



**SOUTHERN AFRICA DEVELOPMENT COMMUNITY  
FOOD, AGRICULTURE AND NATURAL RESOURCES  
DEVELOPMENT UNIT**



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**VULNERABILITY ASSESSMENT COMMITTEE**

**Emergency Food Security Assessment and Monitoring in Southern Africa  
June 2002 to May 2003**

**STRATEGY AND OPERATIONAL PLAN<sup>1</sup>**

**About the SADC FANR Regional Vulnerability Assessment Committee**

The SADC Food, Agriculture and Natural Resources Sector (FANR) based in Harare established a Vulnerability Assessment Committee (VAC) in early-1999. The SADC FANR VAC is a committee comprised of national and international professionals working at the regional level to enhance food security and livelihood conditions within the SADC member states. The mandate of the VAC is to keep abreast and encourage co-ordinated development in the field of vulnerability and livelihoods assessment in the SADC region. The VAC is chaired by the SADC Regional Early Warning Unit (REWU), and members include most FANR technical units and projects, including the Regional Early Warning Unit (REWU), the Regional Remote Sensing Unit (RRSU), the Food Security Training Project (FSTP), the SADC Database and Analysis Project and the FANR Development Unit, along with international partners including the Famine Early Warnings Systems Network (FEWS NET), Save the Children UK (SC-UK), the World Food Programme Vulnerability Assessment and Mapping Unit (WFP-VAM), the UN Food and Agriculture Organisation (FAO), and the International Federation of the Red Cross (IFRC-UK).

Over the past year, the importance of vulnerability assessments has been highlighted at the Ministerial level amongst SADC states. In August 2001, SADC Ministers of Agriculture set out a medium term strategy to combat food insecurity in the region. As a central part of this, Ministers encouraged member states to establish cross-sectoral and inter-agency vulnerability assessment groups or units to provide a better understanding of household food security and livelihood conditions of vulnerable communities to allow for better targeting of emergency and development interventions. The FANR Vulnerability Assessment Committee has been called upon to provide leadership and technical backstopping to SADC Member States.

**Origins and Nature of a Regional Assessment and Monitoring Strategy**

The present southern Africa food security emergency is complex in nature. It is not a typical drought emergency where the return of normal rains can be expected to resolve most of the problem. Instead, an erratic rainy season, that not many years ago would have had only a minor impact on food security, has now led to substantive food shortages that are threatening food security in a number of countries across the region. Economic downturn, ineffective and/or obstructive government policies, and the HIV/AIDS pandemic have all contributed to create a structural problem that requires very little additional negative impetus to throw household food security into complete disarray. The increasing complexity of the situation, combined with the

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<sup>1</sup> Based on an initial Concept Note prepared by the SADC FANR Vulnerability Assessment Committee (12 June 2002), with additional input from a series of special VAC meetings held from 26 to 28 June 2002 in Harare, with participation of the National Vulnerability Assessment Committees from Lesotho, Malawi, Mozambique, Swaziland, Zambia and Zimbabwe. Prepared 15 July 2002.

rapidly decreasing resilience of poor households to respond to shocks using their own overstretched resources, demands a heightened sophistication (breadth, depth, and time) in food security assessment and monitoring if serious problems are to be recognised and addressed in time to avert a major humanitarian crisis within the southern Africa region.

To ensure that appropriate, accurate and timely information and analysis is available to respond to and mitigate the impact of the looming cereal shortages in the six most seriously affected countries in the region (Zimbabwe, Malawi, Zambia, Mozambique, Lesotho and Swaziland), the SADC FANR Regional Vulnerability Assessment Committee (RVAC) will facilitate and coordinate a series of vulnerability assessments and establish appropriate food security monitoring systems, in close collaboration with National Vulnerability Assessment Committees (NVACs). Assessment activities will be coordinated through the common consultative structure of the SADC FANR Regional Vulnerability Assessment Committee (RVAC) based in Harare. Additional financial resources for this activity are expected from USAID, DFID, and the WFP Regional Emergency Operation. The RVAC partners will engage existing and new NGO groups, and national FIVIMS structures in a series of 'rolling' vulnerability assessments and continuous food security monitoring. All activities at the national-level will work through the National VACs, which include government and partner agencies.

