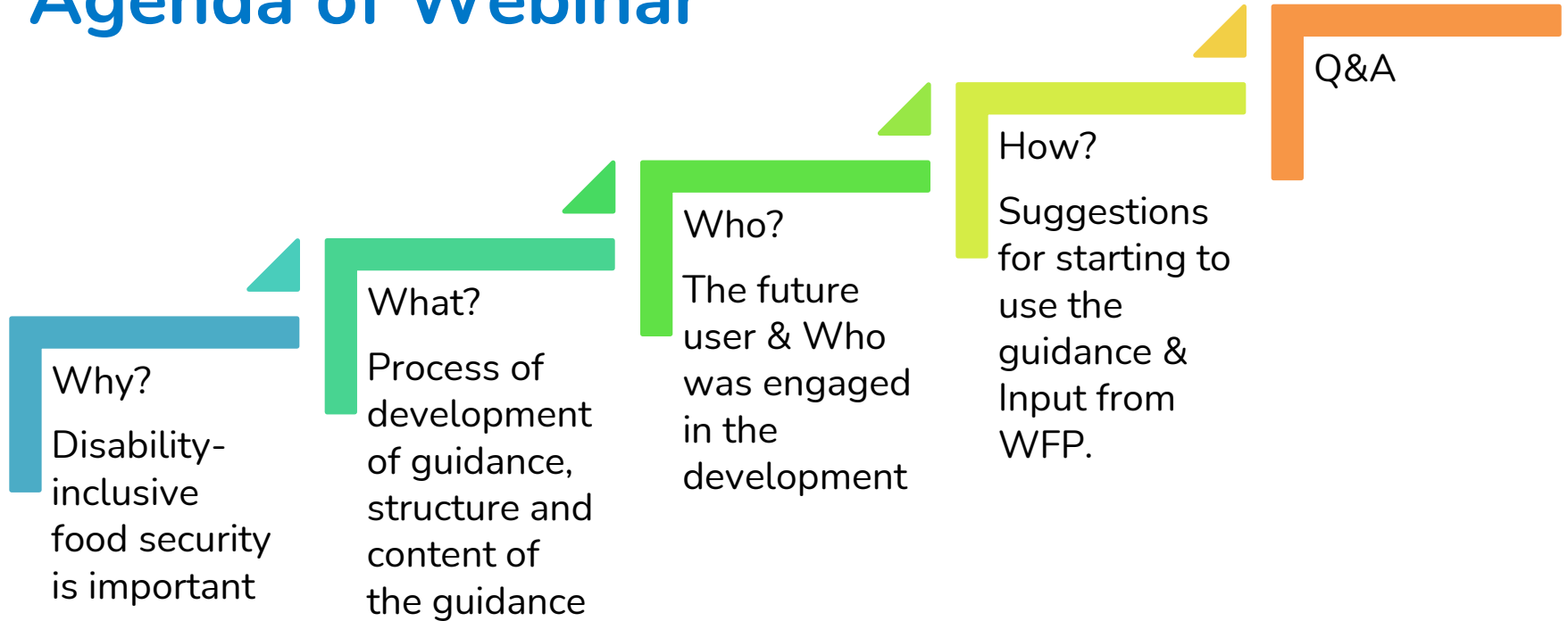




**‘From Guidelines to Action’ (FG2A)
HI Webinar: Introducing the Guidance on
making food security assessments more
disability-inclusive, 052024**

Agenda of Webinar



Background

Persons with disabilities face disproportionately higher levels of risks to their food security due to barriers

Destruction of infrastructure including roads leading to assistance, displacement, insecurity, breakdown of social networks, closure of services



EXACERBATED BY BARRIERS

Environmental barriers:

- Inaccessible and unsafe food distribution points
- Lack of accessible information and communication related to food entitlement, distribution and nutrition programmes
- Inaccessible transportation, buildings and food package formats

Attitudinal barriers:

- First responders lack awareness and knowledge about persons with disabilities
- Lack of awareness and knowledge about specific nutrition requirements of persons with disabilities

Institutional barriers:

- Lack of technical capacity to promote the inclusion of persons with disabilities in food security and nutrition policies and programmes
- Government food security and nutrition policies and programmes are not inclusive of persons with disabilities
- Lack of accurate data on persons with disabilities and their locations

Risks faced by persons with disabilities

Violence, poverty, environmental hazards, deterioration of health, exclusion, isolation, difficulty accessing food assistance, malnutrition

Why this guidance & process of Guidance Development



Who was engaged?

