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# ZAMBOANGA HOME-BASED IDP RE-PROFILING

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RESULTS AND FINDINGS

NOVEMBER 1, 2016



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## EXECUTIVE SUMMARY

In April 2016, following a series of consultations between the United Nations High Commissioner for Refugees, the City Social Welfare and Development Office and other partners in Zamboanga, a profiling exercise for home-based internally displaced persons (IDPs) was conceptualized. The activity was not intended to determine the exact figure of IDPs living among the host community in Zamboanga or to identify how many are eligible for allocation in the government's permanent housing programme. The main purpose was to validate the relevance of existing lists and obtain up-to-date information from home-based IDPs who decided to take part in the exercise so that the government, as well as other humanitarian and development actors, can make informed and consultative decisions while designing and targeting their assistance programs, including protection interventions.

Following a piloting phase in June 2016, the full-blown profiling was conducted in July-August 2016 and reached 6,474 families from 66 barangays in Zamboanga. Of these, 1,135 families were assessed to be potential home-based IDPs based on the documents they presented. The profiling revealed that most home-based IDPs are living in barangays of Sta. Catalina, Sta. Barbara, Talon-Talon and Rio Hondo. Approximately 69% of them do not appear in previous listings for home-based IDPs. 88% declare themselves to be belonging to a minority ethnic group, primarily Tausug. About 15% are persons with specific needs and are considered to be among the most vulnerable, and therefore, in need of special attention. 62% assess their livelihoods options to have worsened after their displacement. Approximately 15% declare that their children are not attending school, primarily due to low income, while 25% opt not to answer this question. 65% state that they have recently been provided with some form of assistance, primarily food items. When asked about the most needed assistance type, shelter ranks the highest, followed by livelihoods. The most preferred type of skills training among home-based IDPs are food processing, housekeeping and carpentry. In terms of durable solutions, only 51% indicate that they were consulted about their preferred durable solution. 60% of assessed home-based IDPs declare their wish to return to their previous habitual residences while 29% are not sure about their preferred durable solution. About 70% of home-based IDPs state that they were living in their habitual residences for more than 10 years before the 2013 siege. 73% did not own the land where they habitually resided; however, 72% declare that they owned their dwellings. 86% of home-based IDPs claimed that their dwellings were totally destroyed during the conflict whereas 12% report partial damage. About 73% of assessed home-based IDPs state that they are aware of the Zamboanga City Roadmap to Recovery and Rehabilitation.

Some specific recommendations arising from the profiling exercise are presented in detail at the end of this document. As a general note, however, it must be highlighted that identification and validation of home-based IDPs, as well as monitoring of and reporting on their situation, including protection concerns, must be a continuous process. Information sharing and coordination mechanisms among home-based IDPs, government agencies and humanitarian/development partners require further reinforcement so that decisions are made through consultative processes, and assistance programmes are developed accordingly. In terms of extending more targeted assistance, particularly to IDPs with specific needs, it is hoped that the identification of such persons among the home-based IDP population, as well as their needs, through this profiling exercise will translate into concrete assistance and response, including expedited access to durable solutions after three years of displacement.



## INTRODUCTION

### Rationale

A challenge faced by the State after the conflict in Zamboanga City in 2013 between the government forces and members of the Moro National Liberation Front (MNLF) faction group has been the resulted massive displacement of more than 120,000 persons, mostly belonging to minority group of Moros. It has been perceived as one of the longest running displacements in Mindanao where efforts to achieve durable solutions for internally displaced persons (IDPs) continue to this day. Three years after the conflict, finding durable solutions for displaced persons in Zamboanga is imperative.

Despite the efforts of the city government and the progress of the Zamboanga City Roadmap to Recovery and Rehabilitation (Z3R) plan, as of March 2016, 2,724 families (15,306 persons) remain displaced in various transitory sites/evacuation centers. Added to this are home-based IDPs who are still living with host families.

In May 2014, the Secretary of the Department of Social Welfare and Development (DSWD) requested United Nations High Commissioner for Refugees (UNHCR) to support the City Social Welfare and Development Office (CSWDO) in profiling all IDPs in and outside of evacuation centers to ensure that no IDP was left without government support. In December 2014, UNHCR, in coordination with CSWDO, conducted profiling of home-based IDPs, which reached around 2,022 displaced families (estimated 11,282 persons). This first profiling paved the way to address the information gap and provided a snapshot of the protection situation of IDPs living within host communities.

Given their dispersed nature and challenges in effectively tracking them, finding durable solutions for home-based IDPs, including access to permanent housing, has progressed relatively slower than those IDPs located in evacuation centers/transitory sites. Home-based IDPs' access to other forms of assistance has also been relatively more limited for similar reasons, putting additional burden for this group of IDPs, as well as communities hosting them, for survival and recovery.

Consequently, UNHCR has remained consistent on its advocacy efforts for continued monitoring, tracking, reporting and documentation of home-based IDPs to improve their access to assistance and durable solutions. In line with this effort, in December 2015, UNHCR, in coordination with CSWDO, conducted another round of profiling, which covered 7 out of 50 barangays hosting IDPs based on random sampling method due to limited time, with the aim of obtaining updated solid information on existing home-based IDPs that would assist the government in deciding on the most vulnerable groups needing priority assistance, including vis-à-vis permanent shelter. This exercise in December 2015 profiled 1,224 home-based IDP families (7,638 persons).

Among the recommendations of the December 2015 profiling was that the verified and profiled 1,224 families could already be used as an initial official reference for any government rehabilitation assistance. However, it was still strongly encouraged to carry out further assessment to update and report on the status of the remaining families that the profiling was not able to cover in other barangays. After a series of consultations and discussions with the CSWDO and other humanitarian partners in Zamboanga in April 2016, the concept of a wider re-profiling exercise was agreed.



## Objectives

Overall, the re-profiling aimed to reach a wider geographical area than December 2015 profiling to update and validate solid information on home-based IDPs to assist the city government, as well as humanitarian and development partners, to make more informed decisions relating to recovery assistance and durable solutions, particularly for the most vulnerable groups.

### *Specific Objectives:*

- Attest continued presence with host families to validate the relevance of the existing government listing of home-based IDPs;
- Understand current protection conditions to be able to address the current needs of home-based IDPs.

## SCOPE AND METHODOLOGY

### Profiling Coverage

The Guiding Principles on Internal Displacement (GPID) describes an IDP as a person or groups of persons who were forced to leave their homes or places of habitual residence due the following reasons: armed conflict, situations of generalized violence, violation of human rights, natural or man-made disasters, and that they have not crossed an internationally recognized State border.

For the purposes of this profiling, “home-based IDP” (HB IDP) refers to a person or groups of persons who were forced to leave their homes or places of habitual residence due to the armed conflict in Zamboanga in September 2013, and they have not crossed an internationally recognized State border. They are currently living with relatives, friends or renting a house, and not residing in evacuation centres or transitory sites.

The profiling exercise was conducted in 66 barangays under the Seven (7) District Offices in Zamboanga City known to be hosting home-based IDPs. The current CSWDO master list and the results of profiling in December 2014, which made up the “*consolidated master list*”, were used to help identify location of the IDPs. Based on this consolidated master list, a total of 4,372 families was used as baseline data.

Identification and verification of home-based IDPs during profiling were fully contingent on the presentation of following documentation by families approaching the profiling team: Family Access Cards (colored pink) issued by DSWD for home-based IDPs at the onset of the siege, Certification issued by CSWDO indicating the family as home-based IDPs, as well as National Housing Authority’s (NHA) Tagging Form or Barangay Chairman endorsement provided that these two latter documents are presented together with a Family Access Card (colored pink) or CSWDO certification as home-based IDP.

### Profiling Limitations

In terms of geographic scope, the profiling desks were set up in the location of the CSWDO field offices, rather than conducting house to house interviews. This was primarily for the purposes of



time efficiency, as well as security considerations and weather condition. Non-participation due to interview fatigue by some IDPs was notable; a significant number of individuals met during information campaigns expressed lack of interest in updating their information reportedly due to lack of concrete tangible gains after the previous profiling exercises.

### Data Collection Tool

This profiling is a household level survey with the family as the unit of measurement. The data collection was made through a one-on-one interview with the head of the family, and if head of family was not available, with the spouse and/or oldest dependent. Data was collected digitally through an Open Data Kit mobile software to speed up the process. Three data collection questionnaires, namely Forms A, B and C, were developed for this activity in anticipation of various respondent scenarios.