A strategic and operational framework to guide this work over the next year was developed through a series of special VAC meetings held from 26 to 28 June 2002 in Harare. The broad strategic objectives of these meetings included the following:

- Facilitating joint efforts towards vulnerability assessments in the region based on shared approaches, improved coordination, more efficient use of limited resources and consensus building.
- Establishing a common framework for vulnerability assessments oriented towards practical information needs for programming, characterised by consistent methods and comparable results that best utilise the diversity of all relevant stakeholders.
- Reaching agreement on the evolution process for "best practices" in Vulnerability Assessments (VAs) based on previous and existing efforts in SADC countries and on substantial expertise among participating institutions.
- Developing responsive but implementable operational plans and budgets for carrying out VAs in the region.
- Agreeing on the division of institutional roles and responsibilities across the six SADC countries of initial focus in a manner that best utilises the resource diversity of all institutions involved.
- Balancing the urgency of meeting the short-term food needs in the region with the long-term need to ensure sustainable food security.

Effective implementation of the strategy worked out during the VAC consultation process thus far, will facilitate the achievement of the following outcomes:

- Improved integration of international, national and local capacity and expertise.
- Further inform spatial (sub-national) and socio-economic (livelihood) group targeting.
- Effective monitoring and assessment of the evolution of food security conditions over time in order to improve early warning and response.
- Mainstreaming nutritional data as an essential component of both vulnerability assessments and monitoring.
- Respect of institutional needs and institutional orientations while at the same time utilising a common framework that uses consistent methods which generate comparable results.

- Sustainability of food security efforts that recognise and accommodate both the low resource and capacity environments prevalent in the region.
- Broadened understanding of specific regional food security issues (e.g. HIV/AIDS links, commercial sector capabilities and performance, policy issues, poverty etc) and their implications for emergency response.

### **Rationale for Regional Assessment and Monitoring Strategy**

The proposed strategy has two principal axes. First, it uses a sequential process of 'best-practices' in assessment and monitoring, drawn from the extensive and varied experience of the VAC partners, to meet a broad range of critical information needs at both the spatial and socio-economic targeting levels. The sequential nature of the approach not only provides richer details of the "access side" of the food security equation, but it adds the very important temporal dimension as well. From an operational (i.e. response) perspective, the latter is critical. Second, by approaching food security assessment through a coordinated, collaborative process, the strategy integrates the most influential assessment and response players into the ongoing effort, thereby gaining privileged access to national and agency datasets and expert technicians and increases the likelihood of consensus between national governments, implementing partners, and major donors. This 'partnering' strategy links the major players and stakeholders including regional institutions, national governments, response agencies, NGOs and donors for on-going, intensive 'rolling' assessment coverage of food security conditions on the ground.

### **The Value-Added of More Assessment and Monitoring**

The recently completed FAO/WFP Crop and Food Supply Assessment Missions (CFSAM) provided a good base of information needed to formulate appropriate emergency responses for southern Africa. This core quantitative information included estimates of the percent of national populations in need, as well as their cereal food aid needs at both the national and district levels. While the CFSAM analysis is sufficient for developing broad response plans, for mobilizing emergency resources, and for immediate programme targeting, it is insufficient to:

- *provide sub-national food aid targeting details:* The new vulnerability assessments will inform food aid distribution priorities at a sub-national level, including socio-economic groups (which people, with what general characteristics should/should not be beneficiaries), and special needs targeting (e.g. HIV/AIDS, child supplementary, etc) targeting;
- *inform and guide on-going food security monitoring at the sub-national level;* and
- *re-assess estimated needs in light of new events and the actual outcome of critical assumptions underlying CFSAM conclusions:* Key events/new information/assumptions that should be monitored and assessed include final-round Government crop assessment results, action on needed changes in Government policies, the actual outcome of winter harvests, actual commercial grain import commitments and capacity, changes in nutritional status, impacts of changing maize prices on household food access, success of coping mechanisms being used, occurrence of civil unrest and displacement, potential impacts of an El Niño event on 2002/03 production season, and others.
- *provide criteria information on food security trends* which facilitate sustainability of food security efforts over the long-term.

To meet these information needs, the SADC FANR VAC will provide an umbrella forum for collaborative periodic comprehensive assessments, as well as for on-going monitoring of key food security indicators in each country, consistent across the region. The comprehensive assessments will be timed to assess the situation following critical events in the coming year, as well as serve response needs in a timely manner. The comprehensive assessments will combine

secondary and primary data from all affected areas in each of the six SADC countries included in this exercise.

The periodic comprehensive assessments will:

- occur at three critical periods in the coming year: August, December and May 2003;
- produce jointly issued reports to the humanitarian community providing comprehensive assessment of the food security situations in each of the six countries, consolidated at the regional level;
- be timed to incorporate critical events such as final round crop assessments, winter harvesting, commercial import commitment and capacity levels, 2002/03 production prospects and others; and
- provide information to allow for adjustment in humanitarian response, including targeting and the overall amounts of food and other assistance required.

