

# Summative and Formative Evaluation of UNICEF's programming in BARMM to build community resilience and strengthen the delivery of essential services for vulnerable children and adolescents (2022 - 2027)

<b>Admin</b>	
<b>Study ID</b>	3113
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<b>Review Type</b>	UNICEF Review
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<b>Submitted By</b>	Jane Mwangi
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<b>Final Approval Date</b>	25-Sep-2025
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<b>Proposed Start Date</b>	29-Sep-2025
<b>Proposed End Date</b>	28-Nov-2025
<b>Date Closed</b>	
<b>Risk Category</b>	Minimal Risk Only
<b>Study Country</b>	Philippines
<b>Data Collection Types</b>	Survey questionnaire Subject interview Key informant interview (KII) Focus/small group interview or discussion (FGD) Document review Observations Case study Secondary data
<b>UNICEF Office(s)</b>	Philippines CO
<b>Vulnerable Subjects</b>	<ul style="list-style-type: none"> <li>• At Risk of Violence</li> <li>• Children</li> <li>• Disadvantaged</li> <li>• Impacted by Disasters</li> </ul>
<b>Other Subjects Type</b>	Adolescents
<b>Total Number of Subjects</b>	1340
<b>Consent Form</b>	24-Sep-2025 Photo_Consent_Form 24-Sep-2025 KII_Adult_IC_Form.docx 24-Sep-2025 Informed_Consent_Case_Study.docx.docx 25-Sep-2025 FGD_Adult_Consent_Form.docx
<b>Parental Consent Form</b>	25-Sep-2025 Parent_Consent_Form
<b>Assent Form</b>	25-Sep-2025 Child_Assent_Form
<b>Recruitment/Marketing Materials</b>	24-Sep-2025 Email_Script_Recruitment.docx 24-Sep-2025 SMS_Script_Recruitment.docx
<b>Interview Data Collection Tool</b>	08-Sep-2025 KII Guide #5 – Civil Society Organisations _ Imple... 08-Sep-2025 KII Guide #1 – UNICEF STAFF.docx 08-Sep-2025 KII Guide #2 – BARMM Gov Officials.docx 08-Sep-2025 KII Guide #3 – Provincial level officials.docx 08-Sep-2025 KII Guide #4 – Municipal level officials.docx
<b>Survey Data Collection Tool</b>	24-Sep-2025 Version 3_25-UNICEF-PH-1 - Quantitative Questionna...
<b>Focus Group Data Collection Tool</b>	24-Sep-2025 FGD Guide #1 – Adolescent Girls (x1) – Health and ...

	24-Sep-2025 FGD Guide #2 – Adolescent Boys – Health and Nutrit...
	24-Sep-2025 FGD Guide #3– WASH Service Users (Beneficiaries).d...
	24-Sep-2025 FGD Guide #4 – Child Protection (Beneficiaries).do...
	24-Sep-2025 FGD Guide #5 – Early Childhood Care and Developmen...
	24-Sep-2025 FGD Guide #6– Alternative Learning System Service ...
	24-Sep-2025 FGD Guide #7 Community Leaders - DRR_Planning comm...
<b>Observation Checklist/Tool</b>	10-Sep-2025 Observational_Checklist.xlsx
<b>Subject Protections Protocols</b>	08-Sep-2025 Internal_Bodhi_Protection_Policy.pdf
<b>Notifications</b>	09-Sep-2025 Revisions Required - UNICEF IRB ID: 3113.pdf
	16-Sep-2025 Revisions Required - UNICEF IRB ID: 3113.pdf
	25-Sep-2025 Revisions Required - UNICEF IRB ID: 3113.pdf
	25-Sep-2025 Revisions Required - UNICEF IRB ID: 3113.pdf
	25-Sep-2025 Ethical Review Approval.pdf
<b>Approved Application Sections</b>	25-Sep-2025 Approved Application Sections.pdf
<b>Approved Consent Form</b>	25-Sep-2025 Media Consent Form.pdf
	25-Sep-2025 KII_Adult_IC_Form.pdf
	25-Sep-2025 Informed_Consent_Case_Study.doc.pdf
	25-Sep-2025 Adult_Consent_Form (2).pdf
	25-Sep-2025 Child_Adolescent_Information_Sheet_Consent_Form (4...
	25-Sep-2025 Parent_Guardian_Information_Sheet_Consent_Form (1)...

## Billing Information

Please enter the name and email address of the person(s) at UNICEF to whom the invoice should be sent (This can be more than one person and can be the PI).

**Answer:**

Jane Mwangi

jmwangi@unicef.org

Please provide the name and address of the Region or Country Office responsible for payment of the invoice.

**Answer:**

UNICEF Philippines

Please enter the contract or purchase order number for this service (This is either the LTA or if your office requires it a separate contract #).

**Answer:** 42107154

## Research Design

Please provide a summary of your research design: Abstract plus 1000 to 1500 words. (describe your study's background, rationale, & methodology)

**Answer:** Suggested Word Count Limit: 1500, Current Word Count: 1230

The research is a summative and formative evaluation of UNICEF's programming in the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) aimed at building community resilience and strengthening the delivery of essential services for vulnerable children and adolescents. It covers two complementary programmes: one funded by the **European Union (EU)** (2022–2025), and another by the **Korea International Cooperation Agency (KOICA)** (2023–2027). These programmes respond to the unique vulnerabilities of children and adolescents in a context marked by conflict, displacement, poor service delivery, and chronic underinvestment. Despite the formal establishment of BARMM as an autonomous region in 2019, institutional fragility, poverty, and subnational conflict persist, placing immense strain on health, education, child protection, WASH (water, sanitation, and hygiene), and governance systems. UNICEF's dual programming approach seeks to improve equitable access to essential services through a combination of direct implementation (EU) and partnership-based delivery (KOICA), while also contributing to peacebuilding and local capacity-building efforts. In this broader context, the evaluation is designed to measure the effectiveness, sustainability, and impact of these interventions, generate lessons for adaptive programming, and guide future investment in service delivery in fragile and conflict-affected contexts.

**Rationale**

The evaluation's rationale is threefold:

1. **Accountability:** As both projects represent significant financial investments and strategic initiatives by UNICEF and its partners, a robust evaluation is required to verify progress against planned results. The evaluation will support donor reporting obligations, while also offering critical insights into the actual outcomes and systemic contributions of the programming.
2. **Learning:** The evaluation aims to deepen understanding of what works (and what doesn't) in service delivery in BARMM's complex, post-conflict environment. Lessons learned will feed directly into future programming, particularly regarding the

comparative effectiveness of different implementation approaches (e.g., direct vs. partner-led models), integration of peacebuilding strategies, and institutional strengthening for sustainability.

3. **Policy Influence:** The findings are intended to inform national and regional governance processes, including how sectoral ministries and local government units (LGUs) can improve resilience, preparedness, and service equity for children and adolescents. The evaluation also supports UNICEF's role in advocacy and systems strengthening in the context of the humanitarian-peace-development (HPD) nexus.

The timing of the evaluation is critical. The EU-funded component is concluding in 2025, and thus ready for summative assessment, while the KOICA-funded programme is mid-implementation, allowing for formative insights to inform its final phases and broader replication strategies. The evaluation is also positioned during a politically sensitive period, with the first BARMM parliamentary elections scheduled for October 2025, necessitating a flexible and adaptive design. Data collection for this upcoming period will focus exclusively on EU funded programming - with KOICA programming being evaluated later in 2026. Separate ethical approval will be sought for KOICA data collection activities.

## Methodology

The evaluation employs a **mixed-methods approach**, grounded in participatory and feminist research principles, peace and conflict sensitivity, and a strong focus on intersectional inclusion. The design is aligned with OECD-DAC evaluation criteria and integrates systems and community resilience assessment frameworks tailored to the BARMM context.

## Evaluation Phases

The evaluation is structured in four key phases:

1. **Inception Phase** (completed): Desk review, stakeholder consultation, preliminary analysis, tool development, sampling design, and contextual risk assessment.
2. **Primary Data Collection** (upcoming): Field-based and remote data collection, including qualitative and quantitative methods, with appropriate ethical and safeguarding measures.
3. **Analysis and Synthesis** (upcoming): Triangulation of data sources, contribution analysis, and integration of peace responsiveness and gender equality assessments.
4. **Validation and Reporting:** Stakeholder feedback loops, draft and final reporting, and strategic dissemination workshops.

## Core Methodological Elements

### Evaluation Criteria and Questions

The evaluation is structured around the following OECD-DAC criteria:

- **Relevance:** How aligned are the interventions with community needs and UNICEF's strategic goals?
- **Effectiveness:** To what extent have the programmes achieved intended outcomes?
- **Efficiency:** Are the implementation modalities cost-effective and timely?
- **Impact:** What changes—intended or unintended—have the interventions generated?
- **Sustainability:** Will the benefits of the programmes continue beyond the project period?
- **Coherence:** How well do the interventions complement other efforts in the BARMM region?

Each criterion is unpacked into evaluation questions (EQs) in a detailed matrix that maps tools, data sources, and analytical approaches.

### Data Collection Methods

The evaluation uses both qualitative and quantitative tools, tailored to local conditions, including:

- **Key Informant Interviews (KIIs):** Conducted with stakeholders across government, civil society, implementing partners, and community leaders.
- **Focus Group Discussions (FGDs):** Disaggregated by gender, age, and vulnerability (e.g., youth, caregivers, service providers).
- **Municipal Case Studies:** Deep dives into selected municipalities to contextualise findings and assess implementation at the local level.
- **Quantitative Survey:** Targeting service users using mobile-based platforms (e.g., Google Forms) to ensure coverage and inclusivity, especially in hard-to-reach areas.

All tools will be piloted for contextual appropriateness and translated where necessary.