Form A was intended for home-based IDPs whose names were already included in the consolidated master list and who had consistently showed up in profiling exercises since December 2014. Form B was intended for respondents who were not in the consolidated master list but were able to provide the documentation outlined above, confirming them to be home-based IDP. Form C, on the other hand, was intended for respondents whose names were not found in the master list, as well as those home-based IDPs who were assessed to have returned, awardees of permanent housing projects, and those who otherwise did not qualify under Forms A or B as they were not able to present the required documentation.

### Data Gathering Procedure

A total of 26 enumerators were hired to collect the desired datasets for the re-profiling. CSWDO tapped its camp managers and camp support staff and former enumerators who were supervised by CSWD Field Officers and UNHCR staff. Enumerators were trained on the methodology of the re-profiling to ensure the quality of data and its collection. Before the actual activity, a pilot was carried out in June 2016 covering barangays under Districts 1, 3, 5, 6 & 7, which held relatively smaller number of home-based IDPs as per the consolidated master list. Questionnaires and methodologies were then modified based on the result of this pilot.

The enumerators were divided into two teams with respective team leaders, and composed of two (2) screeners serving as verifiers, and seven (7) interviewers or data encoders. Each enumerator interviewed the head of the family and input information obtained in the database as one record. Upon the completion of the interview, the enumerators sent their data to the server through internet.

Prior to the full-blown profiling, which commenced in July 2016, the enumerators conducted social preparation activities that included: coordination with the field offices; targeting barangay local government units (BLGUs), purok leaders, 4ps leaders, parent leaders; stakeholders meeting with some barangay local government units representatives; information dissemination (distribution of leaflets, radio announcements, mobile announcements per barangay); and pre-verification of lists per barangay.

In the course of the profiling, the enumerators also conducted verification activities to ensure that reported home-based IDPs are indeed legitimate. The enumerators were divided into teams and visited assigned barangays with the list of names. Each team was tasked to coordinate with the BLGUs and locate/verify the listed names through purok leaders and neighbors.



## Data Processing and Analysis

The collected datasets from the field were processed and analyzed in Microsoft Office Excel platform using Power Query and Power Pivot. Each form was processed separately before processing the combined results of all forms.

There were two types of analysis for this re-profiling activity in relation to the stated objectives. Firstly, the analysis focuses on assessing the validity of the current government master list of home-based IDPs. The second type of analysis is the comparative analysis of the current and previous profiling to evaluate the trend and patterns of movement, and assess the protection condition of home-based IDPs.

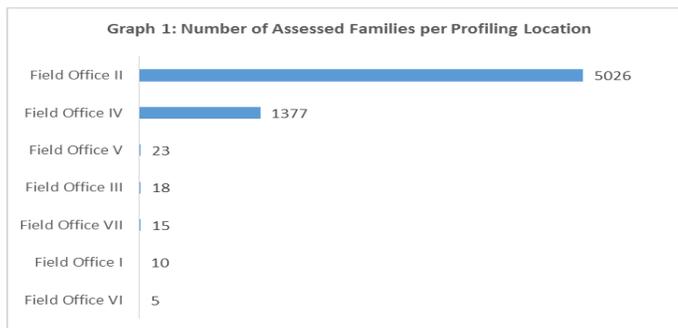
It is important to note that the profiling does not attempt to determine the exact figure of IDPs living among the host community or to identify how many are eligible for allocation in the government’s permanent housing programme. The main purpose is to validate relevance of existing lists and obtain up-to-date information, including contact details, from home-based IDPs who decided to take part in the exercise, which would help inform the government and other humanitarian actors in designing and targeting their assistance programs, including protection interventions, and pave ways to establish channels for regular dialogue with home-based IDPs for more inclusive and consultative programming.

## RESULTS AND ANALYSIS

### Profiling Reach

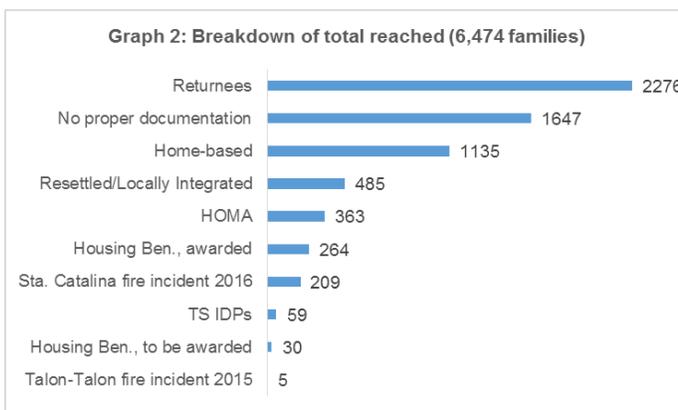
This home-based IDP profiling activity was able to reach 6,474 families from 66 barangays.

A significant majority of these families who presented themselves during the profiling were from barangays under Field Office 2 (78%), followed by Field Office 4 (22%) whose coverage can be found under Annexes section. (*Graph 1*)



Of the 6,747 families reached, 1,135 were assessed to be “potential home-based IDPs” based on the documentation they presented.<sup>1</sup>

The documentary requirement was applied very stringently during this round of profiling. 1,647 families lacked the required documentation to be able to make an assessment of their situation,



<sup>1</sup> Of 1,135 families assessed to be home-based IDPs during this profiling, 408 of them had participated in December 2015 profiling, which had reached 1,224 home-based IDP families as outlined in Rationale section of this report. It is believed that the remaining 816 families did not take part in this profiling due to fatigue as explained in Profiling Limitations section.

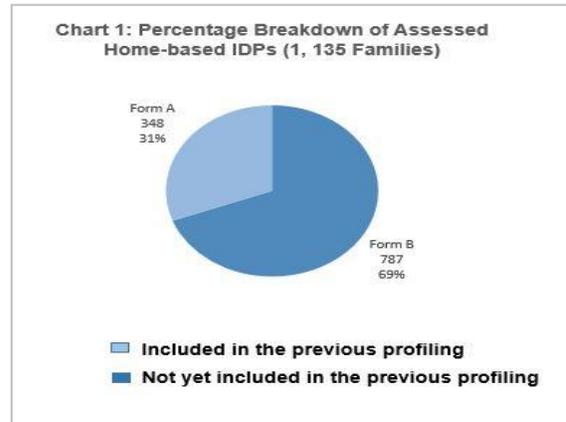


and thus not included in the list of home-based IDPs.

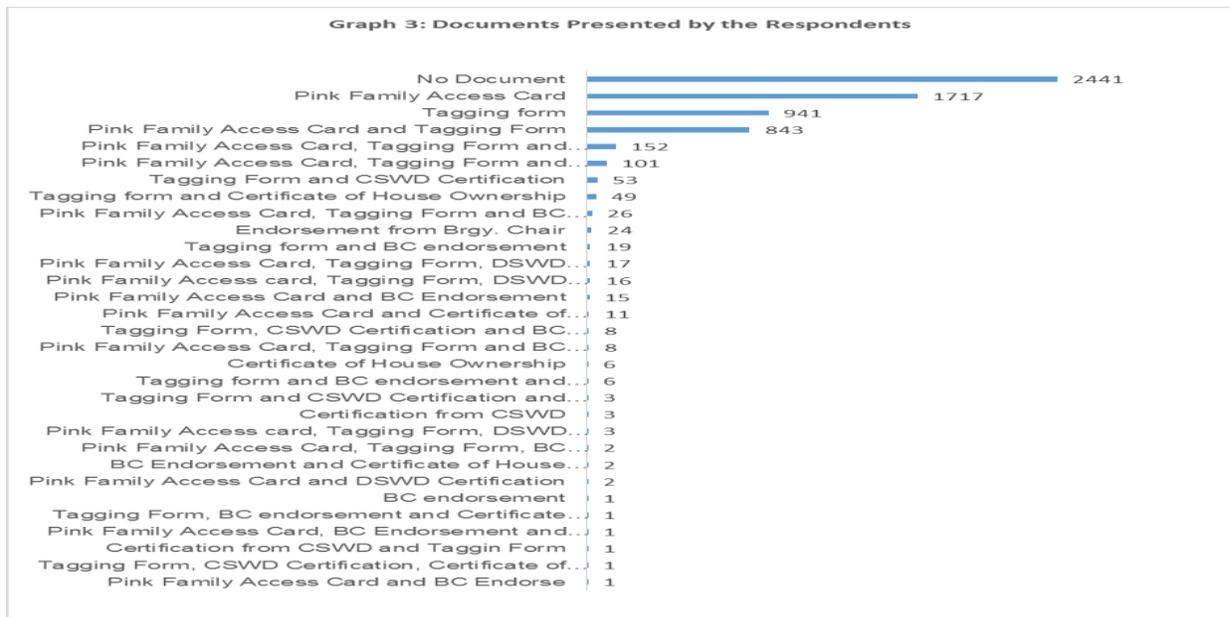
2,276 families were assessed to be returnees, whereas 485 families had either resettled or locally integrated. 363 were HOMA recipients, 264 families were awardees of the permanent housing program, 209 families were victims of the fire incident in Sta. Catalina, 59 families were IDPs registered under different transitory sites, 30 families were beneficiaries of the permanent housing program (though yet to be awarded housing), and 5 families were victims of the fire incident in Talon-Talon. (Graph 2)

The profiling indicates that there are home-based IDPs who remain displaced for more than three years and still living within the host community.