The planned continuous monitoring will:

- *continuously monitor selected indicators of food security conditions:* As information and data become available, and on a continuous basis, on-going monitoring will assess changes and trends in the nature and outcomes of the crisis. The monitoring will provide additional information, providing a basis to adjust response programmes to better meet the requirements of vulnerable populations;
- *provide a rapid assessment capability:* The monitoring capability will allow partner organisations and national VACs to rapidly investigate, characterize or verify suspected crises in local areas in a consistent manner; and
- *gather and assess information related to critical causes / effects of the emergency:* Neither the causes of the current emergency nor their implications for a return to food security are yet fully understood. Unless and until the relative contributions to this emergency of HIV/AIDS, government policy, and the regional economic downturn are fully identified and quantified, it will be impossible to determine, with any precision, the timing or nature of a sustained recovery.

### **Nature, Methodology and Timing of Assessments and Monitoring**

As a continuation and expansion of the FAO/WFP Crop and Food Supply Assessment Missions, three comprehensive vulnerability assessments and a continuous monitoring of food security will be undertaken and established in Lesotho, Malawi, Mozambique, Swaziland, Zambia and Zimbabwe. The following table summarizes the SADC FANR VAC emergency assessment and food security monitoring framework and methodology. For each of the three planned assessments, as well as for the planned monitoring system and special thematic studies, the table identifies the key decision-making aims of each activity, as well as the overall approach and expected outputs. The overall strategic approach is articulated for (1) the planned household livelihoods analysis (primary data collection), (2) macro processes, trends and indicators, and (3) nutritional data and analysis. It is important to note that this strategic framework is indicative and will change throughout this exercise on the basis of lessons learned as the process proceeds.

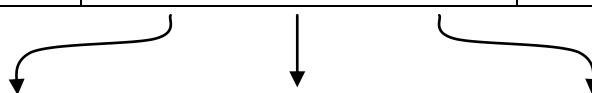
## Emergency Assessment and Food Security Monitoring Framework and Methodology