### Sampling Strategy

The sampling approach balances breadth and depth:

- **KIIs and FGDs** use purposive sampling to ensure diverse stakeholder representation across geographies, roles and performance of local governance units.
- **Quantitative survey** also applies purposive sampling, ensuring demographic representation (e.g., age, sex, socio-economic status, disability status) across programme sites.
- **Case studies** are selected based on the same criterion outlined above for FGDs.

A minimum of 1152 quantitative respondents is targeted (per programme - EU & KOICA), with an oversample strategy to mitigate non-response and ensure data quality. We are also aiming for 60 KIIs, 16 FGDs, and 4 case studies per programme.

### Analytical Approaches

The following analytical strategies underpin the evaluation:

- **Outcome Harvesting:** Identifies significant changes influenced by the interventions, validated through triangulation.
- **Contribution Analysis:** Assesses the extent to which outcomes can be plausibly linked to UNICEF's programming, considering other contextual factors.
- **Peace Responsiveness Assessment:** Measures how well the programming has mitigated conflict drivers and supported peacebuilding.
- **Comparative Analysis:** Explores differences and similarities between the EU and KOICA implementation modalities.

#### Ethical Considerations and Safeguards

Ethical rigour is central to the evaluation. The following protocols are in place:

- **Informed Consent:** All participants receive clear information about the study's purpose, their rights, and the voluntary nature of participation.
- **Anonymity and Confidentiality:** All data is anonymised and securely stored, and participants' identities are protected in all reporting.
- **Safeguarding:** Special protocols exist for engaging with children and vulnerable groups, including child-friendly consent processes, referral pathways for distress, and gender-sensitive facilitation.
- **Risk Mitigation:** Given the pre-election context, all field activities are assessed for security risks, and adaptive mechanisms are in place (e.g., remote data collection as needed).

The research team includes trained safeguarding focal points and adheres to UNICEF's ethical research guidelines.

#### Limitations and Constraints

Key constraints include:

- **Time constraints** due to the election period, limiting in-person fieldwork to a 3-week window (September 15 to October 3, 2025), this will be delayed until after the election if ethical approval is not granted in time.
- **Security concerns** in some municipalities, requiring flexible planning and reliance on local networks.

These limitations are being mitigated through methodological triangulation, oversampling, and adaptive data collection.

#### Team Composition

The evaluation team is multi-disciplinary and includes experts in systems strengthening, gender and inclusion, peacebuilding, quantitative research, and local context. All team members are trained in ethical research conduct and conflict-sensitive methodologies. The team includes both international and national staff, with BARMM-based personnel part of the team leading local engagement and data collection.

#### Conclusion

This evaluation is both timely and strategic. It applies a robust, context-sensitive methodology to assess and improve programming in one of the Philippines' most fragile regions. By balancing accountability with learning, and integrating a strong ethical and inclusive approach, the evaluation is poised to generate actionable insights for UNICEF, government counterparts, and donor partners.

08-Sep-2025 11:11 AM EDT

#### Briefly describe how data collection will generate evidence necessary to support this study.

##### Answer:

Data collection is designed to generate robust, triangulated evidence aligned with the study's evaluation questions and objectives. Using a mixed-methods approach, the evaluation combines qualitative and quantitative tools to capture both breadth and depth of insight. Key Informant Interviews and Focus Group Discussions will explore stakeholder perspectives, service delivery challenges, governance issues, and community experiences—generating rich, contextualised data across sectors (health, education, child protection, etc.). Municipal case studies allow in-depth analysis of implementation dynamics and service access at the local level. A quantitative survey, administered through an online survey platform will provide representative data on coverage, quality, and user satisfaction with essential services—disaggregated by gender, age, and location. Data collection tools are tailored to the BARMM context, piloted for relevance, and integrated with peacebuilding, gender, and inclusion lenses. This multi-source strategy allows the evaluation to triangulate findings across methods and stakeholders, strengthening causal inferences and supporting contribution analysis. It ensures that both outcomes and underlying mechanisms are captured, thereby providing credible evidence on the effectiveness, sustainability, and peace responsiveness of UNICEF's programming.

#### Please briefly describe your study population (subjects) and any inclusion or exclusion criteria (i.e.: students, teachers and principals; small business lenders and farmers; patients, nurses and hospital administrators, etc...).

##### Answer:

The study population includes a broad range of stakeholders involved in or impacted by UNICEF's programming in BARMM. This includes:

- Children and adolescents, especially those from vulnerable groups (e.g., internally displaced persons, out-of-school youth, children with disabilities).
- Caregivers and parents, particularly women and adolescent mothers.
- Teachers, principals, and education administrators from ECCD, basic education, and ALS systems.
- Health workers, nutrition officers, WASH personnel, and barangay health volunteers.
- Social workers and child protection officers.

- Local government officials and BARMM ministry representatives (e.g., MBHTE, MOH, MSSD, MILG).
- Community and religious leaders, including members of CSOs and youth groups.

Inclusion criteria: Individuals must be either recipients, providers, or coordinators of services under the EU or KOICA-funded programmes.

Exclusion criteria: Individuals not residing in the programme areas or those with no direct or indirect engagement with programme interventions.

**Please describe why the types of subjects you have selected (At Risk of Violence, Children, Disadvantaged, Impacted by Disasters) are necessary for this study and why data cannot be gathered another way.**

**Answer:**

The selected subjects—particularly disadvantaged populations and those impacted by conflict; are essential to this study because they are the primary beneficiaries of UNICEF’s programming in BARMM.

Gathering data directly from affected individuals—including children, adolescents, caregivers, officials at varying governance levels and front-line service providers—ensures that the evaluation captures lived experiences, perceived changes, and barriers to access. This is especially important in BARMM, where formal data systems are often limited, and local realities vary widely due to conflict dynamics, displacement, and institutional fragility.

**All human subjects will be 18 years of age or older.**

**Answer:**    Yes  
 No

Please provide the age range for human subjects.  
 15+. Adolescents will be spoken to in FGDs.

08-Sep-2025 8:23 AM EDT

**Does this study involve intervention, treatment, comparison or control groups? Please check all that apply:**

**Answer:**     None  
 Intervention  
 Treatment  
 Comparison  
 Control  
 Other

**Will (or have) the informed consents and data collection tools been pilot tested?**

**Answer:**     Yes  
 No

**Will recruitment, consent or data collection occur in any languages other than or in addition to English?**

**Answer:**     1. Yes  
 2. No

**Please list the languages you will use to collect data from subjects.**

- English
- Maranao
- Tagalogg
- Bisaya (*only if needed*)

08-Sep-2025 8:23 AM EDT

**You have stated that you will be collecting data in languages other than English. Please confirm that all materials to be used in the subject’s language are submitted in English with both translations and back translations performed to ensure accuracy.**

**Answer:**     1. Yes  
 2. No

**Personnel**

**PI (UNICEF FOCAL POINT)**

Jane Mwangi (05-Sep-2025)	
<b>Co-PI's</b>	
Thomas Crossman (05-Sep-2025)	Yes Allow Edit
Kavita Kalsi (05-Sep-2025)	Yes Allow Edit
Jungyeon Lee (05-Sep-2025)	Yes Allow Edit
Toby Pinto, Ba (05-Sep-2025)	Yes Allow Edit
Livia Rohrbach (05-Sep-2025)	Yes Allow Edit
Anna Louise Strachan (05-Sep-2025)	Yes Allow Edit

For any study staff who do not have user accounts in the portal (those listed as other staff), please provide their professional affiliation and role on the study team. Also, please describe their training, certification and expertise in working with human subjects.

**Answer:**

N/A

Y  
e  
N  
s  
o

\* Is the study team comprised of staff from outside UNICEF? (if anyone on the study team works for an organization other than UNICEF, the answer to this is Yes even if they are listed as Personnel) ✓ •

Please list all of the other entities/organizations working on this project and their roles.

Bodhi Global Analysis Ltd - Evaluation Team

Anna Strachan - Principal Evaluator

Thomas Crossman - Senior Evaluator and Systems Change Specialist

Jungyeon Lee - Quantitative Researcher

Kavita Kalsi - Senior Gender Specialist

Livia Rohrbach - Technical Backstopping

Toby Pinto - Project Manager

\* Are you aware of any potential conflicts of interest, financial or otherwise, for any study staff on this project? • ✓

By whom will the data be collected for this study (select all that apply)?

- Answer:** ✓ 1. The study team will conduct data collection themselves  
 2. The study team will contract with another entity for the supervision of data collectors  
 3. The study team will directly hire (or partner with) and supervise data collectors  
 4. Not applicable, the study uses only existing secondary data.

## Sites, Dates & Risk

Please note this should be a date in the future after ethical review and approval.

