HML Ethics Review Board

Research Ethics Review Document

Review of UNICEF Research Project Materials for the Protection of Human Subjects

This document serves to meet UNICEF ethical standards for research, evaluation, data collection and analysis, and is the official record of an ethics review. It is designed to ensure effective processes and accountability for ethical oversight and to ensure the protection of, and respect for, child and adult rights within all research, evaluation, and data collection processes undertaken or commissioned by UNICEF. It conforms with the UNICEF Procedure for Ethical Standards in Research, Evaluation, Data Collection and Analysis; Document Number: CF/PD/DRP/2015-001; Effective Date: 01 April 2015, Issued by Director, Division of Data, Research and Policy.

The Purpose of Research Ethics Review

The purpose of an Ethics Review Board (ERB) or Institutional Review Board (IRB) is the protection of human research subjects' rights. These rights include *Respect* for individuals to make free decisions, *Justice or equity* regarding distribution of the burdens and benefits of research, and *Beneficence* or the obligation to do good and avoid harm.

ERBs review research protocols that involve the collection and analysis of data from human subjects to ensure that ethical standards are upheld. This is to protect the rights and welfare of subjects and to ensure that:

- subjects know the purpose of the study and are not placed at undue risk;
- participation is voluntary and confidential;
- subjects are provided and agree to informed consent prior to their participation;
- relevant protocols are in place to assure subjects' protection and safety, and;
- data collection and analysis does not result in the violation of privacy or discrimination.

Before issuing approval, the ERB must determine that the following requirements are satisfied:

- informed consent is sought from each subject or the subject's legally authorized representative;
- the proposed research design is scientifically sound and that risks to subjects are minimized;
- any risks to subjects are reasonable in relation to anticipated benefits;
- subject selection is equitable;
- safeguards are included for subjects likely to be vulnerable to undue influence or coercion;
- subjects' safety, privacy, and confidentiality are maximized.

Materials Requested for Review:	**Also, please include:**
1. Inception Report / Research Protocol, containing, e.g.,: specific aims or objectives, research questions, study design, subject recruitment, subject protection and data protection plans. 2. Copies of all Informed Consent documents. 3. Copies of all data collection instruments.	4. Written protocols to ensure subjects' safety.* 5. Written protocols for the protection of human subjects' identities.* 6. Written protocols for the protection of data.* 7. Other relevant documents. *These may be statements incorporated into research plans and/or embedded in a single protection protocol. .

HML IRB is an autonomous committee authorized by the United States Department of Health and Human Services, Office for Human Research Protections (IRB #1211, FWA #1102, IORG #850), to review and approve research involving human subjects before the start of research, and to conduct annual reviews of that research independent of affiliation with the research organization submitting materials for review.

Please submit your materials for review to:
D. Michael Anderson, PhD, MPH, HML IRB Chair & Human Subjects Protections Director
and Penelope A. Lantz, JD, HML IRB General Counsel
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UNICEF Research Ethics Review for Human Subjects' Protections

→ INVESTIGATORS: Please confirm your project information and any additional information requested below.

Project Title:	***Independent Evaluation for Dirasa Project Pilot, Lebanon***
HML IRB Research Ethics Review ID#:	605LEBA22
Initiating UNICEF Official: Name, CO, & RO	Emmanuel Saka, Evaluation Specialist, Regional Evaluation Section, MENARO esaka@unicef.org
Principal Investigator/Project Manager: Name, degree(s), organization, & address	Dr. Joachim Friedrich Pfaffe PROMAN S.A. 68, rue Michel Hack L-3240 Bettembourg, LUXEMBOURG
Other Key Personnel: Names & titles	Bertha Missyadi, Education Expert
Contracting Firm: Name & address	PROMAN S.A. 68, rue Michel Hack L-3240 Bettembourg, LUXEMBOURG
Primary study site(s): (e.g., country, province, region)	All 8 Governorates of Lebanon
Project duration: (Dates from -- to)	02 August until 23 September
Duration of Subjects' Participation: (Dates from -- to)	17-31 August Please provide revised dates 30 August-13 September
Thematic Area/Areas:	Education Indicators/SDG Social Policy

