranged time and location</td>
<td>PCDM / Assessment lead</td>
</tr>
<tr>
<td>3.6 Hold team daily briefing at end of each day to agree key points and schedule for next day;</td>
<td>Group leaders</td>
</tr>
<tr>
<td>3.7 Enter data at the end of each day and share findings with centre</td>
<td>Assessment lead/HRF</td>
</tr>
<tr>
<td><strong>4. Analysis: Assessment analysis, findings and recommendations</strong></td>
<td></td>
</tr>
<tr>
<td>4.1 Hold team debrief at end of mission to agree key messages, priorities and recommendations</td>
<td>Assessment team</td>
</tr>
<tr>
<td>4.2 Agree reporting using standard format (see Annex 3)</td>
<td>Assessment team</td>
</tr>
<tr>
<td>4.3 Ensure clear findings and recommendations to inform programming and appeals</td>
<td>Assessment lead</td>
</tr>
<tr>
<td><strong>5. Response &amp; Dissemination: Rapid response and findings dissemination</strong></td>
<td></td>
</tr>
<tr>
<td>5.1 Share findings widely in the field and centrally</td>
<td>HRF</td>
</tr>
<tr>
<td>5.2 If disaster widespread, hold HRF and sector meetings to discuss and agree response</td>
<td>HRF/Sector leads</td>
</tr>
</tbody>
</table>
A **rapid assessment** should be undertaken by local authorities (combination of Provincial, District, Commune and Village Disaster Management Committees, together with Provincial Line Departments) and agencies located in the affected areas within the first 72 hours of a disaster, using assessment-trained staff. This can be supported with desk-based fact-finding from centrally based authorities and agencies, particularly relating to baseline information. This is a **harmonized approach** with multiple agencies using a standardized assessment tool or comparable tools, and may include the use of Common Operational Datasets, key indicators and geographical synchronization, for jointly agreed analysis, recommendations and response. Depending on the scale of a disaster, initial assessments will likely be done by local authorities and actors and while that capacity is being built up, can be complemented by in-depth sector and single agency assessments.

For the purposes of rapid assessment and response in Cambodia note that the phases are different to those described in the IASC Framework, for three reasons: in acknowledgement that the HRF requires that both assessment and response needs to be quick; that the disasters are less likely to be large scale; and the HRF members will have concurrent development priorities to attend to alongside any disaster assessment and response. Depending on the context of the disaster (the scale and urgency of needs), stakeholders will need to determine the phasing of assessments over time. In the Cambodian context, sudden-onset disasters will most likely be precipitated by floods, including flash floods; storms; and, less commonly, population movements or migration. Droughts are likely but are considered slow onset.

Depending on the context of the disaster (the scale and urgency of needs), stakeholders will need to determine the phasing of assessments over time. In the Cambodian context, sudden-onset disasters will most likely be precipitated by floods, including flash floods; storms; and, less commonly, population movements or migration. Droughts are likely but are considered slow onset.

- **Phase 1 (in the first 72 hours): localised rapid assessments** of primary data/direct observations will likely be carried out in affected locations by locally-based agencies and local authorities in the affected area(s). Phnom Penh-based staff will focus on desk-based fact-finding from the field, triangulating against secondary data from existing knowledge and national and local authorities (NCDM and PCDMs) and recommending response actions. Where possible, an HRF Coordination Team will support analysis of findings and recommendations, and produce a number of information products including a Humanitarian Indicators Dashboard, situation reports (sitreps), and planning assumptions and scenarios of the disaster impact. This is when the assessment toolkit will be used in affected areas, as part of a dialogue with communities, government and affected populations.

- **Phase 2 (1-2 weeks): Multi-sector rapid response** that includes locally and centrally based staff from local (and possibly central) authorities and humanitarian actors responding with prepositioned stocks or newly procured items, to meet gaps not covered by Government and the Cambodian Red Cross. Further update information products (as above) and set some initial baseline information for monitoring indicators.
Phase 3 (1-2 months): Monitoring will follow to ascertain and share results for reporting and accountability — to affected populations, to donors, to host government authorities and within assisting and responding organisations.

Key Informant interview (KI) and a Focus Group Discussion (FGD) tools

As the disaster unfolds information is likely to be limited and scattered, with a need for quick information on the above point to inform response operations. The key tools include a Key Informant interview (KI) tool and a Focus Group Discussion (FGD) tool to quickly gather information from key informants on the ground who have an overview of what is happening (e.g. from the PCDM, DCDMs, CCDMs, Village chiefs, CRC, active locally-based NGOs, provincial line department officials, health centre and school officials etc), as well as verify some of that information with community perspectives through FGDs (e.g. in affected villages, in safe areas or other areas of displacement). See Annex 3.

The standard rapid assessment tools have been shaped to incorporate:

- Basic questions on the impact of the disaster and extent to which people have been affected;
- How people have been affected, with a particular focus on the six sectors (FSN, WASH, Shelter, Health, Protection, Education);
- What needs exist (again detailed by sector);
- What assistance has already been provided, and therefore what gaps exist.

There are both electronic forms of the Key Informant Interview and Focus Group discussion tools. The electronic form will save time in data entry and analysis so this is recommended. However, if a computer or smartphone is not available paper forms will be adequate. On advice from the communities during validation of the tools, Health questions and Protection sections are separated out. These are to be asked separately and concurrently by the assessors with health workers, and staff from the Department of Women’s Affairs respectively.

Each sector section starts with a general question on what needs respondents have identified, before they are guided/prompted towards certain issues; the reason for this is to capture their own thoughts first as prompted questions may result in different responses.

The assessment tools focus on basic information required to facilitate response operations. They cover the following issues:

- **Basic information** — lists the enumerator, location and the interviewee(s), for analytical reference, and for accountability.
- **Disaster-related information** — the nature of the disaster (when it happened and what kind of disaster) and perception questions on the severity of the disaster and comparison of the disaster to previous years.
- **Affected areas** — a sense of the scale of the disaster in terms of the areas affected by it, including which are the worst affected areas and the severity of the impact.
- **Affected people** — how many, who are the worst people affected, and where they are (at home, displaced etc).
- **Safe areas** — whether basic services are available in a safe area (an area on higher ground that is utilized at times of disasters)(e.g. flooding). An "organized" safe area has minimum facilities and people coordinating/maintaining services.
- **Shelter and essential Non-Food Items (NFIs)** — indicates priority shelter and NFI needs.
• Water supply – do people have access to clean water, and whether they are treating it, in line with Sphere standards.
• Sanitation – indicates people’s sanitation practices which can be linked to the likelihood of disease outbreaks.
• Food Security – whether people’s access to food has changed, and if they face immediate food shortages.
• Livelihoods and Agriculture - the key sources of people’s livelihoods and the extent to which they have been affected; links to likelihood of income and food insecurity in the near and longer-term future.
• Nutrition – whether any pregnant or lactating women and small children require targeted assistance
• Health- whether the affected population have access to health services, and a check for common diseases that present as a result of the disaster and require action, including incidence of disease outbreaks.
• Education - whether education facilities have been affected by the disaster, and whether children are attending school
• Protection - whether any security or protection issues have arisen, and whether services are available locally and a particular emphasis on the presence of landmines
• Priority Needs – immediate needs identified by KI’s and communities.
• Assistance Provided – indicates by process of deduction where gaps may exist.
• Comments and Observations – any other feedback and risk factors noted by the KI.

Analysis of Findings and Recommendations

At the end of the assessment mission, it is important that analysis and recommendations are made speedily to inform a rapid response, should this be indicated. Decisions and follow up should follow soon thereafter.

The online form will automatically sum the quantitative answers, which will show needs. Gaps can be deduced from the assessment and the secondary data analysis and triangulation from other agencies about their response, if any.

Analysis of data in the field and any subsequently should include:

- A clear sense of the scale of the impact of the disaster through ranked visual or tabular representation, for example of the numbers of people affected, displaced and in need, will help demonstrate scale. Ranking results in order of the highest or lowest (for example, by area worst affected) will help visualise scale (see graph to the right). Similarly use of maps to demonstrate scale is also visually helpful.
- A clear prioritization of needs – again ranking of priority needs in tabular or graph format will help demonstrate relative importance (see reporting format – Annex 7). (Anonymous) quotes from KIs or FGDs can also send a powerful message.
- Use of baseline and secondary data – such as the total population against the affected population, or the number of people who had access to different services or to food and clean water before and after the disaster, can show relative change due to the disaster.
- Who is doing what, where – a mapping of the 3Ws (who is doing what, where) can help highlight gaps in response.