**Participation of Subjects Start Date:**

**Answer:** 29-Sep-2025

10-Sep-2025 6:43 AM EDT

**Participation of Subjects End Date:**

**Answer:** 28-Nov-2025

10-Sep-2025 6:43 AM EDT

**Where will your subjects be located?**

**Answer:**

A range of location across Lanao Del Dur. Details provided in tab

**Distribution of Key Informant Interviews**

**Stakeholder Group**

**Proposed KII Composition**

- KII's with UNICEF Mindanao Field Office and Country Office staff (x10) –

<b>UNICEF Staff (10)</b>	covering Health, Nutrition, WASH, Education, Child Protection, and Social Policy teams, as well as Social and Behavioural Change and Gender
<b>BARMM Government and Provincial Staff (20)</b>	<ul style="list-style-type: none"> <li>• Kills with BARMM and Provincial Government staff (x20) – including Provincial Health Offices, Education Superintendents, Social Welfare Officers, WASH focal points, and DRRM units across Lanao del Sur, Lanao del Norte, and Bukidnon</li> </ul>
<b>Municipal and Barangay Staff (20)</b>	<ul style="list-style-type: none"> <li>• Kills with Municipal Government and Barangay staff (x20) – including Mayors’ offices, Municipal Health Officers, Education supervisors, Child Protection Officers, and DRRM focal persons from selected LGUs in EU programme sites</li> </ul>
<b>Civil Society Organisations (10)</b>	<ul style="list-style-type: none"> <li>• Kills with CSO representatives (x10) – including senior managers, community-based organisations, women’s groups, youth organisations, and local NGOs engaged in service delivery, social mobilisation, or child protection in EU programme areas</li> </ul>
<b>Total</b>	<ul style="list-style-type: none"> <li>• 60 Kills across UNICEF, provincial, municipal, and CSO stakeholders, ensuring representation across programmatic sectors and geographic coverage</li> </ul>

**Distribution of Focus Group Discussions**

Location	Focus Group Discussions (FGDs) Composition
<b>Balindong Watu (Rural - High Performing)</b> CFLGA Score: 71.00	<ul style="list-style-type: none"> <li>• FGD with Adolescent Girls/Youth (x1) – Alternative Learning System (ALS) participants, Host community</li> <li>• FGD with Adolescent Boys/Youth (x1) – Health and Nutrition users, Host Community</li> <li>• FGD with Adult Women (x1) – WASH service users, host community</li> <li>• FGD with Adult Men (x1) – Child Protection, host community</li> <li>• FGD with Parents/Caregivers (Mixed Gender) (x1) – ECCD participants, host community</li> </ul>
<b>Masiu (Rural-Low Performing)</b> CFLGA Score: 25.00	<ul style="list-style-type: none"> <li>• FGD with Adolescent Girls (x1) – Health and Nutrition users, including members of indigenous community (if possible, host community if not)</li> <li>• FGD with Adolescent Boys (x1) – Alternative Learning System participants, host community</li> <li>• FGD with Adult Women (x1) – Child Protection, host community</li> <li>• FGD with Adult Men (x1) – WASH users, host community</li> <li>• FGD with Community Leaders (Mixed Gender) (x1) – DRR/Planning committee members/LGU officials, host community</li> </ul>
<b>Lumba-Bayabao (Maguing) (Remote Rural - High Performing)</b> CFLGA Score: 95.50	<ul style="list-style-type: none"> <li>• FGD with Parents/Caregivers (Women only) (x1) – ECCD participants, host community</li> <li>• FGD with Youth (Mixed Gender) (x1) – Child protection participants, host community</li> <li>• FGD with Community Leaders (Mixed Gender) (x1) – DRR/Planning committee members/ LGU officials</li> </ul>
<b>Marawi City (Urban)</b> CFLGA Performance Data not available	<ul style="list-style-type: none"> <li>• FGD with Adolescent Girls (x1) – ALS participants, host community</li> <li>• FGD with Adolescent Boys (x1) – Health and Nutrition users, host Community</li> <li>• FGD with Adult Women (x1) – Maternal health and WASH users, host community</li> </ul>
<b>Total</b>	<ul style="list-style-type: none"> <li>• 16 FGDs, disaggregated by gender, age, service type, and vulnerability.</li> </ul>

**Proposed Sectoral Focus of Municipal Case Studies**

Municipality (placeholder)	Sectoral Lens / Purpose	Rationale for Selection
<b>Taraka (rural high performing)</b> CFLGA Score: 95.00	Education (ECCD, ALS, primary enrolment, WASH in schools)	Higher performing rural setting.
<b>Balabagan (rural low performing)</b> CFLGA Score: 34.63	Health and Nutrition (ECCD, ALS, primary enrolment, WASH in schools)	Represents lower performing rural setting where service delivery and access are weaker.

Binidayan (rural high performing) CFLGA Score: 92.00	Child Protection / Social Welfare (GCRV case verification, CP system functionality, Roadmap development)	High performing rural setting.
Marawi City (urban) CFLGA Performance CFLGA Data not available	Governance/Planning (CFLG certification, child budget allocation, DRR plans)	Urban setting.

The quantitative survey will be administered online and therefore respondents exact location will vary depending on response rate.

	Yes	No
* Are there any local laws or policies that need to be considered in designing and implementing this research protocol?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p><b>Please describe the laws or policies and their impact on your research protocol.</b>  Bangsamoro Policy Research and Legal Services</p> <p>BARMM is guided by a principle of "moral governance", deeply rooted in Islamic ethical philosophy and reflective of ideals like honesty, justice, integrity, and social ethics. Research protocols are aligned with these principles. Ensuring transparency, fairness, community respect, and cultural sensitivity in the methodology and engagement strategies.</p> <p>National Ethical Guidelines for Research Involving Human Participants (2022)</p> <p>We will also follow the guidelines as provided in Republic Act No. 10532 (PNHRS Act) &amp; PHREB Guidelines.</p>		
* Are there any local, community or cultural issues for your subjects in this research protocol that require consideration?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
* Has (or will) approval for this study been obtained by any other research ethics committee or similar entity?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
* Does this study require authorization or approval from a national, state, provincial, regional or local authority?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Are there any potential benefits (aside from incentives) to subjects for participating?**

Answer: Yes  
 No

**Please indicate any potential risks to subjects:**

Answer: Physical risk  
 Psychological/Emotional risk  
 Social risk  
Economic risk  
Legal risk  
Political risk  
Employment risk  
Academic risk  
Religious risk  
Other  
None

**Please describe why the risk(s) exists for your subjects and how you will mitigate it.**

Safeguarding risks for participants, especially during interviews with vulnerable populations (e.g., adolescents, women, displaced persons). All team members will adhere to UNICEF's ethical and safeguarding protocols, including informed consent, confidentiality, and risk assessment. Safeguarding focal points will be identified. Training and escalation procedures will be in place. All Bodhi team members have already completed UNICEF Child Safeguarding courses

The main potential risk is psychological or emotional distress, as participants may be asked about sensitive topics such as child protection concerns, access to services, or barriers related to gender and displacement. These discussions could bring up difficult personal experiences. To reduce this risk, all questions have been carefully reviewed to avoid overly intrusive or inappropriate content, and participants may decline to answer any question or stop the discussion at any time. Referral information for support services will be provided if a participant becomes distressed.

There is also a minor social risk, as participation in interviews or FGDs could be noticed by others in the community. To mitigate this, we will ensure that participation is voluntary, that locations are safe and private, and that identifying information is not shared outside the research team.

In addition, we recognise safeguarding risks when working with vulnerable populations (e.g., adolescents, women, displaced persons). All team members will adhere to UNICEF's ethical and safeguarding protocols, including informed consent, confidentiality, and risk assessment. Safeguarding focal points will be identified, and training and escalation procedures will be in place. All Bodhi team members have already completed UNICEF Child Safeguarding courses.

We do not anticipate physical, economic, legal, political, employment, academic, or religious risks.

24-Sep-2025 7:03 AM EDT

## Subject Recruitment

### Recruitment & Incentives

#### How will recruitment be conducted (please select all that apply)?

- Answer:**
- In-person
  - Telephone
  - Email
    - Flyers or pamphlets (print or digital)
    - Advertisements
  - Text/SMS/WhatsApp
  - Other

#### For each subject type, please describe how and by whom subjects will be identified, selected and recruited.

**Answer:**

##### 1. Quantitative Survey Participants

- **Identification and Selection:** UNICEF has provided a pre-existing list of programme beneficiaries. From this list, subjects will be **purposely sampled** to ensure demographic and geographic diversity. UNICEF has confirmed all participants were notified they may be contacted by a third party for evaluation purposes (additional detail left in comments).
- **Recruitment:** Selected participants will be contacted directly via **SMS, WhatsApp, or email**, depending on available contact details. They will receive a short introduction to the study and a link to complete the survey. A script will be used (attached file).

##### 2. Key Informant Interview (KII) Participants

- **Identification and Selection:** An extensive list of KIIs has been compiled in coordination with UNICEF, based on **internal stakeholder mapping** and UNICEF's provision of contact information. Participants are selected to represent a cross-section of ministries, LGUs, CSOs, service providers, and community leaders aligned with the programme's implementation.
- **Recruitment:** Participants will be contacted individually by the evaluation team and invited to take part in a one-on-one interview. We will reach out via **SMS, WhatsApp, or email**.

##### 3. Focus Group Discussion (FGD) Participants

- **Identification and Selection:** Participants will be identified through **consultation with local-level government officials and field coordinators**, ensuring inclusion of diverse community perspectives, including youth, caregivers, and vulnerable populations.
- **Recruitment:** Local partners and field coordinators will assist in mobilising participants based on agreed-upon selection criteria. If necessary, we will reach out via **SMS, WhatsApp, or email**.

##### 4. Municipal Case Study Participants

- **Identification and Selection:** Participants will be selected using the **same method as for FGDs**, with local officials and coordinators helping to identify relevant individuals within selected municipalities.
- **Recruitment:** Mobilisation will follow the FGD recruitment process, ensuring consent and contextual appropriateness. If necessary, we will reach out via **SMS, WhatsApp, or email**.

24-Sep-2025 4:07 AM EDT

#### Please describe how subject privacy will be ensured during recruitment.

**Answer:**

Subject privacy during recruitment will be ensured through a combination of **data protection measures, ethical protocols, and context-sensitive engagement strategies**, as follows:

1. **Use of Pre-Existing Contact Lists Responsibly:** For the quantitative survey, all beneficiary contact lists provided by UNICEF will be handled securely and accessed only by authorised members of the evaluation team. No identifiable data will be shared outside the research team.
2. **Private and Discreet Communication:** Subjects will be contacted individually via private channels (e.g., SMS, WhatsApp, or email). Messages will be carefully worded to avoid revealing sensitive information about their involvement in UNICEF programmes.

- or personal circumstances. Recipients will be given the option to ignore or opt out of participation without any consequences.
- No Group-Based Recruitment Disclosure:** For KIs, FGDs, and case study participants, recruitment will be conducted individually or through trusted local intermediaries (e.g., government officials, field coordinators), who will be briefed on privacy protocols. Participants will not be publicly identified or grouped until they have given explicit consent.
  - Informed Consent and Voluntariness:** All outreach will emphasize the voluntary nature of participation, and that choosing not to participate will have no effect on access to services or relationships with UNICEF or other institutions.
  - Secure Data Handling:** All recruitment-related communications and personal data will be stored on encrypted platforms with limited access, in compliance with data protection standards.