Target population:	Students, teachers, school directors and parents/caregivers/communities of children in schools participating in the Dirasa project pilot

Date of ERB Request	17 August 2022
Date(s) ERB Comments Returned	24 August 2022
Date Final Documents Received	25 August 2022
DATE OF ERB APPROVAL	25 August 2022

UNICEF Ethics Review Process

HML Ethics Review Board (UNICEF LTAS 42107154) will conduct a research ethics review of submitted materials and make comments below under **Additional Information Needed**. We will then return this template for responses from investigators.

Please respond to our comments in another colour, directly under each comment.

- Please provide any requested or revised materials, and please note where revisions to your materials may be found by page or paragraph number.
- Please do not alter ERB comments or the format of this document.

This HML ERB review document serves as the official record of the ethics review for the project named below. This document, including all comments and responses, will be retained by UNICEF and HML ERB as a record of this review. Once you and we have agreed on the ethical rights of your research subjects, we will issue a letter of approval.

	Ethics Review Board Criteria of Interest	Additional Information Needed → Investigators: Please respond to ERB info requests in another color directly below the request	X or NA equal PASS (for ERB use)
Section 1	***ERB Submission:*** **Are all requested project information, materials, and final documents provided separately or incorporated in text? This includes:**		
1.1	Inception Report or Research Protocol, containing, e.g.,: specific aims or objectives, research questions, study design, analysis & dissemination plans	Please keep us informed of any subject protection protocol or research design changes that need to occur in adaptation to the COVID-19 pandemic in the sites of your study. We will.	X
1.2	Informed Consent documents		X
1.3	Surveys and data collection instruments	Please submit online survey instruments. No online survey. Please provide a guide for on-site observations. No on-site observations, only FGDs and Interviews.	X
1.4	Written protocols to ensure subjects' safety		X
1.5	Written protocols for protection of subjects' identities		X
1.6	Written protocols for protection of data		X
1.7	Other relevant documents		X
1.8	Do protocols include a section identifying ethical issues and measures to mitigate ethical problems as required by *UNICEF Procedure for Ethical Standards*? Included		X
1.9	Have informed consent and data collection instruments been pre-tested?	Please respond. The field researcher will organise such a test with children and adults from her neighbourhood. We included a statement to that effect in the revised IR under Section 5.3.	X

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1.10	Are all submitted documents final versions?	Please respond. Yes.	X
1.11	May the final protocol and instruments be included in an internal UNICEF searchable database for colleagues to learn from your work?	Please respond: INCLUDE or OMIT. INCLUDE	X
1.12	Additional comments or suggestions		X
Section 2	***Research Design:*** **Do submitted materials describe the proposed research? This includes:**		
2.1	Is the study's background, rationale, and study design scientifically sound?		X
2.2	Does study involve intervention, treatment, comparison, or control groups?		X
2.3	Type of data collection: a. survey questionnaire……..……..….. b. subject interview……..……..…..X c. key informant interview (KII)……..……..….. d. focus group discussion (FGD)……..……...X e. document (desk) review……..……..…X f. on-site observation……..…… g. case study…….. h. analysis of secondary data…….. i. physical measurements …….. j. biological specimen ……..…… k. other……..		X
2.4	Number of Data Collections: a. one-time (no follow-up) ……X b. two or more (follow-up) ……		X
2.5	Sample size: Approximate total *n* = 3,487	Are 300 subjects the FGD participants alone, or does this include all the subjects?	X

