**Dear Field Staff -**

The UN Mine Action Monitoring and Evaluation Mechanism will be launched in 2014 in affected countries with a UN mine action programme presence. As we move towards implementation, we request your feedback on the approach, measures, and required support needed to ensure an efficient, relevant and successful M&E Mechanism.

This draft reflects suggestions solicited during November and December 2013 from field staff and stakeholders. This instrument will be piloted between January and March 2014. Your continued engagement and support in this process has been invaluable. Please send any additional feedback on the instrument as we will continue updating the survey instrument to reflect your feedback to ensure that the measures are cost-efficient to collect, capture the relevant quantity of interest, and reflect the core goals of the UN’s M&E approach.

To support you in this process, we are available to discuss any and all questions on the survey instrument or general approach. Please do not hesitate to contact Grant Gordon and Olivia Selbie at grantg@unops.org and olivias@unops.org

Sincerely,

Grant Gordon, UN M&E Consultant

Olivia Selbie, UNMAS M&E Technical Lead

**COUNTRY SURVEY INSTRUMENT**

**Identifying Information:**

1. Name:
2. E-mail:
3. Agency:
4. Country/Territory:

**Section 1: UN Inputs**

*This section captures broad information about the inputs of the UN into the Mine Action sector.*

*Please provide the information below about the Mine Action programme in your country or territory. If multiple UN agencies operate in your country or territory, focal points should aggregate the information for all agencies. For countries with multiple operating national authorities or independent territories, please conduct the survey separately.*

***General Input: Funding***

***General Input: Funding*** *[note: if feasible, please complete this table. If not, please complete the following table that provides an alternative approach to funding breakdown]*

|  |  |
| --- | --- |
|  | **Quantity** |
| **What was the total amount spent by the UN field programmes on mine action (USD) in the following area:** |
| Clearance |  |
| Education |  |
| Victim Assistance |  |
| Advocacy |  |
| Stockpile Destruction |  |
| EOD Spot Tasks |  |
| PSSM |  |
| DDR |  |
| Other (specify) |  |
| **Total Funds** |  |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Alternate Breakdown: [****The funds estimate below covers all the work on Mine Action across the different UN agencies delivering Mine Action projects.]*

|  |  |
| --- | --- |
| **Type of Funds** | **USD** |
| Funds on UN Activities |  |
| Funds on Contracts (e.g. clearance work contracted to commercial operator/ NGO) |  |
| Total Funds |  |

Note if data is presented for annual budget: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Provide an estimate of the allocation of the Total Funds amongst the different activities:**

|  |  |
| --- | --- |
|  | **% Allocation** |
|  |
| **Total Funds** |  |
| Clearance |  |
| Education |  |
| Victim Assistance |  |
| Advocacy[[1]](#footnote-1) |  |
| Stockpile Destruction |  |
| EOD Spot Tasks |  |
| PSSM |  |
| DDR |  |
| Injury Surveillance |  |
| Information Management |  |
| Technical Advisory Services to the National Authority |  |
| Other (specify) |  |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***General Input: Personnel: [Note: Please breakdown by percentage of time allocated by person to these areas; i.e. if 1 staff member spends 25% of their time on clearance, please report .25]***

|  |  |  |
| --- | --- | --- |
|  | **Men** | **Women** |
| **What is the total number of UN field programme personnel working on mine action? This includes personnel on UN contracts, not including personnel from sub-contracted organizations)?** |
| **Total Personnel** |  |  |
| Clearance |  |  |
| Education |  |  |
| Victim Assistance |  |  |
| Advocacy |  |  |
| Stockpile Destruction |  |  |
| Injury Surveillance |  |  |
| Information Management |  |  |
| Other (specify) |  |  |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 2: Vision-Level**

*These vision level indicators are meant to capture progress towards the vision that is not captured in the measures below. These indicators, combined with those for the Strategic Objectives, will ultimately evidence whether progress towards the vision has been achieved.*

*For the following table, this refers to the known and identified number. After collecting this data over multiple periods, we will be able to analyze this as proportion over time.*