These measures ensure that subjects' identities, personal information, and participation decisions remain confidential and protected throughout the recruitment process.

**Please describe how you will ensure that subjects do not feel coerced, intimidated, compelled or pressured to participate.**

**Answer:**

To ensure participants do not feel coerced or pressured, we will clearly communicate that **participation is entirely voluntary** and that **there are no consequences for choosing not to participate**. This message will be consistently included in all recruitment materials and verbal introductions.

As previously mentioned, recruitment will be done **individually and privately**, avoiding group settings that may imply peer or authority pressure. We will also avoid using local officials or service providers in ways that could create perceived obligation.

During consent, participants will be reminded that they can **withdraw at any time** without needing to give a reason (this will also be provided in written documentation). This approach prioritises autonomy and informed choice throughout the process.

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\* **Your study includes vulnerable subjects. Does this vulnerability impact their ability to make an informed decision about participation or make them more likely to accept a greater level of risk than non-disadvantaged subjects?** • ✓

\* **Is recruitment of some members of the target subject population and not others likely to result in resentment for either inclusion or exclusion?** • ✓

\* **Do any of your subjects receive any benefits or services related directly or indirectly to their recruitment or selection as subjects in this study?** • ✓

\* **Will you use names or personally identifiable information (phone, address, email, etc...) to conduct recruitment?** ✓ •


**How will you get access to names and PII for recruitment and how will you safeguard them during recruitment?**


As previously mentioned, we have been provided with participant lists by UNICEF for the purposes of recruitment and mobilisation. These lists are stored privately and are never shared outside of our organisation. When reaching out to these individuals, we will not share any PII.

\* **Are subjects compensated or provided any incentives?** • ✓

**If you have documents or materials specific to subject recruitment, please upload them** (Please upload all phone/text/email scripts, advertisements, or other information to be used to recruit subjects).

**Answer:**

 SMS\_Script\_Recruitment.docx 24-Sep-2025 (Recruitment/Marketing Materials) (Existing)

 Email\_Script\_Recruitment.docx 24-Sep-2025 1 (Recruitment/Marketing Materials)

17-Sep-2025 8:05 AM EDT

## Child Subjects

**Please check the category that best describes degree of risk to child subjects.**

**Answer:** ✓ The research does not involve greater than minimal risk  
The research involves greater than minimal risk

**What are the ages of your child subjects?**

**Answer:** 15-17

**Please describe why these ages are appropriate.**

**Answer:**

Given the programmatic focus on children and adolescents, it is important for us to speak to some of these stakeholders as part of the evaluation.

5/16 FGDs will directly engage adolescent subjects (not younger than 15). Their perspectives on service delivery across the sectoral

focus of the programme will be valuable data to help triangulate findings across a variety of sources.

No KIs, case studies, or the quantitative survey will engage anyone under the age of 18.

10-Sep-2025 2:06 AM EDT

**Please describe how and why the type of data collection you are conducting with children was selected as most appropriate for this study.**

**Answer:**

FGDs allow us to speak to a range of adolescents, disaggregated by gender and across implementation sites. During this evaluation, FGDs are reserved for speaking to the ultimate beneficiaries of service improvements, while KIs, case studies, and the survey are used to engage service providers, community stakeholders, and caregivers.

This approach was selected to ensure that children and adolescents can participate meaningfully and safely. FGDs are particularly appropriate for adolescents as they enable the exploration of shared experiences and community-level dynamics in a peer-supported environment, which is important when discussing sensitive topics related to education, health, protection, and displacement. The sessions are facilitated by trained researchers using age-appropriate and gender-sensitive participatory methods, and participants are grouped by age and gender to enhance comfort and openness.

Moreover, FGDs complement other methods by allowing triangulation of data and capturing the nuanced perspectives of adolescents that may not emerge through surveys or adult stakeholder interviews. This multi-method approach ensures that children's voices are centered in the evaluation, aligning with UNICEF's commitment to child rights and participatory research.

10-Sep-2025 2:06 AM EDT

**Are the materials to be used with children age appropriate?**

**Answer:**  Yes

No

**Please briefly describe experience or training of the study staff in working with children.**

**Answer:**

Bodhi Global Analysis, and the members of the research team, have extensive experience working with children across diverse humanitarian and development contexts. This includes conducting a Situation Analysis of children's rights in the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) for UNICEF, which involved qualitative research with children and adolescents in conflict-affected areas. The team has also carried out a UNICEF-commissioned Situation Analysis of Children with Disabilities in Pakistan, which included fieldwork with children and their caregivers, using participatory and child-sensitive approaches.

In addition, Bodhi has led multiple evaluations involving direct engagement with vulnerable children and adolescents across Sub-Saharan Africa, South and Southeast Asia, and the Middle East. These studies span education, protection, health, and psychosocial wellbeing. Across all assignments, Bodhi prioritises ethical and participatory methods that ensure the safety, dignity, and meaningful involvement of child participants. Research staff are trained in child safeguarding, trauma-informed approaches, and gender-sensitive data collection techniques, with specific protocols in place for working with children affected by conflict and displacement.

10-Sep-2025 2:06 AM EDT

**Do you plan to enroll adult subjects in addition to children?**

*(Adults are defined as individuals of age 18 or over.)*

**Answer:**  Yes

No

## Data Collection

**For each type of data collection listed below, please provide an estimated total number of subjects by subject type.**

**Answer:**

1. Survey questionnaire - 1152

2. Case study - 4

3. Subject interview - 0

4. Secondary data - 0

5. Key informant interview (KI) - 60

6. Focus/small group interview or discussion (FGD) - 16

7. Document review - 77 documents reviewed. We expect some additional documents may be reviewed as part of the case studies although the exact number is impossible to gauge until data collection begins as we expect municipalities to have varying degrees of record keeping. At a minimum, we expect to review at least one document per case study, so an additional 4.

17-Sep-2025 3:19 AM EDT

**Will data be collected in-person or remotely?**

**Answer:**  In-person

Remote

Both

**Please explain what data collection will be in-person and what will be remote.**

The survey will be conducted remotely using Google Forms. All other methods of data collection will be run in-person.

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**Will data collection be one-time only or will there be follow-up?**

**Answer:** ✓ One time only, no follow-up  
Follow-up for clarification or quality assurance purposes only  
Follow-up for additional data collection (e.g.: posttests or other data collection with the same subjects)

**How will you record the data you collect for the following: .**

**Answer:** ✓ On paper  
✓ Electronically on a computer, tablet or phone (survey platform, software or AI tool)  
✓ Audio recording  
Video recording  
✓ Photos  
Artistic renderings like drawing, painting or collage  
Biological specimens  
Other items collected from subjects or their environment  
Other

**Please describe what methods of data collection will be used to each specific data collection type (i.e.: interviews will be audio-recorded, surveys will be on paper, and measurements will be recorded electronically).**

**1. Surveys**

- Data will be collected using **Google Forms** administered online. Responses will be automatically recorded electronically and stored securely on password-protected servers.

**2. Focus Group Discussions (FGDs)**

- Discussions will be documented primarily through **paper transcription** by trained note-takers. Where consent is obtained, **audio recordings** may also be used to ensure accuracy, with recordings securely stored and later destroyed after transcription.

**3. Key Informant Interviews (KIs)**

- Interviews will be captured through **paper transcription**. Where participants consent, **audio recordings** may be taken to complement written notes and ensure accuracy. As with FGDs, recordings will be securely stored and destroyed post-transcription.

**4. Municipal Case Studies**

- Case study data will be collected through **paper transcription** of interviews and observations (using a checklist), supplemented with **photographs** of relevant settings or activities (with consent). Photos will focus on context rather than identifiable individuals unless explicit permission is granted.

10-Sep-2025 7:17 AM EDT

**You have selected "electronically on a computer, tablet or phone (survey platform, software or AI tool) as a method of data collection. Please specify the tools, applications or software that will be used ( Survey Monkey, Google forms, WhatsApp, Facebook, ChatGPT, Qualtrics, etc.).**

**Answer:**  
Google Forms

**If the subject does not want to be audio or video recorded, please describe the procedures to be followed. (Will the subject be excluded or will data collection occur without the use of the recording device?)**

**Answer:**  
If a subject does not wish to be audio- or video-recorded, they will not be excluded from the study. Instead, data collection will proceed using manual note-taking and paper transcription conducted by trained researchers. This ensures that participants' preferences are fully respected while still capturing the necessary data for analysis. Researchers will take extra care to produce detailed notes to maintain data quality and accuracy in the absence of recordings.

**You have selected Photos as a data collection type. Please describe what will be photographed and why.**


**Answer:**  
In the **municipal case studies**, photos will be used to **document contextual features** relevant to UNICEF's programming. This may include:

- **Community infrastructure** (e.g., schools, health facilities, WASH facilities, child protection centers) to illustrate service delivery environments.
- **Environmental and contextual conditions** (e.g., displacement sites, or community gathering spaces) that affect access to services.
- **Community settings** (e.g., meeting venues, signage, public facilities) to provide visual context to the case study narratives.

Photos will **not focus on individuals** unless explicit consent is obtained. Their purpose is to strengthen qualitative findings by providing **visual evidence of service availability, infrastructure quality, and community context**, thereby enhancing the richness and credibility of the case study analysis.