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		Only FGD participants. The total number of children enrolled in Dirasa in the sampled schools amounts to 3,045; the total number of teachers in Dirasa in those schools amounts to 142.	
2.6	Are any subjects children (<18 years old)? 10 – 13 yo		X
2.7	Additional comments or suggestions		X
Section 3	***Subject Risks:*** **Are risks reasonable in relation to any benefits to subjects and to the importance of knowledge that may be expected to result from the research?**		
3.1	Is the research *Minimal Risk* Only?: This means the probability and magnitude of anticipated harm or discomfort is no greater than ordinarily encountered in daily life or during performance of routine physical or psychological exams or tests.		X
3.2	Does the research involve *greater than minimal risk*, but where risks are justified by anticipated benefits; where the relation of the anticipated benefits to risks is at least as favorable as available alternative approaches; and where the intervention or procedure is likely to yield generalizable knowledge? If so, are mitigating procedures described?		X
3.3	Do study objectives show that risks are reasonable in relationship to expected gains and benefits are clearly articulated?		X
3.4	By their participation, are subjects vulnerable to any of the following?: a. physical risk …….. b. psychological risk …….....	Do you anticipate any of these risks? There are no risks beyond minimal.	X

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	c. social risk …… d. economic risk ……... e. legal risk …….... f. political risk …….. g. employment risk…… h. academic risk…….... i. religious risk……..…. j. other……		
3.5	In event of any of the above risks, do protocols describe clear strategies to mitigate risks?	If so, please describe mitigations. As stated above, we do not foresee any risks beyond minimal.	X
3.6	Does the study request information or opinions where public disclosure may result in danger, limitations to future freedoms, or access to services?		X
3.7	Do gender, ethnicity, or other demographic characteristics -- or grouping of subjects by any of these characteristics, especially in FGDs -- increase subject risk?	Please discuss whether FGD groups will be separated along gender, ethnic, or other characteristics and explain your choice. In the IR, page 6 (evaluation methods), we say “Same-sex focus group discussions are generally more valuable as women/girls may feel more comfortable speaking about certain topics without the presence of men. Female moderators will be assigned to female participants in the FGDs”. No other separations of subjects are foreseen.	X
3.8	If a subject discloses or is suspected to be at risk outside the study, are procedures in place to address or report risk and refer subject for relevant support?	Please describe protocols to address this situation First of all, we would like to highlight that the FGDs pose no more than minimal risks to participating subjects. Furthermore, in order to minimise risks beforehand, subjects will be given enough information about the FGD	X

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		before giving their consent, subjects will be made aware of their freedom to leave the discussion at any point, the questions targeted will be read before starting the discussion, they will be made aware of the steps taken to protect confidential information. Should any unexpected need for assistance occur, especially lifesaving and incidents related to any form of violence, there is an ethical obligation to provide respondents with information about services that could help their situation. If referrals are needed, the following procedure is engaged: • Interviewer asks the respondent if they would like support from a referral service by saying "Would you like me to give you the contact information of an organisation that may be able to provide you with support?" • If respondent says yes, interviewer notifies UNICEF child protection unit and provides respondent with contact information for a social service agency. • Interviewer reassures respondent that the information they have given is confidential, and that they can use the contact information to seek help if they wish. • Upon consent to receive referral information, the interviewer must inform the participant that they are required to notify their supervisor, but that this is confidential. • Where a respondent refuses referral information, the interviewer will remind that all information given is confidential, and that they change their mind at any time about receiving the information. The interviewer will not force anyone to receive information.	

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		• The respondent will be reminded that if they have any additional questions or complaints about the survey, they can use the contact information provided on the Participant Information Sheet. • Interviewers will not give any advice or encourage respondents to contact the referral service. • Interviewers will not make any statements or promises about the kind of services that may be received or requirements from the referral organisation.	
3.9	Is reporting abuse of minors mandatory? If yes, has consideration been given to the impacts and consequences of mandatory reporting?	Please describe. No mandatory reporting.	X
3.10	Additional comments or suggestions		X
Section 4	***High Risk:*** **When subjects are vulnerable to heightened risk have additional safeguards been included to protect their rights and welfare?**		
4.1	Can subjects be perceived as vulnerable, including: children, especially unaccompanied or separated (UASC); lacking WASH, food, shelter, or medical care; refugees in conflict or post conflict; those in natural, ecological, or disaster settings; mothers & pregnant women; forced migrants and illegal or undocumented immigrants; prisoners or persons in institutions including orphanages or juvenile justice systems; gang members; those with mental or physical illness or disability; those with HIV/AIDS; those at economic or educational disadvantage; persecuted minority groups, or under high familial, peer, or social pressure? If yes, are study-specific protection protocols provided?		X

