HUMANITARIAN ACCESS EVENTS MONITORING

CODEBOOK

September 2022

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Introduction

This document outlines the structure of the ACAPS Humanitarian Access Events Monitoring Dataset. The dataset tracks humanitarian access events on a global level, using various publicly available sources, including – but not limited to – local, regional, and international operational and non-operational humanitarian organisations; UN agencies; media; and social media platforms. Data is collected and reviewed regularly, and the dataset is continuously updated.

Methodology

ACAPS has identified categories to track 'access events' (one-time events, policies, or recurrent practices) that impede humanitarian access. We present the list of events framed under our humanitarian access analysis framework: every event belongs to a specific subindicator, every subindicator belongs to a specific indicator, and indicators are grouped into pillars, as shown in the graph below.
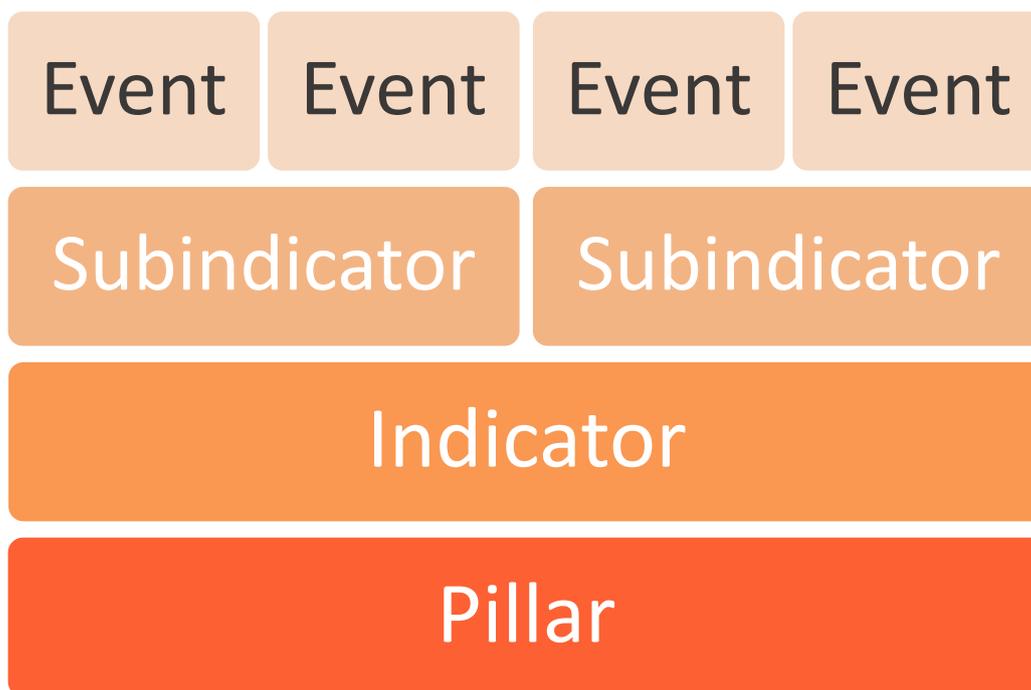
Table 1. List of access events and their relative framework