***For the previous 6 months, please complete the following information:***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Men**  | **Women** | **Boys** | **Girls** |
| Number of civilians injured from mines and ERWs, including cluster munitions and IEDs |  |  |  |  |
| Number of non-civilians injured from mines and ERWs, including cluster munitions and IEDs |  |  |  |  |
| Number of working operators injured from mines and ERWs, including cluster munitions and IEDs |  |  | *---* | *---* |
| *Total Injuries* |  |  |  |  |
| Number of non-civilians killed from mines and ERWs, including cluster munitions and IEDs |  |  |  |  |
| Number of non-civilians killed from mines and ERWs, including cluster munitions and IEDs |  |  |  |  |
| Number of working operators killed from mines and ERWs, including cluster munitions and IEDs |  |  |  |  |
| *Total deaths* |  |  |  |  |
| Number of working operators (deminers, EOD spot task experts, MRE officers, surveyors, etc)  |  |  | *---*  | *---* |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 3: Strategic Objectives**

**Objective 1*: Risks to individuals and the socio-economic impacts of mines and ERW, including cluster munitions, are reduced.***

Note: the goal for the following questions is not to charge country offices with providing a census of affected infrastructure within a country, but to account for known and identified infrastructure. This will allow us to identify the relevant percentage change in clearance of infrastructure while accounting for increases in the knowledge of affected infrastructure.

***Affected Area***

***For the previous 6 months, please complete the following information:***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Identified in country** | **Cleared**  | **Released** | **In productive use[[2]](#footnote-2)** |
| Kilometers[[3]](#footnote-3) of Suspected Hazardous Area (SHA) |  |  |  | *---* |
| Meters of confirmed hazardous area (CHA) |  |  |  |  |

Note: This will capture both total funds as well as UN-specific funds to pursue these activities.

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. For land that was cleared for productive use but isn’t used, identify reasons why the land is not used?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If this is the first time you are completing the survey for the UN M&E Mechanism for Mine Action, complete the table below for all the information between January 1, 2013 and July 1, 2013.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Identified in country** | **Cleared**  | **Released** | **In productive use[[4]](#footnote-4)** |
| Kilometers[[5]](#footnote-5) of Suspected Hazardous Area (SHA) |  |  |  | *---* |
| Meters of confirmed hazardous area (CHA) |  |  |  |  |

Note: This will capture both total funds as well as UN-specific funds to pursue these activities.

***EOD Spot Tasks:***

1. Number of EOD spot tasks needed/identified:
2. Number of EOD tasks cleared/destroyed:

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Infrastructure affected by landmines and ERWs, including cluster munitions.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Known and identified in country between 1 Jan and 1 July 2013 | Cleared between 1 Jan and 1 July 2013 | Known and identified in country between 1 July and 31 December 2013 | Cleared between 1 July and 31 December 2013 |
| Affected Hospitals |  |  |  |  |
| Affected Educational Facilities |  |  |  |  |
| Affected Markets |  |  |  |  |
| Affected Roads (in linear square kilometers) [i.e inaccessible roads] |  |  |  |  |
| Affected Water Points |  |  |  |  |
| Affected Religious Facilities |  |  |  |  |
| Affected Refugee Camps/IDP |  |  |  |  |
| Other type of infrastructure (i.e. bridges, recreational); please specify |  |  |  |  |
| Affected Agricultural Land (sq hectars) |  |  |  |  |
| Affected Government Buildings  |  |  |  |  |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Infrastructure in proximity of ammunition storage facilities[[6]](#footnote-6)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Known and identified in country between 1 Jan and 1 July 2013 | Cleared between 1 Jan and 1 July 2013. | Known and identified in country between 1 July and 31 December 2013 | Cleared between 1 July and 31 December 2013 |
| Affected Hospitals |  |  |  |  |
| Affected Educational Facilities |  |  |  |  |
| Affected Markets |  |  |  |  |
| Affected Roads (in linear square kilometers)[i.e inaccessible roads] |  |  |  |  |
| Affected Water Points |  |  |  |  |
| Affected Religious Facilities |  |  |  |  |
| Affected Refugee Camps/IDP |  |  |  |  |
| Other type of infrastructure (i.e. bridges, recreational); please specify. |  |  |  |  |
| Affected agricultural land |  |  |  |  |
| Affected government buildings |  |  |  |  |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Weapons and Ammunition Storage Management and Security***