About 31% of home-based IDPs have consistently participated in profiling exercises since December 2014, whereas approximately 69% of those assessed to be home-based IDPs during this profiling were not included in the CSWDO listing and had not participated in any of the previous profiling exercises; however, were able to present the documentation required. (Chart 1)

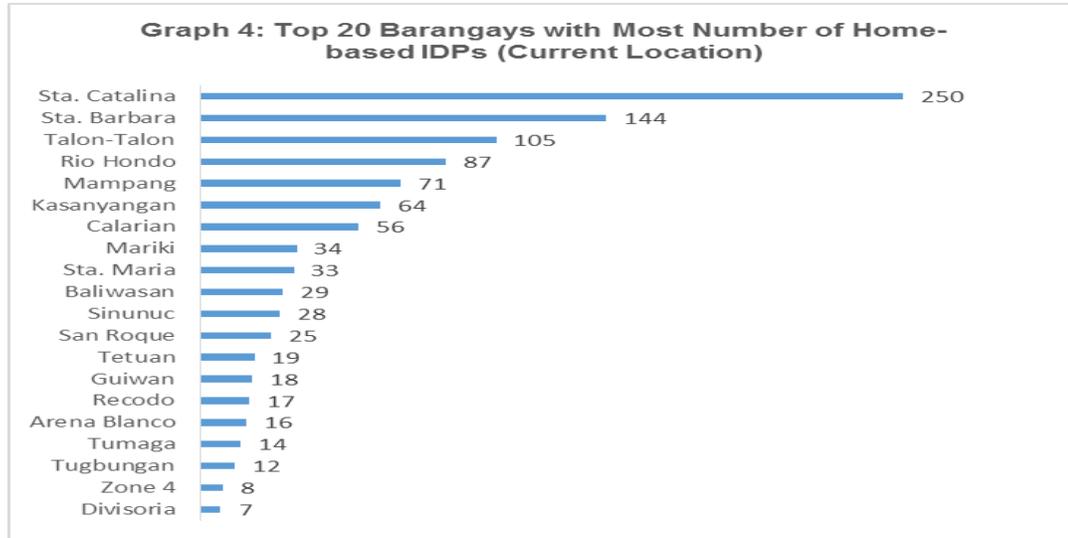


In terms of documentation, although 1,135 families were assessed to be current home-based IDPs, a total of 1,717 families who took part in the exercise are holding Family Access Cards (colored pink). This demonstrates that some of those who have returned or relocated or availed of government programs for durable solutions such as the Home Assistance Materials (HOMA), *Balik-Barangay* (return to barangay), *Balik-Probinsya* (return to province) and awardees of the permanent housing program, continue to hold Family Access Cards (pink colored). It is worth noting that while 2,441 respondents claimed that they are home-based IDPs, they don't have any documentation to validate their claim and therefore fell outside of the scope of this profiling (Graph 3).

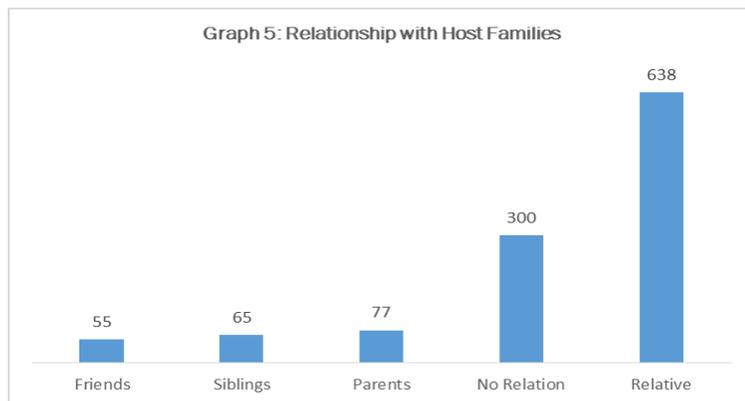




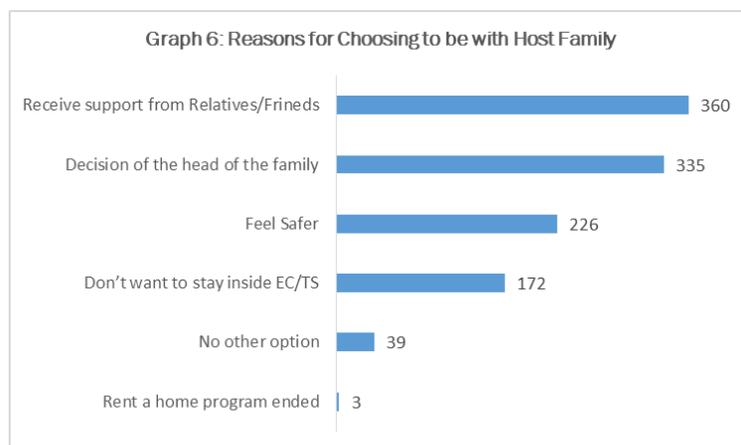
The profiling revealed that most of those who were assessed to be home-based IDPs are currently living in Barangays of Sta. Catalina, Sta. Barbara, Talon-Talon and Rio Hondo, which were all declared as the “ground zero” in September 2013. (Graph 4)



Approximately 69% of assessed home-based IDPs are staying with their immediate family members or relatives which includes cousins, nephews, uncles and aunties, and in-laws. About a quarter state that they have no relationship with their host community as they are just renting residence, or have constructed temporary makeshift shelters. (Graph 5)



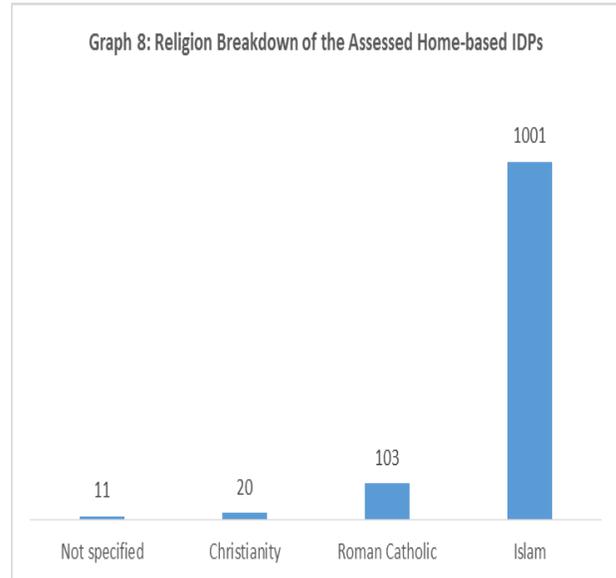
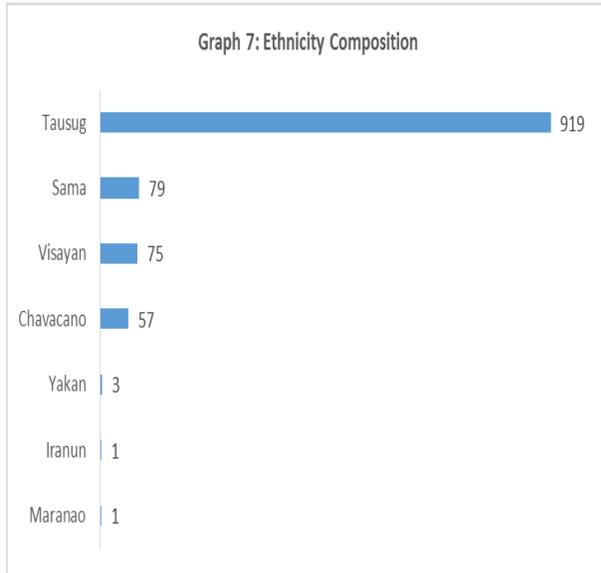
29% of assessed home-based IDPs said that it is the decision of the head of the household to stay with a host family, while 20% stated that they feel safer among the host community. 15% said they do not prefer to stay in a transitory site, primarily due to lack of basic facilities such as water and electricity, while 7% mentioned that they receive support from their relatives. Almost 3% stated they have no other options. (Graph 6)