Note that the baseline and secondary data and the 3W should be readily available before any disaster event, updated as part of cyclical preparedness. Findings can also be shared with local stakeholders and NDCM.

Reporting
The assessment report format is suggested in Annex 5. A clear presentation of findings such that key messages are evident is critical in easily informing stakeholders of the main issues and needs. Key points to consider:

- Include concise summaries of key messages
- Prioritise/rank findings in order of importance
- Presenting findings thematically (e.g. by sector) – for ease of reference by sector-specific actors
- Use maps, graphical representations and pictures to help demonstrate the point
- Highlight current impact and any expected future consequences

Assessment findings should be shared as widely as possible, amongst other things to inform stakeholders who may consider providing assistance (either donors or implementing agencies) and therefore aid coordination efforts, to highlight need and prompt relevant action, to raise awareness of specific issues and ensure action is appropriate to needs etc.

Consider also who the priority stakeholders may be who need should receive the findings and data, both for protocol reasons (authorities), for rapid fundraising (donors) and response action and coordination. Consider stakeholders including authorities (local and national), organizational field offices and HQ, donors, partners, beneficiaries etc.

Consider also and what is the most appropriate means of communicating findings to them: through a written report, presentations, sitrep, etc. HRF and sector meetings should be held to present and discuss assessment findings and agree response programming.

A Humanitarian Dashboard¹ may be a useful way to visually summarise key findings and recommendations.

Figure 4: Humanitarian Dashboard

<table>
<thead>
<tr>
<th>Sector focal point contact:</th>
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<tr>
<td></td>
</tr>
<tr>
<td>Source</td>
</tr>
<tr>
<td>---------------------------</td>
</tr>
<tr>
<td>Number of people reached</td>
</tr>
<tr>
<td>Number of people in need</td>
</tr>
<tr>
<td>Number of people in need not reached</td>
</tr>
<tr>
<td>Number of people targeted</td>
</tr>
<tr>
<td>Number of people targeted not reached</td>
</tr>
</tbody>
</table>

Short narrative about key priorities

This part should be filled by the HRF Coordination Team by copying and pasting from the previous input received by the sectors. It helps viewing the changes.

Short narrative about key needs (do not include planned activities in this section)

Narrative must be less than 300 characters.

To break line, Alt + Enter

Short narrative about key response

Narrative must be less than 300 characters.

Source: OCHA, https://assessments.humanitarianresponse.info/humanitarian-dashboards

¹ See: https://assessments.humanitarianresponse.info/humanitarian-dashboards
Annex 1: Disaster Management Definitions

The following DM terms are requiring clarification to facilitate quantification through assessments & monitoring. Definitions were discussed with HRF assessment focal points and require a further review to finalize. These will be used to structure questions in the standardized assessment forms and shape monitoring indicators.

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
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<tbody>
<tr>
<td><strong>Affected households/families/people/population</strong></td>
<td>Includes all people whose lives have been affected in some way by the crisis. Not all affected people are in need of humanitarian assistance; those people should be termed people in need. People affected can include those who suffer direct effects [e.g. lost family members; displacement; partial or total destruction of their homes; loss of crops/assets/livehoods; physical injury/sickness etc – these can also be termed people in need, or victims who require immediate assistance] or indirect/secondary effects related to a disaster and who may not need assistance [e.g. deficiencies in public services, commerce, work, or due to isolation]. This will be measured by assessment questions relating to displacement, damage to homes and livelihoods, injury/sickness as well as access to basic services. E.g. Affected people: a) dead, missing, injured; b) Displaced to safe areas, displaced outside of evacuation areas (e.g. roadside), displaced to other homes, non-displaced but affected due to damage/losses/service disruption etc (disaggregated by men/women/children - girls/boys).</td>
</tr>
<tr>
<td><strong>Child friendly &amp; safe area</strong></td>
<td>An structured fenced area where children can play, which is supervised, has an entrance, where child registration is undertaken, and recreation facilities and learning materials are available.</td>
</tr>
<tr>
<td><strong>Crop damage</strong></td>
<td>Should be qualified for each crop type [e.g. for rice more than 10 days exposure to water], but for the whole crop, can be looked at as: a. Totally or almost totally destroyed (75-100%), b. Significant damage (50-75%), c. Moderate damage (25-50%), d. Limited/minor damage (1-25%).</td>
</tr>
<tr>
<td><strong>Damaged homes</strong></td>
<td># of homes with minor damage, not structural or architectural, which may continue being lived in, although they may require some repair or cleaning. For assessing individual homes, consider: Category 1 - Unaffected (No structural damage, No wind damage, No flood damage), Category 2 - Minor (Wind/flood) Affected - Minor damage (less than 25%) to roof, and/or exterior, and/or windows &amp; doors, and/or electrical system (wires, fixtures, fittings), Category 3 - (In addition to the previous category) Partially affected with minor structural damage (Minor rehabilitation required) and livable - Moderate damage (25-50%) to roof, and/or exterior wooden walls, and/or to masonry work, and/or to ceramic/gound tiles/decorations, Category 4 - (In addition to the previous category) Partially affected with structural damage (Major rehabilitation required) Not Livable - Significant damage (50-75%) to roof, and/or exterior wooden walls, and/or to masonry, and/or to structural beams and columns, Category 5 - (In addition to the previous category) Heavy/completely damaged, and need to rebuild - Completely collapsed roof, foundation damaged, Walls collapsed, house washed away.</td>
</tr>
<tr>
<td><strong>Destroyed homes</strong></td>
<td># of homes leveled, buried, collapsed or damaged to the extent that they are no longer habitable. For overall damage to many homes/infrastructure a. Totally destroyed (75-100% damage; most unlivable/ unusable), b. Partially destroyed (50-75% - not usable/unsafe for houses), c. Partially damaged but can be repaired (25-50%); d. Limited damages that are easily repaired (less than 25%).</td>
</tr>
<tr>
<td><strong>Family (vs Household)</strong></td>
<td>Family refers to the immediate family (krou saa) [as registered in the commune family book]; the average family size is 4.6 people. Household (knom pteah) refers to those living under the same roof and sharing facilities; can include multiple unrelated families. It is recommended that family (krou saa) be used as the standard term for DM information, in line with PCDM/NCDM.</td>
</tr>
<tr>
<td><strong>Displaced/evacuated</strong></td>
<td>The number of people who have left their homes due to the disaster / people who have been assisted to temporarily evacuate their homes, work places, schools, hospitals, etc.</td>
</tr>
</tbody>
</table>

---

2 There are multiple definitions for “affected”; the term has to be made locally context specific: 1) NCDM and CanDi use the DesInventar definition, which relates to people, homes, infrastructure and economic losses, and can thus be used as the standard: “The number of persons who suffer indirect or secondary effects related to a disaster. This refers to the number of people, distinct from victims, who suffer the impact of secondary effects of disasters for such reasons as deficiencies in public services, commerce, work, or because of isolation. If the information refers to families, calculate the number of people according to available indicators”, while victims are “The number of persons whose goods and/or individual or collective services have suffered serious damage, directly associated with the event. For example, partial or total destruction of their homes and goods; loss of crops and/or crops stored in warehouses, etc.” DesInventar Disaster Information Management System - http://www.desinventar.net/effects.html . 2) Most humanitarian agencies use the definition “those requiring immediate assistance during a period of emergency; it can also include injured, homeless, evacuated and displaced people”, by the Center for Research on the Epidemiology of Disasters (CRED), Catholic University of Leuven for EM-DAT database; http://www.emdat.be/criteria-and-definition. NB: Although CRED recognizes that figures for people affected are not entirely reliable since the definition leaves room for interpretation, it is better to use this definition than the number of people killed, because it is the survivors who require emergency aid. 3) FCA looks at the situation of the affected population, e.g. access to social services/ to the labour market / minority issues, specific vulnerabilities; EC (2011) Methodology for the Identification of Priority Countries for Humanitarian Aid “GNA and FCA”; 3) A further definition used by some includes: “People who have suffered a loss of basic community services [e.g. access to; health, water, food, shelter, source of income, and Protection]”; Methodology for Rapid Humanitarian Assessment – REDLAC (2006). https://wca.humanitarianresponse.info/en/system/files/documents/files/Rapid_Assessment_Methodology_ENG.pdf