TYPE OF ASSESSMENT	DECISION MAKING AIMS	APPROACH			OUTPUTS	
<b>Vulnerability Assessment No. 1 (July – August 2002)</b>	<ul style="list-style-type: none"> <li>Refined geographic and temporal targeting in time for the step-up of assistance in September</li> <li>Characterise social groups for purposes of targeting</li> <li>Identify key monitoring indicators</li> </ul>	<ul style="list-style-type: none"> <li>Combination of primary and secondary data</li> <li>Household interviews in all affected areas (including urban poor)</li> <li>Coverage of all affected areas</li> </ul>				Comprehensive national and regional on food security status jointly published under the SADC FANR VAC
		<b>Household Livelihood Analysis (Primary Data)</b>	<b>Macro Processes/ Indicators (Secondary Data)</b>	<b>Nutrition</b>		
		<ul style="list-style-type: none"> <li>Changes in food/ income from baseline</li> <li>Current and future food stocks</li> <li>Coping strategies now and future</li> <li>Livestock holdings and prices</li> <li>Casual labour availability and wages</li> <li>Cash crop prices</li> </ul>	<ul style="list-style-type: none"> <li>Final crop estimates</li> <li>Winter crop prospects</li> <li>Agricultural input availability and access</li> <li>Commercial import commitments/ capacity</li> <li>Government policies</li> <li>Price trends</li> <li>Climate/El Niño threat</li> <li>Status of civil stability, migration</li> </ul>	<ul style="list-style-type: none"> <li>BMI for adults and/or under 5 weight for height</li> <li>Use of sample survey</li> </ul>		
<b>Vulnerability Assessment No. 2 (December 2002)</b>	<ul style="list-style-type: none"> <li>Information for targeting and programme adjustments</li> </ul>	<ul style="list-style-type: none"> <li>Combination of primary and secondary data</li> <li>Household interviews in all affected areas (including urban poor)</li> <li>Comprehensive coverage</li> </ul>				Comprehensive national and regional reports on food security status jointly published under the SADC FANR VAC
		<b>Household Livelihood Analysis (Primary Data)</b>	<b>Macro Processes/ Indicators (Secondary Data)</b>	<b>Nutrition</b>		
		<ul style="list-style-type: none"> <li>Changes in food/ income from baseline</li> <li>Current and future food stocks</li> <li>Coping strategies now and future</li> <li>Livestock holdings and prices</li> <li>Casual labour availability and wages</li> <li>Cash crop prices</li> </ul>	<ul style="list-style-type: none"> <li>2002/03 crop condition</li> <li>Staple food prices</li> <li>Government policies</li> <li>Volume of commercial imports and plans</li> <li>Civil stability</li> <li>Climate/El Niño threat</li> </ul>	<ul style="list-style-type: none"> <li>BMI? for adults and/or under 5 weight for height</li> <li>Use of sample survey</li> </ul>		
<b>Vulnerability Assessment No. 3 (May 2003)</b>	<ul style="list-style-type: none"> <li>Information on effectiveness of food aid response</li> <li>Assess food prospects for coming year</li> <li>Assess need for continued assistance</li> </ul>	<ul style="list-style-type: none"> <li>Combination of primary and secondary data</li> <li>Household interviews in selected areas</li> <li>Comprehensive coverage</li> </ul>				Comprehensive national and regional reports on food security status jointly published under the SADC FANR VAC
		<b>Household Livelihood Analysis (Primary Data)</b>	<b>Macro Processes/ Indicators (Secondary Data)</b>	<b>Nutrition</b>		
		<ul style="list-style-type: none"> <li>Changes in food/ income from baseline</li> <li>Current and future food stocks</li> <li>Coping strategies now and future</li> <li>Livestock holdings and prices</li> <li>Casual labour availability and wages</li> <li>Cash crop prices</li> </ul>	<ul style="list-style-type: none"> <li>End of hungry season</li> <li>2002/03 production forecasts available</li> <li>Possibly in collaboration with FAO/WFP CFSAM</li> <li>Performance of the private sector</li> <li>Government policies</li> <li>Civil stability</li> </ul>	<ul style="list-style-type: none"> <li>BMI? for adults and/or under 5 weight for height</li> <li>Use of sample survey</li> </ul>		
<b>Key Indicator Monitoring, Analysis and Reporting (ongoing)</b>	<ul style="list-style-type: none"> <li>Continuous monitoring of food security conditions for rapid response, as required</li> </ul>	<ul style="list-style-type: none"> <li>Continuous collection and analysis of secondary data</li> <li>Nutritional monitoring</li> </ul>				Regular reports published by the SADC FANR VAC and by partner agencies
		<b>Household Livelihood Analysis (Primary Data)</b>	<b>Macro Processes/ Indicators (Secondary Data)</b>	<b>Nutrition</b>		
		<ul style="list-style-type: none"> <li>Livestock prices</li> <li>Casual labour availability and wages</li> </ul>	<ul style="list-style-type: none"> <li>Nutritional status</li> <li>Planned and actual imports</li> <li>Food aid disbursements</li> <li>Market conditions and prices</li> <li>Rainfall patterns</li> <li>Nutritional levels</li> <li>Others</li> </ul>	<ul style="list-style-type: none"> <li>Sentinel site surveillance</li> <li>BMI for adults and/or under 5 weight for height</li> </ul>		
<b>Special Studies and Thematic Monitoring (as required)</b>	<ul style="list-style-type: none"> <li>Inform response programming with information on relevant special topics, or in areas of special concern</li> </ul>	Topical research on (for example) HIV/AIDS links, commercial sector capabilities and performance, and policy issues				Topical research reports
		<b>Household Livelihood Analysis (Primary Data)</b>	<b>Macro Processes/ Indicators (Secondary Data)</b>	<b>Nutrition</b>		
			Research will link to policy and programming needs of partner agencies			

## Strategic and Operational Guidelines for the July/August 2002 Assessment

The strategic and operational guidelines for the July/August assessment (summarized graphically below) were developed by first considering the key decision-making requirements. These were defined overall as the percentage of population in need of food assistance in each district leading to prioritisation of districts according to feed need (including rations), and total national level food assistance requirements, indicating how long the requirement stands before the situation is likely to change again. The underlying approach includes the use of both primary and secondary data, with an emphasis on household-level data collections in all affected areas. This approach leads to three levels of data collection and analysis, including household livelihoods analysis, macro processes, trends and indicators, and nutritional data. From here, the framework and guidelines focus on the household livelihoods analysis, which constitutes the major undertaking of the national vulnerability assessments. The livelihoods analysis requires three basic steps, which include (1) baseline analysis, (2) current year analysis, and (3) outcome analysis. The framework is to be operationalized in each of the affected countries under the leadership of the National VACs with support from the regional VAC, by undertaking a series of sequential steps outlined below.