**Please upload the survey(s) you will use to collect your data.**

**Answer:**

 Version 3\_25-UNICEF-PH-1 - Quantitative Questionna... 24-Sep-2025 <sup>1</sup> (Survey Data Collection Tool)

**Please upload the interview guide(s) you will use to collect your data.**

**Answer:**

-  KII Guide #5 – Civil Society Organisations \_ Imple... 08-Sep-2025 (Interview Data Collection Tool)
-  KII Guide #1 – UNICEF STAFF.docx 08-Sep-2025 (Interview Data Collection Tool)
-  KII Guide #2 – BARMM Gov Officials.docx 08-Sep-2025 (Interview Data Collection Tool)
-  KII Guide #3 – Provincial level officials.docx 08-Sep-2025 (Interview Data Collection Tool)
-  KII Guide #4 – Municipal level officials.docx 08-Sep-2025 (Interview Data Collection Tool)


**Please upload the focus group discussion guide(s) you will use to collect your data.**

**Answer:**

-  FGD Guide #1 – Adolescent Girls (x1) – Health and ... 24-Sep-2025 <sup>1</sup> (Focus Group Data Collection Tool)
-  FGD Guide #2 – Adolescent Boys – Health and Nutrit... 24-Sep-2025 <sup>1</sup> (Focus Group Data Collection Tool)
-  FGD Guide #3– WASH Service Users (Beneficiaries).d... 24-Sep-2025 <sup>1</sup> (Focus Group Data Collection Tool)
-  FGD Guide #4 – Child Protection (Beneficiaries).do... 24-Sep-2025 <sup>1</sup> (Focus Group Data Collection Tool)
-  FGD Guide #5 – Early Childhood Care and Developmen... 24-Sep-2025 <sup>1</sup> (Focus Group Data Collection Tool)
-  FGD Guide #6– Alternative Learning System Service ... 24-Sep-2025 <sup>1</sup> (Focus Group Data Collection Tool)
-  FGD Guide #7 Community Leaders - DRR\_Planning comm... 24-Sep-2025 <sup>1</sup> (Focus Group Data Collection Tool)

**Please upload the observation checklist you will use to collect your data.**

**Answer:**

 Observational\_Checklist.xlsx 10-Sep-2025 (Observation Checklist/Tool)

10-Sep-2025 7:18 AM EDT

**Please upload any data collection tools you will use for the following Data Types you previously selected:**

Case Studies  
Secondary Data

**Answer:**

**Please briefly describe the information you intend to collect through surveys and how it will be collected (self-administered or administered using a data collector).**

**Answer:**

The surveys will collect **quantitative data on access, quality, and satisfaction with essential services** (health, nutrition, WASH, education, and child protection), as well as basic demographic information (e.g., age, gender, household characteristics, disability status). Additional questions will capture perceptions of resilience, inclusion, and service gaps, aligned with the evaluation framework.

Surveys will be **self-administered** by participants using **Google Forms** accessed via a link shared through SMS, WhatsApp, or email.

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**Will you include data from partially completed surveys in your data set? (i.e: the subject does not need to "submit" their responses at the end of the survey; the survey collects all responses as they are entered giving the study team access to partially completed surveys)**

**Answer:** 1. Yes  
✓ 2. No

**Briefly describe the information you intend to collect through interviews.**

**Answer:**

The evaluation team has tailored interview content to stakeholder roles to ensure comprehensive and relevant insights. UNICEF staff

(Country Office, Mindanao Field Office, and programme focal points) will provide perspectives on programme design, donor engagement, implementation modalities, and adaptive management.

Senior BARMM government officials from ministries such as Health, Basic, Higher and Technical Education, Social Services and Development, Interior and Local Government, and the Regional Sub-Committee for the Welfare of Children will be engaged on issues of policy influence, institutional change, and coordination effectiveness across sectors, with particular attention to coherence with BARMM's governance reforms and peacebuilding priorities.

Provincial government staff will be asked to reflect on their roles in planning, budgeting, and oversight of service delivery systems, as well as the extent to which provincial institutions have been capacitated to support resilience and child rights.

Municipal and barangay staff will provide insights into frontline service delivery, programme implementation at the community level, challenges in reaching marginalized populations, and the ways in which local governance structures have been strengthened through the programmes.

Collectively, these interviews will allow the evaluation to assess programme contributions at multiple governance levels, regional, provincial, and municipal, while triangulating perspectives on service delivery, systems strengthening, and peace responsiveness.

**Will Key Informants be identified by name or other personally identifiable information (PII, i.e: job title, position, organization) in any documents, reports (and their annexes or appendices) or publications?**

**Answer:** Yes  
 No

**Briefly describe how subjects will be organized or divided (age, gender, ethnicity, expertise) for focus groups and the information you intend to collect.**

**Answer:**

FGDs will be conducted to explore the experiences, perceptions, and feedback of programme beneficiaries and community stakeholders in relation to UNICEF's interventions across BARMM. A total of 16 FGDs are planned ensuring representation across geographic areas, sectors, and population groups.

Each discussion will involve 6–8 participants selected through purposive sampling, in coordination with local government units and implementing partners. This approach allows for participant homogeneity within groups, crucial for open dialogue, while ensuring diversity across the total sample to reflect varied experiences across the programme's reach.

FGDs will serve multiple evaluation purposes: understanding how service delivery has changed at the community level; assessing accessibility, relevance, and quality of services; identifying barriers to participation or continued use; and examining the effectiveness of community engagement and feedback mechanisms under different implementation modalities. Special attention will be paid to equity, gender, and human rights considerations.

A breakdown of the exact FGD composition is provided below.

**Distribution of Focus Group Discussions**

Location	Focus Group Discussions (FGDs) Composition
Balindong Watu (Rural - High Performing) CFLGA Score: 71.00	<ul style="list-style-type: none"> <li>• FGD with Adolescent Girls/Youth (x1) – Alternative Learning System (ALS) participants, Host community</li> <li>• FGD with Adolescent Boys/Youth (x1) – Health and Nutrition users, Host Community</li> <li>• FGD with Adult Women (x1) – WASH service users, host community</li> <li>• FGD with Adult Men (x1) – Child Protection, host community</li> <li>• FGD with Parents/Caregivers (Mixed Gender) (x1) – ECCD participants, host community</li> </ul>
Masiu (Rural-Low Performing) CFLGA Score: 25.00	<ul style="list-style-type: none"> <li>• FGD with Adolescent Girls (x1) – Health and Nutrition users, including members of indigenous community (if possible, host community if not)</li> <li>• FGD with Adolescent Boys (x1) – Alternative Learning System participants, host community</li> <li>• FGD with Adult Women (x1) – Child Protection, host community</li> <li>• FGD with Adult Men (x1) – WASH users, host community</li> <li>• FGD with Community Leaders (Mixed Gender) (x1) – DRR/Planning committee members/LGU officials, host community</li> </ul>
Lumba-Bayabao (Maguing) (Remote Rural - High Performing) CFLGA Score: 95.50	<ul style="list-style-type: none"> <li>• FGD with Parents/Caregivers (Women only) (x1) – ECCD participants, host community</li> <li>• FGD with Youth (Mixed Gender) (x1) – Child protection participants, host community</li> <li>• FGD with Community Leaders (Mixed Gender) (x1) – DRR/Planning committee members/ LGU officials</li> </ul>
Marawi City (Urban)	<ul style="list-style-type: none"> <li>• FGD with Adolescent Girls (x1) – ALS participants, host community</li> </ul>

CFLGA Performance Data not available

- FGD with Adolescent Boys (x1) – Health and Nutrition users, host Community
- FGD with Adult Women (x1) – Maternal health and WASH users, host community

Total

- 16 FGDs, disaggregated by gender, age, service type.

Please indicate what your onsite observations will include (check all that apply):

- Answer:
- ✓ Observation checklist
  - ✓ Physical observation
  - ✓ Interview/talk to people
    - Guided tour of the location
  - ✓ Record review
  - ✓ Photos
    - Video recording
    - Audio Recording
  - ✓ Indoor
  - ✓ Outdoor
  - Other

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Please briefly describe the observations and what information you intend to collect.

Answer:

Case study observations will focus on service delivery points such as health facilities, early learning centres, schools, and child protection offices. The aim is to assess the functionality, accessibility, and quality of services supported by UNICEF interventions. Observations will be guided by physical observation and will include factors such as infrastructure adequacy, availability of trained personnel, equipment and supplies, cleanliness, and visibility of necessary materials. Additionally, we may interview subjects using the KII guides already provided to gain additional insight and context. We will also review records if available. Photos may be taken if consent is given (using the provided media consent form).

These observations will help validate information gathered through interviews and documents, and provide direct insight into how systems strengthening efforts have translated into tangible improvements for children and adolescents at the local level.

The observational checklist and related field notes are designed to capture only facility- or system-level information (availability of services, coordination mechanisms, training activities). No personally identifiable information (PII) will be collected.

- The "Photos Taken" column: If photographs are taken, they will focus on facilities, materials, or systems, and not on individuals. If individuals do appear in an image, explicit informed consent will be obtained using the photo/media consent form.
- Sensitive topics: Where sensitive areas are included (e.g., child protection systems, case management staff training), data will be descriptive of the system or process, not an assessment of individual cases.
- Consent: For observations and case studies, consent forms have been developed to inform participants about the type of data collected (field notes describing activities, not personal details). This ensures transparency and allows any participant present to decline being observed

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Briefly describe what case studies include, the information you intend to collect and the methods you will use to collect it.

Answer:

Municipal case studies will serve as in-depth explorations of how UNICEF-supported interventions have contributed to systems change, service delivery improvement, and community resilience within specific local contexts. We will conduct eight case studies in total, four under each of the EU- and KOICA-funded programmes. These studies are designed to complement broader data collection methods by offering a holistic, place-based understanding of institutional dynamics, service functionality, and sustainability pathways. Case studies will utilise existing KII tools to extract information from key stakeholders, alongside the observations of service delivery points and review of relevant municipal documents such as investment plans, sectoral reports, and DRRM plans. The information collected will focus on how UNICEF-supported interventions have been integrated into local governance systems, the extent of institutional capacity building, improvements in service delivery quality and access, coordination mechanisms across sectors, and community engagement.

