

Annex 4: Detailed Data Collection Risk Assessment

Data Use STEP	RISK	Potential HARM	Mitigation ACTION
Overall	<ul style="list-style-type: none"> Lack of diverse representation (gender, geography, religion, age, disability) among Regional Youth Committee members, or in the research. 	<ul style="list-style-type: none"> Research is not inclusive or meaningfully representative of perspectives of the primary group of concern, namely children and youth 	<ul style="list-style-type: none"> The research is participatory by design, including: a) establishing a Regional Youth Committee (RYC) of young women and men aged 18-24 as co-researchers supporting the desk research in their countries and tools development for primary data collection in the 6 countries of primary research; b) designing interactive workshops to engage adolescent girls and boys aged 12-17 using participatory, age- appropriate activities; and c) expanding outreach through social media using innovative survey format, embedded in a storyline to incorporate the voices of children, youth and their communities in the study. RYC members are selected based on set criteria and profiles designed by consultancy research team; and where multiple candidates are available, SC CO focal points conduct interviews to select candidates with most potential to commit to the learning journey. The research primarily focuses on children and youth, with age appropriate content, approaches and research questions. Gender balance is observed in all data collection, using gender sensitive language in tools; and primary data collection is planned to include displaced groups where applicable in target countries. Other patterns of socio-economic distinctions will be reported as/when emerging in research findings. Regionally-relevant languages and local capacities are promoted throughout the research: a) the consultancy research team has Arabic speaking capacity and is engaging the Regional Youth Committee using Arabic tools and facilitation, with English versions available particularly for the engaged youth from Kurdistan Region of Iraq; b) tools will be translated into Arabic and Kurdish for primary data collection; and c) data collection will be conducted through local partners and enumerators. The creative campaign online survey includes a storyboard which will be animated including relatable illustrated child and youth characters; the survey will seek visual representation of children/youth with disability.

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Before collecting data	<ul style="list-style-type: none"> The design of the desk review guide is too vague for youth engaged as co-researchers, or questions difficult to answer. The knowledge of the youth committee on the research topic is limited. Lack of interest among society members, including children and youth, in climate change, going green or environment-related topics in general. In some countries, questions may be considered politically sensitive. Informed consent is not requested before data collection. Participants should be fully informed about nature of research. Relevant permissions are not gained prior to data collection activities. 	<ul style="list-style-type: none"> Vague or lack of responses from RYC members Insufficient understanding of the scope and tasks of the research Lack of motivation among children and youth to be engaged in the research. Arising conflicts between different viewpoints, or impact on SC's operation in the context Delays in data collection and/or online outreach until permissions are taken 	<ul style="list-style-type: none"> The participation of youth in desk research considered age-appropriate tasks, engaging 18-24 YO climate activist youth in a guided learning process whereby: a) they are oriented on basic concepts of climate policy and action using a tailored Youth Climate Dictionary, and b) supported through a step-by-step Desk Review Guide, with structured follow-up meetings to reflect on progress with each task on the guide. Amending some of the language to ensure it is child/youth friendly and sensitive to context, and utilising youth-friendly tools, with emphasis on social media, videos, and platforms that publish topics related to the environment and youth-led initiatives. Informed consent and assent forms are developed with data collection tools, and will be duly obtained at data collection stage. Country specific risk assessments will include any assessment needed on how to reach out to the target groups and plan public engagement online in each specific context, ensuring all relevant permissions.
Collecting data	<ul style="list-style-type: none"> The efforts required to collect the information is too demanding, especially on children and youth (research fatigue). 	<ul style="list-style-type: none"> The work becomes a stress factor forcing participants to neglect other priorities such as school, university, work, etc. Participation in research is overwhelming for respondents. 	<ul style="list-style-type: none"> RYC engagement is planned with schedules suited for their availability (timing and duration). Suitable compensation to RYC members involved per local rates to reward their voluntary contributions. All research tools are tailored to age groups of the respective respondents, to include clear information and questions and child/youth friendly presentation.
	<ul style="list-style-type: none"> Authorities misunderstand the data collection and research. 	<ul style="list-style-type: none"> Data collection is stopped Reputational damage for Save the Children and/or partners, affecting the relationship with authorities. 	<ul style="list-style-type: none"> Prior engagement and consultation will be conducted with relevant authorities, including sharing the tools for approval as needed, to ensure a smooth data collection process.
	<ul style="list-style-type: none"> The information collected differs in volume and quality. 	<ul style="list-style-type: none"> Data inconsistencies or misrepresentation 	<ul style="list-style-type: none"> Check in continuously and modify tools and guides if necessary.