Decision Making Aims	Approach	Outputs
<ul style="list-style-type: none"> <li>Refined geographic and temporal targeting in time for the large step-up of assistance in September</li> <li>Characterise social groups for purposes of targeting</li> <li>Identify key monitoring indicators</li> </ul>	<ul style="list-style-type: none"> <li>Combination of primary and secondary data</li> <li>Household interviews in all affected areas (including urban poor)</li> <li>Coverage of all affected areas</li> </ul>	<ul style="list-style-type: none"> <li>Comprehensive national and regional reports on food security status jointly published under the SADC FANR VAC</li> </ul>



### The Basic Approach

Household Livelihood Analysis	Macro Processes/Indicators	Nutrition
<ul style="list-style-type: none"> <li>Changes in food/income from baseline</li> <li>Current and future food stocks</li> <li>Coping strategies now and future</li> <li>Livestock holdings and prices</li> <li>Casual labour availability and wages</li> <li>Cash crop prices</li> </ul>	<ul style="list-style-type: none"> <li>Final crop estimates</li> <li>Winter crop prospects</li> <li>Agricultural input availability and access</li> <li>Commercial import commitments/capacity</li> <li>Government policies</li> <li>Price trends</li> <li>Climate / El Niño threat</li> <li>Status of civil stability</li> </ul>	<ul style="list-style-type: none"> <li>BMI for adults And/or under 5 weight for height</li> <li>Use of sample survey</li> </ul>

### Conceptual Framework for Household Livelihoods Analysis

<b>Step 1: Baseline Analysis</b> - how do people normally live (situation before crisis)?	<ul style="list-style-type: none"> <li>Food sources and amounts of food from different sources</li> <li>Income sources and amounts of income from different sources</li> <li>Expenditure types and amounts</li> <li>"Normal" coping strategies</li> </ul>
<b>Step 2: Current Year Analysis</b> - what is the situation this year (both current and projected)?	<ul style="list-style-type: none"> <li>Food sources and amounts of food from different sources</li> <li>Income sources and amounts of income from different sources</li> <li>Expenditure types and amounts</li> <li>Current and expected coping strategies</li> </ul>
<b>Step 3: Outcome Analysis</b> - what is the result of the current situation on livelihoods	<ul style="list-style-type: none"> <li>What is the magnitude of the food access problem now?</li> <li>When will the household face a food shortage and for what reason, taking into account their ability to cope using their own resources?</li> <li>What will be the cost of coping?</li> </ul>

### NVACs Operationalizing the Household Livelihoods Analysis Framework

<b>Step 1:</b> Divide the country into livelihood zones (food economy zones)
<b>Step 2:</b> Decide on sampling regime which is good enough to allow comparisons to be made between districts
<b>Step 3:</b> Select or design survey instrument
<b>Step 4:</b> Train partners on survey instrument
<b>Step 5:</b> Conduct assessment: (a) Questionnaire Approach <b>and/or</b> (b) Food Economy Approach
<b>Step 6:</b> Analysis of results and synthesis with macro processes/indicators and nutrition data

## Indicative Country-Specific Strategic and Operational Plans

Based on the overall strategic and operational guidelines developed at the regional level, National VAC representatives, with support from the Regional VAC and international partners, were asked to prepare an indicative country-specific strategic and operational plan. These were indicative in that they would be reviewed and modified in-country by the National VACs. As a starting point, each country was asked to (1) briefly articulate their proposed methodology, (2) discuss initial plans for incorporating nutritional assessments into the exercise, (3) provide an overview of institutional roles and responsibilities, and (4) develop an indicative operational plan and budget. Countries were also asked to consider data management issues. Following is a summary of each country's indicative country-specific strategic and operational plans.

### LESOTHO

**Proposed Methodology:** The livelihood zoning done by CARE in Lesotho will be used as a basis for the assessment.

**Proposal for Incorporating Nutrition:** The link with nutrition database is to be discussed in VAC workshop and then included in the final operational plan.

**Institutional Roles and Responsibilities:** Institutional Responsibilities are to be assigned at the VAC Technical meeting planned for July 11, 2002. Overall, important players include MoA (four departments of which two are technical), DMAs (four sections), NEWU (T), FNCO (T), Industry, BOS, MET, Health, WVI, LCNGO, LRC, CARE, WFP(T), FAO, UNICEF, UNDP, and SCF.