A detailed breakdown of proposed locations, sectoral lenses, and the rationale behind site selection is provided below.

#### Proposed Sectoral Focus per Municipality (EU)

Municipality (placeholder)	Sectoral Lens / Purpose	Rationale for Selection
Taraka (rural high performing) CFLGA Score: 95.00	Education (ECCD, ALS, primary enrolment, WASH in schools)	Higher performing rural setting.

Balabagan (rural low performing) CFLGA Score: 34.63	Health and Nutrition (ECCD, ALS, primary enrolment, WASH in schools)	Represents lower performing rural setting where service delivery and access are weaker.
Binidayan (rural high performing) CFLGA Score: 92.00	Child Protection / Social Welfare (GCRV case verification, CP system functionality, Roadmap development)	High performing rural setting.
Marawi City (urban) CFLGA Performance Data not available	Governance/Planning (CFLG certification, child budget allocation, DRR plans)	Urban setting.

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Please check the options that describe documents to be reviewed as part of this study.

- Answer:**
- The documents are publicly available.
  - The documents are not publicly available but are limited to internal reports and publications not containing any personally identifiable information.
  - The documents are not publicly available and contain personally identifiable information.

**If they are not publicly available and contain name and/or PII, how and under what conditions will you be able to access the materials?**

Most documentation reviewed relates to programming design and performance. A limited number of documents contain PII – although this is restricted to documentation provided by UNICEF relating to mobilising respondents for quantitative research. This is only accessed by our Quantitative Research Specialist and core members of the evaluation team (listed above).

Access is granted solely for the purpose of sampling and contacting respondents for survey participation. All PII is stored securely on encrypted, password-protected systems and is never shared outside the evaluation team. Once recruitment and data collection are completed, these documents will be securely deleted.

At no point will names or other identifying information be included in analysis, reporting, or dissemination. Instead, data will be aggregated and coded to ensure that participants cannot be re-identified.

Briefly describe the information you intend to collect through secondary data; the source of the secondary data and under what mechanisms it is available for use.

**Answer:**

The evaluation will draw on a range of **secondary data** to complement primary data collection. Information to be collected includes:

- **Programme design and performance documents** (e.g., theories of change, logframes, progress reports, monitoring data) provided by UNICEF Country Office (PCO) and Mindanao Field Office (MFO).
- **Internal government documents** at regional, provincial, municipal, and barangay levels, including planning and budget documents, sectoral performance reports, and records of service delivery initiatives.
- **Budget lines of selected municipalities**, to assess allocations for children’s services and disaster risk reduction.
- **Child-Friendly Local Governance Audit (CFLGA) scoring documentation**, to evaluate progress on child rights mainstreaming in local governance.
- **Other administrative data** from sectoral ministries (e.g., education enrolment figures, health facility data, child protection case records, WASH coverage statistics).

These data sources are available through **formal provision by UNICEF**, through **government counterparts in BARMM**, and via **publicly accessible sectoral statistics**. Use is governed by **agreements with UNICEF and government partners**, ensuring that sensitive or internal documents are accessed only with permission, handled securely, and used exclusively for evaluation purposes.

Please provide the date range for when secondary data was or will be collected.

**Answer:**

August 12th 2025 - October 3rd 2025 (documents will continue to be reviewed as they become available throughout data collection).

Please check all that apply to your secondary data.

- Answer:**
- The dataset is publicly available.
  - The dataset is de-identified and anonymized and cannot be associated with subject identifiers.
    - The dataset is de-identified but contains a unique subject link or ID that could allow data to be associated with name or PII. Researchers will not attempt to identify subjects.
    - The dataset is de-identified but contains a unique subject link or ID that could allow data to be associated with name or PII. Researchers may attempt to identify subjects.
    - The dataset contains name or other PII that can identify subjects.
    - The data was collected for research purposes.
  - The data was collected for non-research purposes.

Did subjects provide consent for reuse of their data?

**Answer:**  Yes

No

## Informed Consent

Please indicate how you will obtain and record informed consent (IC) for all types of data collection activities with adult subjects (you may select more than one option):

- Answer:  Written and signed  
Written and not signed but recorded by data collector  
 Written and not signed but recorded by electronic checkbox  
Written and not signed or recorded  
Verbal and signed  
Verbal and not signed but recorded by data collector  
Verbal and not signed or recorded  
Full waiver of informed consent requested  
Alteration of informed consent requested





If your study includes more than one way of obtaining consent, please describe under what conditions you will use each consent process you selected.

We will require written and signed IC from all adult subjects. Survey participants will have to tick an electronic checkbox - additional text is provided at the beginning of the survey tool outlining this.

24-Sep-2025 4:22 AM EDT

Please upload each of your informed consent (IC) documents titled for each ADULT subject type and/or data collection type.

Answer:

-  Photo\_Consent\_Form 24-Sep-2025 1. (Consent Form) (Existing)
-  FGD\_Adult\_Consent\_Form.docx 25-Sep-2025 3. (Consent Form)
-  KII\_Adult\_IC\_Form.docx 24-Sep-2025 (Consent Form)
-  Informed\_Consent\_Case\_Study.docx.docx 24-Sep-2025 (Consent Form)

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Briefly describe how, when, and where you will obtain informed consent (IC).

Answer:

**Informed consent (IC) will be obtained prior to all data collection activities.** For **Key Informant Interviews (KIIs)** consent will be sought individually at the start of each interview. For **Focus Group Discussions (FGDs) with adults**, consent will be obtained before the session begins, with the facilitator reading the information sheet aloud and providing time for questions.

For participants under 18, both **parental consent** and **adolescent assent** will be required before participation. We will only include adolescents aged **15 years and older**. Consent will be documented in writing and securely stored.

Consent procedures will take place in **private, safe settings**—in person at agreed-upon venues, ensuring participants fully understand their rights, including the voluntary nature of participation and the ability to withdraw at any time without consequence.

For your focus group discussions (or small group interviews), do you collect consent from each member of the group privately prior to convening the group?

- Answer:  Yes  
 No

Please select the option or options that best describes why you are not obtaining signed consent from subjects.

- Answer:  The only record linking the subject and the research would be the informed consent form creating potential risk of harm resulting from a breach of confidentiality.
- The research presents no more than minimal risk of harm to subjects and involves no procedures for which written consent is normally required outside of the research context.
- Subjects are members of a distinct cultural group or community in which signing forms is not the norm, the research presents no more than minimal risk of harm to subjects, and there is an alternative mechanism for documenting that informed consent was obtained.

We consider each of the items below to be a requirement of informed consent. If you answer "No" to any of the items, please explain or consider revising your consent forms to include the missing elements prior to uploading them.

	e N s o
* Does the consent ask a subject to consent to participate in the study?	✓ •
* Will the subject have the opportunity to discuss and consider whether or not to participate?	✓ •
* Does the IC use clear and simple wording that will be understandable to your subjects?	✓ •
* Does the IC explain the purpose of the research?	✓ •
* Does the IC explain how and why your subjects were selected?	✓ •
* Does the IC state the participation is voluntary, subjects make skip or refuse questions, and may withdraw without consequence?	✓ •
* Does the IC describe any risks or benefits to subjects?	✓ •
* Does the IC describe how confidentiality (or anonymity) of subject and data will be maintained or any limitations to confidentiality?	✓ •
* Does the IC describe limitations to confidentiality in the event there is a disclosure of abuse of a child or other criminal behavior?	✓ •
* Does the IC include the expected duration of subject participation (in hours/minutes, etc...)?	✓ •
* Does the IC explain the use and potential reuse of subject data (including, if applicable, the creation of a deidentified data set or usage limited to this study)?	✓ •
* Does the IC explain to subjects data sharing, if any, between the contractor and UNICEF (for either research or contractual purposes)?	✓ •
* Does the IC identify and provide contact information of investigators (this should include a name, phone number and email address)?	✓ •
* Does the IC advise focus group subjects to keep the group discussion confidential and that there is no guarantee that information shared will remain confidential due to the group environment?	✓ •
* If you have more than one type of data collection, do the IC documents cover all types?	✓ •
* If you have different types of subjects, is IC specific to each type?	✓ •
* You indicated that your onsite observations will include interviewing human subjects. Will you obtain IC from each individual subject during the observations?	✓ •
* Do you obtain consent to audio record during data collection?	✓ •
* Do you obtain consent to take photographs during data collection?	✓ •
* Will you leave (or offer to leave) a copy of the IC form with subjects or offer to send one via text or email ?	✓ •

## Parental Consent

Please indicate how you will obtain and record consent from parents or guardians of child subjects (please select all that apply).

- Answer:** ✓ Written and signed
- Written and not signed but recorded by data collector or electronic tick box
  - Verbal and signed
  - Verbal and not signed but recorded by data collector or electronic tick box
  - Parental consent is not required by law or local custom
  - Parental consent is not required as subjects are emancipated
  - Waiver of parental consent requested (please select for "passive consent")
  - Alteration of parental consent requested

If your study includes more than one way of obtaining parental consent, please describe under what conditions you will use each parental consent process you selected.

Please upload your parental consent documents for each subject type and/or data collection type.

**Answer:**

 Parent\_Consent\_Form 25-Sep-2025 3 (Parental Consent Form)

24-Sep-2025 4:28 AM EDT

Please briefly describe how, when and where you will obtain parental consent.

**Answer:**

Parental consent will be obtained using the attached parental consent form, alongside child assent, prior to engaging any participants under the age of 18 in the evaluation process. Consent and assent will be sought in advance of all five focus group discussions (FGDs) that include adolescent participants. These FGDs are scheduled to take place across selected municipalities in BARMM as part of the broader fieldwork activities.

Consent will be collected in person or through community facilitators trusted by the families, in line with local customs and ethical best practices. All consent and assent processes will ensure that participation is fully informed, voluntary, and documented, with appropriate explanations provided in the local language.