1. How many formal and informal weapons and ammunitions storage areas are suspected in the country: \_\_\_\_\_\_\_
2. How many formal and informal weapons and ammunitions storage areas are known and identified in the country:
	* 1. Between 1 January and 1 July 2013 \_\_\_\_\_\_\_
		2. Between 1 July and 31 December 2013\_\_\_\_\_\_\_
	1. Of these, how many are secured and managed in compliance with national standards and International Mine Action Standards and International Ammunition Technical Guidelines? :
		1. Between 1 January and 1 July 2013 \_\_\_\_\_\_\_
		2. Between 1 July and 31 December 2013\_\_\_\_\_\_\_
	2. Of these, how many weapons and ammunitions storage areas have been secured by the National Authorities? :
		1. Between 1 January and 1 July 2013 \_\_\_\_\_\_\_
		2. Between 1 July and 31 December 2013\_\_\_\_\_\_\_
	3. Of these, how many weapons and ammunitions storage area have been intentionally destroyed through a managed process? :
		1. Between 1 January and 1 July 2013 \_\_\_\_\_\_\_
		2. Between 1 July and 31 December 2013\_\_\_\_\_\_\_
	4. Of these, how many weapons and ammunitions storage areas have been unintentionally destroyed either though an explosion or theft? :
		1. Between 1 January and 1 July 2013 \_\_\_\_\_\_\_
		2. Between 1 July and 31 December 2013\_\_\_\_\_\_\_

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Risk***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Men  | Women | Boys | Girls | Total |
| Estimated number of individuals known to be living in proximity of mine /ERW affected areas.  |  |  |  |  |  |
| Estimated number of individuals who seasonally migrate to mine/ERW -affected corridors*(if not included in answer above)* |  |  |  |  |  |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Mine Risk Education***

|  |  |  |
| --- | --- | --- |
|  | Between 1 Jan and 1 July 2013 | Between 1 July and 31 December 2013 |
| Number of programs funded? |  |  |
| Number of sessions conducted? |  |  |
| Number of direct beneficiaries? |  |  |
| Number of indirect beneficiaries? |  |  |

***Gender[[7]](#footnote-7)***

1. What is the number of IASC Gender Marker employed in consolidated appeals process (CAPs) and other humanitarian appeals?
	1. Number of appeals and number of appeals with IASC Gender Marker:\_\_\_
	2. If yes, what is the ratio of appeals have received a gender code of 2a or 2b:\_\_\_\_
2. Is gender integrated into:
	1. Needs assessment forms:\_\_\_\_\_\_\_
	2. Impact monitoring assessment forms:\_\_\_\_\_\_\_

Post-clearance forms:\_\_\_\_\_\_\_

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***UN Gender Guideline Usage***

*Note: The following table is the checklist provided in the UN Gender Guidelines for Mine Action Programmes. Please provide a score on a scale of 1-4 to capture the extent to which this checklist is followed; 4 reflects fully followed and implemented and 1 reflects not implemented or followed. Please use NA if this is not relevant.*

1. Activity implemented between 0-25% of the time.
2. Activity implemented between 25-50% of the time.
3. Activity implemented between 50-75% of the time.
4. Activity implemented between 75-100% of the time.

*Note: This is a self-assessment. If the assessment is performed by an internal/external QA person, please make a note in the ‘Source/Notes’ at the bottom of the table. Where possible, the assessment would reflect all operational Mine Action work performed by the UN, across agencies, as part of the Country Programme.*