Pillar	Indicator	Event	Subindicator
Other		Other	
Pillar 1 - Access of people in need to aid	Indicator 1 - Denial of the existence of needs	Public statements denying needs	S1.1 - Public statements denying the needs of people in need
		Urgency of the need for external aid not acknowledged	S1.2 - Discrepancy between humanitarian needs and public statements
		Humanitarian needs stated lower than generally perceived	S1.2 - Discrepancy between humanitarian needs and public statements
		Questioning of the civilian nature of the affected population	S1.3 - Denial of entitlement to assistance to certain groups or areas
		Obstruction of access to services for specific groups	S1.3 - Denial of entitlement to assistance to certain groups or areas
	Indicator 2 - Restriction and obstruction to access services	Restriction on population's movement in general	S2.1 - Physical obstruction of access to services (besieged areas, restrictions to travel, etc.)
		Existence of besieged areas	S2.1 - Physical obstruction of access to services (besieged areas, restrictions to travel, etc.)
		Physical prevention of the use of services or assistance	S2.1 - Physical obstruction of access to services (besieged areas, restrictions to travel, etc.)
		Travel restrictions	S2.1 - Physical obstruction of access to services (besieged areas, restrictions to travel, etc.)
		Movement restrictions for people seeking safety (in-country or cross-border)	S2.1 - Physical obstruction of access to services (besieged areas, restrictions to travel, etc.)
		Documents required to access assistance are not easily accessible	S2.2 - Bureaucratic and administrative requirements to access assistance (specific document required to access services)
		Forced movement of population away from location of assistance	S2.3 - Forced displacement of people in need away from services
		Denial of population's movement towards the location of assistance	S2.3 - Forced displacement of people in need away from services
		Involuntary return to country of origin	S2.3 - Forced displacement of people in need away from services
Pillar 2 - Access of Humanitarian Actors to Affected Populations	Indicator 3 - Impediments to enter the country	Overcomplicated registration process for humanitarian organisations	S3.1 - Complex, costly, time-consuming registration process
		Time-consuming registration process for humanitarian organisations	S3.1 - Complex, costly, time-consuming registration process
		Denial of approval of the registration of humanitarian organisations	S3.2 - Agencies' registration approval denied, randomly assigned
		Denial of approval for humanitarian organisations to operate	S3.2 - Agencies' registration approval denied, randomly assigned
		Import restrictions on medical equipment, supplies, and medicine	S3.3 - Constraints on import of relief items, equipment, visas and permits for staff

Pillar 2 - Access of Humanitarian Actors to Affected Populations	Indicator 3 - Impediments to enter the country	Import restrictions on food items	S3.3 - Constraints on import of relief items, equipment, visas and permits for staff
		Import restrictions on building materials	S3.3 - Constraints on import of relief items, equipment, visas and permits for staff
		Import restrictions on other items	S3.3 - Constraints on import of relief items, equipment, visas and permits for staff
		Difficulties for humanitarian staff to obtain visas to enter the country	S3.3 - Constraints on import of relief items, equipment, visas and permits for staff
			S3.4 - Aid agencies systematically not allowed to operate
	Indicator 4 - Restriction of movement within the country	Multiple authorities controlling the territory	S4.1 - Country not entirely controlled by the same authority
		Administrative impediments to the passage of humanitarian staff	S4.2 - Administrative impediments: taxes, fines, or quotas on passage of goods or people to reach people in need
		Illegal transit taxes for humanitarian staff	S4.2 - Administrative impediments: taxes, fines or quotas on passage of goods or people to reach people in need
		Illegal taxes on the passage of goods	S4.2- Administrative impediments: taxes, fines or quotas on passage of goods or people to reach people in need
		Administrative impediments to the passage of goods for assistance	S4.2- Administrative impediments: taxes, fines, or quotas on passage of goods or people to reach people in need
		Presence of military checkpoints	S4.3 - Presence of checkpoints towards or in the affected areas
		Movement restrictions that affect humanitarians: road closures or impediments to entry	S4.4 - Closure of crossing to the affected areas
		Movement restrictions that affect humanitarians: demonstrations	S4.4 - Closure of crossing to the affected areas
			S4.5 - Agencies on hold despite being ready
	Indicator 5 - Interference with implementation of humanitarian activities	Restrictions on the implementation of certain types of programmes (e.g. reconstruction, reproductive health, etc.)	S5.1 - Conditions imposed by authorities or other groups on delivery of aid
		Enforced supervision of humanitarian organisations' movements	S5.1 - Conditions imposed by authorities or other groups on delivery of aid
		Sanctions and international conditions affecting aid delivery/programme implementation	S5.1 - Conditions imposed by authorities or other groups on delivery of aid
		Conditions affecting human resources of humanitarian organisations	S5.1 - Conditions imposed by authorities or other groups on delivery of aid
		Interference with organisations' activities	S5.1 - Conditions imposed by authorities or other groups on delivery of aid
		Designation of humanitarian organisations as terrorist groups	S5.2 - Politics and humanitarian issues overlapping in the country

