

Site assessment form:

Revised September 2021

Notes:

1. As part of the Master Plan Approach (Settlement analysis tools), this multi-sectoral site assessment form includes key guidelines for selection of new sites and the extension of existing sites.
2. Environmental assessment components are mainstreamed throughout this document, incorporating aspects from the Nexus Environmental Assessment Tool (NEAT+) as well as contributions from WASH, energy and environment sector colleagues.
3. For further details on sector specific guidance, please reach out to the Technical Support Section (TSS in DRS) at headquarters at the following email address: DRStss@unhcr.org

Guidelines

Red lines are alerts flagging critical issues rendering the site unsuitable for development.

Orange lines are alerts flagging that heavy mitigation activities will be required to enable development of the site.

1 INFORMATION

1.1 Response / Operation:	
1.2 Government counterpart:	
1.3 Assessment team:	
1.4 Date:	
1.5 Prepared by:	

2 KEY PLANNING FIGURES

2.1 # of refugees / IDPs / Planning figures:	
2.2 Average No. of people per HH:	

3 SITE MAP

(Identify site location and nearby villages or agglomerations)

4 SITE LOCATION

4.1 Site name:	
4.2 GPS Coordinates:	
4.3 Administrative division:	
4.4 District:	
4.5 Province:	
4.6 Country:	
4.7 Site profile (Brief description of the site characteristics):	
4.8 What is the Host community profile:	
4.9 What is the PoC profile:	

5 PROTECTION

5.1 Is there any information about potential existence of land mines and UXOs within and/or near this site? <i>Please expand in the remarks point 15</i>	Yes ()	No ()	Explain:
5.2 Is this site vulnerable to significant security risks? <i>Please expand in the remarks point 15</i>	Yes ()	No ()	Explain:
5.3 What is the travel distance between the site and the refugees' country of origin? (Preferably at least 50 Km of separation)	Less than 50Km ()	More than 50 Km ()	
5.4 Are there military installations nearby?	Yes () No ()	Distance in Km:	
5.5 What protection considerations should be made?	Explain:		
5.6 Is there a mobile network available?	Yes ()	No ()	

6 ACCESS TO EXISTING SERVICES AND INFRASTRUCTURE (MASTER PLAN PRINCIPLES CONSIDERATIONS)

6.1 What is the distance to and accessibility to major towns?	<u>Town population:</u> <u>Travel distance in Km:</u>	<u>Core services available:</u> Civil admin. () Banking () Post () Markets () Other () Which:
6.2 What is the proximity to functioning Health facilities?	Travel distance is more than 7Km Yes () No ()	<u>Travel distance in Km:</u> <u>Type of Facility:</u> <u>Capacity:</u>
6.3 What is the proximity to functioning <u>primary</u> Education facilities?	Travel distance is more than 2 Km Yes () No ()	<u>Travel distance in Km:</u> <u>Type of Facility:</u> <u>Capacity:</u>
6.4 What is the proximity to functioning <u>secondary</u> Education facilities?	Travel distance is more than 7Km Yes () No ()	<u>Travel distance in Km:</u> <u>Type of Facility:</u> <u>Capacity:</u>

6.5 What is the proximity to functioning Markets and commercial centres?	Travel distance is more than 7Km		Travel distance in Km:	Type of Facility: Capacity:
	Yes ()	No ()		
6.6 What evidence exists of income generating activities in the local area?	Explain:			
6.7 What is the distance to the nearest police point?	Distance in Km:	Type:		
6.8 Is the proposed site near to a public transport route?	Yes ()	No ()	Type:	
6.9a What is the distance to national power grid?	Distance in Km to national power grid:			
6.9b What is the distance to the primary/local source of electricity?	Distance in Km to primary/local sources of electricity:			
6.10 Does the location favour physical integration between the host and displaced population? How?	Explain:			
6.11 What is the potential positive impact in host population if the settlement was developed in this site?	Explain:			
6.12 What local infrastructure could be developed to also service the new settlement?	Explain:			
6.13 What will be the primary sources of electricity including for cooking and heating fuel?	Primary sources of electricity: Cooking and heating sources:			