- 10-member global Technical Taskforce (TTF) established in May 2022 as part of project
- Engaged in development & review of the Guidance to adapt protection assessments
- Global colleagues during a global food security review and adapt workshops from Global Food Security Cluster, WHH, REACH, IFRC and others (January 2024)
- Local and International NGOs as well as local OPDs working in Somalia that tested and provided feedback on using the guidance locally (February 2024)



Objectives, foundations & intended users

Objective: To support humanitarian food security organisations that wish to adapt their food security data collection tools and processes to get better quality information on and with persons with disabilities.

Policy Foundation: IASC Guidelines on Inclusion of Persons with Disabilities in Humanitarian Action, and in particular the food security chapter

What shaped the feel and look: Inter-agency work, existing tools, inputs from field teams and global technical advisors, including OPDs

Target users: Mainstream humanitarian food security practitioners, in particular programming and technical advisors, as well as MEAL colleagues



What can be reviewed using this guidance?

- Standard Operating Procedures (SOPs)/ guidances and processes
- Assessment questionnaires and the processes of administering needs, feasibility and distribution related assessments:
 - Focus Group Discussions, Key Informant, other Questionnaires
 - Demographic sections
 - Observation Tools & processes
 - Feedback Mechanisms

The overall structure of the guidance

Supporting tabs:

- Introduction
- Terminology
- Further Resources

Actual Guidance:

- 4 Review Grids
- 1 Checklist
- 2 Question banks
 - > Individuals
 - > Community leaders, service providers
- 3 Sample tools

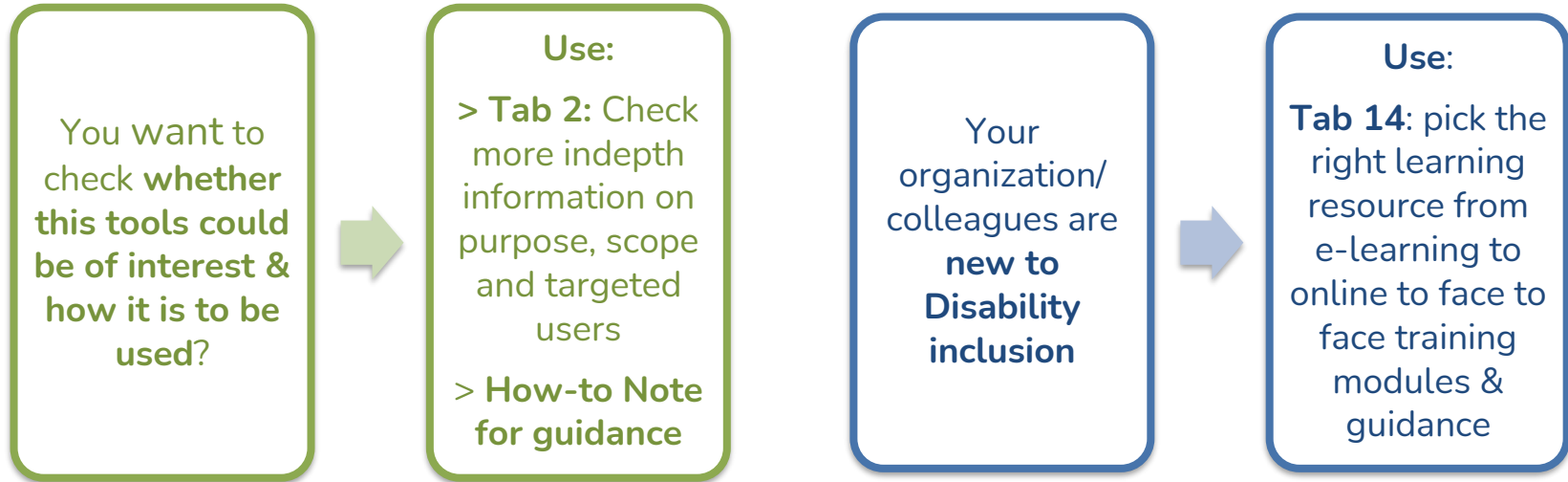
Tab	Table of contents	Description
1	 Table of contents	Intentionally blank
2	 Introduction to this guidance	An overview of when and how to use this guidance: How to Adapt Your Organizational Security Data Collection. Read this section to plan how best to utilise this guidance for food security programming more inclusive to persons with disabilities.
3	 Review grid for Standard Operating Procedures (SOPs) and other guidance on collecting food security data	Use the review grid to identify gaps and good practices on SOPs and related guidance on inclusion.
4	 Disability inclusion checklist: adaptations for food security assessment and monitoring tools and processes	Use this checklist to ensure that your food security assessment and monitoring tools are inclusive to persons with disabilities. The checklist can be used for a range of discussions (FGDs), key informant interviews (KIs), quantitative or qualitative surveys, focus group mechanisms and observation tools.
5	 Review grid for demographics sections of data collection tools	Use the review grid to identify gaps in collecting information on the number of persons affected by food insecurity.
6	 Sample demographics section for assessments at the household member / individual level	Take a look at a sample demographics section that integrates questions for persons with disabilities in assessments conducted with individual members of the household. Washington Group Short Set questions and recommendations.
7	 Sample demographics section for assessments at the household level	Take a look at a sample demographics section that integrates questions for persons with disabilities in assessments conducted with the head of household. Washington Group Short Set questions and recommendations.
8	 Review grid for assessments on the feasibility of food assistance modalities	Use this review grid to identify gaps in assessments that your organisation conducts to determine appropriate food security assistance modality, such as in modality feasibility assessments.
9	 Review grid for distribution of food assistance	Use this review grid to identify gaps in disability-inclusive measures in your distribution checklists and processes.
10	 Sample observation tool	Take a look at the sample observation data collection tool. This example shows how to use the tool to observe and guide observations on disability-specific issues in food assistance registration.