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4.2	Does the sampling strategy target people at risk for issues such as: violence, torture, abuse, kidnapping; sexual exploitation, harassment, violence or abuse; prostitution or pornography, female genital mutilation, reproductive or sexual issues; sexual orientation; child, early or forced marriage; suicide? If yes, are study-specific protection protocols provided?		X
4.3	Are subjects involved in any of the following: slavery, including the sale and trafficking of children; forced labour, servitude, forced recruitment to armed groups; war or armed conflict; illegal activities, production or trafficking of drugs; economic exploitation; work that could damage health or safety; removal of organs for exploitation? If yes, are study-specific protection protocols provided?		X
4.4	Does the study request information relating to illegal activities? If yes, is an MOU in place with government to ensure that no participant is prosecuted? Have participants been notified of this agreement?		X
4.5	Additional comments or suggestions		X
Section 5	***Recruitment:*** **Do submitted materials describe subjects and the recruitment process?**		
5.1	To what extent are subjects identified: a. names are recorded with responses…… b. names recorded separate from responses….. c. no names are recorded ..……..….X d. other personally identifiable information (PII) is recorded……. e. no PII is recorded ……..…....X f. subjects are given a unique identifier..... g. other…….……		X

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5.2	If subject name or any other PII is recorded, are procedures included for how this info will be kept separate from responses?	Please indicate where the consent forms (with name and some PII) will be kept. Your inception report indicates these forms will be delivered to UNICEF. How will they be kept secure in the meantime? After each school visit, the Field Researcher will store the consent forms safely in a cabinet at her premises. At the end of the consultancy, the hard copies of the consent forms will be filed and delivered to UNICEF for archiving. Furthermore, the consent forms will only be available as hard copies. All data related to the subjects will be deleted from the consultant's database two weeks after its delivery to UNICEF. The team of consultants is the only party who will have access to all the collected data. We expanded the section on "Data Storage" under 5.6 (Ethical considerations) in the IR accordingly.	X
5.3	Are subject recruitment procedures & sampling strategy adequately described?	Please describe how teachers and parents will be selected and recruited for FGDs. For child subjects you indicate that you will ask for volunteers. Will they be able to volunteer without other children knowing? Will this be an announcement at school or a letter to parents? Information will be given to all parents through the school director. The participants in the FGD are then invited randomly by the Field Researcher based on their availability. This random sampling technique is based on the willingness of the subjects to take part in the FGD and thus bears no restrictions to age, sex, etc. Teachers and students participating will be present at the school, as per the regular summer activity schedule, while parents will be contacted through the parents-teachers	X

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		association and, in turn, the parents will nominate their children to take part in the FGD. FGDs will comprise of the primary investigator and around ten subjects. Since the FGD are part of research which poses no more than minimal risk to participating subjects – as per Institutional Review Board (IRB) standards, other students knowing about their participation poses no threats to them.	
5.4	Do recruitment procedures clearly describe ways and means to ensure privacy of subjects throughout the recruitment process?	How will privacy be achieved in the case of children who may be aware this research is occurring at their school? FGDs and Interviews will be done in separate private rooms. Since the FGDs only aim at evaluating the Dirasa project and are mainly focused on the evaluation of the content and implementation strategies of the project, this constitutes no threat to school directors, teachers, parents, and students, and thus does not require additional measures to ensure privacy.	X
5.5	If subjects are children or other vulnerable groups, are materials (e.g.: survey instruments, focus group topics, etc.) age appropriate?	Please simplify the FGD questions for use with your younger subjects . FGD discussions are very different from Interviews. The FGD tools do not include specific questions as such. They are *Guidelines* meant to be used by the researcher who is well qualified to phrase them in such a way that the subjects can relate to them well. The Focus Group Discussion Sheets are designed in such a way that core topics will be covered, although with a different focus for every target group. Within every Focus Group, additional guiding questions *may* be given (only if needed, i.e. if the discussion flow stops) across the core topics outlined in	X