7 ACCESSIBILITY

7.1 Is road and route access compromised for the provision of humanitarian life-saving assistance all year round? <i>Please expand in the remarks point 15</i>	Yes ()	No ()	Explain:
7.2 Is the site accessible by road?	Yes ()	No ()	
7.3 What is the surface type of the road(e.g. paved, dirt, tarmac)?			
7.4 Is the road type considered "all weather"?	Yes ()	No ()	
7.5 Any other access related issues?	Yes ()	No ()	Explain:
7.6 What is the land cover close to the road (e.g. shrubland, agriculture, wetland, forest, grassland)?			
7.7 Will there be drainage near the planned access road?	Yes ()	No ()	
7.8 Are there any bodies of water close to the planned access route?	Yes ()	No ()	
7.9 Will the planned access road cut through sensitive natural habitats?	Yes ()	No ()	

8 SITE CAPACITY

8.1 Site surface area? (Ha / m2) <i>Indicate in sketch section 10</i>	
8.2 Potentially usable land area? (Ha / m2) <i>Indicate in sketch section 10</i>	

8.3 What is the capacity of the site? Elaborate on critical considerations and assumptions for the capacity definition.	
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9 TOPOGRAPHY AND DRAINAGE

9.1 What is the slope percentage?	Flat 0% -2% ()	Steep 6% -10% ()	Severe > 10% ()	Ideal 2% - 4% ()	Moderate 4% - 6% ()
9.2 What is the soil condition?	Sand ()	Rock ()	Clay ()	Silt ()	Gravel ()
9.3 Is the soil type "black cotton" soil?	Yes ()	No ()	Any other type:		
9.4 Are soils permeable?	Yes ()	No ()	Explain:		
9.5 Are soils collapsible?	Yes ()	No ()	Explain:		
9.6 What is the site elevation above sea level:	Elevation in meters:				
9.7 What are the drainage patterns and types? <i>Indicate in sketch section 10</i>					
9.8 Any other physical feature?					

10 SITE SKETCH

(Identify site characteristics such as crest areas, natural drainages, flood risk areas, other natural hazards risks areas, vegetation type, access, pockets for potential sheltering areas, existing infrastructure and other relevant features)

See example at the end of the document

11 WATER SOURCE AND ENVIRONMENTAL SANITATION

11.1 Is access to sustainable and sufficient water source(s) compromised? <i>Please expand in the remarks p15</i>	Yes ()	No ()	Explain:
11.2 What are the existing water sources of the site?	<u>Surface water</u> River () Lake () National pipeline ()		<u>Ground water</u> Borehole () Spring ()
11.3 Is water available year-round?	Yes ()	No ()	Indicate the source of information:

11.4 What is the distance to nearest water source? (if boreholes indicate the depth)		Indicate the source of information:
11.5 What is the water table depth?	Less than 3 m below the ground level () Indicate depth:	More than 3 m below the ground level ()
11.6 Are hydro-geological and/or geophysical investigations available?	Yes () Please attach	No ()
11.7 What are the primary source(s) of potable water for households?	<u>Surface water</u> River () Lake () National pipeline ()	<u>Ground water</u> () Borehole () Spring () <u>Other:</u>
11.8 What are the observed types of sanitation facilities and practices?	Explain:	
11.9 What are the destinations of wastewater and sewerage?		
11.10 What is/are the current places where people use to defecate (if extension of a site)?	<u>Pit Latrines</u> () <u>Pour flush latrines</u> () <u>Flushing toilets</u> () <u>Managed Defecation Trenches</u> () <u>Undefined and unmanaged open defecation</u> () <u>Other (Please explain):</u>	
11.11 What are the contamination risks for the primary source(s) of water?		
11.12 Who is responsible for regulating water sources?		

12 CLIMATIC CONDITIONS, ENVIROMENT, PUBLIC HEALTH AND NATURAL HAZARDS

12.1 Does historical data indicates that the area is prone to natural disasters or flooding? <i>Please expand in the remarks point 15</i>	Yes ()	No ()	Source of information: Meteorological data () Anecdotic () Flood risk analysis () Other ()
12.2a Is there a rainy season?	Yes () Indicate the months of the year:		No ()
12.2 b Are POCs and the host community aware of environmental risks/hazards? If so, what kind and during what months?	POCs: Host community:		Types of environmental risks/hazards (e.g. flooding, droughts, high winds, sandstorms): Months most likely of extreme weather:
12.3 What is the average rainfall per season? (mm)	Season: Rainfall in mm:		
Does it snow?	Yes () Months of the year:	No ()	