10-Sep-2025 2:22 AM EDT

We consider each of the items below to be a requirement of informed consent. If you answer "No" to any of the items, please consider revising your consent forms to include the missing elements prior to uploading them.

	Y	N
	es	o
* Does the parental consent ask for permission for their child to participate in the study?	✓	•
* Will the parent or guardian have the opportunity to discuss and consider whether or not to allow the child to participate?	✓	•
* Does the parental consent use clear and simple wording?	✓	•
* Does the parental consent explain the purpose of the research?	✓	•
* Does the parental consent explain how and why the child subjects were selected?	✓	•
* Does the parental consent state the participation is voluntary, subjects make skip or refuse questions, and may withdraw without consequence at anytime?	✓	•
* Does the parental consent describe any risks or benefits to subjects?	✓	•
* If a subject discloses abuse of a child or other criminal behavior are the data collectors mandated to report it?	✓	•
<p>Please include a statement in the informed consent explaining this limitation to confidentiality to subjects or explain why you have not included it in the informed consent.</p> <p>The following statement is included in the parental consent form:</p> <p><b>If your child tells us something that makes us worried that they or another child is being hurt or unsafe, we will need to tell someone at UNICEF who can help. This is to protect your child and other children.</b></p>		
* Does the IC describe limitations to confidentiality in the event there is a disclosure of abuse of a child or other criminal behavior?	✓	•
* Does the parental consent describe how confidentiality (or anonymity) of subject and data will be maintained or any limitations to confidentiality?	✓	•
* Does the parental consent include the expected duration of subject participation (in hours/minutes, etc...)?	✓	•
* Does the informed consent explain the use and potential reuse of subject data (including, if applicable, the creation of a deidentified data set or usage limited to this study)?	✓	•
* Does the IC explain to subjects data sharing, if any, between the contractor and UNICEF (for either research or contractual purposes)?	✓	•
* Does the parental consent provide identify and contact information of investigators (this should include a name, phone number and email address)?	✓	•
* If you have more than one type of data collection with children, do the parental consent documents cover all types?	✓	•
* Do you obtain consent to audio record during data collection?	✓	•
* Do you obtain consent to take photographs during data collection?	✓	•
* Will you leave a copy of the consent form with parents or guardians?	✓	•


**Child Assent**

Will an informed assent statement be provided to child subjects?

- Answer:**
- ✓ All of the child subjects
  - Some of the child subjects
  - None of the child subjects

Please upload your informed assent documents for each subject type and/or data collection type.

Answer:

 Child\_Assent\_Form 25-Sep-2025 .4 (Assent Form) (Existing)

Does the assent contain the basic elements of informed consent: (1) an explanation of the study and why they are being recruited; (2) participation is voluntary; (3) a description of risks and benefits; (4) how data will be handled and used; (5) duration of the study; (6) contact information for the study team; and (7) any additional study specific information the subject should be informed about?

Answer:  Yes  
 No

Is the informed assent presented using age appropriate words that can be understood by your child subjects?

Answer:  Yes  
 No

Please describe how you will record child assent.

Answer:

Child assent will be recorded using the attached standardized assent form. Assent will be obtained in either written or verbal form, based on the child's preference and literacy level. Written assent will be documented through a signature or thumbprint on the form. In cases where the child prefers or requires verbal assent, the data collector will read the form aloud, confirm the child's willingness to participate, and record this by signing and dating the form themselves to indicate that verbal assent was granted. In all cases, children will be informed of their right to decline participation or withdraw at any time, and assent will only be considered valid if freely given, even if parental consent has already been obtained. These procedures ensure that the child's autonomy and understanding are respected throughout the evaluation process.

10-Sep-2025 2:27 AM EDT

Please describe who will obtain child assent and when it will be obtained.

Answer:

Child assent will be obtained by a member of the Bodhi core team, all of whom are trained in ethical, child-sensitive research and safeguarding protocols. This ensures that assent is secured by staff with the appropriate expertise and accountability. Assent will be obtained immediately prior to each focus group discussion (FGD) involving adolescents under 18, and only after parental consent has already been secured.

10-Sep-2025 2:27 AM EDT

Do you anticipate any child subjects turning 18 years of age while participating in the study?

Answer:  Yes  
 No

## Subject Protections

Briefly describe the experience or training of the study staff in working with your specific study population (At Risk of Violence, Children, Disadvantaged, Impacted by Disasters).

Answer:

All study staff have **extensive experience working with vulnerable groups** in conflict-affected and disaster-impacted settings.

Bodhi staff undergo **rigorous training protocols** covering research ethics, safeguarding, child protection, conflict sensitivity, and trauma-informed approaches. This ensures they are well-prepared to engage respectfully and safely with disadvantaged populations, including adolescents, caregivers, and community members affected by conflict and displacement.

Together, this combination of **specialised training and prior experience** equips the team to conduct data collection in a way that prioritises participant safety, dignity, and wellbeing.

Our **national consultant has been carefully vetted** to ensure they bring strong **research ethics, methodological rigour, and contextual knowledge** of BARMM.

17-Sep-2025 8:38 AM EDT

Please describe protocols to ensure subject safety and confidentiality during IN-PERSON data collection (This includes data collection environment, secure location, private entrance, social distancing, physical safety risks, etc.).

Answer:

The evaluation team will follow eight ethical standards to guide this study:

1. **The benefits are greater than the risks. We will carry out a thorough risk assessment and ensure that the benefits to respondents or communities participating in the research outweigh the risks.**
2. **Data collection is done in a way that represents the least risk to respondents, is methodologically sound and builds on current and best practices.**
3. **Data safety and security will be of utmost importance. The evaluation team will ensure that all data is kept secure, taking extra precautions. For example, the evaluation team will ensure that raw data is tightly controlled. Raw data will be kept on a server and access to it will be granted on a need to know basis, and limited to the project team only.**
4. **Confidentiality is respected at all times. The evaluation team will ensure that all identifying information (e.g., attendance sheets) is disconnected from interview transcripts for qualitative interviews. During the qualitative data review, the team will specifically mark any unintentionally-identifying information (e.g., reference in conversation to a place of employment or residence) to ensure that such is redacted from the final report, in the absence of explicit permission to include.**
5. **Informed consent will always be obtained. The team will always ensure informed consent is obtained before starting any form of data collection and respondents will be informed that they are free to exit the study at any time. Consent will be sought on multiple occasions. When we obtain consent from the respondents, we will clarify the purpose of the survey.**
6. **All team members will have specialised training. Our core team is trained on a regular basis to ensure their safeguarding and ethics knowledge reflects best practices. All team members have completed UNICEF's safeguarding and PSEA training. We will also conduct in-depth training for all data collectors.**
7. **The team will be gender-sensitive. The evaluation team, including regional coordinators and enumerators, will be trained to use gender-sensitive language and to respond appropriately in gender-sensitive contexts and incidents. As part of the training, the team will also provide gender sensitivity training to address misconceptions and assumptions about the roles of men and women, ensuring that enumerators do not exercise any bias.**
8. **Additional safeguards will be put in place for all vulnerable populations, including children. All participants will be given the contact details of our safeguarding focal point.**
9. **The team will adhere to Do No Harm principles and ensure conflict sensitivity throughout the evaluation.**

**Please describe the protocols to ensure subject safety and confidentiality during REMOTE data collection.**

*(This includes encryption, masking names, password and internet security, etc.).*

**Answer:**

The survey will be administered via Google Forms, which uses HTTPS encryption to protect data in transit. Access to the form and collected data will be restricted to authorized evaluation team members only.

Data will be downloaded to encrypted, password-protected storage devices and never stored on unsecured local drives or shared platforms.

- The survey will **not collect names, phone numbers, email addresses**, or any directly identifiable personal information.
- Each respondent will be assigned a **unique anonymized code** during analysis to prevent any link between their identity and their responses.
- If any identifiers are provided voluntarily (e.g., job title or location), these will be masked or aggregated to protect privacy. All data files will be stored on a **secure, cloud-based drive (e.g., Google Drive or SharePoint)** with two-factor authentication (2FA) enabled.

17-Sep-2025 8:38 AM EDT

**Will you mention that FGD subjects may use pseudonyms instead of their real names?**

**Answer:**  Yes  
 No

**Will you advise FGD subjects to keep what is discussed in the group confidential?**

**Answer:**  Yes  
 No

**Please describe support protocols for subjects who disclose or appear to be at risk outside of the study.**

**Answer:**

We provide the following guidance as part of our informed consent protocol:

#### **Limits to Confidentiality – Reporting Concerns**

While your responses will remain confidential in almost all cases, there are a few exceptions. If you share something that suggests a child (including yourself) is at risk of serious harm, abuse, or exploitation—or if there is a serious concern related to criminal behavior—we are required to report this information to UNICEF's Child Protection Team. They will respond appropriately, together with relevant national authorities or services. This is done to help keep people safe. If you have any questions or concerns, please contact Anna Strachan at [annastrachan@bodhiglobalanalysis.com](mailto:annastrachan@bodhiglobalanalysis.com).

**If you agree to participate:**

- We will take written notes of your responses (audio recording will not be used unless specifically agreed upon).
- Your name and identity will be kept strictly confidential and will not appear in any report or be shared with UNICEF

staff or any third party.

- The information you share will be combined with others' feedback and used anonymously for the purpose of analysis and reporting.

17-Sep-2025 8:38 AM EDT

**Is reporting mandatory if a subject discloses abuse of a child or other criminal behavior?**


**Answer:**  Yes  
 No

**Please describe what requires reporting, to whom, and how is it reported.**

Yes - as above, if a subject discloses abuse of a child or other criminal behavior, we are obliged to report this information to UNICEF's Child Protection Team.