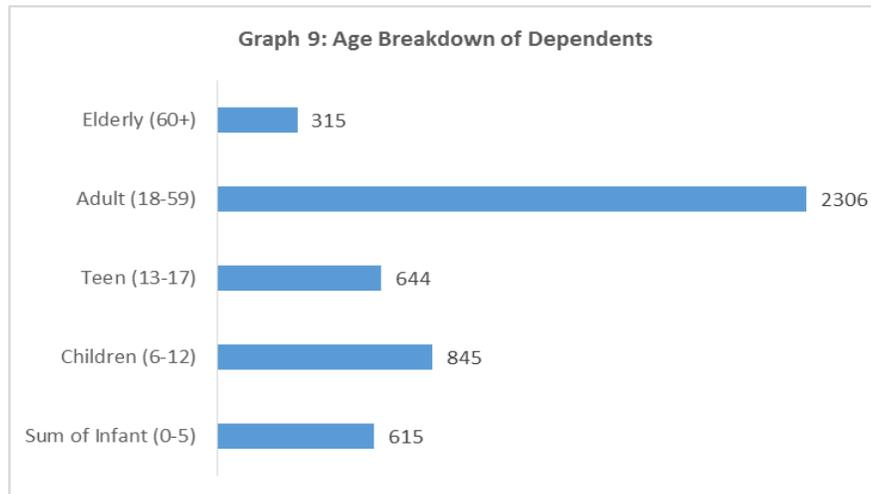


## Demographics

Approximately 88% of assessed home-based IDPs declare themselves to be belonging to a minority ethnic group, with the highest belonging to Tausug tribe, followed by Sama (Banguingui, Badjao). In terms of religion, about 88% of assessed home-based IDPs declare themselves to be Muslim. (Graphs 7 and 8)

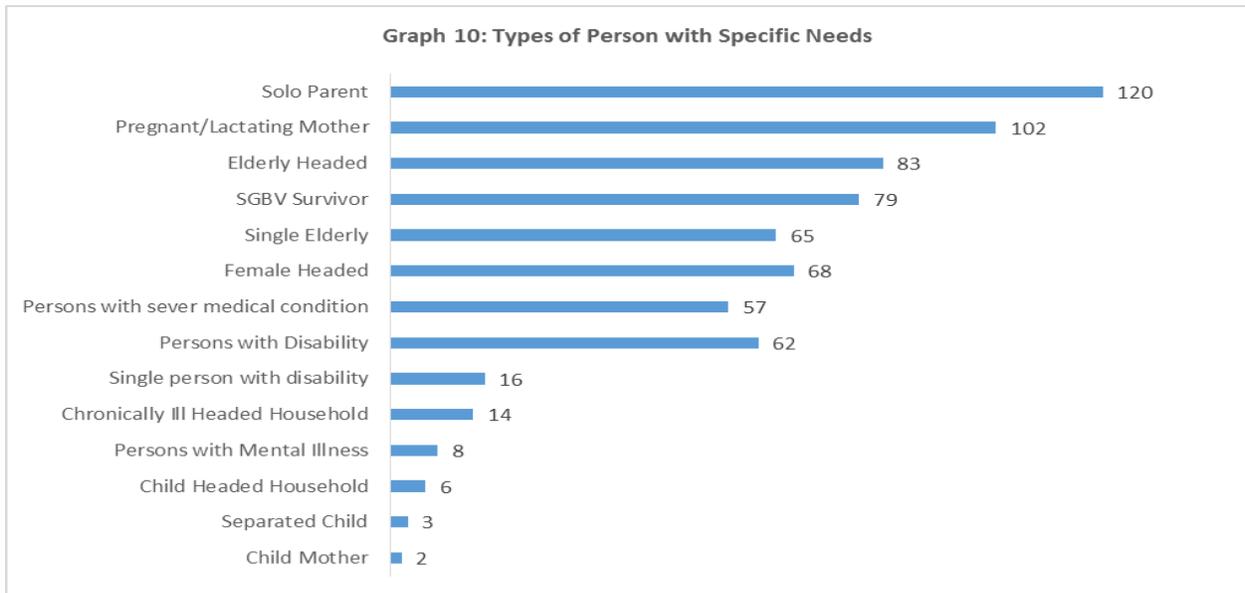


The profiling reveals that out of the total dependents of home-based IDPs (4,725 persons), about 45% (2,104 persons) are children and 6% are elderly. (Graph 9)



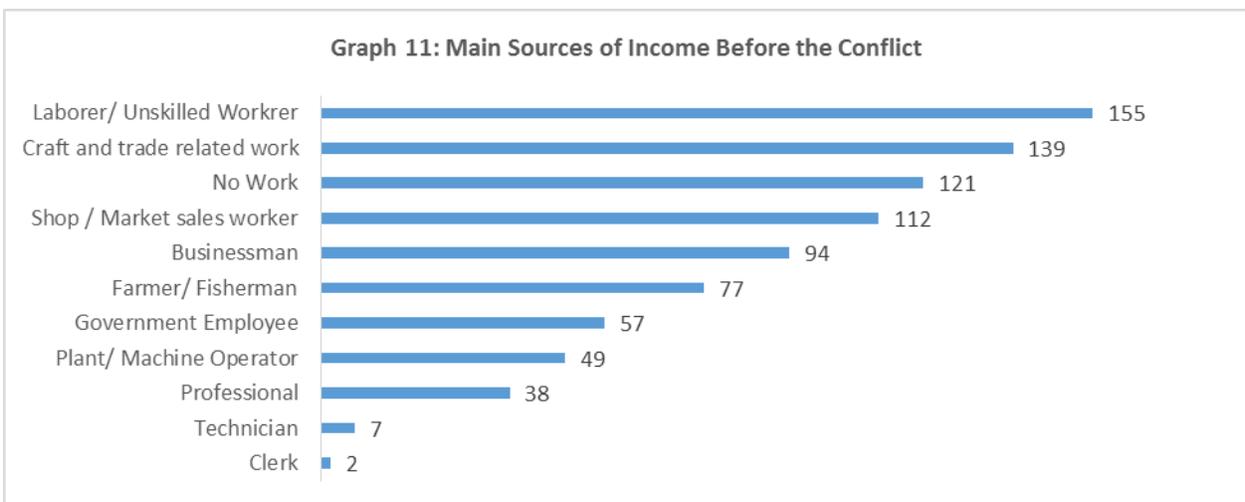


15% of assessed home-based IDP population (886 persons) are Persons with Specific Needs (PSWN) who are considered among the most vulnerable, and therefore, in need of special attention. (Graph 10)



Detailed analysis of identified PSWN population further indicates that there are households with multiple specific needs. It is recommended that these households receive priority in assistance.

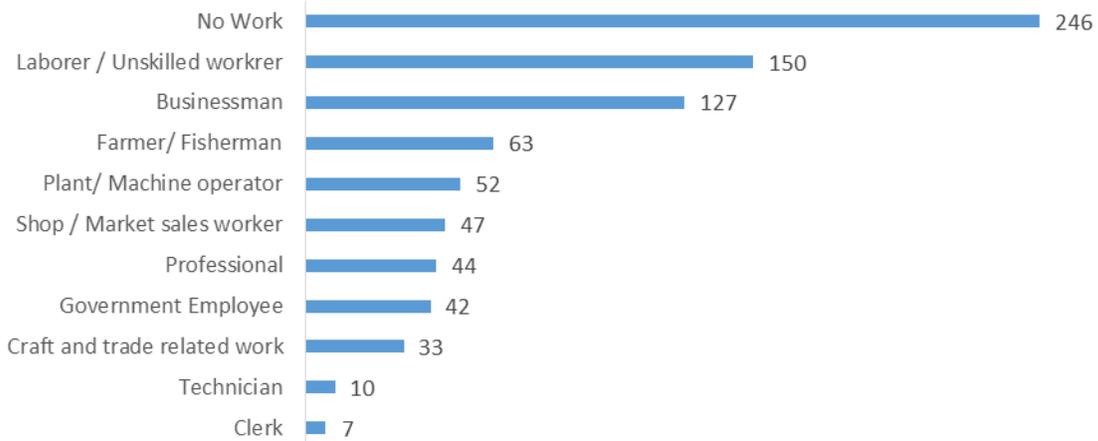
In terms of livelihoods, the profiling shows that before displacement, majority of the assessed home-based IDPs were engaged in labor work, trading crafts, and market sales. Others mentioned being sales worker, businessmen, fishermen, and government employees. A high number claimed to have had no work. (Graph 11)