1 Table of contents

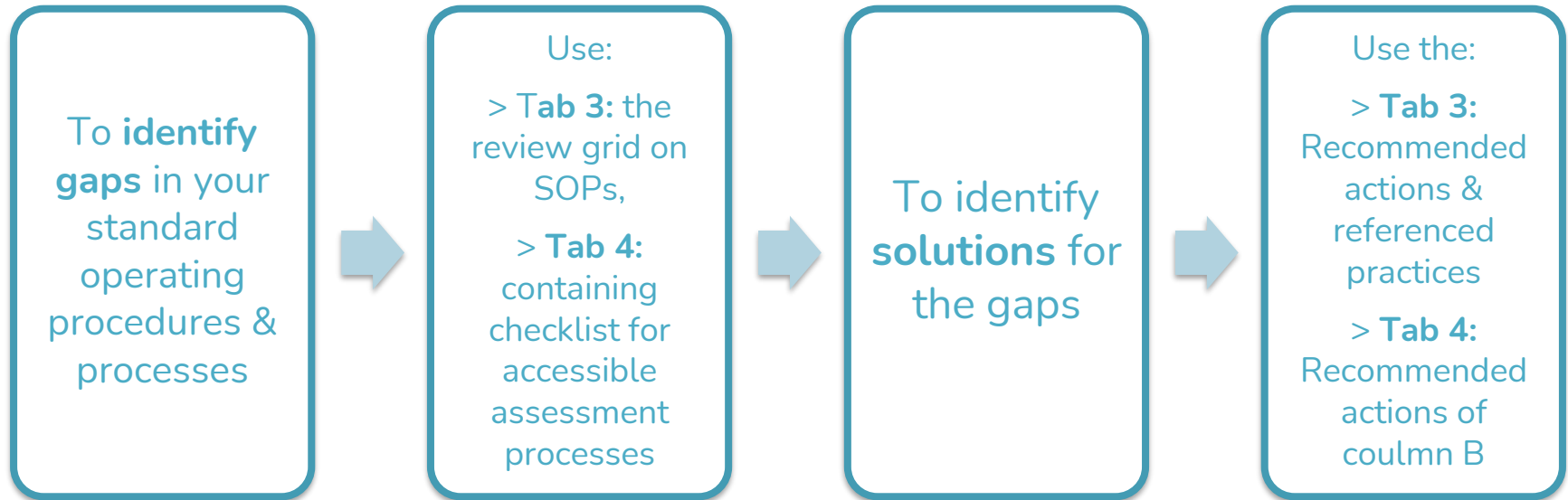
2 Introduction to this guidance

3 Review grid - SOPs

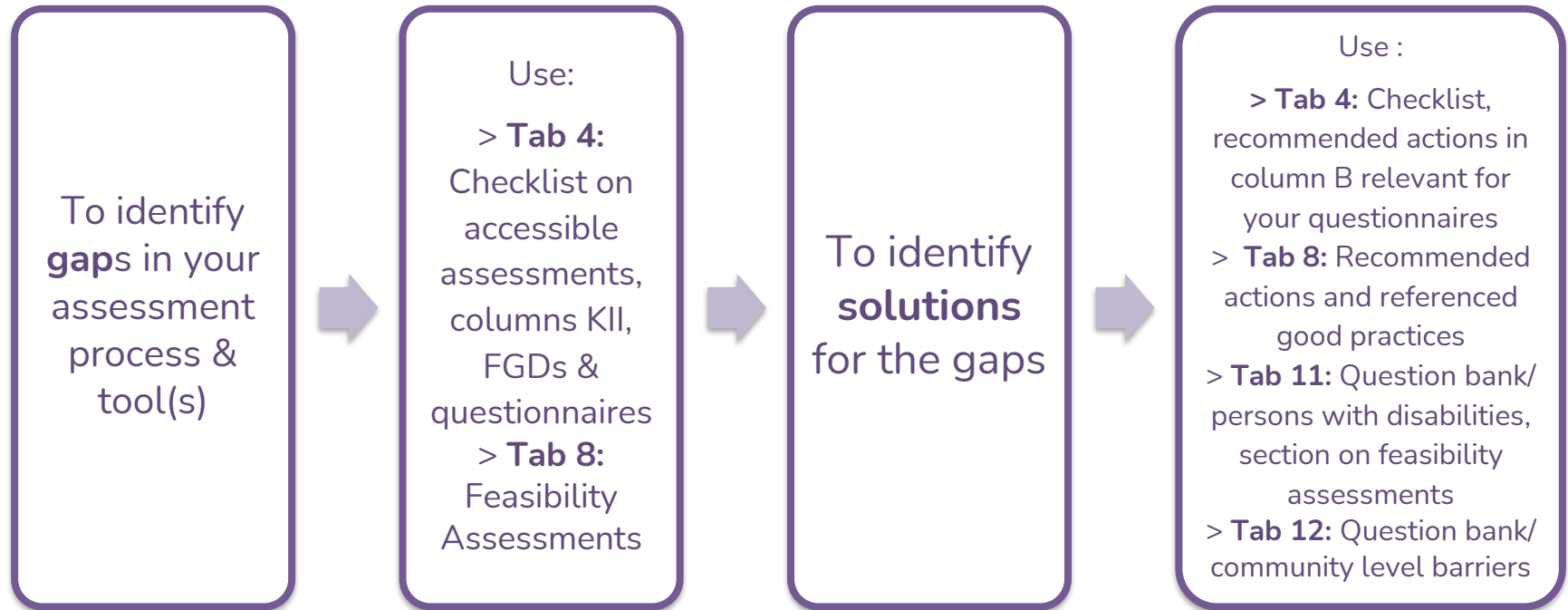
How to approach your start...



To review standard operating procedures (SOPs) & related Guidance



To review feasibility assessments



To Review your food security assessments & monitoring

To identify **gaps** in your food security assessment and monitoring tools & processes



Use:
> **Tab 4:** Checklist on accessible assessment, KII, FGDs, questionnaires & observations