### Indicative Operational Plan and Budget:

ACTIVITY DESCRIPTION	TIME SCHEDULE	PRIMARY RESPONSIBILITY	RESOURCES REQUIRED	COST (IN US\$)	SUPPORT REQUIRED
1. Report back on nutrition and database linkages (including transport)	July 5, 2002	?	?	?	
2. VAC meeting	July 10, 2002	?	?	?	SADC VAC Technical Support (SCF or REWU or WFP)
3. VAC Technical meeting - operational plan - institutional responsibilities - finalising questionnaire	July 11, 2002	?	?	?	As above
4. Training of Assessment Teams	July 15-19, 2002	?	4 teams x 5 people each - DSA @ US\$75x3x20 - Venue @ US\$2,000	4,500 2,000	
5. Field work	July 22 – August 3, 2002	?	4 teams x 6 people x 15 days x US\$60/ day - fuel for vehicles	21,600 2,000	a) SADC – two vehicles b) VAC – two vehicles
6. Analysis and reporting Analysis Reporting	August 5-16, 2002	?	- stationery US\$75x6x5 Room + accommodation for six people	? 2,200 1,800	
7. Final report	August 20, 2002	?			
8. Final report			50 people	2,000	
			<b>Approx. Total</b>	<b>37,000</b>	

### MALAWI

**Proposed Methodology:** The methodological approach will: (1) review existing baseline data; (2) overlay livelihood zones with district boundaries to create sampling units; (3) combine the above two and see what comes out (may identify areas requiring in-depth analysis using HH FEA); and (4) collect baseline x current year data at the same time. The main instrument will be the questionnaire. Plans are underway to synthesise existing questionnaires from WFP/FAO, CARE,

FEG/FEWS NET and SC(UK). The objective of this effort will be to cover all parameters in the VAC framework. It is important that the questionnaire captures differences across wealth groups. The July/August questionnaire will be used to collect both past and current year data. Sampling will be done by EPA (sub-district), aggregating to districts. Sample size will be approximately 1,000 households (i.e. approximately six households per village, three villages per EPA and two EPAs per district).

**Proposal for Incorporating Nutrition:** The proposal is to liaise with UNICEF on their planned nutrition survey to make sure that it fits in with our VAC's expectations, with the possibility of piggybacking nutrition survey on the livelihoods assessment.

**Institutional Roles and Responsibilities:** To be determined.

**Indicative Operational Plan and Budget:**

ACTIVITY DESCRIPTION	TIME SCHEDULE	PRIMARY RESPONSIBILITY	RESOURCES REQUIRED	COST (US\$)	SUPPORT REQUIRED
General	Survey time: July 20 – August 15, 2002 (3 weeks)		Survey Teams: 7 teams as follows: - 2 North, 2 Centre - 3 South 4 members per team & 4 districts per team ⇒ 28 Field People		
1. Core Team Planning Meeting	July 3, 2002	NEC (VAC Chair)	?	0	?
2. Briefing/Strategic planning Meeting - Identify focal group members for: Nutrition Macro processes Livelihoods analysis - Establish specific Timelines	July 9, 2002	NEC (VAC Chair)	?	600	
3. Preparation: Planning Training	July 10-17, 2002	Focal groups	(See attached budget)	12,000	
4. Implementation: - Field work	July 20- August 10, 2002	Survey Teams	(See attached Budget)	61,000	
5. Analysis and report writing	August 11-20, 2002	?		1,000 =====	
				<b>74,600</b>	

**MOZAMBIQUE**

**Proposed Methodology:** Coverage: Mozambique utilises the Livelihoods/Food Economy Approach (FEA) and has 43 food economy zones countrywide. Of this total, up to 16 zones have “potential food problems”. Baseline data collection is complete in four of the 16 zones with potential food problems (this covers 14 districts which do not need to be visited). In the remaining 12 food economy zones with potential food problems, no baseline data has been collected (this covers 21 districts which need to be visited). The 12 food economy zones are divided into two groups based on similar characteristics. Plans are to establish full baselines in the first six of the similar zones and conduct rapid assessments in second six of the similar zones. At national level, the above steps will result in a national coverage of 35 out of the 120 districts in Mozambique. For other districts not covered, plans are to administer livelihoods-based questionnaires through regional offices, WFP and INGC. Assessment Plan: (1) *Six Zones x Full Baseline Survey:* carried out by a total of four teams each team composed of two individuals at national level, supported by local officials. Training for national teams takes two days and 10 days per zone are budgeted for the survey work itself. After the surveys, two weeks will be used for data analysis followed by a week of report writing. (2) *Six Zones x Rapid Assessment:* The focus of this assessment will be on differences between the poor and the middle class.

**Proposal for Incorporating Nutrition:** No problems are anticipated in this regard as the Nutrition Department of the Ministry of Health (MoH) is already a part of VAC. In addition, nutrition surveys have been a component of past baseline surveys. As a follow-up, contact will be made with

UNICEF, IFRC (Helen Keller) and other important players in the nutrition field. Mozambique may actually consider a “proper” nutrition survey to complement the emergency food security assessment.

**Proposal for Incorporating of Database Management:** The way forward regarding database is not so clear. Maybe FEWS NET (MIND DM ATLAS?) and WFP could be used as cooperating partners in setting up database.