After the displacement, the profiling shows that there was a slight increase in the number of IDPs having no work while laborers/skilled workers were able to retain their source of income. (Graph 11.1)

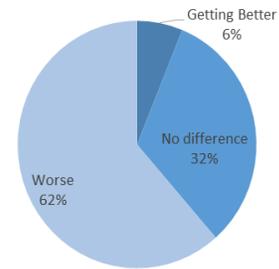


**Graph 11.1 Main Sources of Income After the Conflict**



When asked to compare their financial situation before and after displacement, the majority of home-based IDPs expressed a decline in their ability to provide for their basic needs due to lack of income generating work. 62% of assessed home-based IDPs said their income became lower after displacement whereas 32% said that there is no difference. 6% indicated improvement in their financial situation after displacement. (Chart 2)

**Chart 2: Percentage breakdown of assessment of the home-based IDPs on their financial situation**

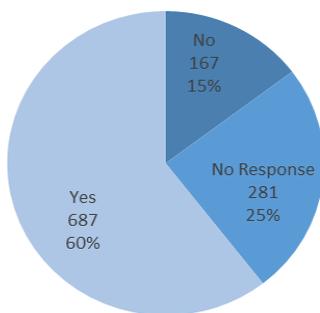


### Access to Education

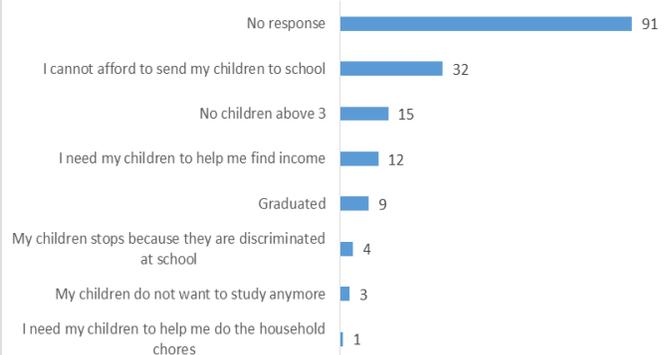
60% of assessed home-based IDPs stated that their children are attending school; only 15% indicated that their children are not attending school, while 25% opted not to respond. (Chart 3) For the case of non-responders, follow-up questions primarily pointed to interview fatigue and impatience as reasons for lack of response.

When asked about reasons why their children are not attending school, 54% had no

**Chart 3: School Attendance of Children**



**Graph 12: Reasons Why Children are not Attending School**

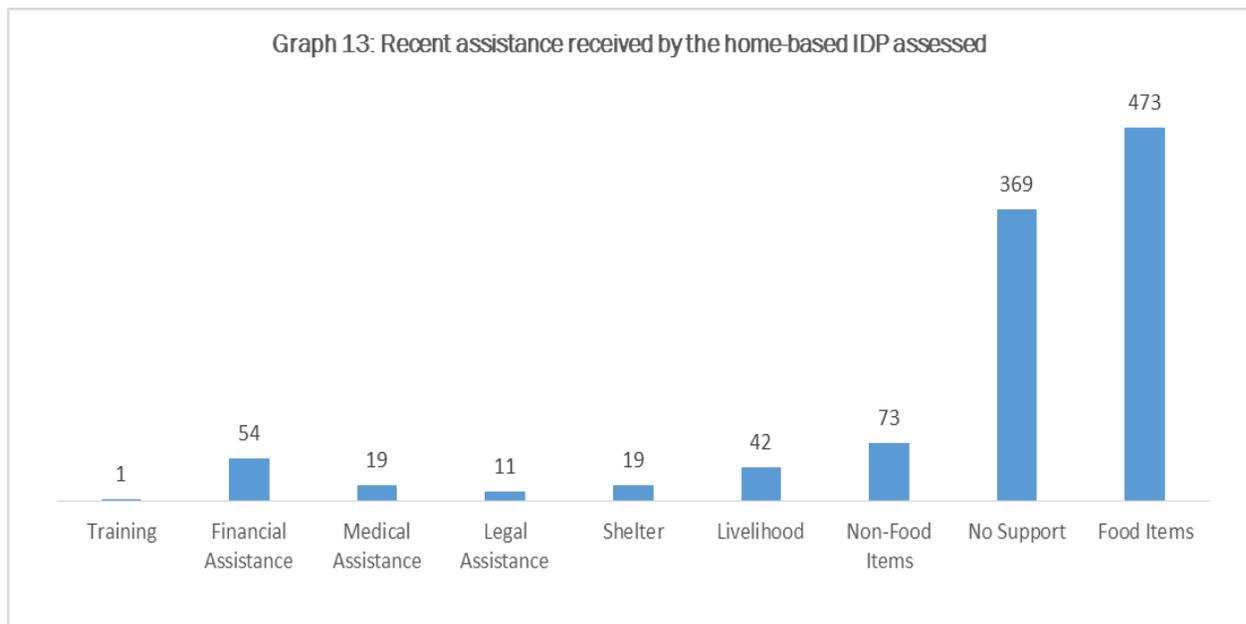




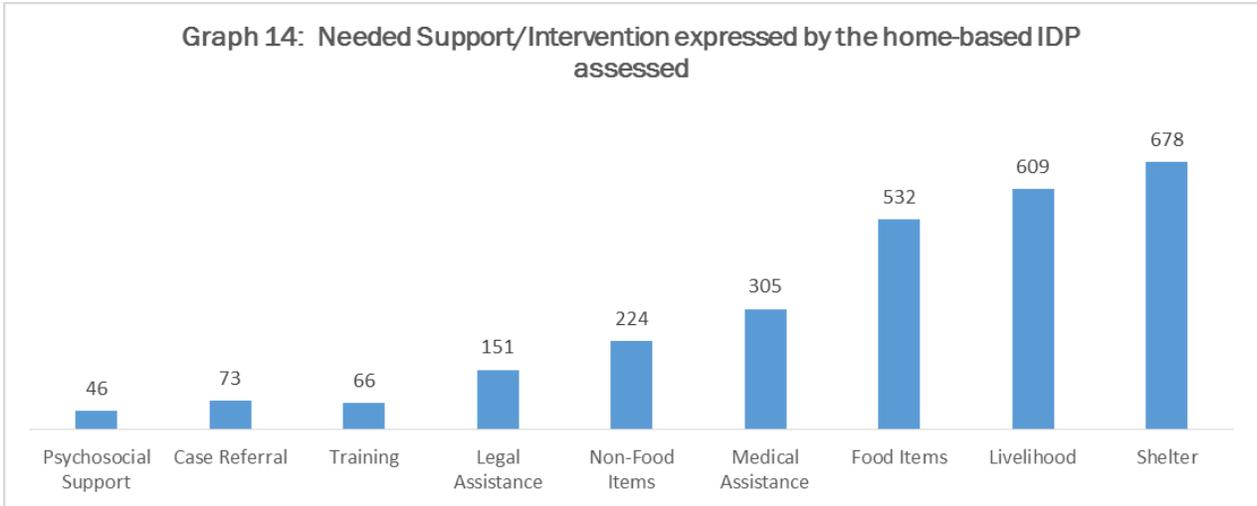
response. 19% said they cannot afford to send their children to school. 9% don't have children above 3 years old, whereas 5% said their children already graduated. 7% stated that their children are supporting household income. Other responses included discrimination at school, unwillingness of children to attend school and children helping in household chores. (*Graph 12*)