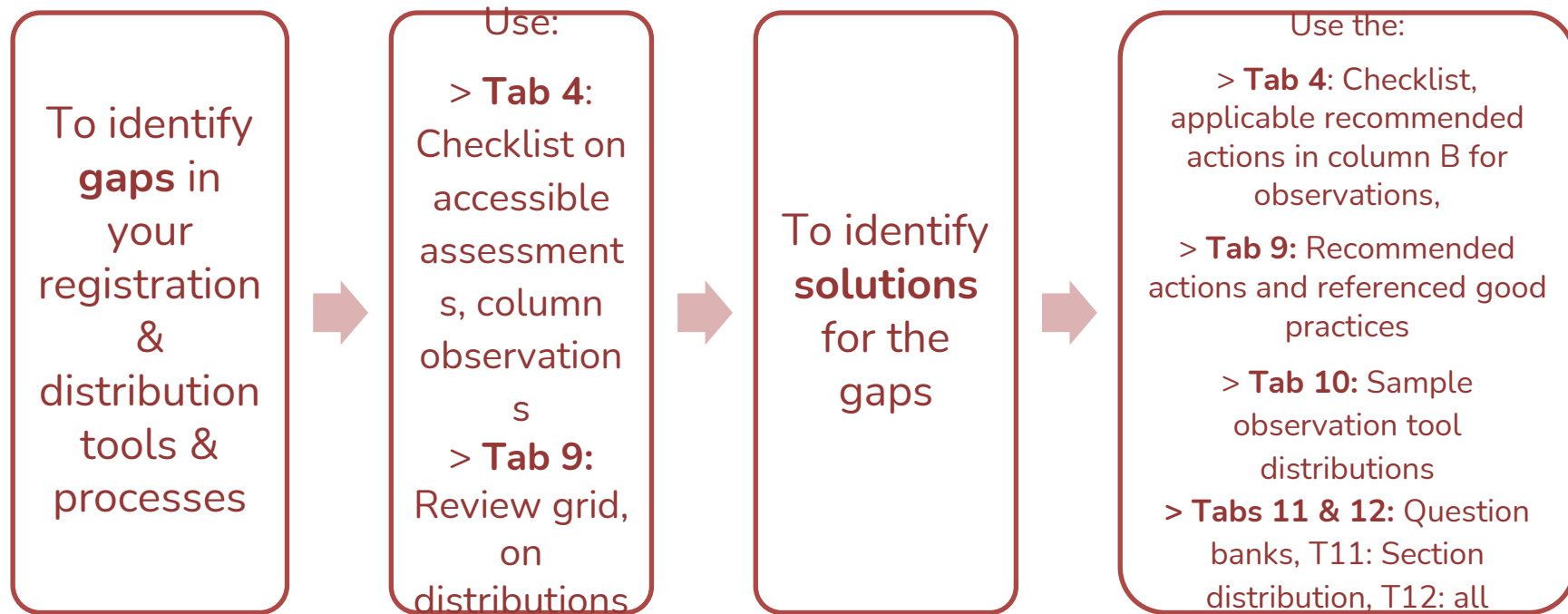


To identify **solutions** for the gaps



Use the:
> **Tab 4:** Checklist, applicable recommended actions in column B for observations,
> **Tab 11:** Question bank/ persons with disabilities, sections on a) food basket/ expenditures, b) NFI expenditure, c) Distribution/ Feasibility and d) coping strategies
> **Tab 12:** Question bank/ community level barriers

To review your distribution tool and processes



To review Feedback and Complaint Mechanisms



Structure of Review Grids, Feasibility

Background
of this tab

Recommended
steps

Review Grid

If relevant, modify the guiding questions to the context and country where your organisation's tools will be used. For example, in contexts where ATMs are not available, replace this with a money delivery or transfer system relevant to the context.

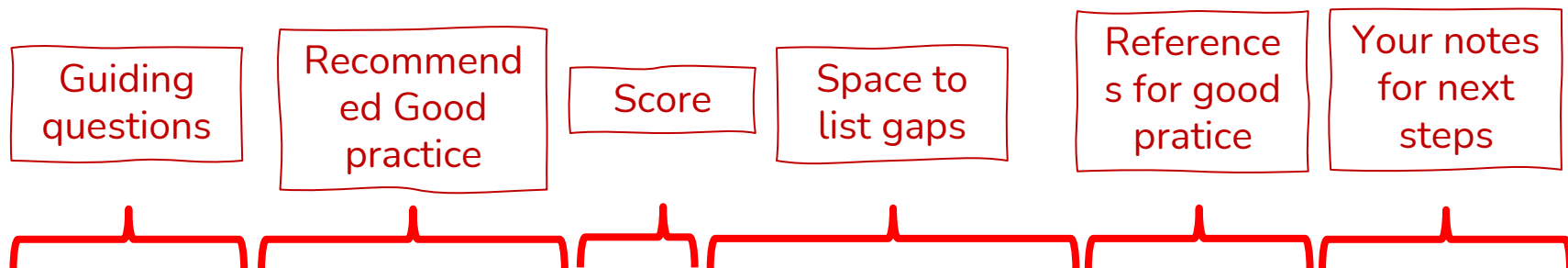
The guiding questions are grouped by must-do actions as outlined in the IASC Guidelines on Inclusion of Persons with Disabilities in Humanitarian Action. The green column shows typical elements of assessments in which disability inclusion is integrated well. The review grid includes columns for your notes as well as references that will support you in adapting feasibility assessments.

Please note, that disability inclusion in food security data collection is a somewhat new thematic. Hence, where references for good practices are not available, the recommended good practice is based on expertise from practitioners and the IASC Guidelines. This is a living document. If you come across references for good practice on disability inclusion food security tools, please share them with us for the next updated version of this guidance. Contact us at Humanity & Inclusion: Ulrike Last (u.last@hi.org).