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	<ul style="list-style-type: none"> Target respondents lack access to the social media /online platforms for public outreach (virtual participation risk). Non-Arabic speaking individuals are not able to participate in the creative campaign online survey and other research outreach. 	<ul style="list-style-type: none"> Unequal participation opportunities in the online survey and creative submissions Delays in completing data collection 	<ul style="list-style-type: none"> Offline options for the survey and creative submissions will be explored through local partnerships and providing support as needed, for lack of internet access or social media access. The online survey will be available in Arabic and Kurdish to engage – in addition to the Arabic speaking majority – the native speakers of Kurdish (primarily in Iraq). Options to include an English version for other non-Arabic speakers (primarily non-Syrian refugees in Egypt who may opt for English) will consult country teams based on field experience.
	<ul style="list-style-type: none"> Respondents are identified through their engagement in the research. Lack of preparation on safety measures with children, youth and other respondents. Re-traumatisation of children recounting difficult events in their lives. 	<ul style="list-style-type: none"> Respondents are exposed to protection risks because of their opinions in some contexts Respondents, especially children and youth are exposed to harmful content and/or comments through the online outreach pages Increased visibility for personal profiles of children and youth, making them a target for online predators and exposing them to external persons and/or officials in politically sensitive contexts Children, youth and other stakeholders expressing protection concerns are not supported 	<ul style="list-style-type: none"> Data collected through the workshops, KIIs and survey will be anonymised. Any creative submission as part of the creative campaign will only be used with first names, age, and country, i.e. not including full names. Online submissions for the survey will be made through a dedicated link; and online submissions for the creative campaign will be received directly by the research team through a submission link. No photography or videography will be required in the creative submissions to avoid materials that could identify others or locations, or having individuals in photos/videos without consent. Any outreach for the survey and creative submissions taking place through partners or offline, will follow SC's comms and media, safeguarding and data protection protocols to limit any chance of identifiable information being shared. The final page to display winning creative submissions will not include space for comments from the public. Contextual risks will be considered across all outreach and engagement. Guidance for the creative submissions will be adapted to each country context for locally appropriate, yet overall harmonised approaches for assessment and identification of winning submissions. The content of the research is in most contexts considered a low risk subject matter, and all tools are reviewed to ensure safe participation (e.g. using scenario-based narratives instead of posing personal questions). All enumerators working with children and youth will be trained on safeguarding and data protection protocols to limit risks, and provide sufficient information for action/referral when needed. Referral mechanisms will be identified in all contexts and included within consent and assent information for support needed.

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Data analysed	<ul style="list-style-type: none"> Information is biased, subjective and of low quality. Information analysis is diverted from the main objective of the study. 	<ul style="list-style-type: none"> Analysis leads to wrong, distorted or misguided conclusions 	<ul style="list-style-type: none"> The study is following a structured analysis framework responding to set research questions. Outreach is intentionally diversified by age, sex, displacement status, and educational/expertise levels and functions to ensure balanced representation of viewpoints. As explained in introduction, the research is designed to be participatory throughout; further, a validation workshop with RYC will take place after preliminary analysis is available. Following RYC's country-level desk research, teams across countries are combined in different structures to address gaps; followed by quality checks by consultancy research team. Continuous involvement of consultancy research team to support RYC, enumerators during data collection, and ensure deliverables are addressed with quality.
Data stored, shared or disposed of	<ul style="list-style-type: none"> Personal data of participants is not stored in a safe location and/or is subject to a data breach or malicious attack. Data records are not disposed of at the end of the project. 	<ul style="list-style-type: none"> Unauthorized access to information including sensitive data on participants 	<ul style="list-style-type: none"> Safe storage of all data on OneDrive; and SC SharePoint. All data related to RYC members is through desk review, or will be anonymised before sharing with RYC in findings for validation. All enumerators will be trained on safe data management, and regulations for data storage. Audio recordings will be optional only in KIIs, with respondents' consent. The recordings will be deleted after transcription by the enumerators. All data records will be maintained safely anonymised in line with SCI's requirements for documentation after finalising the research project.
	<ul style="list-style-type: none"> Lack of follow-up to communicate research findings, and act on them. 	<ul style="list-style-type: none"> Lack of accountability to affected communities and young people, and loss of trust. Missing opportunities for: a) action with and for children and youth; b) advocating for climate action from the perspective of children and youth; and c) resource mobilisation to support climate action initiatives. 	<ul style="list-style-type: none"> The research is designed to inform climate action in the region, programmatically and in advocacy, specifically contributing to SC's advocacy in COP28. Further dissemination and learning channels will be planned as best promotes effective engagement following the study report finalisation.