### Access to Assistance

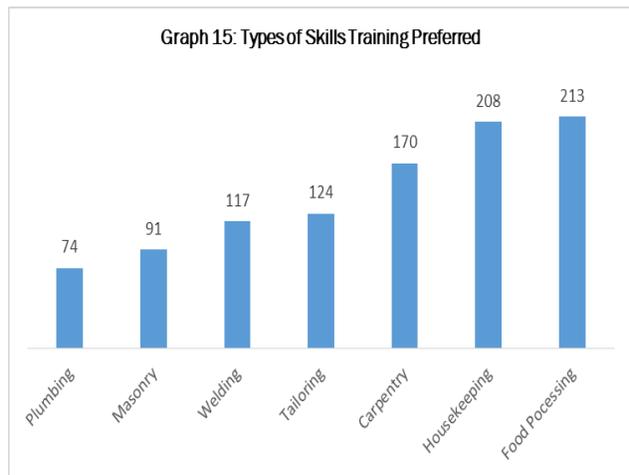
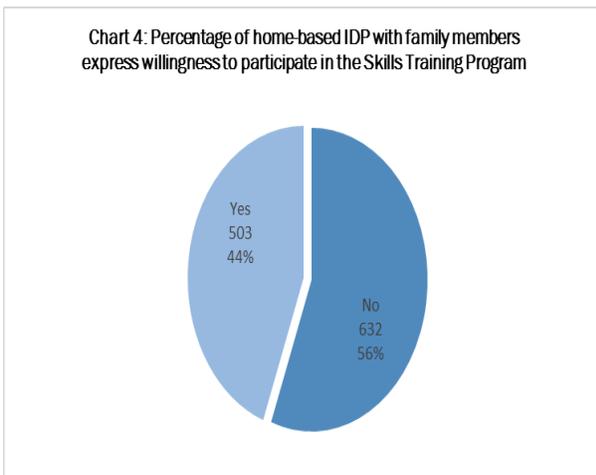
According to profiling results, only 35% of assessed home-based IDPs have not recently received any form of assistance. With approximately 45%, food items was the form of assistance received by the highest number of home-based IDPs. Such assistance is reported be provided by DSWD/CSWD, local NGOs and private individuals. Others forms of assistance received, in order of frequency as per *Graph 13*, were non-food items; financial assistance assistance from DSWD/CSWD, CHR and NGOs; livelihood support; medical assistance; shelter assistance; legal assistance and capacity building training.



When asked about the top three priority assistance needs, majority of assessed home-based IDPs mentioned about shelter assistance which correlates with information contained in *Graph 18* that 86% of the assessed home-based IDPs state that their houses were totally damaged/burned during the conflict. Livelihood assistance, provision of food items and medical assistance were other top priority assistance types expressed. (*Graph 14*)



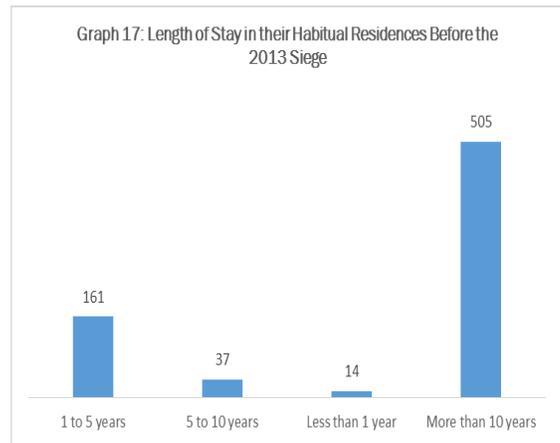
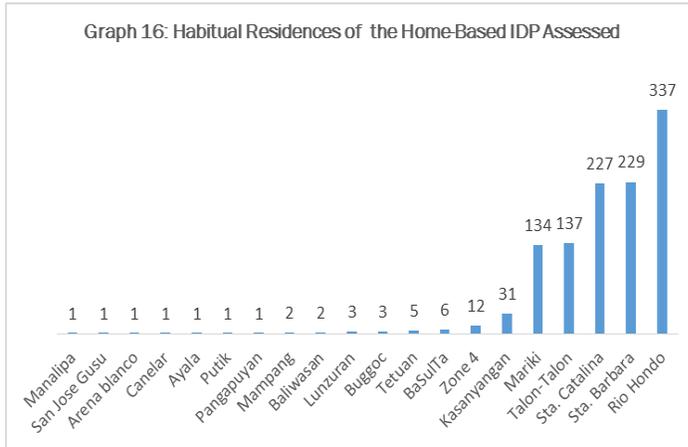
The profiling shows that 44% of assessed home-based IDPs are interested to participate in skills training programs to contribute to their household income, while 56% said they are not interested. (Chart 4) Non-interest was assessed to be primarily due to lack of understanding on the benefits of the training. When asked about the preferred skills training, breakdown of responses are indicated in Graph 15.



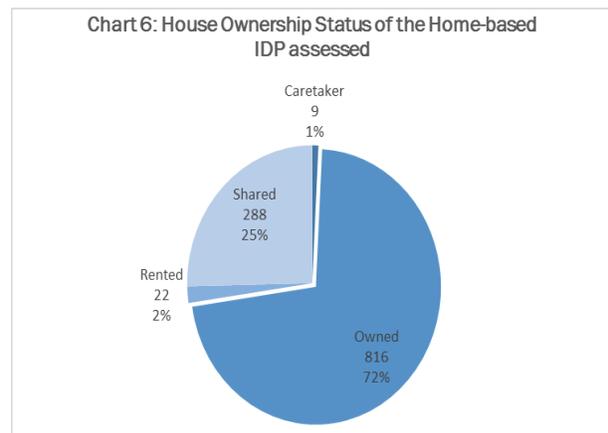
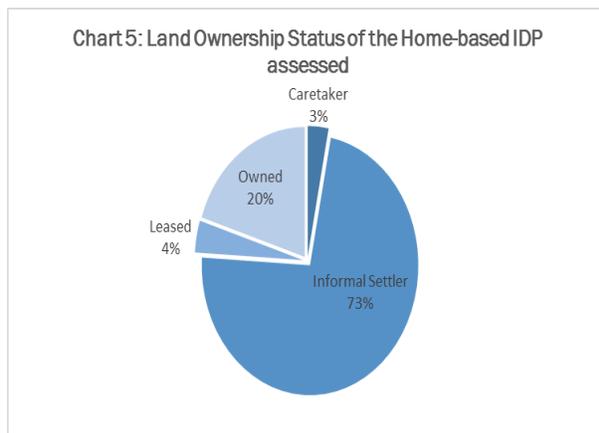


## Durable Solutions

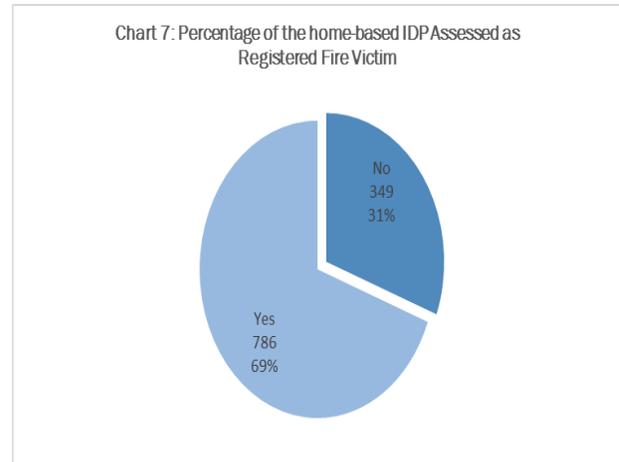
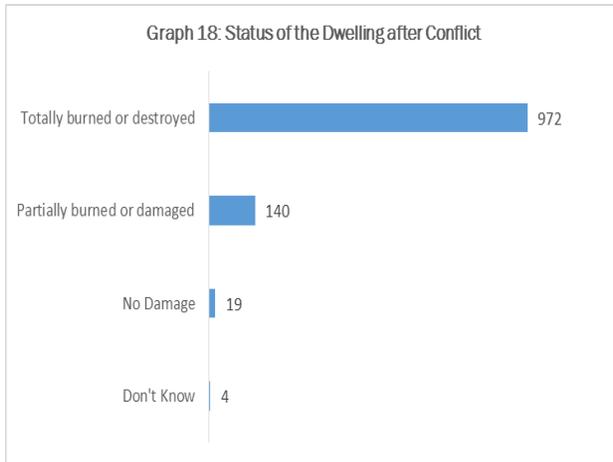
According to profiling findings, more than 82% of home-based IDPs are originally from Rio Hondo, Sta. Catalina, Sta. Barbara and Mariki, which were declared as the “ground zero” in September 2013. About 70% of the respondents said that before the 2013 siege, they were living in their habitual residences for more than 10 years, 23% said between 1-5 years, 5% between 5-10 years, and 2% less than a year. (Graphs 16 & 17)



