AFGHANISTAN FOOD SECURITY & AGRICULTURE CLUSTER

Assessment Working Group Meeting
Kabul, September 14, 2021
Minutes of Meeting

Type of Meeting	Assessment Working Group Meeting
Date and Location	Tuesday, 14 September 2021, Kabul, 9:30 AM – 11:30 AM
Chairperson	FSAC
Note Taker	Zikrullah Sayes, Shahid Khan Ahmadzai
Attendees	Fahim Zaheer (FEWSNET), Amanullah Assil (WFP), Ezatullah Noori (FAO), Zikrullah Sayes (IPC), Mohammad Shoaib Haidary (IPC), Daniel Mlenga (FSAC), Abdul Baies Rashidi (IPC), Mohammad Jawad Sahibzada (), Barat Ali Sakhizada (FSAC), Javed khan (FSAC), Guy Oswald OBAMA (Independent Consultant), ShahidKhan Ahmadzai (FSAC), 'Hamidullah Hamdard'(WFP) and Mohamed Amin Bahavi (IMMAP)

Meeting Agenda

Item	Subject	Agency
1	**Opening and Welcome Remarks**	**FSAC**
2	▪ SFSA Update ▪ Training of enumerators	**SFSA**
3	▪ SFSA Methodology	**WFP**
4	▪ Analysis plan	**SFSA Data Analyst/ FAO**

Meeting Minutes

Minute No.	Agenda	Facilitator
1	**Opening and welcome remarks**	**FSAC**
	The meeting was started by welcoming all participants. Objectives of the meeting were explained, and the agenda has reviewed.	

Minute No.	Agenda	Facilitator
2	• SFSA update • Training of enumerators	**FSAC**
	• FSAC briefly updated participants about the different activities undertaken related to Seasonal Food Security Assessment (SFSA) assessment. • FSAC provided an update on the review the three tools: households' questionnaire, community, and trader questioners. FSAC explained that the SFSA tools were reviewed question-by-question and all the indicators were also thoroughly reviewed. After bringing small adjustment, the tools were endorsed by the AWG. In order to support enumerators to better understand the tools, SFSA training guideline was quickly reviewed and discussed.	

- FSAC has created a taskforce that includes people form WFP, FEWSNET, FAO, and FSAC to coordinate and facilitate the training of trainers.
- FSAC also introduced Mr. Guy Oswald OBAMA as the SFSA Independent Consultant. Mr. Guy will be responsible to do data analysis and reporting.

Minute No.	Agenda	Facilitator
3	• SFSA Methodology	WFP

WFP presented the sampling and methodology of the SFSA assessment. The sampling strategy of the assessment is probability sampling, all the people are included in the sample frame except IDPs and Kuchis. In total, the same as previous years, 45 analytical domains (34 rural and 11 urban) will be enumerated.

- First Stage sampling: enumeration area randomly sampled using the probability proportional to size (PPS) PPS.
- Second Stage: within each sampled enumeration area, 10 household will be randomly selected using Systematic Random Sampling approach to have good geographical distribution within the community.

In total 22,050 household sampled for the assessment. Due to the short and tight HNO and HRP deadlines, and the change in the context, it seems to be very challenging to complete the data collection in time. To be able to provide data to HNO and HRP, two options were discussed.

- To decrease the number of sampled enumeration areas and increase number of field staff to be able to conclude the data collection soon;
- To update the current IPC analysis using the secondary data.

Since the entire context has changed, and there isn't enough secondary data to update the IPC, the AWG decided to conduct SFSA with a reduced sample size. According to the decision made, SFSA sample reduced to 250 communities per analytical domain and 1,125 communities and 11,250 household will be enumerated across the country. The sample is still representative with 95% confidence interval.

Update on SFSA tools was also provided. All tools translated and installed into Kobo. Data automatically goes to the server and the dataset will be easy to extract from the server; moreover, the TWG members prepared a comprehensive guideline and other relevant tools and presentation.

Training: Based on the discussions took place in the lesson learnt workshop, a 4-day training for the field staff was convened from $9^{th} - 11^{th}$ September 2021.The training involved presentations, forms explanation, participatory discussions, and role-plays. Training for all field staff conducted in Kabul in 4 parallel sessions considering Hotel Halls capacity, regions, languages and trainers' availability. 350 field staff trained for 4 days. At least 2 trainers for each session of the training were assigned and conducted the training. Meanwhile some trainers connected virtually. At the end of the training 317 field, staff selected based on the test results and assessment need.