Intentionally blank		Recommended Steps for Use			
Step 1		Read the description and instructions above.			
Step 2		Review and compare your document or tool with the guided questions and recommended good practice. Does your document or tool include these elements? If so, score your document or tool using the dropdown menu as no adaptation needed.			
Step 3		If your document or tool is not aligned with good practice, review your document or tool and assess whether it is partially aligned or not aligned. Score your document or tool using the dropdown menu accordingly.			
Step 4		List the gaps you have identified in your document or tool using the column indicated.			
Step 5		Use the references for good practices to find suggestions on how to adapt your document or tool for disability-inclusive approaches.			
Step 6		Repeat steps 1-5 for each guiding question.			
Guiding questions	Recommended good practice	Select your score	List the gaps you identified in your tools	References for good practice	Your notes
Must do action: Meaningful participation					
Does the assessment process include consulting persons with disabilities on requirements for specific foods they need because of their disability or health condition, and adapted and accessible cooking materials and tools?	As part of the overall needs and feasibility assessment, the tool guides practitioners to consult persons with disabilities among the affected population on dietary requirements they may need because of their disability or health condition. Also adapted and accessible cooking materials and tools that persons with disabilities are taken into account.	Not yet scored	Fill this in	Intentionally blank	Fill this in
Must do action: Addressing barriers					
Does the assessment tool take into account availability and prices of and access to foods that persons with disabilities have said they need to meet dietary or health requirements, and also availability of non-food items they require for preparing food?	The assessment tool includes questions that guide practitioners to assess availability of food items and non-food items that persons with disabilities require. These may be certain kinds of foods, for example soft foods or foods of a specific nutrient composition. Non-food items may be adapted cooking materials or tools that meet accessibility requirements of the user with a disability.	Not yet scored	Fill this in	Intentionally blank	Fill this in
Must-do action: Data collection and monitoring					
Do feasibility assessments allow for	The assessment reporting tool guides data analysts to report on	Not yet	Seite 2		



Structure of Review Grids, demographics



Guiding questions	Recommended good practice	Select your score	List the gaps you identified in your tools	References for good practice	Your notes
Must-do action: Data collection and monitoring					
Are boys, girls, women and men with disabilities included in the target population or sample?	The data collection tool recognises persons with disabilities as a population group that faces increased vulnerability and risk of food insecurity due to barriers in their social and physical environment and in accessing humanitarian assistance. The sample and sampling methodology explicitly includes persons with disabilities. When no secondary data on the prevalence of disability is available, an average of 16% should be used to estimate the population of persons with disabilities until more precise data is available.	Not yet scored	There is a question on chronic illness but not disability	UNHCR-Specific Codes Disability https://www.unhcr.org/media/unhcr-specific-needs-codes-disability-guidance-0	



Question Bank, individual

Background & use

Review questions and select the questions that are the most useful and relevant to add to your questionnaire. The questions are grouped by theme and should be applied to the relevant section of your organisation's assessment and monitoring tools. The questions can be applied to focus group discussions and to key informant interviews, especially in hard-to-reach communities where focus group discussions are difficult to organise. Consider adapting questions to be specific to the context your organisation is working in.

Ensure that enumerators ask respondents with disabilities directly when collecting data on disability-specific risks, instead of from family or household members or other support persons. Information on disability-specific determinants gained from others, i.e. not directly from persons with disabilities, may be biased.

When analysing data obtained using the questions below, ensure disaggregation of data and analysis by sex and age in order to reveal differences in access between e.g. men and women.

*Note that the word 'disability' is not used in these questions, because in many languages and cultures it is associated with negative perceptions of disability. Instead, when asking the question, describe people with difficulties with functioning in daily activities, for example persons with a lot of difficulties moving,

Exploring share in food basket expenditure

	QUESTION	NOTES
Food basket / Food expenditure share		
1	Are there certain types of foods that you cannot eat because of your impairment, difficulties in functioning or health condition? If yes, what types of foods? Please describe reasons why you require these foods?	Probe for availability and access to specific dietary requirements arising from the respondent's disability or health condition.

Exploring NFI expenditures

Non-food item expenditure		
4	Do you need cooking materials, tools, utensils or fuel/energy sources that are accessible for your use and adapted to accommodate your impairment or difficulties in functioning? If yes, what kinds of cooking materials, tools, utensils or fuel/energy sources?	Some persons with disabilities may need assistive devices or adapted cooking materials, tools and utensils that enable them to prepare food. In addition to considering these disability specific needs in distribution of cooking materials, these may incur additional expenses which should be calculated into household expenditure. NOTE: this question should be posed to the person in the household that makes decisions on cooking materials etc.

Feasibility/ distribution mechanisms

Distribution mechanisms / feasibility assessments		
8	Are there specific food or other items you need for cooking and eating? If yes, what foods or items?	Persons with disabilities may face barriers in accessing markets and may prefer in-kind distribution.