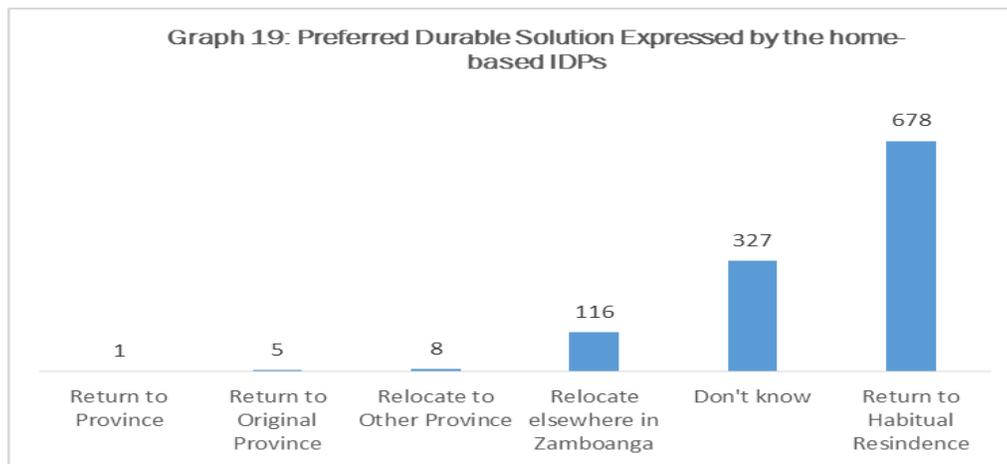
Based on their statements, majority of assessed home-based IDPs (73%) do not own the land where they habitually resided before the siege (Chart 5). However, about 72% declare that they owned their dwellings (Chart 6).



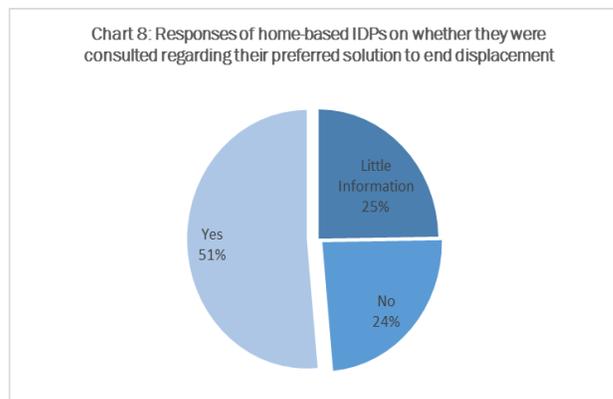
Meanwhile, 86% of assessed home-based IDPs claim that their dwellings were totally burned/destroyed during the conflict; however, 71% were not registered as fire victims. 12% said that their houses were only partially burned/damaged. (Graph 18, Chart 7).



In terms of desired durable solutions, the profiling reveals that 60% of assessed home-based IDPs wish to return to their previous habitual residences, however, these families state that they do not have houses to return to due to damage. 29% are not sure about their preferred durable solution, and have not yet decided. 10% express willingness to relocate elsewhere within Zamboanga City. A small number mentioned that they would like to relocate to another Province or return to their habitual place of origin in Basilan and Sulu Provinces. (Graph 19)



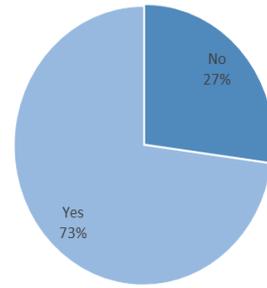
However, Chart 8 shows that not all home-based IDPs were consulted on their preferred durable solution; only 51% indicate that they were consulted. This correlates to the ongoing concern expressed by IDPs regarding their lack of awareness on their options and potential support for durable solutions.





About two-thirds of assessed home-based IDPs (73%) state that they are aware of government's recovery and rehabilitation plan Z3R, while 27% express difficulty in accessing appropriate information about the Z3R Plan. It is primarily friends and neighbors that home-based IDPs obtain information. Text messaging is also stated as a common means of obtaining information. (*Chart 9*)

Chart 9: "Awareness of home-based IDPs about Z3R Plan"





## SUMMARY OF FINDINGS

1. Compared with previous profiling exercises, this profiling is more comprehensive and representative of the general situation of IDPs living within the host. A total of 6,474 families were reached in 66 barangays known to be hosting IDPs. The verification and process of validation was more intense than previous profiling also with the required documentation as proof. Of the total families reached, 1,135 families were assessed as potential home-based IDPs based on the documents they presented.
2. There are home-based IDPs who remain displaced for more than three years and still living with the same host family and consistently participating in profiling exercises.
3. There are potential home-based IDPs who are not in the CSWDO master list and were not able to participate in the previous profiling but have presented documentation to support claims.
4. At the same time, of the 1,135 families assessed to be home-based IDPs during this profiling, only 408 of them had participated in the December 2015 profiling exercise. The remaining 816 families from that profiling opted not to participate in this latest one. This can be explained by interview fatigue as outlined in Profiling Limitations section of this report.
5. A large population of returnees and/or those have availed government programs such as the Home Materials Assistance (HOMA), *Balik-Barangay* (Return to Barangay), *Balik-Probinsya* (Return to Province) and awardees of permanent housing are still holding Family Access Cards (colored pink), Tagging Form, and Certification from CSWD.
6. A large population is continuously claiming that they are home-based IDPs but are unable to present any documentation to support their claim.
7. Of the total dependents (4,725 persons), about 45% (2,104 persons) are children. Almost 15% (886 persons) are Persons with Specific Needs (PSWN) which is considered as among the most vulnerable group and therefore, in need of special attention.
8. Majority of home-based IDPs express inability to provide for their basic needs due to lack of income generating work. Their source of income got worse after displacement.
9. Majority of assessed home-based IDPs are originally from Rio Hondo, Sta. Catalina, Sta. Barbara, Mariki and Talon-Talon which were declared as “ground zero” in September 2013.
10. Majority of assessed home-based IDPs said that they do not own the land where they habitually resided; however, these families state that they were living in their habitual residences for more than 10 years before displacement. Almost three-fourths of assessed home-based IDPs claimed they owned their dwellings, a significant majority of which were either totally burned or completely destroyed during the conflict.
11. The large majority of profiled home-based IDP families express wish to return to their habitual residences. More than one-fourth said they are not sure and have not yet decided on their preferred durable solution; others have expressed their willingness to be relocate elsewhere within Zamboanga City or to their Provinces of Basilan and Sulu.
12. About one-third of the assessed home-based stated that they are aware of the government’s rehabilitation plan, while some others expressed difficulty of accessing appropriate information about the Z3R Plan.



## RECOMMENDATIONS

1. Advocacy for the inclusion of assessed home-based IDPs in the list of potential beneficiaries for permanent housing and other humanitarian interventions.
2. Discuss further steps with CSWDO regarding the 816 potential home-based IDP families who took part in the December 2015 profiling but not this current one, and agree on modalities of further validation that could be undertaken for their potential inclusion in home-based IDP listings, based on results of such validation.
3. Re-issuance of new document(s) to support efforts of identifying legitimate, existing home-based IDPs.
4. Present and share the findings of this profiling with the City Mayor's Office, Local Inter-Agency Committee (LIAC), other government departments, and all other protection stakeholders (including Cotabato-based) for their awareness and inclusion of Zamboanga home-based IDPs in their programmatic planning.
5. Continue identification and validation of home-based IDPs through CSWD field offices in cooperation with other agencies such as Barangay Local Government Units (BLGUs), National Housing Authority (NHA), and local civil society, including religious sectors, to sustain monitoring and reporting of their situation.
6. Identification/designation of Protection Focal Persons from the BLGUs, CSWD Field Office, Camp Managers and Support Staff to continue monitoring, reporting, documentation and validation of home-based IDPs.
7. Re-structure the mechanism established for tracking the movement of home-based IDPs until durable solutions are achieved. This includes, enhancing information management system to support quarterly updating of the CSWD master list through a dedicated Information Officer/Manager.
8. Expansion of the Child Protection and Sexual and Gender-Based Violence (SGBV) activities to home-based IDPs, as well as increased monitoring of Persons with Specific Needs (PWSN) among home-based IDPs, coupled with psychosocial and other appropriate interventions.
9. Reinforce information sharing & coordination mechanisms established among the IDPs, government partners and humanitarian agencies to improve consultative processes and access of IDPs to durable solutions.
10. Institutionalization of consultation and information dissemination through Communication Working Group (CWG) to continuously share information with home-based IDPs and receive their feedback through consultative processes. This shall include regularly providing information on Z3R updates, including eligibility, processes and timelines.
11. If it is the preferred durable solution for them, support the return of home-based IDP to their places of origin/habitual residence in cooperation with other agencies such as local and international non-government organizations, BLGUs, community leaders and the city government.