3 NCDM/PCDMs use the term family (krou saa)
<table>
<thead>
<tr>
<th>Improved water source</th>
<th>An improved drinking-water source is one that by the nature of its construction or through active intervention is protected from outside contamination, in particular from faecal matter.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improved sanitation facilities</td>
<td>For MDG monitoring, an improved sanitation facility is defined as one that hygienically separates human excreta from human contact.</td>
</tr>
<tr>
<td>Learning materials</td>
<td>Materials &amp; Equipment include standard curriculum textbooks and writing/teaching materials.</td>
</tr>
<tr>
<td>Morbidity / loss of life</td>
<td>Loss of life relating to the disaster (e.g. flooding).</td>
</tr>
<tr>
<td>Natural disaster</td>
<td>A serious disruption of the functioning of a community or a society involving widespread human, material, economic or environmental losses and impacts, which exceeds the ability of the affected community or society to cope using its own resources. A situation or event which overwhelms local capacity, necessitating a request to the national or international level for external assistance, or is recognised as such by a multilateral agency or by at least two sources, such as national, regional or international assistance groups and the media.</td>
</tr>
<tr>
<td>People in need</td>
<td>Includes those affected people who require humanitarian assistance in some form. People in need represent a sub-group of affected people and may differ from sector to sector.</td>
</tr>
<tr>
<td>People targeted</td>
<td>Includes all people humanitarian agencies try to assist. This will likely be a sub-group of people in need, as there are many actors providing assistance that we may not know about.</td>
</tr>
<tr>
<td>People reached</td>
<td>Includes those who have received some form of assistance. This figure says nothing about how long and how well this assistance covers the needs of the beneficiary. A more meaningful picture provides the estimate of people covered.</td>
</tr>
<tr>
<td>People covered</td>
<td>Indicates the number of people whose needs, defined by a humanitarian standard such as SPHERE, have been met. [E.g. there is a significant difference between the two statements: 1000 people received water (people reached), or 1000 people received enough water to cover their needs (15 litres per day) for the next two weeks. ]</td>
</tr>
<tr>
<td>Safe area</td>
<td>An &quot;operational/functioning&quot; safe area refers to an area on higher ground that is utilized at times of disasters (e.g. flooding). An &quot;equipped&quot; safe area is that has certain minimum facilities available, including: shelter facilities (i.e. access to dry ground and protective roof/wall covering); WASH facilities (e.g. improved water source, temporary or permanent M/F latrines, water source near toilets, lighting by facilities); a child friendly and safe area (that includes a structured fenced area where children can play, which is supervised, has an entrance, where child registration is undertaken, and recreation facilities and learning materials are available); a mobile health team is offering services (basic services are currently being determined). An &quot;organized&quot; safe area is one that not only has minimum facilities but that also has people coordinating/maintaining services.</td>
</tr>
<tr>
<td>Vulnerable groups</td>
<td>Groups of people that experience higher risk of poverty &amp; social exclusion than the general population due to social, disaster &amp; environment issues. Could include: elderly, disabled, homeless, female-headed households, PLHIV, orphans &amp; vulnerable children, ID Poor 1 &amp; 2, minorities, migrants.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Orphans and Vulnerable - OVCs</th>
<th>Definitions from Ministry of Social Affairs?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children</td>
<td>The suggested definition for assessments is under-16. Multiple age definitions exist for children; MoSVY defines children as under 18s, as does CRC. Basic education is compulsory to grade 9, age 14-15; juvenile justice: below 15; marriage: below 18; child labour: below 15.</td>
</tr>
<tr>
<td>Children of school age</td>
<td>ECD: 3-5 years; primary school: 6-11 years; secondary school: 12-18 years</td>
</tr>
<tr>
<td>Orphan</td>
<td>A child below the age of 18 years who has lost one or both parents (total # orphans is the sum of maternal + paternal orphans minus the double orphans in both categories)</td>
</tr>
</tbody>
</table>

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6 Disasters are often described as a result of the combination of: the exposure to a hazard; the conditions of vulnerability that are present; and insufficient capacity or measures to reduce or cope with the potential negative consequences. Disaster impacts may include loss of life, injury, disease and other negative effects on human physical, mental and social well-being, together with damage to property, destruction of assets, loss of services, social and economic disruption and environmental degradation. ISDR: [http://www.unisdr.org/we/inform/terminology](http://www.unisdr.org/we/inform/terminology)

7 Center for Research on the Epidemiology of Disasters (CRED) of the Catholic University of Leuven, for EM-DAT database, [http://www.emdat.be/](http://www.emdat.be/). Only natural events affecting at least 50 000 people and half a percent of the national population are taken into account for the current year, the threshold for an event that happened two years before being 100 000 people 10 affected and a minimum of one percent of the national population. ISDR definition: A serious disruption of the functioning of a community or a society causing widespread human, material, economic or environmental losses which exceed the ability of the affected community or society to cope using its own resources.

8 Ministry of Social Affairs
<table>
<thead>
<tr>
<th>Orphans and Vulnerable - OVCs</th>
<th>Definitions from Ministry of Social Affairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total # of orphans &amp; vulnerable children (OVC) under 18</td>
<td>An OVC is a child 0-17 years old, who is either orphaned or made more vulnerable because of HIV/AIDS, health or social conditions.</td>
</tr>
<tr>
<td>Double orphans under 18</td>
<td>A double orphan is a child 0-17 years old who has lost both parents.</td>
</tr>
<tr>
<td>Children with chronically ill parents/ caregivers</td>
<td>Children 0-17 years old living with at least 1 chronically ill parent/caregiver (too ill to carry out daily chores during at least 3 of the last 12 months).</td>
</tr>
<tr>
<td>Street children under 18</td>
<td>Children 0-17 years old who are living and/or working on the street.</td>
</tr>
<tr>
<td>Children living in poor HHs</td>
<td>Children living in HHs below the poverty line as defined by ID Poor (ID Poor Levels 1 and 2)</td>
</tr>
<tr>
<td>Children victims of trafficking</td>
<td>Children who are moved from one place to another against their will; often involves exchange of money/goods but does not benefit trafficking victim</td>
</tr>
<tr>
<td>Child victims of sexual abuse</td>
<td>Children 0-17 years who are victims of rape &amp; other forms of sexual abuse.</td>
</tr>
<tr>
<td>Children in worst forms of labor</td>
<td>Children involved in the hazardous/worst forms of labor</td>
</tr>
<tr>
<td>Disabled children under 18</td>
<td>Children 0-17 years old who are physically and/or, mentally disabled.</td>
</tr>
<tr>
<td>Children living with extended family members</td>
<td>Children living with extended family members (e.g. aunts, uncles, grandparents) &amp; not parents</td>
</tr>
</tbody>
</table>
## Annex 2: Assessment Focal Points

<table>
<thead>
<tr>
<th>AGENCY</th>
<th>NAME</th>
<th>TITLE / AREA OF WORK</th>
<th>MOBILE</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
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</tr>
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<td>OHCHR</td>
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</tr>
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</tr>
<tr>
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</tr>
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</tr>
<tr>
<td>Save the Children</td>
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<tr>
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</tr>
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<td>WHO</td>
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<tr>
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<tr>
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<td>kannaro <a href="mailto:kep@gmail.com">kep@gmail.com</a></td>
</tr>
</tbody>
</table>
Annex 3a: Key Information Interview Form

Introduction: (សសចក្តីសផ្តើម)

"Hello. We are here to understand how disaster has affected communities like yours. We would appreciate about 30 minutes of your time to ask you some questions about the situation here. What you tell us we will keep private. The information will only be used to try and help families who are very vulnerable".

1. Basic Information: (NB: spell location names as in Commune Database)

 Enumerator ID number: (នលខសុំរល់អ្នកសួរ)
 Date: (កាលបរិនចេទ)
 Location: (ទីតាុំង)
 GPS ref: (សូមសរនសរន្ ម េះទីកស្នលងឲ្យម្ររូវនៅតាមទិននន័យមូលោ ា នឃុុំ)

2. Disaster-related information: (ព័ត៌ានទាក្់ទងសម្ររឹះមហនតរាយ)

 Date of Disaster: (កាលបរិនចេទនម្ររេះមហនតរាយ)
 How does the disaster compare to previous years?
 (ស៊ុលដូចនមតចស្ដរ =1, Better (សម្រសាលជាងមុន) =2, Same (ដូចមុន) =3, Don’t Know (មិនដឹង) =4)

3. Priority Needs: (សអាញជាចំបង)

 What are the 3 top immediate needs in this area arising from the disaster? (បនា ា ប់ពីនម្ររេះមហនត រាយបាននកើរន ើងនរើរម្រមូវការបនា ា ន់ភា ល មៗចុំនួន ៣ ានអ្ែីខលេះ?