|  |  |
| --- | --- |
| Mine Action Activities | Score |
| **Ensure that the most comprehensive gender sensitive and representative information on the threat of mines and ERW is collected from women, girls, boys and men in the affected communities** |
| 1 | Arrange meeting times and locations to encourage the participation of individuals of both sexes. |  |
| 2 | Collect information from organizations and/or groups representing both males and females. |  |
| 3 | Train survey/clearance teams in gender considerations, and recommend best practices in collecting data by and from individuals of both sexes. |  |
| 4 | Assemble survey teams composed of men and/or women, as appropriate, based on the characteristics of the groups to be interviewed. |  |
| 5 | Disaggregate survey data by sex and age (with boys and girls defined as those under the age of 18). |  |
| **Ensure that when prioritizing areas for clearance, MRE and Victim Assistance, the various needs of adults and children of both sexes are taken into account and that gender aspects are overtly considered** |
| 6 | Collect the distinct views and assessments of men, women, boys and girls by ensuring gender balance among the interviewers. This objective should be reflected in the terms of reference for major surveys. |  |
| 7 | Specify the sex and age group of interviewers and interviewees in all data analyses. |  |
| **Ensure that all individuals, regardless of age and sex, enjoy the same level of access to, and benefit equally from, Mine Action activities (including training and employment opportunities)** |
| 8 | Make vacancy announcements accessible to women and men. |  |
| 9 | Make sure that vacancy announcements clearly identify aspects of the job that might influence women applicants, such as travel requirements or provisions for lodging or childcare. |  |
| 10 | Encourage the employment of women in mine action activities wherever possible. |  |
| 11 | Track the sex of training session participants and periodically review whether women and men have equal access to job training opportunities. |  |
| 12 | Make all possible arrangements to accommodate the needs of both women and men within the work environment. |  |
| **Ensure that Mine Action teams do not adversely affect local populations** |
| 13 | Provide information and training to Mine Action teams on local customs and behavioral codes associated with gender roles, STI prevention, and UN codes of conduct to ensure that expected standards of conduct are observed to prevent sexual exploitation and abuse. |  |
| 14 | Inform community members about codes of conduct and procedures for registering complaints or allegations of sexual exploitation or abuse. |  |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Objective 2: Comprehensive support is provided by national and international actors to mine and ERW victims within broader responses to injury and disability.**

***National Legislation and Policy***

1. Does the country have a national disability policy? [[8]](#footnote-8).
	1. No:\_\_\_\_\_\_
	2. In the drafting process:\_\_\_\_\_\_
	3. Yes:\_\_\_\_\_\_
2. Does the national disability policy make reference to landmines and ERW survivors or victims?
	1. Yes, there is references to landmines and ERW survivors or victims:\_\_\_\_\_\_
	2. No, there are no such references:\_\_\_\_\_\_
3. Is there a national action plan for victims of landmines/ERW?
	1. Yes and it address survivors:\_\_\_\_\_\_
	2. Yes and it addresses survivors and victims:\_\_\_\_\_\_
	3. No, there is no national action plan:\_\_\_\_\_\_

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Service Provision***

***Note: The following questions are about mine-related victims and mine-related services rather than total population numbers and broader services.***

|  |  |  |  |
| --- | --- | --- | --- |
|  | i) Does the state provide these services?  | iii) Are services age and gender sensitive?[[9]](#footnote-9) | Does the UN provide services or assistant in service provision? |
| Emergency medical care for survivors |  |  |  |
| Continuing medical care for survivors |  |  |  |
| Physical rehabilitation care for survivors |  |  |  |
| Psychosocial support for survivors and victims (including within programmes for persons with disabilities more generally)  |  |  |  |
| Social inclusion (community-targeted sensitization activities to promote awareness, understanding and acceptance of people with disabilities) |  |  |  |
| Livelihood support and economic reintegration for survivors and victims; inclusive education (including within programmes for persons with disabilities more generally).  |  |  |  |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | i) Number of men receiving these services | ii) Number of women receiving these services | iii) Number of boys receiving these services | iv) number of girls receiving these services |
| Emergency medical care for survivors |  |  |  |  |
| Continuing medical care for survivors |  |  |  |  |
| Physical rehabilitation care for survivors |  |  |  |  |
| Psychosocial support for survivors and victims (including within programmes for persons with disabilities more generally)  |  |  |  |  |
| Social inclusion (community-targeted sensitization activities to promote awareness, understanding and acceptance of people with disabilities) |  |  |  |  |
| Livelihood support and economic reintegration for survivors and victims; inclusive education (including within programmes for persons with disabilities more generally).  |  |  |  |  |

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Objective 3: The transfer of mine action functions to national actors is accelerated, with national capacity to fulfill mine action responsibilities increased.**

*Given that the ultimate goal is the transfer of mine action functions to national actors, assessing the capacity for national authorities is integral to identifying where additional support is required and tracing the arc of progress towards this objective.*