SFSA 2021 Field work: A consultancy firm contracted for conducting the fieldwork of the assessment. For each analytical domain, at least seven -trained field staff assigned (one supervisor and six surveyor). The data collection will be face to face using mobile based Kobo Software. To provide timely feedback

the company assigned three staff to check every form, which just uploaded to provide timely feedback to the field staff. Overall, the assessment plan to be completed within 10 – 12 days.

Data Cleaning and analysis: the FSAC recruited consultant who will be responsible for clean data, data quality checks and he will carry out the analysis. SPSS software will be used for the analysis. He will provide tabulated data for IPC acute analysis. The consultant will be responsible for producing the final report.

FEWS NET expressed its enthusiasm for being available for any kind of technical support to the process. In case needed FEWS NET can support the data processing, data cleaning and data analysis process. FEWS NET has ensured from presence of expert team in the regional office. In addition, FEWSNET stated that due to recent development in Afghanistan, the country office (Afghanistan) temporary shifted the technical responsibility to regional office and the country level will be supported through regional office.

Minute No.	Agenda	Facilitator
4	• Analysis plan	**Guy Oswald OBAMA (Consultant)**

The independent consultant Mr. Guy presented the analysis plan. He has divided the analysis plan into four bellow categories.

1. Contributing factors: Causal factors & Food security dimensions
2. (First-Level) Outcome elements: Food consumption & Livelihood change
3. HH/Communities (response) priorities
4. Other considerations

1. Contributing factors: Causal factors & Food security dimensions: Information to be extracted and disaggregated by Region x Province x Urban/Rural and National x Urban/Rural
- Vulnerabilities: Socio-demographic vulnerabilities (Gender, Education, Age, HH size/structure, Residency type, displacement - IDPs/Returnees, U5, PLW, PwD)
  Gender – VBG *(Section 1 - Description of the Household (Registration) Section 5: Coping Strategies*
- Hazards (acute events or ongoing conditions) Majors shocks/events directly experienced by households in the last 6 months *Section 4: Household Events/shocks*
- Food access: Food sources (by food groups and type of food sources) Section 3 - Food Consumption (FCS, HDDS and HHS. HH Sources of cash income (type/number, changes from last year, and reasons for income decrease) *Section 6 - Household sources of cash income*. HH Monthly expenditures (amount in AFG and shares by type) Section 7 - Household expenditure. HH Debts (+ debts reason/use) *Section 8 - Debts Market* functionality and prices Trader questionnaire. Agricultural land (access, size, type - irrigated/rainfed, cultivation difficulties) Duration of the HH cereal food stock from their own harvest (this year vs. last year) HH planned strategy to fill the food gap Wheat seed (quantity) access - certified/non-certified *Section 9 – Agriculture.* Raising/Owning animals (# by type, current year vs. last year, problems faced, livestock productivity) Section 10 – Livestock
  - Food/Household utilization: WASH (Type of shelter, toilet facilities, current main source of water for drinking and distance to reach it) *Section 2 - Shelter/Amenities and WASH*.

2. First-Level) Outcome elements: Food consumption & Livelihood change:
   - Food consumption: Food Consumption Score (FCS) Household Dietary Diversity Score (HDDS) Household Hunger Scale (HHS) Section 3 - Food Consumption (FCS, HDDS and HHS)
   - Livelihood change: Reduced Coping Strategy Index (rCSI) Livelihoods Coping Strategy (LCS) *Section 5 - Coping Strategies.*

3. Response priorities
   - Response priorities Recommendations for action: Household's priorities for the next 6 months to a year Community's current immediate priorities. *Section 11 - Household priorities Section 4 - Community priorities.*
4. Other considerations:
   - Context and analysis elements/parameters such as agriculture livelihoods profile, Land type's availability, and agriculture/Livestock profile/conditions, protection, priorities - from Community's questionnaire. Market Functionality Index (MFI) and prices - from Trader's questionnaire
   - Outcomes elements with their analysis by IPC categories
   - Cross-sectional analysis + their correlations
   - Characteristics of food insecure people (we can do trend analysis) to see level of change in the past few years.
   - Others key considerations (gender consideration, % and number of people with any disabilities at national level, etc.)

Minute No. 5	Agenda	Facilitator

Conclusion and Action Points:

- It was asked from members to have a look on analysis plan and provide inputs and comments by COB 14, September. This analysis plan needs to be finalized and agree before data collection.

- FAO should share the food security relevant data before 25 September 2021 as they have recently conducted livelihood assessment. In addition, it is requested from IMMAP to share food security related data in the timeframe given.

- The IPC would start in the last week of September until the first week of October after the SFSA is finalized. It was however agreed to have another meeting