 - Shelter (ជម្រមកសា ន ក់នៅ)
 - Food (អាហារ)
 - Drinking Water (ទឹកផឹក)
 - Sanitation (អ្នាម័យ)
 - Non-food items (សា ា រៈមិនស្មនជានសបៀង)
 - Medical care (ការស្ែទុំនវជជសាស្រសត)
 - Security concerns/protection (ការម្រពួយបារមាពីសនតិសុខ/កិចចរុំពារ)
 - Boats (ទូក)
 - Other Transportation (មន ោបាយន ែើដុំនណើរនផេងៗ)

4. Assistance Provided: (អំសោយ/ជំនួយដែលបានផ្តល់)

 Has assistance been provided by families in this area? Yes/No (ដឹងជាការផ្តល់ឲ្យម្រគួសារដល់ម្រមូវការបនាសុី =Yes/No)
- What kind and (e.g. type & kg of food)
  នរើម្របនេទជុំនួយអ្ែីខលេះ បានបញ្ជាក់ និងបញ្ជាក់ថាមានឬខុសគ្នាដ៏ជូន 
 1. From whom?  (ពីអ្នកណា?)
    - Government (រោ ា េិបាល)
    - NGOs (អ្ងគការមិនស្មនរោ ា េិបាល)
    - Cambodia Red Cross (កាកបាទម្រកហមកម ពញជា)
 2. To how many families?  (នរើានប ុនា ម នម្រគួសារ)
 3. Where?  (នរើនៅកស្នលងណា?)
 4. When?  (ពេលនៅនៅនពលណា?)
  Are you aware of any future planned assistance?  
  (នរើអ្នកបានដឹងពីជុំនួយស្ដលនគនឹងផតល់ឲ្យនានពលខាងមុខស្ដរឬនទ?)

(Insert Table)

- When?  (ពេលនៅនពលណា?)

5. Affected people:  
  (cross-reference population figures in CDB and secondary data analysis)
  បានបញ្ជាក់ថាមានឬខុសគ្នាមានក្នុងសារបាលីការដ៏រីករាយស្រុក 
  នៅក្នុងការវិភាគនេះជាមួយស្តង់ដារនិងការវិភាគទិននន័យស្ដលាន 
  Are any families displaced?  (គឺមានក្នុងក្នុងការវិភាគទិននន័យស្ដលាន)
  None (រូ ប) =0, Some (មាន) =1, Half (មានតិច) =2, Most (មានរីក) =3, Don’t Know (មិន 
  ដឹង) =4
  Have any families returned?  (គឺមានក្នុងក្នុងការវិភាគទិននន័យស្ដលាន)
  Where are those that have not returned:  
    - safe/evacuation areas?  (ក្នុងក្នុងការវិភាគទិนនន័យស្ដលាន)
    - In communities?  (ក្នុងក្នុងការវិភាគទិននន័យស្ដលាន)
  How many of the households are severely affected by the disaster?  
  (គឺមានក្នុងក្នុងការវិភាគទិននន័យស្ដលាន)
  How many are Female Headed Households?  (គឺមានក្នុងក្នុងការវិភាគទិននន័យស្ដលាន)

HOW MANY of these are IDPoor?  (គឺមានក្នុងក្នុងការវិភាគទិននន័យស្ដលាន)
What are the top three reasons people are affected:  
  (គឺមានក្នុងក្នុងការវិភាគទិននន័យស្ដលាន)
  1. Damage/loss to shelter?  (ខូចខារ/បារ់បង់ជុំរកសា ន ក់នៅ)
  2. No clean drinking water?  (រម នទឹកសាា រផឹក)
  3. Lack of food?  (ខែេះខារនសបៀងអាហារ)
  4. Lost livelihoods?  (បារ់បង់មុខរបរចិញ្ចឹមជីវិរ)
  5. Illness?  (ានជមាឺ)

6. Shelter and essential Non Food Items (NFIs)  (ការម្រពួយបារមាខា ល ុំងពីការម្រពួយបារមាខា)
What are the main shelter concerns?  (ការម្រពួយបារមាខា ល ុំងពីការម្រពួយបារមាខា)
- no home (រូ បមាន)
- no livelihood (មានរីក)
- unsafe (មនសុវរាិភាព)
- no services (រមនសវានផងៗ)
- no money for transport (រូបីបលធម៌ណែើដុំនណើរ)
- indebted (ជុំពាក់បុគ)
- illness/injury (ានជមាឺ/ានរបួស)
- migrating for other reasons (បនក់ប៉ូរេសសារករកណស្គាល់)
- other? (ផ្សេងៗ)

Estimated Number of houses affected* (បនចុំនួនផារតាមរយៈការបេះពាល់)
1. Partially (យសមត្ថុលះៗ)
2. Fully (ទុងម្រសុង)

Do people have (មនសាំរី)
- cooking items សាារៈសម្រាប់ចមាិនស្ដរឬនទ?
- mats ស្ទ័រយដ? 
- blankets ទឹកនង្មដ ?
- mosquito nets? មុងស្ដរឬនទ?
- tarpaulin / plastic sheets? (រង់ស្ដរឬនទ?)

Do you expect most people to return home soon? (ពួកររ់ភាគនម្រចើននឹងវិលម្រានមកផាេះឆ្ប់ៗវិញស្ដរឬនទ?)
For those unlikely to return home within 7-10 days it’s due to (អ្នកមិនទន់វិលម្រានមកផាេះវិញកនញងរយេះនពល ៧-១០ ថ្ែាគឺនោយសារៈ)
1. no home (រមនផាេះសា នក់នៅ)
2. no livelihood (រមនរបររកសុីចិញ្ចឹមជីវិរ)
3. illness (ានជមាឺ)
4. no water supply (រមនការផគរ់ផគង់ទឹក)
5. no food supply (រមនការផគរ់ផគង់ម ហ ូបអាហារ)
6. no resources (ជុំពាក់លុយនគ)
7. house unsafe (ផាេះមិនានសុវរាិភាព)
8. owe money (ជុំពាក់លុយនគ)
9. lack of services (ខែេះនសវានផងៗ)

7. Water supply (ការផ្គត់ផ្គង់ទលក្)
What are your priority water concerns? (បការម្រពួបារមាខា ល ុំងទក់ទងនឹងទឹកា្ីខលេះ)
How many families do not have access to: (យសមត្ថុលះៗនេះប្រសិនបើត្រសេពញ?
- sufficient water for 1 month - ទឹកម្រគប់ម្ររន់សម្រាប់នពញ័ ១ ស្ខ?
- clean (potable) water? - ទឹកសាារសម្រាប់ផឹក?
Are people treating drinking water (boiling/chemicals/filtration)? (បនក់ប៉ូរេសសារករកណស្គាល់ ានអ្ែីខលេះ/ដូចជាោុំទឹក/ុងចនម្រាេះ)
Are there any security concerns when collecting water? (មនក់ប៉ូរេសសារករកណស្គាល់ការម្រពួយបារមាពីសារៈ)
How far do people have to travel to collect water? (meters) ? and (minutes) ? (យសមត្ថុលះៗនេះទឹក/ុងចនម្រាេះងាយស្ថានរយៈអ្ែីខលេះ/ដូចជាោុំ/ុងចនម្រាេះ)
(If safe areas/communal water points) What is the wait time at the water collection point (minutes)?
8. Sanitation

How many families in their homes do not have sufficient soap for hand washing?

How many families in safe areas or evacuation centres do not have a month’s supply of soap?

How many families do not have access to toilets?

For those not using sanitation facilities what are the main barriers:
- Cost?
- Facility flooded?
- Didn’t use before?
- If not using, what are they doing?

9. Food Security: (to identify gaps not covered by CRC and Govt.)

What are the main food security concerns?

Is food assistance currently provided to households here? # families and # kg?

If additional food assistance is needed, for how many families (number) and what quantity (kg)?

Is any food reserved for an emergency in your province?

How many HH/families have access to food stocks?

How long will average food stocks last? (Days)

How many HH/families face imminent food shortages (in the next days/week)?

How many of these HH/families are FHH and/or IDPoor?