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		the Guidelines. It will be important for the interviewer to *first listen carefully to what the FGD participants bring up on their own* before providing additional guidance for the discussion. Specific keywords for discussion are provided in the tools. The "questions" are only a guideline for the researcher what stimulating inputs *could* be given if needed. In any case, the reserahcer will phrase them in such a way that they related best to the target group (i.e., they are not going to be read out as would be the case in an interview).	
5.6	If subjects are children or other vulnerable groups, or if subject matter is sensitive, is recruitment sensitive to subjects' potential vulnerabilities (real or perceived) and does it ensure privacy throughout recruitment?	Please describe how the program will be presented to children and the process for children to volunteer. Initial Vulnerable Subjects are; pregnant women, human fetuses, neonates, prisoner and children. In the context of the current FGDs, the only vulnerable subjects are children i.e. students, and thus, the questions are designed to fit their ages and the primary investigator conducting the FGD will give additional explanations and provide any further help when needed. Further, The programme as such will not be presented during the evaluation since it was presented to them before when they joined the pilot. .One of the objectives is to find out what subjects already know about it. For the process of children volunteering, please see 5.3 above.	X
5.7	Do recruitment procedures show indication of bribery, coercion, intimidation, compulsion, pressure, or force?	Will teachers be the ones asking their students to volunteer? Please consider the power dynamic when children are asked to do things by adults and determine what approach may be used to mitigate this when the volunteer opportunity is presented to the children.	X

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		Please see 5.3 above.	
5.8	Is recruitment of some members of the population and not others likely to result in resentment for either inclusion or exclusion? Have strategies to address this been adequately described?	Please describe for child volunteers not selected, especially in the context of schools where more than 10 children may volunteer, but only 10 will be chosen. We would then to a random selection and would ask the school director to explain that selection or non-selection is not based on merit.	X
5.9	Are potential subjects likely to conflate participation with potential or actual goods or service provision? Have strategies to address this been adequately described?		X
5.10	If subjects are paid, compensated, provided a gift, or provided other benefits or services for participation, is the incentive described and justified as non-coercive?	Is any compensation planned? If so, what and how much? No compensation planned.	X
5.11	Additional comments or suggestions		X
Section 6	***Informed Consent:*** **IC is a negotiation whereby subjects are informed about the study and their rights, and they agree to participate voluntarily. IC must be sought from each subject or the subject's authorized representative confirming this process.**		
6.1	Type of Informed Consent: a. written & signed ……..……..….X b. written not signed ……. c. written & signed by authorized representative....X d. written with online checkbox…… e. verbal & signed or recorded…….. f. verbal & signed by authorized representative….X g. verbal not signed or recorded……..……. h. active……..……X	You have two types of consent forms for each subject type, and sometime they combine interviews and FGD consent. We have: 1 consent form for School Director/MEHE staff to participate in interview 1 consent form for children/students to participate in Group Discussion	X

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	i. passive…….. j. other ……..…	1 consent form for teachers/parents to participate in Group Discussion Please explain how you will use them both. See above – interview consent for interviews, group discussion consent for FGDs Are you getting signed consent in advance and reconsenting to obtain verbal consent before starting data collection? Consent form will be filled at the onset of the activity We suggest you have separate ICs for each type of data collection We do have – see explanation above and that you combine the Introduction and Consent pages for each type. Yes, we intended that. First the researcher reads the introduction, then the consent form will be signed.	
6.2	Are the processes for obtaining each IC adequately described?	Your consent forms indicate that consent may be verbal or signed. How and when will you decide to use verbal verses signed consent? Parents could give verbal consent over the telephone if they are not present. Written consent is however generally preferred by us, but we are aware that might not always be possible.	X