**If you have any materials specific to subject protection or protocols for referral or reporting of abuse, please upload them now.**

**Answer:**

 Internal\_Bodhi\_Protection\_Policy.pdf 08-Sep-2025 (Subject Protections Protocols)

08-Sep-2025 11:14 AM EDT

**How will subject identity be protected in any reports or other work products from this study?**

**Answer:**  No identifiers of any subjects  
 Identified by generic title or role (e.g.: teacher, doctor, parent, NGO)  
 Identified by other identifiers (e.g.: age, gender, location, field of specialty)  
 Identified by organization  
 Identified by specific title (e.g.: Minister of Health, Superintendent of Schools)  
 Identified by name

**For each of your subject types, please specify what selected identifiers will be used for each subject type (for example: parents - by generic title, students - no identifiers; teacher - by specific title and school).**

Focus Group Discussions Adults - profession, gender, municipality.

Focus Group Discussions Adolescents - specify adolescent respondent. No other identifier.

KII - profession, gender, municipality.

Survey - no PII.

Case Studies - profession, gender, municipality.

**You have selected photos and/or video recording as methods of recording data. Will any of those images be used in whole or in part in any reports or publications?**

**Answer:**  1. Yes  
 2. No

## Data Protections

**Will you collect name or PII as part of ...**

**Answer:**  Recruitment  
 Obtaining Consent  
 Data Collection  
 No name or personal information will be collected

**How will names or personal information collected as part of recruitment or consent be stored and eventually destroyed to protect subjects?**

As per our consent forms, we will collect signatures and names solely for the purpose of documenting informed consent. These will be stored securely in password-protected digital files or locked physical storage accessible only to the core evaluation team.

Names and signatures will not be linked to survey, interview, or discussion data, ensuring that responses remain anonymous. Once the evaluation report is finalised, all consent forms and any associated personal identifiers will be securely destroyed within six months (through permanent digital deletion or shredding of physical copies) to protect participants' privacy.

17-Sep-2025 7:14 AM EDT

**Please describe what personally identifying information (PII) will be collected.**

**Answer:**

- Name of participant

- Job title (for KIs only)

#### How are names or personal information that will be collected during data collection stored?

- Answer:**
- Name or PII are recorded with responses/data.
  - Name or PII are recorded separate from and without links to responses/data.
  - ✓ Name or PII are recorded separate from but linked by an identifier to responses/data.

#### Briefly describe how data collection tools (for Survey questionnaire, Case study, Subject interview, Secondary data, Key informant interview (KI), Focus/small group interview or discussion (FGD), Document review, Observations) are constructed to protect subject confidentiality or anonymity.

**Answer:**  
All data collection tools have been **carefully designed to protect confidentiality and anonymity.**

- **Survey questionnaire:** Responses are collected without names or personal identifiers. Each participant is assigned a unique code.
- **Case study tools:** Information is anonymised during transcription, with locations or individuals described in general terms only.
- **Key informant interviews (KIs):** Guides avoid collecting PII unless absolutely necessary for context. Notes and transcripts use codes rather than names.
- **Focus Group Discussions (FGDs):** Facilitators remind participants not to share identifying details, and transcripts are anonymised. Any recordings are deleted once transcribed.
- **Document review:** Any documents containing PII are handled under strict data protection protocols, and identifying details are excluded from analysis outputs.
- **Secondary data:** Only aggregated or anonymised data are used for analysis; individual-level PII is excluded.

In all cases, **data collection tools are designed to capture insights without linking them to individual identities**, ensuring that findings remain confidential and participants are protected.

#### Please describe data collection procedures and environment to ensure subject privacy and confidentiality for all types of data collection (Survey questionnaire, Case study, Subject interview, Secondary data, Key informant interview (KI), Focus/small group interview or discussion (FGD), Document review, Observations).

- Answer:**
- **Survey Questionnaire:** Administered online via Google Forms. Links are sent directly to participants through private channels (SMS, WhatsApp, or email). Responses are recorded anonymously with no identifying information stored - no IP addresses are collected or stored.
  - **Case Studies:** Conducted in community settings with privacy ensured (e.g., private rooms in schools or municipal buildings). Researchers take anonymised notes and, where photos are used, these focus on facilities or settings rather than identifiable individuals unless explicit permission is obtained.
  - **Subject Interviews:** Conducted in private, secure locations (or remotely via one-to-one calls) to ensure conversations cannot be overheard. Only anonymised notes are kept, and identifiers are removed during transcription.
  - **Secondary Data:** Accessed through secure agreements with UNICEF and government partners. Any documents containing PII are stored securely and used only by authorised team members. Extracted data for analysis is anonymised and aggregated.
  - **Key Informant Interviews (KIs):** Arranged in confidential environments (e.g., offices or secure virtual platforms). Only the interviewer and participant are present. Informed consent is sought before recording, and responses are anonymised in transcripts.
  - **Focus Group Discussions (FGDs):** Held in neutral, safe venues that allow for privacy. At the start, participants are reminded not to share information outside the group. Seating arrangements and facilitation methods are designed to encourage open discussion while maintaining respect for confidentiality.
  - **Document Review:** Conducted internally by the evaluation team. Documents with sensitive information are stored securely, and only anonymised extracts are used in analysis and reporting.

17-Sep-2025 6:11 AM EDT

#### Chain of Custody: For each method of data collection (On paper, Electronically on a computer, tablet or phone (survey platform, software or AI tool), Photos, Audio recording), please describe how it will be stored and transmitted during data collection and analysis.

- Answer:**
- On paper
    - **Storage during collection:** Kept securely by the lead researcher in a locked folder or envelope while in the field.
    - **Transmission:** Scanned into encrypted digital files or typed electronically.
    - **Analysis stage:** Transcribed, anonymised, and stored electronically on secure, password-protected servers. Hard copies are stored in locked cabinets.
    - **Final disposition:** Physical copies securely shredded within six months after completion of the final evaluation report.
  - Electronically on a computer, tablet or phone (survey platform, software or AI tool)
    - **Storage during collection:** Collected directly via **Google Forms** (survey platform), automatically uploaded to secure, encrypted servers.
    - **Transmission:** Data transmitted via encrypted HTTPS connections. No personal identifiers are included.

- **Analysis stage:** Exported to password-protected files accessible only to the core evaluation team.
- **Final disposition:** Raw survey data deleted from devices; only anonymised datasets retained for analysis and reporting. Deleted within 6 months of the final evaluation report.

### 3. Photos

- **Storage during collection:** Captured only with participant consent and stored on password-protected cameras or phones.
- **Transmission:** Transferred to encrypted storage systems as soon as possible and deleted from field devices once transfer is confirmed.
- **Analysis stage:** Photos anonymised (e.g., no identifiable individuals unless explicit consent obtained). Used only to illustrate community settings and infrastructure.
- **Final disposition:** Non-essential photos deleted after reporting. Any retained images stored securely with restricted access. All data deleted within 6 months of the final evaluation report.

### 4. Audio recording

- **Storage during collection:** Recorded only with consent, saved directly on encrypted recorders or password-protected devices.
- **Transmission:** Transferred securely to encrypted servers and deleted from field devices immediately after upload.
- **Analysis stage:** Transcribed and anonymised. Audio files are destroyed once transcription and quality checks are complete.
- **Final disposition:** Transcriptions retained in anonymised form; audio recordings permanently deleted. All data deleted within 6 months of the final evaluation report.

**You have indicated that you intend to audio or video record data collection. Please describe how, when and by whom the recordings will be transcribed and de-identified.**

#### Answer:

Audio recordings will be transcribed by either the principal evaluator, the senior evaluator, the national consultant, or a trained note taker/translator hired to support the process. All individuals involved in transcription will be bound by confidentiality agreements and trained in safeguarding and ethical data handling.

During transcription, all personally identifiable information (PII) such as names, locations, or specific identifiers will be removed or replaced with codes to ensure anonymity. The final transcripts will contain only de-identified data, which will then be used for analysis.

Audio files will be deleted immediately after transcription and quality assurance are complete, ensuring that no identifiable recordings are retained.

No video recording is planned.

**Please describe how, when, and by whom data will be de-identified.**

#### Answer:

Data will be de-identified during the transcription and data cleaning stages, before analysis begins. This process will be carried out by the principle evaluator, the senior evaluator, the national consultant, or trained note takers/transcribers, all of whom will be bound by confidentiality protocols.

De-identification will involve removing or replacing all personally identifiable information (PII) such as names, contact details, specific locations, or any other information that could reveal a participant's identity. In transcripts and survey datasets, individuals will be assigned unique ID codes so that responses can be analysed without linking back to personal details.

Secondary data containing identifiers will also be reviewed, and only aggregated or anonymised information will be extracted for analysis.

By ensuring that de-identification occurs before data is shared or analysed, we protect participant privacy and maintain confidentiality throughout the evaluation.

**Will any raw data be shared or disseminated beyond the study team?**

Answer:    Yes  
               No

**Please describe the process and timeline for destruction of raw data upon conclusion of the study.**

#### Answer:

All raw data will be **securely destroyed within six months of the final evaluation report.**

- **Paper-based materials** (e.g., consent forms, field notes) will be shredded.
- **Electronic files** (e.g., survey datasets, transcripts, photos, audio recordings) will be permanently deleted from devices and servers using secure deletion methods.
- Only **anonymised datasets and final reports** will be retained for documentation and future learning purposes.

This timeline ensures sufficient opportunity for quality assurance and validation while upholding strong data protection standards.

\* Will de-identified data be published along with the results from this study? • ✓

\* Will de-identified data be made available to the larger research community, institutions, or the broader public? • ✓

## Correspondences

## Cont Reviews

Year	Status	Due Date	Date Received	Date Approved	Submitted By
1	Due	10-Sep-2026			

Total # Subjects Enrolled Since Last Cont Review:

Total # Subjects Enrolled in Study to Date:

Total # Subjects Who Have Completed Study:

Total # Subjects Still Active:

Continuation Status:

## Continuing Review/Annual Check-In

## Amendments

## Adverse Events

Event Date	Status
No Adverse Events Found.	

## Deviations

Status	Deviations File/Comments	Submitted By
No Deviations Found		