In general has the amount of food families are eating each day changed? – Yes or No.
Is the market functioning? (ឈាយសម្រាប់ឈឺជីវិតមិនបានបង្កើត?)
Accessible? (ឈាយសម្រាប់ឈឺជីវិតមិនបានបង្កើត?)
Time to reach the market? (ឈាយមានឈឺជីវិតមិនបានបង្កើត?)

Are the below food items currently available in the market?

- Rice (អ្ងារ)
- Fish – fresh/dried (ម្រូម្រសស់/ម្រូម្រសសំរី)
- Meat (សាច់)
- Vegetables/Fruit (បស្នល/ស្រកី)
- Oil (បស្អាម)
- Salt (អ្ុំបិល)

Any other essential items not available (លើកäßig មិនសម្រាប់ឈឺជីវិតមិនបានបង្កើត?)

Prices higher than before (ឈាយធាតុជីវិតមិនបានបង្កើត?)

Estimate # of families who owe money? (លក់ជីវិតមិនបានបង្កើត?)
Estimate # of families who cannot afford to buy food? (លក់ជីវិតមិនបានបង្កើត?)

10. Nutrition: (អាហារូបតថមា)

Estimated # of Pregnant or Lactating Women (PLWs)

- in their homes affected by floods? (ឈាយមានឈឺជីវិតមិនបានបង្កើត?)
- in safe areas, evacuation centres affected by floods? (ឈាយមានឈឺជីវិតមិនបានបង្កើត?)

Estimated # of children aged under 5? (ឈាយមានឈឺជីវិតមិនបានបង្កើត?)

Do you have special needs since the floods?

Choose from: (ដូចគ្នាស្រី)
- Mothers unable to breastfeed (ម្រូម្រសស់មិនអាចបុំនៅកូននោះបាន)
- Reduced # of times children under 2 are fed (នៅក្នុងការបុំនៅកូននោះ)

1. Low quality of food for children under 2 (ម្រូម្រសស់មិនមានសេរីភាពទសនើសបាន)
- Increase in use of infant formula for children under 2 (ការបុំនៅកូននោះមានសម្រាប់កុារអាយុនម្រកាម៥ឆ្នាំ)
- No enough food for U-5s (ម្រូម្រសស់មិនសម្រាប់កុារអាយុនម្រកាម៥ឆ្នាំ)

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- No clean water (មិនានទឹកសាយក្រុង)
- No cleaning products (មិនានសម្រាប់សុខភាព)

Have infant milk products (eg. milk formula) and/or baby bottles/teats been donated/distributed within community or "safe area"? (បានផ្តល់ពូជមុខផ្ឋាក់មុខវាស់នោះទីនោះឬការផ្តល់អាហារបស្នាមរបស់កសិកមមបន់ថ្ងៃទី)

In the community or "safe area" are there (មានការផ្តល់មុខផ្ឋាក់មុខវាស់នោះឬការផ្តល់អាហារបស្នាមរបស់កសិកមម?

1. Blanket or Targeted Supplementary Feeding Programme? (ម្របាក់កថ្មីបស្នាមតាមរុំបន់នោះឬទូនោះ?)
- Infant & young child feeding sessions (breastfeeding/complementary feeding?) (កមមវិីចិញ្ចឹមទរកនិងកុាររូចដូចជាការបុំនៅកូននោយទឹកនោះតាមប្រភេទ)

11. Agriculture and Livelihoods: (សិក្សារីបម្រូវការចិញ្ចលំជីវិត)

How many HH have lost livelihoods? (ដ៏ឲ្យបានបារ់បង់របរចិញ្ចឹមជីវិតរបស់កសិកមម?)
- Crop (សុំខាន់ៗ)
- livestock (សរែពាហនៈ)
- agricultural wage labor (បស្នលំសូវបស្នាមស្ដរឬសម្រាប់របរចិញ្ចឹមជីវិត)
- other wage labor (បស្នលំសូវបស្នាមស្ដរឬសម្រាប់រំបួលរបរចិញ្ចឹមជីវិត)
- fish ponds/aquaculture (បស្នលំ/ឈឺសម្រាប់កមម)
- trade (ឈឺសម្រាប់កមម)
- remittances (ឈឺសម្រាប់កមម)
- handicrafts/tourism (ឈឺសម្រាប់កមម)

Estimates of total area cultivated/affected/destroyed (ការបន់ម្របាណថ្ផាដីសម្រាប់ោុំដុេះ/រងការបេះពាល់/ខូចខារ)
- Primary crop - rice vegetables, cassava (ជាប់ពូជមុខផ្ឋាក់មុខវាស់នោះ/សរែពាហនៈ)
- Secondary crop – vegetables, fruit trees (ជាប់ពូជមុខផ្ឋាក់មុខវាស់នោះ/សរែពាហនៈ)

How many families have lost losses livestock or assets? (ដ៏ឲ្យបានបារ់បង់សរែពាហនៈឬម្រម្រជូកសម្រាប់កមមបន់ថ្ងៃទី)
- cows/buffalo (សរែពាហនៈ)
- pigs (សរែពាហនៈ)
- poultry (សរែពាហនៈ)
- fishing equipment (ឧបករណ៍ននសាទ)
- agricultural equipment (ឧបករណ៍កសិកមម)
- diseased animals (សរែឈឺ)

What do people need in order of importance? (ដើម្បីមែនការចិញ្ចឹមជីវិតបន់ថ្ងៃទី)
- rice/crop seeds (បស្នាម/បស្នាមស្ដរឬសម្រាប់កមម)
- livestock (inc. vaccinations) (សម្រាប់កមម/បស្នាមស្ដរឬសម្រាប់កមម)
- agricultural inputs (equipment/cash, hand tools)

What does people need in order of importance? (ដើម្បីមែនការចិញ្ចឹមជីវិតបន់ថ្ងៃទី)
- rice/crop seeds (បស្នាម/បស្នាមស្ដរឬសម្រាប់កមម)
- livestock (inc. vaccinations) (សម្រាប់កមម/បស្នាមស្ដរឬសម្រាប់កមម)
- agricultural inputs (equipment/cash, hand tools)

How many families need immediate livelihoods support? (ដ៏ឲ្យបានបារ់បង់របរចិញ្ចឹមជីវិតរបស់កសិកមមបន់ថ្ងៃទី)
12. Education: (ការអប់រំ)
Which schools are not functioning in the commune? (includes pre-schools, primary and secondary) (នរើសាលានរៀនមួយមិនដុំនណើរការបនម្រងៀននៅកនញងឃុំននេះ?)
(ផ្លូវការអប់រំជុំវិញបែមសិកា/សាលានុកសាន/សាលាម យមសិកា)
List each by Location and Need? (សាលានីមួយៗទីតាុំងនិងរម្រមូវការ?)
- Major repairs required for infrastructure- any or all of latrine, well, roof are damaged (ម្ររូវការជួសជុលចុំបងសម្រាប់នហោារចនាសមព័ន់-បងគន់អ្នាម័យណាមួយឬទុំងអ្ស់អ្ស់)/
- Classrooms and furniture needs cleaning of flood water or mud (ថា នក់នរៀននិងសា ារៈសិកាម្ររូវសា ារ់នោយសារទឹកជុំនន់/េក់)
- School used as Safe Area (សាលាបនម្រងៀនស្ដរឬនទ)/
- No/insufficient teachers (រ ម/ម្រគូបនម្រងៀនមិនម្រគប់ម្ររន់)
- Students affected by floods (សិសេមិនអាចមកនរៀនបាននោយសាររងផលប េះពាល់ពីទឹកជុំនន់)
- School closed due to disaster or damage/no TLS (សាលាកំបាលបិទទែរនោយសារ/នម្ររេះមហនតរាយ/ខូចខារអ្ស់/រ ម/នទីកស្នលងបនម្រងៀនបនណា ណេះអាសនន)
- Parents concerned about safety (ឪពុកា តយបារមាពីសុវរាិភាព)
- Children kept home to help respond to disaster/work (ទុកកូននៅផាេះឲ្យជួយការង្ករ/សុវរាិភាព)
- No/limited transport (រ ម/កូារណ៍/កូារណ៍
- Roads inaccessible (ផល ូវមិនអាចន ែើដុំនណើរបាន)
- No education materials/books (រ ម/សា ារៈសិកា/សាលាបនម្រងៀន)
- Other (នផេងៗ)

About how many children are not attending school or TLS now? (សុវរាិភាព) (សុវរាិភាព) (សុវរាិភាព)
- Primary school? Girls/Boys (កូសុវរាិភាព? សិសេម្រសី/សិសេម្របុស)
- Secondary school? Girls/Boys (កូសុវរាិភាព? សិសេម្រសី/សិសេម្របុស)

Are there any Temporary Learning Spaces/School operating (TLS)? (សាលាកំបាលបិទទែរនោយសារ/សាលាបនម្រងៀន)
- List locations (សូមករ់ម្រតាទីតាុំង)

13. Comments and Observations: (ការផ្តល់សោបល់និងការអសងេតសផ្េងៗ)
Please note anything additional in the space below.
Annex 3b: Key Information Interview Form - Health

List yes/no whether the following health concerns have increased in the last few days/week since the floods?