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		How will you record verbal consent? It appears that ICs will be obtained in person. Is this correct? What does this mean in collecting ICs for caregivers? Verbal consent will be recorded by the researcher by means of a handwritten note stating time of the consent. The school director can witness that.	
6.3	Does the IC include a clear and simple invitation to participate, an explanation of what the subject will be expected to do, and why they are being recruited?		X
6.4	Does IC include the purpose of the research presented in simple, age, education, and culturally appropriate local language?		X
6.5	Does IC state that participation is voluntary, and subject may choose to not respond to any or all questions, or may withdraw anytime without consequences?		X
6.6	Does IC include the expected duration of the subject's participation (hours/minutes)?	Is a 45 minute FGD duration realistic? For a 10-person group with the number of in-depth questions listed on the FGD guide, this seems difficult. Again, kindly note that we do not have questions. The guidelines just outline the scope of the discussion. It might well be possible that one topic receives so much interest that the others will not be covered. The overall objective is to cover all topics during the entire process, not necessarily all the topics in every FGD. 45 minutes has proven a good time in many similar discussions run by us during the past 20 years.	X
6.7	Are subjects given a clear indication of who will have access to their responses and in what form?		X

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6.8	Are subjects given a clear description of potential re-use or sharing of data, with whom, and in what form?		X
6.9	Does IC include a description of any risks or benefits to subjects?		X
6.10	Does IC include a statement describing how confidentiality (or anonymity) will be maintained, and if there are any limitations to confidentiality?	In Appendix 7 you name potential subjects. If you will name subjects in the final report, please obtain and document consent. We will not name subjects in the final report. Please address the possible limits of confidentiality, including in the case of a disclosure related to abuse or neglect, however unlikely. We do not expect that but are prepared to mention it if you prefer.	X
6.11	Does IC provide identity and contact info of investigators? Is the form of contact useful and appropriate given power dynamics and access to resources like phones and/ or transport?		X
6.12	For child subjects, is IC being obtained from parent, guardian, caregiver, or authorized representative? If not, is a justification provided for why this is unnecessary?	Your parental consent form should ask for the parent's consent for the child to participate in a FGD, not if they agree to participate in an interview. Please edit. It says in our form: "I, as the parent/legal guardian of the child named below, agree for my child to be engaged in the **group discussion** for the Independent Evaluation for the Dirasa Programme Pilot in Lebanon" How and when will you obtain parental consent? Beforehand through the School Director or at the onset of the discussion (either parents are present or, alternatively, can give their consent over the telephone).	X

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		The document "*Submission of documentation to the ethics committee*" states that the Learning Tests outcomes will be included in the data analysis, but that consent will not be sought from parents for this data collection. Please explain this choice. There is mention of it being cumbersome and even counter-productive to seek consent in this instance. However, don't parents need to consent to any testing data being used for a purpose beyond their child's own performance improvement? Testing data will only be used by the evaluation if parents' consent is provided.	
6.13	For child subjects, is their role in the study described adequately and in an age and culturally appropriate manner for them to provide written or verbal *assent*?	In the document "*Submission of documentation to the ethics committee*" it states "*In the case of the students who will participate in the focus groups, an assent will be requested from them in addition to the informed consent of their parents or responsible adults prior to their participation*". Please provide these assent forms. The consent form by parents will be the only consent form used for children/students.	X
6.14	Do IC materials advise subjects to keep focus group discussions (FGD) confidential from anyone outside the group?	Please include in ICs for FGDs. We will do that.	X
6.15	Where subjects differ by type (e.g.: age, sex, risk, status, etc.), are IC documents specific for each type?		X
6.16	Where data collection differs by method (e.g.: survey, FGD, interview, audio recording), do ICs cover each method?	Will FGDs be recorded? Will any photos be taken? If so, please obtain consent. No audio recordings, no photographs.	X