**Institutional Roles and Responsibilities:** Mozambique has a VAC chaired by MoA and members are FEWS, INGC, MoC, MoH, WFP, FAO, INAM, Statistics, ICRISAT, WV, and others as appropriate. Possible new members are UNICEF and IFRC to strengthen the nutrition element of the assessment. Institutional responsibilities are as follows: leadership: FEWS, WFP, MoA and Nutrition Department; technical: FEWS, WFP, MoA; logistical: FEWS, WFP; field support: MoA, WFP; analysis: WFP, FEWS, MoA, Nutrition Department; reporting: FEWS, WFP, MoA.

### Indicative Operational Plan and Budget:

ACTIVITY DESCRIPTION	TIME SCHEDULE	PRIMARY RESPONSIBILITY	RESOURCES REQUIRED	COST (US\$)	SUPPORT REQUIRED
1. VAC Meeting - finalise assessment plan and plan for the data base - investigate nutritional linkages - collect/analyse secondary data - discuss and design district questionnaire - make contact with districts	Week 1 (July 1 – 5, 2002)	?	- 8 x vehicles - 8 x drivers - fuel	20,600 (total)	a) GOM – resource persons b) FEWS – 1 x vehicle x driver x fuel c) WFP – 5 x vehicles x drivers x fuel (2x Tete and 1 x ???) <u>Other support:</u> FANR VAC – with resources, analytical support + database???
2. – Analysis of secondary data continued - conduct two days training ( <i>on what?</i> )	Week 2 (July 8 – 12, 2002)	?			
3. Fieldwork starts (17 July 2002) - District level Interviews - Focus Group Interviews	Week 3, 4 + 5 (July 15 – August 2, 2002)	?			
4. – Field work ends 6 August, 2002 - Analysis begins	Week 6 (August 5 – 9, 2002)	?			
5. Analysis continues	Week 7 (August 12 – 16, 2002)	?			
6. Analysis and Reporting <b>COMPLETE BY AUGUST 27, 2002</b>	Week 8 (August 19 – 23, 2002)	?			

### SWAZILAND

**Proposed Methodology:** The Livelihoods/Food Economy Approach (FEA) is going to be used in Swaziland. Issues of zoning, coverage, tools, etc must still be worked out.

**Proposal for Incorporating Nutrition:** Linkages to nutrition are going to be facilitated through the National Nutritional Council (NNC) whose members include MoA, MoH, NGOs, UNICEF, UNISWA, etc.

**Institutional Roles and Responsibilities:** Key agencies include NEWU (Lead Agency), AGRIC – Home Economics and Extension Section, NGO FSRD Consortium (4/5 members), CSO – Agricultural Section. Key supporting Institutions include WFP, SADC VAC, UN (UNDP, UNICEF, WHO), National Nutrition Council (NNC), NDTF, Met Services and Economic Planning

### Indicative Operational Plan and Budget:

ACTIVITY DESCRIPTION	TIME SCHEDULE	PRIMARY RESPONSIBILITY	RESOURCES REQUIRED	COST (IN US\$)	SUPPORT REQUIRED
1. Meet with UNICEF and identify data Focal Person	4 July, 2002	NEWU + SC			
2. Provide feedback on (1) to SADC VAC	5 July, 2002	NEWU			
3. Establishment of VAC - Invitation letters (Local + Regional) - Workshop for VAC (3 days) - Preparation of framework i.e. (methodology & mapping)	4 July, 2002  Week 8-14 July, 2002	NEWU  NEWU + SC	NEWU Funding	3,600	SADC VAC (technical + financial)
4. Training of Field Teams	15-16 July, 2002	SC(UK)	Training costs	1,000	SADC VAC
5. Appointments for Framework (logistical arrangements)	17-18 July, 2002	NEWU + SC	Transport	?	Government + WFP
6. Secondary data Review (check r/map software)	17-18 July, 2002	SC(UK) + NEWU	Accommodation + meals	?	
7. Conduct Fieldwork	22 July – 4 August, 2002	SWAZI-VAC, WFP + SC(UK)	Transport, accommodation + meals Field allowances	7,200	Government + WFP
8. Analysis + report writing	5-14 August, 2002	SWAZI-VAC, WFP +SC(UK)	Accommodation + meals+ allowances Administration costs	1,500 500	
Allowance for Nutrition Component			Approx. Total  Estimated total with contingencies	14,000 2,000 <u>20,000</u>	