1. Has a national strategy on mine action been developed or has mine action been incorporated into existing strategies (i.e. Ministry of Defense strategies)?
	1. Yes:\_\_\_\_\_\_
	2. In the drafting process:\_\_\_\_\_\_
	3. No:\_\_\_\_\_\_
2. Have plans for a full integration and transfer of mine action functions to national authorities, with clearly stated, realistic objectives and outcomes and key progress indicators for each objective and outcome been developed?[[10]](#footnote-10)
	1. Yes:\_\_\_\_\_\_
	2. In the drafting process:\_\_\_\_\_\_
	3. No:\_\_\_\_\_\_

1. If yes, which stakeholders participated in the transition plan drafting:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Are plans for transition being regularly monitored and progress assessed in biannual intervals?[[11]](#footnote-11)
	1. No:\_\_\_\_\_\_
	2. Yes:\_\_\_\_\_\_

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***National Authority Coordination***

*For the following questions, we provide a grid of core mine action activities as well as a set of capacity assessment response categories that capture different levels of capacity. Some activities may be relevant for certain countries or territories; in this case, please complete a given cell with NA. We also provide a scaling of capacity based on five dimensions of capacity: i) resource allocation, ii) activity management, iii) policies and framework development, iv) knowledge of relevant issues, and v) planning. The following scaling is not exhaustive, however provides guiding parameters:*

1. **Need for increased capacity:** National authorities do not allocate resources or work on this activity; have not developed frameworks or policies in place for this activity; have little to no institutional knowledge on this issue; do not engage in planning for this activity.
2. **Basic capacity in place:** National authorities have allocated some resources to this area; manage activities from time to time; have no policies or frameworks in place for this activity; have some knowledge of the relevant issues; engage in little to no planning for this activity.

1. **Moderate capacity in place:** National authorities are adequately resourced in this area; actively manage activities in this area; have or are in the process of developing relevant policies and frameworks; have sufficient knowledge of this issue; and engage in planning for this activity.
2. **Good capacity in place:** National authorities have expert knowledge in this activity and are resourced in this area; actively manage activities; have developed relevant policies and frameworks; engage in both short- and long-term planning; adaptively respond to new challenges and issues; and effectively mitigate risk in this area.
3. **Independent capacity in place:** National authorities manage this activity independently from external support.

*Note: It is at the discretion of the local management team whether to share the information about with the relevant National Authority.*

|  |  |  |
| --- | --- | --- |
|  | i) Capacity Assessment *(Insert assessment using 1-5 scale above)* | ii) Description of UN assistance |
| Coordination of Mine Action Actors |  |  |
| Injury Surveillance  |  |  |
| Quality Assurance (including accreditation) |  |  |
| Mine Action Planning |  |  |
| Marking, Fencing, Survey and Clearance |  |  |
| Information Management  |  |  |
| Explosive Ordnance Disposal  |  |  |
| Stockpile Management |  |  |
| Mine Risk Education (including MRE related surveys) |  |  |
| Victim Assistance |  |  |
| Resources Mobilization |  |  |
| Procurement of Mine Action Services |  |  |
| Advocacy for mine action in national legislation |  |  |

Provide relevant narrative evidence or comments on National Authority coordination over the area activities enumerated above.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***National Authority Budgeting***

|  |  |  |  |
| --- | --- | --- | --- |
|  | Over the past 6 months, has the government assumed a growing percentage of the cost of mine action in the following areas? [Yes/No response] | Overall budget in mine sector in country (USD) | Budget managed by national authorities (USD) |
| Coordination of Mine Action Actors |  |  |  |
| Injury Surveillance |  |  |  |
| Quality Assurance (including accreditation) |  |  |  |
| Mine Action Planning |  |  |  |
| Marking, Fencing, Survey and clearance |  |  |  |
| Information Management  |  |  |  |
| Explosive Ordnance Disposal  |  |  |  |
| Stockpile Management |  |  |  |
| Mine Risk Education (including MRE related surveys) |  |  |  |
| Victim Assistance |  |  |  |
| Resources Mobilization |  |  |  |
| Procurement of Mine Action Services |  |  |  |
| Advocacy for mine action in national legislation |  |  |  |

*Note: It may be difficult to recover specific budget lines; in the case that this is not possible, please complete the first column.*

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Additional questions on national commitment to the National Authority:*

1. Does the National Authority invest in the local Mine Action Authority? :\_\_\_\_\_\_
	1. If yes, specify in which areas:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Does the local Mine Action Authority receive bilateral funding or multilateral funding?:\_\_\_\_\_\_
3. Over the past six months, what new challenges have emerged that impeded transition to national ownership? What challenges have been addressed?