Pillar	Indicator		
Pillar 2 - Access of Humanitarian Actors to Affected Populations	**Indicator 5 - Interference with implementation of humanitarian activities**	Claims of assistance interfering in the conflict	S5.2 - Politics and humanitarian issues overlapping in the country
		Claims of assistance interfering in country matters	S5.2 - Politics and humanitarian issues overlapping in the country
		Confiscation of aid	S5.3 - Aid diversion or confiscation
		Diversion of aid	S5.3 - Aid diversion or confiscation
		General interference with implementation of humanitarian activities	S5.1 - Conditions imposed by authorities or other groups on delivery of aid S5.2 - Politics and humanitarian issues overlapping in the country S5.3 - Aid diversion or confiscated
	Indicator 6 - Violence against personnel, facilities and assets	Aid worker killed	S6.1 - Killed
		Aid worker kidnapped	S6.2 - Kidnapped
		Aid worker injured	S6.3 - Injured
		Aid worker assaulted	S6.4 - Assaulted
		Aid worker arrested	S6.5 - Arrested
		Lootings of humanitarian premises	S6.6 - Lootings
Pillar 3 - Physical and Security Constraints	**Indicator 7 - Ongoing insecurity**	Violence affecting civilians' movement	S7.1 - Ongoing violence inhibits the affected population from moving freely and safely to the where humanitarian assistance is available
		Violence restricting access to aid	S7.1 - Ongoing violence inhibits the affected population from moving freely and safely to the where humanitarian assistance is available
		Targeting of hospitals and health clinics	S7.2 - Public services, such as hospitals, schools and other civilian facilities are targeted or attacked
		Targeting of schools and education facilities	S7.2 - Public services, such as hospitals, schools and other civilian facilities are targeted or attacked
		Targeting of other civilian facilities	S7.2 - Public services, such as hospitals, schools and other civilian facilities are targeted or attacked
		Insecurity suspending humanitarian activities	S7.3 - Ongoing violence leads to the relocation of humanitarian staff, and/or humanitarian activities are (temporarily or permanently) suspended
		Insecurity leading to the relocation of humanitarian staff	S7.3 - Ongoing violence leads to the relocation of humanitarian staff, and/or humanitarian activities are (temporarily or permanently) suspended
	Indicator 8 - Presence of mines and explosive devices	Confirmed contaminated area	S8.1 - Contaminated area (CHA, SHA, cluster munitions – in square kilometres (sqkm)
		Suspected contaminated area	S8.2 - Other contaminated area (sqkm)
		Landmine victims	S8.3 - Casualties

Pillar	Indicator		
Pillar 3 - Physical and Security Constraints	Indicator 9 - Environmental constraints	Weather events affecting humanitarian action	S9.1 - Rainy season (snow, monsoon, seasonal impediments)
		Road disruptions	S9.2 - Severe disruption of infrastructure
		Poor pre-existing infrastructure	S9.2 - Severe disruption of infrastructure
		Roads destroyed	S9.2 - Severe disruption of infrastructure
		Schools destroyed	S9.2 - Severe disruption of infrastructure
		Fuel or other energy source scarcity affecting humanitarian action	S9.3 - Logistical constraints on consumable goods (i.e., scarcity of fuel)
		Water scarcity affecting humanitarian action	S9.3 - Logistical constraints on consumable goods (i.e., scarcity of fuel)
		Telecommunications cuts	S9.3 - Logistical constraints on consumable goods (i.e., scarcity of fuel)
		Remote locations	S9.4 - Logistical constraints on infrastructure (remote locations in need, difficulties to travel)
		Physical impediments to travelling to affected location	S9.4 - Logistical constraints on infrastructure (remote locations in need, difficulties to travel)

For further information, please check the ACAPS access methodology.