<table>
<thead>
<tr>
<th>Under 5</th>
<th>5+ years</th>
<th>Deaths</th>
</tr>
</thead>
<tbody>
<tr>
<td>(сутемка паккоу)</td>
<td>(сутемка паккоу)</td>
<td>(руш)</td>
</tr>
</tbody>
</table>

1. Diarrhea (ជមាឺរាក)
2. Fever & Rash (ម្រគុននតតិនិងានកទួល)
3. Cough (កាក)
4. Skin conditions (ជមាឺនសើស្សបក)
5. Eye infection (ជមាឺរលាកស្េនក)
6. Pregnancy/delivery complications (ផលវិបាករបស់ស្រសតីានថ្ផានពាេះ/ស្រសតីបុំនៅកូន)
7. Snake-bite (ពស់ចិក)
8. Drowning (ការលង់ទឹកសាហុប់)

Are there people with chronic illness without medicine/treatment e.g. HIV/AIDS, diabetes, high blood pressure.

Estimated # families without access to emergency care and/or supplies, and need medical assistance?

How many health centres are functioning?

Do health centres have clean water?

Do health centres have electricity?

Number Damaged health centres

Are there enough health staff? Yes/No

What health staff are needed?

Are there sufficient medical supplies? Yes/No

Are there mobile health services?

How long does it take to get to the nearest health facility (minutes)? <30mins, >30<60mins, >60mins, not possible

What are the main health concerns in the coming weeks?
Annex 3c: Key Information Interview Form – Protection

List major security or protection concerns

1. Threatened or forced return or relocation
2. Incidents of violence
3. Breakdown of law & order (e.g. looting)
4. No safe space
5. Lack of lighting
6. Other

List number of people with special needs (i.e. disabilities, elderly, single-headed HH) (If so, advise relevant sector)

Where?

Are there risks of human trafficking (e.g. forced recruitment, harboring or transport of people without their consent for the purpose of exploitation)

Have any ERW/UXO or chemical leakage or accident since the disaster?

1. been found?
2. been reported?
3. caused injury/death?

If so contact Cambodian Mine Action Authority; Mr. Thorn, CMAC Mine Risk Education Coordinator, 088 860 360; Mr. Chreang, CMAC MRE Manager; 012 696 217

Are there any unaccompanied children since the disaster?

- With relatives/foster parents?
- Elsewhere?

List how many, and locations of Child Friendly Spaces or equivalent?

Is there a way to tell the authorities that you need assistance, or to express a complaint about the
lack of or kind of assistance provided? (៉ូយសមស្រស់ជាដើម្បីថ្គ្របីថ្មីទីក្រុងកន្លែងជូនខ្លរីតនៅអ្នកអាជាញឬសុំស្ដងការខែេះខារឬម្របនេទជុំនួយស្ដលបានផតល់ឲ្យអ្នក?)}
Annex 4: Focus Group Discussion Form

Form 2: RAPID ASSESSMENT FOCUS GROUP DISCUSSION QUESTIONNAIRE
(បញ្ជីសុំណួរទី២ សម្រាប់ម្រកុមពិភាកាពីការបន់ម្របាណរហ័ស)

Introduction: (អាក្រក់អែង់)
“Hello. We are here to understand how the disaster has affected communities like yours. We would appreciate about 30 minutes of your time to ask you some questions about the situation here, your family and community, and others you may know. What you tell us we will keep private. The information will only be used to try and help families who are very vulnerable.

1. Basic Information: (NB: spell location names as in Commune Database)
 Enumerator ID number: (នឹងយោលសូមសរោមទីកស្នលងឲ្យម្របានមាងទីនរោងបនែំ)
 Date: (កាលបរិនចេទ)
 Province: (ខរត)
 District: (ម្រសុក)
 Commune: (ឃុុំ)
 Village: (េូមិ)
 # of people in the FGD: (ចុំនួនសាជិក)

2. Disaster-related information: (ព័ត៌មានទាក់ទងនលងសម្ររឹះមហនតរាយ)
 Date of Disaster: (កាលបរិនចេទនម្ររេះមហនតរាយ)
 How does the disaster compare to previous years? (នរើនម្ររេះមហនតរាយននេះតាមការពិតប្រាកដពីការមាននូវសម្រាប់មហនតរាយមុនឬឬនៀម)?
 Worse (អាក្រក់់ជាងមុន) = 1, Better (ម្រសាលជាងមុន) = 2, Same (ដូចមុន) = 3, Don’t Know (មិនដឹង) = 4

3. Priority Needs: (គម្រោយបំផ្លាញ)
 What are the top 3 needs? (នរើរម្រមូវការបញ្ចូលពីវិញញឹងតាមរយៈចុំនួន៣)?
 - Shelter (ជម្រមកសាន់ក់នៅ)
 - Food (អាហារ)
 - Drinking Water (ទឹកផឹក)
 - Sanitation (អ្នាម័យ)
 - Non-food items (សុខិសមិនស្មនជាអាហារ)
 - Medical care (ការស្ែទុំនវជជសាស្រសត)
 - Security concerns/protection (ការបារមាពីសនតិសុខ/កិចចរុំពារ)
 - Transportation (ការមនោបាយនែើដុំនណើរ)

4. Assistance Provided: (អំសោយ/ជំនួយដែលបានផ្តល់ឲ្យ)

Rapid Assessment SOPs – Cambodia 30 November 2014
Has assistance been received by families in this area? Yes/No
(នរើម្រគួសារនៅរុំបន់ននេះ បានទទួលជុំនួយស្ដរឬនទ ចាស់ -បាទ /ទ)?

Type of assistance (kg for e.g.) Provided by Whom? (add in to how many…) date of assistance
(ប្រភេទជុំនួយ (ឱស. រ.ុ,ម) អ្នកណាបានផតល់ឲ្យ? (ចាស់សំបូរ? ) កាលបរិនចេទ)

<table>
<thead>
<tr>
<th>Date (កាលបរិនចេទ)</th>
<th>Type of Assistance (ប្រភេទជុំនួយ)</th>
<th>Provided by Whom អ្នកណាបានផតល់ឲ្យ?</th>
<th>To how many Families ចុំនួនបុរស ﹃ិន</th>
</tr>
</thead>
</table>

Are you aware of any future planned assistance? Yes/No
(នរើអ្នកបានដឹងពីជុំនួយស្ដលនគនឹងផតល់ឲ្យនានពលខាងមុខស្ដរឬនទ ចាស់ -បាទ /ទ)?
- From whom? (ប្រភេទជុំនួយ)
- When? (ដឹងពីជុំនួយ)

5. Affected people: (ប្រភេទជនស្ដលរងប្រហែល)

Are any families displaced? (នរើនម្រគួសារណាខលេះបានផ្លាស់ស់ទីលុំនៅស្ដរឬនទ អ្នកណា)
None (តូច) =0, Some (ច្រើន) =1, Half (ប្រភេល័យ) =2, Most (ស្ថាប័ន) =3, Don’t Know (មិនដឹង) =4

Have any families returned? (នរើនម្រគួសារបានវិលម្ររប់មកផាេះវិញស្ដរឬនទ)

Where are those that have not returned: safe/evacuation areas?
(នានាំងស្ថាប័នរបស់ននេះស្ថិតនៅក្នុងកស្នងសុវត្ថិភាព/ជននលៀសនចញ)
In communities? (នៅសហគមន៍)
Not known? (មិនដឹង)

How many of the households are severely affected by the disaster?
(នរើនម្រគួសាររម្ការសម្រាប់នរើនម្រគួសារចុំនួនបុរស ស្ថាប័ន)