Coping strategies

Coping strategies		
13	What kinds of solutions would you suggest to solve the difficulties, obstacles and challenges that you mentioned in your previous answers?	This question is intended to identify solutions and engage with affected populations as partners in overcoming obstacles.

9 Review grid - distribution

10 Sample observation tool

11 Question bank-persons

Question Bank, Community,

Background & use

Questions to explore attitudes and perceptions towards persons with disabilities, in link with accessing food security

Use the questions below to assess the knowledge, attitudes and practices related to disability among people in positions of power and service providers in the community. The questions should be addressed to community members that are involved in food security programming, such as community leaders and food security committees supporting identification of households for assistance, staff and volunteers working with registration and distribution, local authorities and service providers of markets, shops and financial institutions. Questions can be incorporated into, for example, focus group discussions or key informant interviews.

*Note that the word 'disability' is not used in this question, because in many languages and cultures it is associated with negative perceptions of disability. Instead, when asking the question, describe people with difficulties with functioning in daily activities, for example persons with a lot of difficulties moving, hearing, seeing, concentrating or remembering, or persons who face challenges or obstacles in accessing services.

	QUESTION	NOTES
1	Who, if any, among your community members experience challenges or obstacles in accessing services in the community and benefiting from food assistance?*	Introductory question: Assess whether the respondent recognises that persons with disabilities are community members and may be in vulnerable situations because of limited access to services and assistance.
2	Question to traders and other service providers: Are persons who experience challenges or obstacles in accessing services potential customers? Why or why not?*	Assess perceptions of persons with disabilities and potential measures needed for persons with disabilities to access the services provided by the respondent.
3	What do you think are the best ways to support persons with disabilities, who face challenges or obstacles in accessing services, to make sure they can access services in the community and benefit from food assistance?*	Assessment of inclusive vs. exclusionary practices: Assess whether the respondent promotes approaches that empower persons with disabilities and support that promotes their equal access to services and food security, or instead responds with suggestions for exclusionary practices (such as a household member receiving the food assistance on the behalf of the person with a disability without their consent or consultation with them).
4	Who in your community are persons with disabilities?	Assessment of knowledge about disability: Assess whether the respondent has an understanding that disabilities are not only visible and physical impairments, but that a person with a disability may have other kinds of impairments, especially non-visible ones, e.g. vision, hearing, intellectual or learning and psychosocial impairments. Referring to, for example, only wheelchair or crutch users suggests a limited understanding of disability.
		Assessment of attitudes towards disability.



10 Sample observation tool

11 Question bank - persons w disabilities

12 Question bank - community



Checklist structure

Background & use

both assessments and monitoring data collection.

These steps are based on must-do actions in the IASC Guidelines on Inclusion of Persons with Disabilities in Humanitarian Action and standards in the Humanitarian Inclusion Standards for Older Persons and Persons with Disabilities.

	Checklist	Focus Group Discussions	Key Informant Interviews	Questionnaires	Feedback mechanisms	Observations
1	Train programme management staff, MEAL staff, practitioners and enumerators on disability inclusion and accessibility.	x	x	x	x	x
2	Budget accessibility measures and reasonable accommodations for the food security assessment data collection.	x	x	x		Intentionally blank
3	Ensure persons with disabilities are included in the data collection sample.	x	x	x	x	Intentionally blank
4	Include persons with disabilities as community focal points in food security assessment and monitoring teams.	x	x	c		Intentionally blank
5	For inviting persons with disabilities to participate in food security assessments and monitoring, reach out to organisations of persons with disabilities, disability-specific organisations and local authorities in the relevant geographical area.	x	x	x	x	Intentionally blank
	Ensure that diversity among persons with disabilities					

◀ ▶ ... **4Disability inclusion checklist** 5 Review grid - demographics 6 Sample demog. section