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		Please provide ICs for the online survey. No online survey.	
6.17	If IC is written, is a copy left with subjects or there is explanation for not doing so?	Please respond Copies of consent forms will be left with subjects.	X
6.18	Additional comments or suggestions		X
Section 7	***Subject Protections:*** **Do submitted materials clearly identify protection against risk?**		
7.1	Do materials describe protocols for subjects' safety throughout data collection, analysis, storage, and dissemination?	Please describe how consent forms will be secured. As stated in Section 5.2, after each school visit, the Field Researcher will store the consent forms safely in a cabinet at her premises. At the end of the consultancy, the hard copies of the consent forms will be filed and delivered to UNICEF for archiving. Furthermore, the consent forms will only be available as hard copies. All data related to the subjects will be deleted from the consultant's database two weeks after its delivery to UNICEF. The team of consultants is the only party who will have access to all the collected data. We expanded the section on "Data Storage" under 5.6 (Ethical considerations) in the IR accordingly. If interviews and FGDs will not be recorded, who will take notes, and where will notes be kept throughout the study? Notes will be taken by the field researcher (either in paper form or temporarily stored on the researcher's computer), handed to the team leader. They will only be	X

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		used for data analysis and then shredded (paper notes) or permanently removed from all computers.	
7.2	Are all data collected necessary for the purposes of evidence generation?		X
7.3	Do data analysis and reporting procedures ensure subject confidentiality (or anonymity) and security?		X
7.4	If future contact with subjects is planned, does it provide for confidentiality and data security through the research period and beyond?		X
7.5	If children or other vulnerable groups are subjects, have personnel had experience working with these groups? If not, what specialized instruction will they receive?	Who will conduct the FGDs? Please describe their backgrounds and training. Please refer to the CV of Bertha Missyadi. She holds a master's degree in "Philosophy and skills of modern training", has 11 years of experience in non-formal education, provided technical support to education teams in the field, coordinated with different departments such as MEAL and Finance, has vast experience in conducting training and FGDs. She also has several years of experience in Formal Education as teacher, and experience with various issues related to education in Emergencies and peace building in education	X
7.6	Have personnel collecting data from subjects had ethical training specific to the target group?	Please describe. The Field Reseacrher has been working in the NFE sector as an education specialist for more than 10 years. As an education specialist one of the main tasks was to draft evaluation tools and conduct FGDs. She also worked with UNICEF partner "AVSI" for more than four years. Therefore, she is fully familiar with UNICEF ethics during planning, implementation, and evaluation phases	X

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		of educational projects. In 2021, she has completed two specific UNICEF courses on “Prevention of sexual harassment and abuse of authority” and “Prevention of exploitation and abuse (PSEA)”. The principal researcher, Dr. Pfaffe, has committed himself to acting according to the ethical guidelines and professional code of conduct for further education of the German *Forum on Value Orientation in Further Education e.V.* and is therefore entitled to use the "Quality-Transparency-Integrity" seal. (All three certificates attached)	
7.7	Are personnel collecting data aware of ethical issues that may arise and provided mitigation strategies?	Please describe. Our field researcher is a highly qualified Lebanese professional who is fully aware of these issues.	X
7.8	Additional comments or suggestions		X
Section 8	***Data Protections:*** **Do data collection and storage protocols adequately ensure subject & data safety?**		
8.1	Are data collection tools appropriate and constructed to assure subject confidentiality or anonymity?		X
8.2	Do data collection procedures and environment ensure data security?	Where will FGDs take place? Will they be at the schools where the program is being implemented? If so, please discuss data security in this context. Yes, at the schools. Our field researcher will ensure data safety by keeping all notes always with her personally in a bag, either in written form or electronically. In the case of electronic storage, all files will be password protected.	X

	Ethics Review Board Criteria of Interest	Additional Information Needed → Investigators: Please respond to ERB info requests in another color directly below the request	X or NA equal PASS (for ERB use)
8.3	Do procedures cover all data types (e.g., written, audio, video, observation), and are protections described for each type?	Please describe for ICs and for all data. Notes taken by the field researcher will be the only data type. See also response to 8.2 above.	X
8.4	If data will be shared with partners, is there a clear agreement or NDA?		X
8.5	Do protocols describe chain of custody of data and protections for data transfer or transmission, storage, de-identification, and destruction?	Please describe for ICs and for all data. Field researcher will keep the data with her personally all the time, then hand over to the Team Leader. Most data (handwritten notes) will be destroyed after the data analysis. What remains (consent forms and processed, anonymised data) will be handed over to UNICEF office for safekeeping.	X
8.6	Additional comments or suggestions		X