How many are Female Headed Households are affected?
(នរើនម្រគួសារជាស្រស់តីរងប្រហែលចុំនួនបុរស ស្ថាប័ន)

What are the top three things you are most concerned about?
(នរើនហរុផលសុំខាន់ចុំនួន ៣ ស្ថាប័នអ្នកបារមាខា លុំងបុំផុរអ្ែីខលេះ)
- Storms (ផ្ទុះថ្មី)
- Damage/loss to shelter? (ការលើកការប្រដាប់ថ្មីការណ៍)
- No clean drinking water? (ការប្រដាប់ថ្មីការណ៍)
- Lack of food? (ការប្រដាប់ថ្មីការណ៍)
- Lost livelihoods? (ការប្រដាប់ថ្មីការណ៍)
- Illness? (ការប្រដាប់ថ្មី)
- Other? (ឬមិនទទួល)

6. Shelter and essential Non Food Items (NFIs): (ជម្រមក្ស្នា ក្់សៅនិងសា ា រៈមិនដមនជា សសបៀង)

Do you have a house, or somewhere to sleep? Yes/No
Have you had to leave your house? Yes/ No

Is your house damaged or destroyed? Yes/ No

If you have a Safe Area do you have shelter or somewhere to sleep? Yes/ No

Can you prepare food? Yes/ No

Were you able to bring essential household items with you like beds, cooking pots, blankets, bednets etc.? Yes/ No

What other things do you need? 

How many households came to the safe area?

How many HH stayed behind at home?

Water supply: 

What are the priority concerns around drinking water? 

8. no well 
9. untreated water 
10. no means to treat water 
11. not enough water 
12. too far to get water 
13. long wait time to get water 
14. Other?

Do you have enough clean water to drink? 

None (ឈុត) = 0, Some (សន្តិសុខ) = 1, Half (ឈុតការពារ) = 2, Most (សុខសាល) = 3, Don’t Know (ឈុត) = 4

How do you treat water? 

- boiling (សារការ)
- alum (ដីេសរុង) 
- filter (ឈុតរុងស្តើង) 
- Water purification tablets (ឈុតរុងស្តើង) 
- No treatment (ឈុតរុងស្តើង)

How did you treat water before the disaster? 

Sanitation: 

What are your priority needs for safe hygiene and sanitation? 

How many families in their homes or in safe areas or in evacuation centres do not have sufficient soap for hand washing? 

How many families do not have access to a toilet?
Why? (បោក់?):  
- Cost? (មូលនិធី?)  
- Facility flooded? (បងគន់អ្នាម័យលិចទឹក?)  
- Didn’t have before? (មិនបាននម្របើពីមុនមក?)  
- Other? ? (នផេងៗ)  

If no toilets what are they doing instead?  
(ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន នរើពួកររ់ជាចាស់ អាចនឹងបានការដូចម្ត្រាសប់ណា?)  

9. Food Security and Nutrition:  (សនុប្បៈសុខស្យាយនិងអាហារូបតថមា)  
Do people have enough food? Yes/No? (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
Can they get to Market? Yes/No (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
If not, why not? (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន នរើររ់អាហារម្របើផលយិតស្ដរឬនទាស់ -បាទ/ឬបាទ)  
Are Infants and young children getting enough food? (ប្រើប្រាស់សុខភាពមនបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
Are they healthy? (ប្រើប្រាស់សុខភាពមនបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
If there are breastfeeding mothers, can they still breastfeed? Yes/No (ប្រើប្រាស់អាហារម្របើពីមុនមកជាចាស់ អាចនឹងបានការដូចម្ត្រាសប់ណា?)  
How many are there? (ប្រើប្រាស់មនបងគន់អ្នាម័យបាន នរើររ់អាហារម្របើពីមុនមកជាចាស់ អាចនឹងបានការដូចម្ត្រាសប់ណា?)  
Are people using infant formula? (ប្រើប្រាស់ជាចាស់អាហារម្របើពីមុនមកជាចាស់ អាចនឹងបានការដូចម្ត្រាសប់ណា?)  
Are people mixing powdered formula or milk with water? Yes/No (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
If so, how do they clean the water? (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
Is there a feeding programme for children or breastfeeding mothers where you are?  
(ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  

10. Livelihoods and Agriculture:  (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន)  
Do you have enough money to buy food? Yes/No? (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
Do you have an income? Yes/No (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
Can you feed yourselves at the moment? Yes/No (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
Are you able to work at the moment? Yes/No (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
If so, normal pre-disaster work or different work? (coping strategy)? Normal / Other (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
Have people left since the disaster to find work elsewhere? Yes/No (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)  
If you have crops or livestock, have they been affected or destroyed by the disaster? (ប្រើប្រាស់មូលដ្ឋានមិនអាចនៅរកបងគន់អ្នាម័យបាន មន-ទៅ/១០)
11. Education:

Are children about to go to school at the moment? (includes pre-schools, primary and secondary) Yes/No

If not, why? (បានបុំផ្ល ល ញអ្ស់នោយនម្ររេះមហនតរាយស្ដរឬនទ)

- Major repairs required for infrastructure- any or all of latrine, well, roof are damaged
- School closed due to disaster or damage/no TLS
- Parents concerned about safety
- Children kept home to help respond to disaster/work
- No/limited transport
- No education materials/books
- Other

How many children approximately are not attending school or TLS now? (៉ឺនម្របុស មានបានមកនរៀនបានស្ដរឬនទ)

- Primary school? Girls/Boys
- Secondary school? Girls/Boys

Are there any Temporary Learning Spaces/School operating (TLS)? Yes/No

13. Health:

List yes/no whether the following health concerns have increased in the last few days/week since the disasters? (បានបុំផ្ល ល ញអ្ស់នោយនម្ររេះមហនតរាយស្ដរឬនទ)

Table...
### Under 5  |  Adult & 5+ years  |  # Deaths
---|---|---
- Diarrhea (រាកសុខ)  |  |  |
- Fever & Rash (ម្រគុននត និងានកនទួល)  |  |  |
- Cough (កាក)  |  |  |
- Skin conditions (ស៊េរុក)  |  |  |
- Eye infection (ជមាឺរលាកស្េនក)  |  |  |
- Pregnancy/delivery complications (ផលវិបាករបស់ស្រសតីានថ្ផានពាេះ/ស្រសតីបុំនៅកូន)  |  |  |
- Snake-bite (ពស់ចិក)  |  |  |
- Drowning (លង់ទឹក)  |  |  |
- Other? (នផេងៗ)  |  |  |

Are there people with chronic illness without medicine/treatment e.g. HIV/AIDS, diabetes, high blood pressure? Other? (កុារអាយុនម្រកាម ៥ ឆ្ ន ុំ ។ កុារអាយុនលើសពី ៥ ឆ្ ន ុំ)  (ចុំនួនអ្នកសា ល ប់)  

Can you get to a health centre or a mobile health centre? Yes/No (ដូចជា មណឌលសុខភាពឬមណឌលសុខភាពចល័របាន)  
If no, why not? (ម្របសិននបើនទាយរហូតជាមួយមកមួយទីននេះទៀត)  
- no transport (ក្នុងរយៈពេលក្នុងរយៈពេល)  
- health centre closed? (មណឌលសុខភាពនៅជិរទៀត)  
- Other? (ៈំ០ំ៌)  

### 13. Protection:  (ក្ិចចរំពារ)  
Do you feel safe here? Yes/No (អ្នកគ្រោះការវែតសុវត្ថុភាពនៅទីននេះ)  
Are you afraid of violence here? Yes/No (អ្នកខា ល ចពីការរុំានលាេបុំពាននផេងៗស្ដរឬនទ)  
If so, why? (ម្របសិននបើដូនចនេះនៅមកមួយទីននេះ)  
Are you afraid of theft here? Yes/No (អ្នកខា ល ចនចារលូចស្ដរឬនទ)  
If so why? (ម្របសិននបើដូនចនេះនៅមកមួយទីននេះ)  
Are there any unaccompanied children since the disaster? (កុារស្ដលរ ម នអ្នកស្ែទុំស្ដរឬនទ?)  
- With relatives/foster parents? (ស្ដរឬនៅជាមួយសាច់ញារិឬឪពុកា ត យចិញ្ចឹម)  
- Elsewhere? (នៅកស្នលងនផេងនទៀរ)  
- Are they supervised? (សុវត្ថុភាពស្ដរឬនទ)  

Are there Child-Friendly Spaces or similar where children can go and be safe? (កស្នលងនលងកមានតរបស់កុារឬកស្នលងនលងម្របហាក់ម្របស្ហលរ ន ននេះស្ដរឬនៅនិង ានសុវត្ថុភាពស្ដរឬនទ)  
Have there been any incidents with UXO? (ការជិះប្នៃនោះនៅក្នុងរយៈពេលក្នុងរយៈពេល)  
Have there been any cases of exploiting people here since the disaster? (ការជិះប្នៃនោះនៅក្នុងរយៈពេលក្នុងរយៈពេល)
Have there been any cases of forced transport or recruitment of people?
(បានបងាការបងខិរបងខុំការជួញដូរមនុសេឬនរើសមនុសេស្ដរឬនទបានរាយការណ៍ស្ដរឬនទបានរាយការណ៍ស្ដរឬនទបានបងាការបងខិរបងខុំការជួញដូរមនុសេឬនរើសមនុសេស្ដរឬនទ?)