Column B,
recommended actions

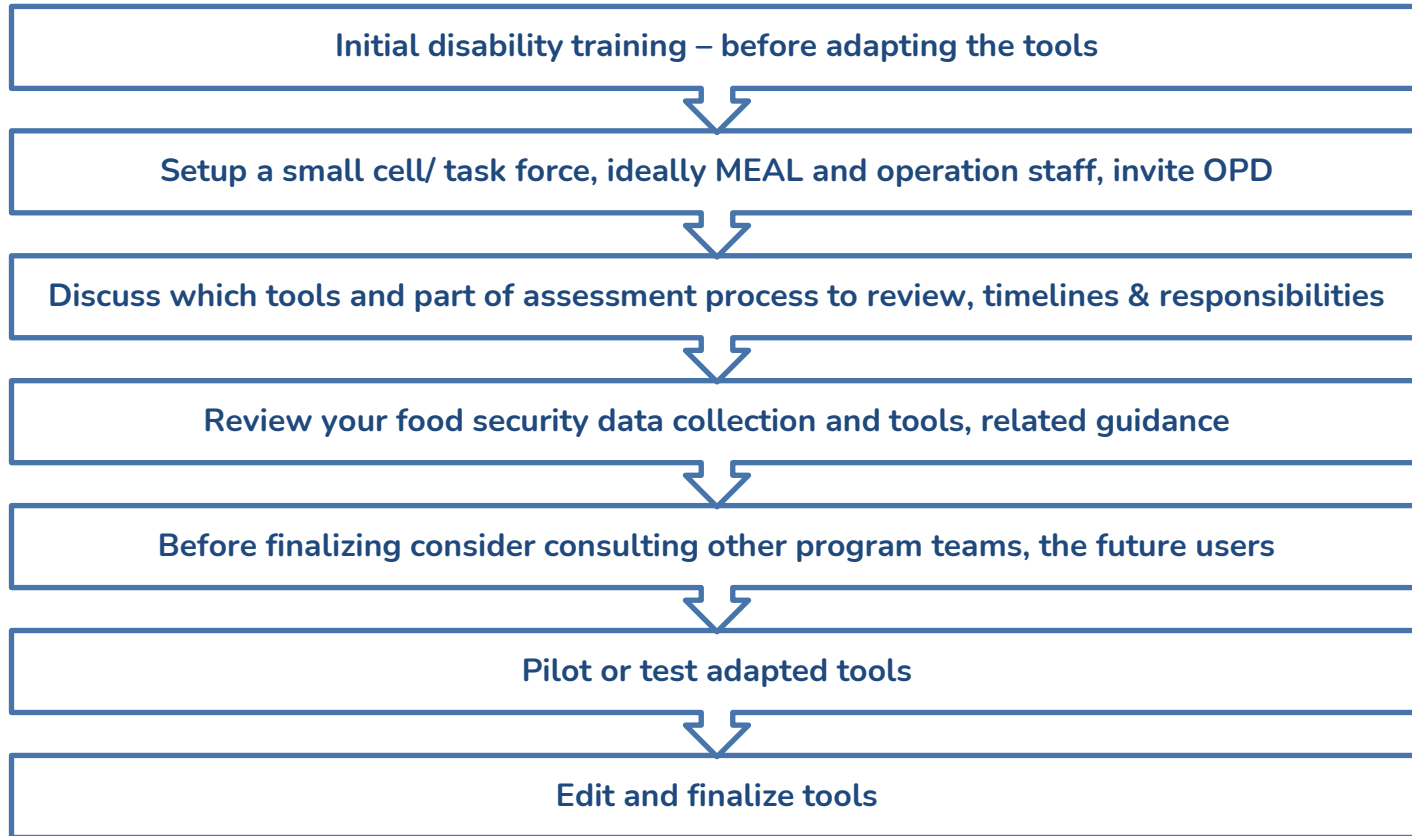


Adaptation to your needs & interests

- Tool is excel based
- Can be adapted to your organization needs
 - If no SOPs/ guidance -> remove the tab 3 on SOPs
 - If no observation -> remove sample observation tool
 - If no demographic sections -> remove the Tab 5, 6 & 7 on demographic sections
 - Etc.



Recommended use, tba



Limitations

- Many organizations guard their assessment tools
 - Received tools for review but not to share publically
 - Limited sharing of good practices
- Accessibility of excel documents: we employed design that allows for maximum readability by screen readers
 - Considering after user feedback -> alternate format for screen reader users
- Time limitation:
 - More time for consulting, testing and piloting would have been ideal -> version 1 -> based on feedback from users -> version 2





Input from Kavita Brambatt,
Senior Disability Inclusion
Advisor, WFP:

*What is the potential of such
tools to make data for FS
programming more disability-
inclusive?*



Reflections

1. What planet are you on?
2. Vulnerability is vulnerability - we have this covered...
3. The only thing we know is that there are some things we don't know



Comments,
questions?



Where to find it?

The [Excel guidance](#) on hi.org

The [How-to-note](#)





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Any questions?

Thanks a lot!

For any specific
questions contact:
inclusion@hi.org