Sources

ACAPS' data is derived from a range of credible publicly available sources, such as reports from international and local humanitarian organisations, UN agencies, human rights organisations, think tanks, international and local media, social media platforms, and governments (official sites, embassies, etc.). Analysts and data collectors use their expert judgement in deciding what data to include.

Limitations

ACAPS aims to monitor and track humanitarian access events daily. This dataset presents broad coverage of the reported information to flag events that may affect access to the aid and basic services that humanitarian responders provide. The goal is to inform operational, strategic, and policy decision makers, although there are some limitations:

- Considering the diversity and complexity of different crises, some types of events may appear to fall outside the given categorisation.
- Data might not be complete because of the high volatility of some crises, and some events might be recorded with some delay.

- ACAPS relies on open sources and the judgement of trained data collectors in selecting the most reliable sources. We do not have operational presence in every country, meaning some events might not be recorded.
- Linguistic barriers might prevent ACAPS from identifying all the available information.
- When ambiguous or conflicting data is found, we hold an analytical discussion to reach a common agreement on coding.

If you think an access-related event is not currently in the dataset and should be added, please contact us at info@acaps.org.

Data collection and review

A team of ACAPS data collectors collects the data. These data collectors are trained on data collection methods, the humanitarian access methodology, the inclusion criteria, and the dataset structure. The intended coverage of the dataset focuses on the countries where according to ACAPS methodologies, there is an active humanitarian crisis.

ACAPS collects data daily from a wide range of reports. The data collectors then aggregate the information per event type and administrative level. If the source includes information relevant to multiple event categories, it will be repeated, and separate lines will be created in the dataset. Each line in the dataset should include information relevant to one event.

The collected data goes through a review process to check the completeness, validity, and reliability of the information included.

Dataset structure

Data is logged in the dataset following these rules:

- Data collection is done at administrative level 1.
- If the whole country (all of admin 1, maybe) is affected, the event is tagged as countrywide.
- If the same source covers one event in multiple administrative level 1 areas, it is logged in one row.
- One data point refers to one event.
- If the same source covers multiple types of events, the source is logged in separate rows.

Data is uploaded to the dataset according to the following structure and coding system:

Variable name	Format	Definition	Codes
ID	Numeric	Unique code for every entry	None
Country name	Text	Dropdown list	None
ISO3	Text	Country ISO3 code	None
Crisis ID	Text	Unique code for every crisis. Some countries have one crisis. When there are multiple crises within a country, the country-level crisis is an aggregation of the different crises at the country level	None
Countrywide	Checkbox	Checkbox that is marked if the event affects all the administration level 1s in the country	Administration 0
ADM1	Text	Administration 1 code	The largest subnational administrative region where the event took place
ADM1 name	Text	Administration 1 name (English standard)	The largest subnational administrative region where the event took place
Event type	Text	The type of humanitarian access constraint that has been reported	See the list of access events provided
If 'other', specify	Text	Open event category. It covers any access event that does not fall under any of the other types	None
Subindicator	Text		See table 1
Indicator	Text		See table 1
Pillar	Text		See table 1
Targeting specific population groups	Text	Dropdown list with the age and sex, gender, disability, language, religion, ethnic or tribal affiliation, political affiliation, displacement status, sexual orientation, and members of other population groups relevant in this context	
Event date	Date (dd/mm/yyyy)	Date of the event	None
Description	Text	Narrative description of the event	None
Source name	Text	Source name	None
Source date	Date (dd/mm/yyyy)	Publication source date	None
Source link	Text	Source link	None
Additional source	Text	Other publications and alternative sources that support the findings	None

User case

ACAPS uses this dataset internally to estimate the scores in the Global Humanitarian Access Index. The data is fed into the model based on the relevant subindicators, and a final score is provided at both crisis and country levels. For more information on the methodology behind this, as well as the most recent report, check https://humanitarianaccess.acaps.org/.