## ZAMBIA

**Proposed Methodology:** Assessment is going to cover 38 districts chosen according to variation (from normal) in climatic conditions and cereal production (not baseline). Plans are to administer questionnaires at three levels of household, community and district. The questionnaire at district level will try to get an impression of area in terms of hazard, rainfall, displacement, migration, diseases and other related “macro-economic” indicators. The community level target will be chosen with assistance from districts. Structure of interviews at community level will include: (1) *community leaders*, looking at differences within community, socio-economic breakdown, major livelihoods activities (by group), hazards e.g. major disease outbreaks and constraints to production, and any nutrition information; (2) *government*, including interviews with sub-district personnel; and (3) *household level*, the “comp officer” helps pick out representative households and the questionnaires with focus on: livelihoods strategies, rank sources of food, crops: asking about two major food crops, livestock production, gathering/fishing, food aid, purchases: covering when, how long, how frequently, what, at what price etc., income: find out two major sources of income, and coping strategies: (different from normal activities) – especially watch out for new activities or increasing level of already existing activities e.g. selling more cattle than usual (more people; more times).

**Proposal for Incorporating Nutrition:** The questionnaire at household level will include nutrition data.

**Institutional Roles and Responsibilities:** In Zambia, the Disaster Management Unit (DMU) is the coordinating office with several VAC members allocated coordination responsibility (for specific activities that they have comparative advantage in coordinating). Institutional Responsibilities are generally allocated as follows: (1) overall coordination: DMU; (2) data collection: VAC members; (3) data entry: CSO; (4) data analysis: CSO, WFP-VAM; and (5) report writing: WFP-VAM, FEWS Net, GOZ

### Indicative Operational Plan and Budget:

ACTIVITY DESCRIPTION*	TIME SCHEDULE	PRIMARY RESPONSIBILITY	RESOURCES REQUIRED	COST (IN US\$)	SUPPORT REQUIRED
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<b>(TO BE AGREED BY ZAMBIAN VAC)</b> Tentatively begin mid-July 2002				24,000 (estimate)	a) GOZ, b) WFP-Staff, GPs + PDAs c) VAC- vehicles + staff (other sources?)
Field work	(Tentatively 3 weeks)				
Analysis	(Tentatively 2 weeks)				
Report	(Tentatively 1 week)				

Zambia has no zones at the moment so serious consideration needs to be given to zoning. There is need to initiate longer-term solutions starting with mapping at sub-district levels that could cost over US\$5,000. Looking for sponsorship for those activities from WFP.

## ZIMBABWE

**Proposed Methodology:** Coverage: Zimbabwe proposes to use the Zimbabwe Livelihood Zones map as the starting point. The next step in the approach would then be to super-impose rainfall and per-capita production maps to identify hot spots. The idea is to select sites which reflect differences in rainfall across zones. A wealth ranking will then be done for each selected area. Assessment Tools: The questionnaire approach will generally be used with the FEA approach applied in selected areas. The questionnaire to be used must be short and simple. Plans are in place to borrow ideas from the questionnaire designed by Malawi WFP monitors. No decision yet has been reached on the size of the sample.

**Proposal for Incorporating Nutrition:** There is need to find out what relevant work MoH (UNICEF) have done in this area, what findings they have published and what their plans are to do more work in this direction. Once this information is established, decisions will need to be taken as well as steps to work with them and incorporate their efforts into ours.

**Institutional Roles and Responsibilities:** Institutional responsibilities are as follows: (1) coordination: Food and Nutrition Council (FNC), (2) nutrition Input: FNC, WFP VAM, (3) instruments: FEWS NET, (4) field work: (who?), (5) data entry and analysis: (who?), (6) report writing: FNC, NEWU, WFP, FEWS NET, FAO, CSO, SC(UK). (CORE TEAM)

### Indicative Operational Plan and Budget:

ACTIVITY DESCRIPTION	TIME SCHEDULE	PRIMARY RESPONSIBILITY	RESOURCES REQUIRED	COST (US\$)	SUPPORT REQUIRED
1. Design of Instruments	1 – 10 July, 2002	(?)	Overall will require: - training, vehicles, fuel, DSAs, laptops, instruments, work-shops etc	Still to be worked out!!	To be determined
2. Sampling frame	(?)	E. Vhurumuku FEWS NET ZIM			
3. Nutrition Elements	(?)	J. Chanetsa, FNC, J. Luma, WFP VAM			
4. Wealth Ranking	(?)	M. O'Donnell SC(UK)			
5. Develop HH Questionnaire	(?)	J. Luma, WFP VAM			
6. Training, Field Testing and Refinements	16 – 18 July, 2002	(?)			
7. Field work	22 July – 9 August	(?)			
8. Data entry/analysis	12 – 23 August, 2002	Core Team			
9. Report writing	26 – 30 August, 2002	Core Team			