12.4 What are the maximum and minimum temperatures year round?	Max temperatures: Months of the year:	Min. temperatures: Months of the year:	
12.5 Are there strong seasonal winds?	Average wind speed in mph: Months of the year:		
12.6a. What is the existing type of vegetation? Indicate in sketch section 10	Explain:		
12.6b What is the dominant and secondary land cover? Provide images, if possible, of the dominant and secondary land cover density in an annex.			
12.7 What level of vegetation clearance will be required to enable construction (avoid indiscriminate bulldozing) Indicate in sketch section 10	Explain:		
12.8 What is the distance from protected areas and natural ecosystems (e.g national parks, reserves, forests, riverines, streams, lakes)	Distance in Km:	Type:	
12.9 Is there evidence of any major environmental health hazards? (e.g. malaria, bilharzia, cholera, industrial pollution)	Yes ()	No ()	Explain:
12.10 Is there evidence risk for landslides?	Yes ()	No ()	
12.11 Is the area prone to any other identified natural hazard?	Yes ()	No ()	

13 LAND USE AND LAND RIGHTS

13.1 Who owns the land?	
13.2a What is the current land use?	Explain:
13.2b What are the land and property rights for the area being assessed?	Explain:
13.3a Have there ever been or are there currently any agricultural activities on this site?	(_) Yes (_) No
13.3b Have land rights for any planned agricultural areas been assessed?	(_) Yes (_) No
13.4 Are there or have there ever been crops on this site?	(_) Yes (_) No
13.5 Are host communities collecting and selling natural resources for commercial purposes?	(_) Yes (_) No
13.6 Is there any known conflict related incidents related to natural resource extraction?	(_) Yes (_) No

13.7 Do opportunities exist for settlement populations to:	Access fire wood ()	Access construction materials ()	Graze animals ()	Subsistence agriculture ()
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14 SUMMARY OF ASSESSED RED LINES AND ORANGE LINES

Red lines are alerts flagging absence of critical elements to enable the development of the site		
Is there any information about potential existence of land mines and UXOs within and/or near this site? <i>(From point 5.1)</i>	Yes ()	No ()
Is this site vulnerable to significant security risks? <i>(From point 5.2)</i>	Yes ()	No ()
7.1 Is road and route access compromised for the provision of humanitarian life-saving assistance all year round? <i>Please expand in the remarks point 15</i>	Yes ()	No ()
11.1 Is access to sustainable and sufficient water source(s) compromised? <i>(From point 11.1)</i>	Yes ()	No ()
12.1 Does historical data indicates that the area is prone to natural disasters or flooding? <i>(From point 12.1)</i>	Yes ()	No ()
Orange lines are alerts flagging that heavy mitigation activities will be required to enable the development of the site		
Is the travel distance between the proposed site and the refugees' country of origin less than 50Km? <i>(From point 5.3)</i>	Yes ()	No ()
Is the travel distance between the proposed site and existing health facilities greater than 7 Km? <i>(From point 6.2)</i>	Yes ()	No ()
Is the travel distance between the proposed site and existing primary education facilities greater than 2 Km? <i>(From point 6.3)</i>	Yes ()	No ()
Is the travel distance between the proposed site and existing secondary education facilities greater than 7 Km? <i>(From point 6.4)</i>	Yes ()	No ()
Is the travel distance between the proposed site and existing markets and commercial centres greater than 7 Km? <i>(From point 6.5)</i>	Yes ()	No ()
Is the percentage of the slope indicating a flat (0%-2%), steep (6%-8%) or severe topography (> 10%) <i>(From point 9.1)</i>	Yes ()	No ()
Is the soil assessed indicating sand or rock soil type? <i>(From point 9.2)</i>	Yes ()	No ()
Is the soil assessed "black cotton" soil type <i>(From point 9.3)</i>	Yes ()	No ()
Is the water table less than 3 meters below the ground level? <i>(From point 11.5)</i>	Yes ()	No ()

15 CONCLUSIONS AND RECOMMENDATIONS

Is this site suitable?	Yes ()	No ()
Remarks:		

SKETCH EXAMPLE

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