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1. Has commitment to mine action on behalf of the National Authority increased or decreased over the past six months? What actions have signaled this change in commitment?

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***National Authority Information Management System***

1. Has the National Authority adopted a plan or strategy on Information Management?
	1. No:\_\_\_\_\_\_
	2. Yes:\_\_\_\_\_\_
2. Do the National Authorities collect and maintain data on civilian and non-civilian deaths and injuries resulting from landmines and ERWS, including cluster munitions and IED in a database (IMSMA or other)?
	1. No:\_\_\_\_\_\_
	2. Yes:\_\_\_\_\_\_
3. Does the National Authority collect age and gender disaggregated data?
	1. No:\_\_\_\_\_\_
	2. Yes:\_\_\_\_\_\_

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Objective 4: Mine action is promoted and integrated in multilateral instruments and frameworks as well as national plans and legislation**

*Note: The Landmine Monitor accurately and consistently collects data on indicators 1 and 2.[[12]](#footnote-12) This data will be directly imported from the Landmine monitor by in-house UN M&E capacity at HQ to reduce duplication and the costs of survey completion at the country level.*

Does your office provide national authorities or local actors data on trends or challenges in mine action?

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Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please describe the activities your field office has engaged in to promote and advocate for mine action in national plans and legislation:

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Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*National Planning, Agendas and Agreements: [specify for the previous 6 months]*

|  |  |  |
| --- | --- | --- |
|  | Established | Contains reference to mine action |
| # Mine action relevant legislation adopted |  |  |
| # Disability legislation adopted |  |  |
| # National budgets |  |  |
| # Ceasefire |  |  |
| # Peace related agreements |  |  |
| # Other (Specify) |  |  |

*Note: Response Categories: Yes/No*

Source/Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Advocacy refers to the work that the United Nations does to advocate for universal participation in existing international agreements or "instruments" that ban or limit the use of landmines. This may include activities ranging from lobbying and direct support to broader advocacy efforts. [↑](#footnote-ref-1)
2. Productive use broadly captures land that is used for i) resettlement, ii) economic productivity, iii) grazing, iv) transport or movement, v) infrastructure. Whether land is being productively used or not should be measured 6 months after clearance. These should take place through post-demining assessments. [↑](#footnote-ref-2)
3. All units of analysis should be updated to reflect any changes in general measurement approaches identified in the IMAS. [↑](#footnote-ref-3)
4. Productive use broadly captures land that is used for i) resettlement, ii) economic productivity, iii) grazing, iv) transport or movement, v) infrastructure. Whether land is being productively used or not should be measured 6 months after clearance. These should take place through post-demining assessments. [↑](#footnote-ref-4)
5. All units of analysis should be updated to reflect any changes in general measurement approaches identified in the IMAS. [↑](#footnote-ref-5)
6. Proximity is defined relative to the ammunition facility. [↑](#footnote-ref-6)
7. Note that disaggregated data by gender is built into questions outside this section to capture progress in gender-sensitive mine action work. [↑](#footnote-ref-7)
8. . Survivors are people who have been directly affected by a blast and survived the incident; Victims would include the family members of survivors, as well as those indirectly affected by landmines/ERW. [↑](#footnote-ref-8)
9. ###  As defined by the Convention on the Rights of Persons with Disability and UN Policy on Victims Assistance.

 [↑](#footnote-ref-9)
10. GICHD. 2013. “A Guide on Transitioning Mine Action Programmes To National Ownership.” Pg. 43 [↑](#footnote-ref-10)
11. Ibid. [↑](#footnote-ref-11)
12. Recall, Indicator 1**:** % of States Parties to mine action treaties and conventions, including the APMBT, the CCM, the CCW and its Protocols, and the CRPD (Amended Protocol II and Protocol V); Indicator 2:

% of states who report completely on all mine action related treaties and conventions including the APMBT, the CCM, the CRPD and the CCW (Amended Protocol II and Protocol V) [↑](#footnote-ref-12)