



### 3.5.4 Secondary data checklist and summary

Context factors	Example questions
<b>Demographic information</b>	<ul style="list-style-type: none"> <li>• How many people live in this area*?</li> <li>• What is the breakdown by age/gender/impairment/marital status/ethnic group?</li> </ul> <p><i>* It is up to you to decide what 'area' you want your secondary data to look at eg local, regional or national level</i></p>
<b>Institutions</b> Organisations and structures through which society is ordered and administered (eg local and national government structures, religious groups, NGOs etc)	<ul style="list-style-type: none"> <li>• What structures of government exist at the country, regional and local level? What roles does the government play at each level?</li> <li>• How many different faith groups are there in this area*?</li> <li>• How many churches/mosques/other places of worship are there in this area*?</li> <li>• How many primary, secondary and tertiary schools are there at country/regional/district level?</li> <li>• What other institutions operate in this area*? (NGOs, community-based organisations etc)</li> </ul>
<b>Law</b> The rules and regulations that govern society and how laws are implemented (eg through the judicial system, courts and police, or more informal mechanisms)	<ul style="list-style-type: none"> <li>• Have any new laws been passed and what implications do these have?</li> <li>• What are the key mechanisms for upholding justice at community/regional/national level? How effective do these seem to be?</li> <li>• How many cases were heard in the courts in the last year? What were the primary issues?</li> <li>• Are there local by-laws that affect how things function in the community? (eg laws related to natural resources, economy, security or other issues)</li> </ul>
<b>Environment</b> The natural environment and climatic conditions that impact people's lives	<ul style="list-style-type: none"> <li>• What changes in the environment have been documented in the last five years?</li> <li>• What environment-related disasters have occurred in this area in the last five years?</li> <li>• What disaster risk reduction and early warning systems are in place in this area*?</li> <li>• What other policies or practices are in place (informally or formally) to protect the natural environment?</li> </ul>



<p><b>Society</b></p> <p>The make-up of society, including population demographics, family size and structure, tribal and ethnic groups, distribution of wealth, religious beliefs and cultural norms</p>	<ul style="list-style-type: none"><li>● What percentages of universally excluded groups are there at a community, regional or national level? (women, older people, people with disabilities)</li><li>● How do social and cultural norms affect life here? (consider legal age of marriage, the practice of child marriage, use of dowries, family structures, access to resources such as legal land title etc)</li></ul>
<p><b>Services</b></p> <p>The availability of essential public services eg clean water, education, health facilities, electricity, transport</p>	<ul style="list-style-type: none"><li>● How far (on average) do people need to travel to access safe water?</li><li>● How many health facilities are there in this area*?</li><li>● How many school-aged children are enrolled in school in this area*?</li><li>● What vocational training programmes exist in this area*?</li><li>● Which areas have access to public transport/metalled roads/electricity?</li></ul>
<p><b>Politics</b></p> <p>The way power is exercised, how decisions are made and the impact of political events and decisions on people's lives</p>	<ul style="list-style-type: none"><li>● What groups of people are represented in positions of power at the national/regional/local levels?</li><li>● What percentage of people participate in national/regional/local elections?</li><li>● Are women or minority groups represented in national/regional/local decision-making?</li><li>● How many advocacy actions were taken by people at a national/regional/local level in the last year?</li></ul>
<p><b>Technology</b></p> <p>Access to, and the impact of, technology in people's lives (eg livelihoods, banking, communications, energy)</p>	<ul style="list-style-type: none"><li>● What types of technology exist in this country, and who has access to them?</li><li>● Who has access to mobile phones/mobile networks/internet?</li><li>● What level of access do people have to the internet? Is this ever intentionally limited?</li><li>● Do people have access to alternative technologies? (eg solar power)</li></ul>
<p><b>Security</b></p> <p>The safety of the community and how levels of crime, violence and conflict impact people's</p>	<ul style="list-style-type: none"><li>● What have been some of the causes of conflict in this area*? What have been the outcomes of any conflicts?</li><li>● How many instances of violence/crime were reported to the police in the last year?</li><li>● How many instances of domestic violence (violence between one partner towards another, including physical, emotional and sexual)</li></ul>



<p>wellbeing. The mechanisms that keep people safe and create or maintain peace</p>	<p>were reported in the last year?</p>
<p><b>Economy</b> The cost of living, levels of trade and the strength of local businesses. People's access to markets, financial services and employment opportunities</p>	<ul style="list-style-type: none"><li>● What is the Human Development Index (HDI) score for this country? Gross Domestic Product (GDP)?</li><li>● What percentage of people live below the poverty line?</li><li>● What are the primary sources of income at national/regional/local level?</li><li>● What is the average income for households in this area*?</li><li>● What access do different types of people have to markets or financial services?</li><li>● What are the levels of inflation in this country? How have they changed over time and what factors have impacted this?</li><li>● What is the unemployment rate in this area*?</li></ul>



Secondary data summary template			
Context factors	Key findings	Source of information	Which aspects of wellbeing might this relate to?
Institutions			
Law			
Environment			



<b>Society</b>			
<b>Services</b>			
<b>Politics</b>			



<b>Technology</b>			
<b>Security</b>			
<b>Economy</b>			