Are there any people with special needs (i.e. disabilities, elderly, single-headed HH, children) (If so, advise relevant sector) 
(បានស្ថិតិការបងខិរបងខុំការជួញដូរមនុសេឬនរើសមនុសេស្ដរឬនទ -- ឬបានបងាការជួញដូរមនុសេឬនរើសមនុសេស្ដរឬនទ? (បើបានជួបសូមទក់ទងអាជា ញ អាជា ញ អាជា ញ អាជា ញ អាជា ញ អាជា ញ 

Have any ERW/UXO or chemical leakage or accident since the disaster? 
(មានបម្រាប់បម្រាប់មហនតរាយមកបានបងខិរបងខុំការជួញដូរមនុសេឬនរើសមនុសេស្ដរឬនទ? -- ឬបានបងាការដូរមនុសេឬនរើសមនុសេស្ដរឬនទ? 
- been found?
- been reported? បានខ្លួនឬបានខ្លួនរួមឬបានដឹកស្តង់
- caused injury/death? 

If so contact Cambodian Mine Action Authority; Mr. Thorn, CMAC Mine Risk Education Coordinator, 088 860 360; Mr. Chreang, CMAC MRE Manager; 012 696 217 
(ម្របសិននបើបានជួបសូមទក់ទងអាជា ញ អាជា ញ អាជា ញ អាជា ញ អាជា ញ អាជា ញ អាជា ញ អាជា ញ 

Do you know how to complain or ask for more information? This is the telephone number to call xxxx xxx xxxx? 
(បានបងាការជួញដូរមនុសេឬនរើសមនុសេស្ដរឬនទ - ឬបានបងាការជួញដូរមនុសេឬនរើសមនុសេស្ដរឬនទ? 

14. Comments and Observations: 
(ការផ្តល់សោបល់/អនុស្នសន៍និងការអសងេតសផ្េងៗ) 

Please note anything additional in the space below.
Annex 5: Reporting Format

CAMBODIA
Disaster type: Location: 
Assessment Date:

Summary Findings and Recommendations

Insert a short summary of the assessment findings and recommendations – include background and nature of the disaster, when it hit and where, the impact of the disaster (areas and people affected and how), and who is/should be responsible for follow-up.

PRIORITY NEEDS

| 1. | (Include areas/regions where these priority needs required) |
| 2. |
| 3. |
| 4. |
| 5. |

How many people are affected?

Give an overview of the people affected and how they have been affected, noting any vulnerable groups. This can also be presented diagrammatically – see example below:

- Humanitarian Profile: Over X thousand people in the affected area of …. Initial estimates suggest that up to XX people are affected, with XX displaced, XX injured and XX people dead.

| XX people | Metropolitan area: XX people |
| Total Population of XX area | Rural area: XX people |
| (Source) | People living in affected areas (Source) |
| | XX – XX people (to be determined) |
| Estimated No. of people affected by the disaster (Sources) |
| XX | XX |
| Displaced (homeless) (Source) | Non-Displaced but affected (e.g. affected minus displaced) |
| XX | |
| Fatalities (Source) |

Source: XX
BACKGROUND TO THE CRISIS

Drivers of the crisis and underlying factors of increased vulnerability (5 bullets points)

- .
- .
- .
- .
- .

Geographical extent of affected area (3 bullet points)

- .
- .
- .

Status of populations living in affected areas

Include findings by sector (and location), noting immediate needs by sector, which are the priority areas, and who are the most vulnerable groups. Also include details of response capacities and response to date, as well as local coping mechanisms, and any gaps in response.

Most likely scenario

Describe the evolution of the crisis and identify likely risks outline the main needs and gaps. (5 bullet points)

- .
- .
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Assistance Received (if any) - when, from whom, how much

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<td>1.</td>
<td>(Include areas/regions where these priority needs required)</td>
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Gaps (immediate critical needs) - and responsible sector

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4.

5.

Reference map
Include a situation map, ideally with affected population figures, major displaced settlements and areas assessed

Participants on the Assessment Mission
The following organizations and individuals will participate on the assessment mission:

<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>Title</th>
<th>Institution</th>
<th>Telephone</th>
<th>Email</th>
<th>Provinces joining mission</th>
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NCDM focal point(s):

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PCDM focal points:

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The mission had introductory and debriefing meetings with each PCDM in each province, as well as with relevant line departments and encouraged their joining the assessment team.
### Annex 6: Indicators - Rapid Response and Results Monitoring

**Overall outcome indicator:** Affected\(^9\) families in need of assistance are receiving humanitarian aid within 2-3 weeks of a rapid assessment being conducted

| SECTOR                          | INDICATOR\(^{10}\)                                                                 |\
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<tr>
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<tr>
<td><strong>Food Security &amp; Nutrition</strong></td>
<td>Affected people/families have sufficient food for a month</td>
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<tr>
<td><strong>Food Security &amp; Nutrition</strong></td>
<td>Children aged 6-59 months that meet the criteria for moderate and severe wasting based on MUAC</td>
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<td><strong>Food Security &amp; Nutrition</strong></td>
<td>Families receiving agricultural inputs (seeds &amp; tools) as % of planned beneficiaries</td>
</tr>
<tr>
<td><strong>WASH</strong></td>
<td>People with access to safe (potable) drinking water(^{11})</td>
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<td><strong>WASH</strong></td>
<td>People with soap for hand-washing</td>
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<tr>
<td><strong>Health</strong></td>
<td>Morbidity/mortality attributable to the disaster</td>
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<td><strong>Health</strong></td>
<td>Functioning/non-functioning health centres</td>
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<tr>
<td><strong>Education</strong></td>
<td>Children attending/not attending school</td>
</tr>
<tr>
<td><strong>Education</strong></td>
<td>Affected schools return to full functioning</td>
</tr>
<tr>
<td><strong>Protection</strong></td>
<td>Affected people with special needs or protection concerns are registered and support services are available</td>
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<tr>
<td><strong>Protection</strong></td>
<td>Disaster affected populations informed about danger and contaminated areas of landmine and Explosive Remnant of War and know how to behave safely while living and moving to safe areas.</td>
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<tr>
<td><strong>Shelter</strong></td>
<td>Disaster affected families needing shelter assistance</td>
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<tr>
<td><strong>Shelter</strong></td>
<td>Disaster affected families needing NFIs</td>
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9 ‘Affected’ assumes disaster affected  
10 All indicator reporting should be disaggregated by sex and age, and by geographic area where necessary  
11 In line with Sphere standards
<table>
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<th>វិធី</th>
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<th>សូមស្គេច ។</th>
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Annex 7: Additional Sources

- Inter-Agency Standing Committee, *Indicator registry*: http://ir.humanitarianresponse.info/
- International Red Cross and Red Crescent Movement (1994), *The Code of Conduct for the International Red Cross and Red Crescent Movement and Non-Governmental Organizations in Disaster Relief*; http://www.ifrc.org/Docs/idrl/I259EN.pdf

**Sector Specific resources:**

**Food Security:** http://foodsecuritycluster.net/tools-and-guidance/term/191

**WASH:** http://www.washcluster.info/?q=content/key-tools-response

**Shelter:**
- Assessment guidelines: https://www.sheltercluster.org/References/Pages/Tool-Kit-Assessments.aspx
- Toolkits (inclu AM&E ) https://www.sheltercluster.org/References/Pages/Shelter-Programming.aspx

**Health:** http://www.who.int/hac/techguidance/tools/en/index.html

**Education:**