12. Learning sessions to document best practices of this profiling that would assist CSWD in similar future undertakings.

## DEFINITION OF TERMS

1. **Home-based Internally Displaced Persons (IDPs)** – For the purposes of this profiling, it refers to a person or groups of persons who were forced to leave their homes or places of habitual residence due to the armed conflict in Zamboanga in September 2013, and they have not crossed an internationally recognized State border. They are currently living with relatives, friends or renting a house, and are not residing in evacuation centres or transitory sites.
2. **Person(s) with Specific Need(s)** – These are persons who have heightened specific protection risks/needs that may be different from the rest of the community, and are therefore in need of tailored protection interventions to respond to these specific risks/needs. Such persons include, but are not limited to:
  - a. Child Mother – a person under 18 years of age, pregnant or has already given birth.
  - b. Child Headed Household – a person under 18 years of age who has assumed responsibility for the care of the household, including day-to-day chores.
  - c. Chronically Ill Headed Household – the person who has assumed responsibility for the care of the household is chronically ill and facing challenges in carrying out daily responsibilities.
  - d. Elderly Headed Household - a household without the middle generation that is responsible for the care of the household. Two generations living in the household are the grandparents, as heads of households, and grandchildren. Many lack regular income but are responsible to care for their grandchildren.
  - e. Female Headed household - any female family member who assumes the responsibility of the head of family as a result of the death, abandonment, disappearance or prolonged absence of parents or solo parent.
  - f. SGBV Survivor - a person who experienced or at risk of sexual and gender-based violence
  - g. Person with Disability - a person who has long-term physical, mental, intellectual or sensory impairment which may hinder their full and effective participation in society on an equal basis with others.
  - h. Pregnant/Lactating Mother
  - i. Single Elderly - a person above 60 years of age living alone without support of a spouse, child or relative for their care and are dependent on the community to care for them.
  - j. Single Person with Disability – a person with disability living alone without support of a spouse, child or relative and are dependent on the community to care for them. Some are socially excluded.
  - k. Solo Parent – a person left alone with the responsibility of parenthood due to death of spouse;
  - l. Separated Child – a person under 18 years of age who has been separated from both parents and/or other relatives and is not being cared by an adult who, by law or custom, is responsible for doing so. This child may be in the care of other persons, such as neighbours or other spontaneous carers, or may be alone.
3. **Plant and Machine Operator** – any person who is operating any type of machine.



4. **Professional** - any person who earns living from a specified professional activity. It describes standards education and trainings (e.g, registered social worker, registered nurse, engineer, teacher, doctor).
5. **Shop/Market Sales Worker** – any person who is engaged in sales works (cook, bartender, and service crew).
6. **Technician** – any person who has mastered the basic techniques or skills in technical processes; may provide support/assistance to Professionals.
7. **Government Officials/Employees** – any persons who are working for/with the government.
8. **Laborer/Unskilled Worker** – any person involved in work that do not requires special expertise to perform the job.
9. **Clerk** – any person doing secretariat and documentation works.

## SCHEMATIC DIAGRAM: PROCESS FLOW



**NOTES:** REQUIRED DOCUMENTS can be combination of the following; Pink Family Access Card, Tagging Form and Certification from CSWD.



### STEP 1: SCREENING TABLE (2 Staffs)

1. The client must present the either/combination of the required documents for easy identification.
2. The screener check the name of the client into the combine list to determine what form to be use base on the following scenarios
3. If found in the master list, staffs will issue priority number and indicating Form A.
4. If not found but with complete documents, staffs will issue priority number indicating Form B.
5. If found in the master list but no proper documentation, staffs will issue priority number indicating Form C.
6. All clients that do not fall under Form A and B will be catered using Form C.

### NOTES: Logistics Needed

1. Copy of the combine master list, laptop for the cross-checking of name, chairs, tables, priority numbers, IEC materials, megaphone



### STEP 2: INTERVIEWS (7 ENUMERATORS)

1. The client must present the priority number issued by the screeners.
2. Enumerators to interview based on the indicated form to be used.



**IDP EXIT**



### NOTES: Committees

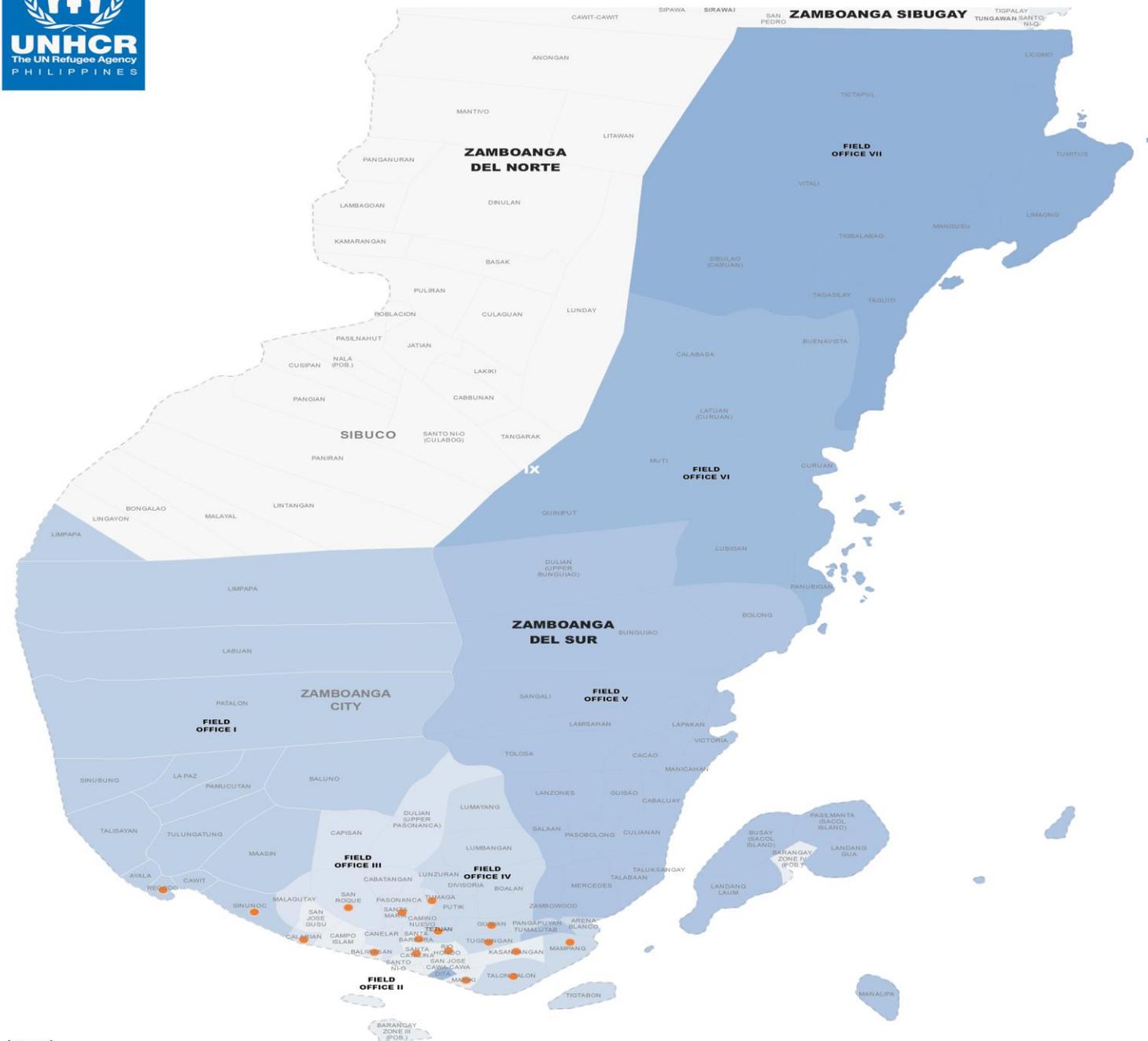
1. Grievance Committee
2. Crowd Control



# FIELD OFFICE MAP



## MAP: ZAMBOANGA CITY FIELD OFFICES AND BARANGAYS



- Legend**
- Homebased IDPs Location
  - CSWDO Field Office I
  - CSWDO Field Office II
  - CSWDO Field Office III
  - CSWDO Field Office IV
  - CSWDO Field Office V
  - CSWDO Field Office VI
  - CSWDO Field Office VII



