Rapid Guide to Collecting Survey Data on Gender Based Violence

This brief guidance was prepared to mitigate any risks resulting from collecting data on gender-based violence (GBV) through surveys and to ensure the desired quality of collected data. It was prepared for non-GBV actors operating in humanitarian and development contexts, especially for people who manage or supervise data collection. It is based on recommendations promoted by respected GBV actors.¹

Gender based violence is an umbrella term for any harm that is perpetrated against a person's will based on their gender. GBV is rooted in gender inequality and may be physical, sexual, psychological, or economic. The vast majority of people affected by GBV are women and girls. For many people, talking about past or ongoing experiences of violence is difficult, and often traumatizing. It can also expose them to further violence if not handled correctly. Therefore, people working on collecting data about GBV have a duty to ensure that it is done in a manner that is sensitive and minimizes the risk of any harm. This means following a range of ethical and safety measures, some of which are outlined in this document. You can use it as a checklist when preparing and implementing data collection that concerns GBV. However, bear in mind that this overview cannot provide all the guidance that this topic deserves. Therefore, you must seek support from a trained GBV specialist and refer to the resources listed below. Failing to do so can have serious and harmful consequences for the people you interview.

Key Consideration

Is it worth the risk? Talking about GBV can be very sensitive, cause further trauma and expose GBV survivors to more violence. Therefore, consider whether the benefits of collecting the data outweighs such risks: What will the data be used for? How will it benefit the respondents? Can the data collection process harm the respondents in any way? Whenever possible, use existing data or collect data from key informants, such as experts specializing in GBV. Collecting new data should be acceptable only if:

1) it is likely to result in an improved service delivery
2) the participating staff were trained in conducting GBV research, in-line with WHO’s guidance
3) case management and psychosocial support services are available and the respondents can be referred to them, if they want to use them

Surveying children about GBV is particularly sensitive and requires specific skills. Unless you have them, you are strongly discouraged from surveying children about any GBV-related topics.

Preparation

Selection of interviewers: To ensure confidentiality, interviewers should not be from the same or neighbouring communities. Experience shows that women and girls generally prefer talking to other women, so choose female interviewers. If men or boys are to be interviewed, consult local GBV experts on whether male or female interviewers are a better choice. Recruit interviewers who have previous experience of conducting interviews about GBV. Other considerations might apply, depending on the local context. Similar measures should apply to interpreters, if they are used. Keep in mind that the presence of interpreters can have a huge impact on disclosure – consider this when interpreting the results.

Safety measures: Decide on where the interviews can be conducted, so that it is safe for both the interviewer and the respondent. They should not draw attention and no one should be able to overhear what is being said. It must not be known that the study is about GBV. If there a risk that safety cannot be assured (e.g. due to lacking privacy), the interview must not take place. Plan who will monitor whether the safety measures are strictly followed and how they will do so.

Data protection measures: The collected data is likely to contain sensitive and personal information. It is your responsibility to 1) design measures that will ensure that the data is documented, transferred and stored (if necessary) in a safe manner; and 2) train all relevant staff in following the measures. Avoid collecting any data that can reveal the identity of the respondents, such as names, photos or a combination of data (e.g. age and profession). Plan who will monitor whether the data protection measures are followed and how they will do so.
监督

决定谁将监督访谈以确保其质量（包括何时/何地/如何提供反馈），并确保他们如何进行。

转介服务

很可能会有访谈者与需要专业支持的GBV受害者会面。因此，请确保负责转介的人了解：
- 可以提供给GBV幸存者所使用的合格服务。
- 受访者如何访问这些服务或转介（包括任何协助）。

记住：如果该地区的没有个案管理和心理社会支持服务可用，不得收集任何GBV数据。

情绪支持

访谈者和被访者

讨论GBV可能不仅对被访者难，对访谈者也是如此。你的职责是确保有合适的心理社会支持，可以提供给访谈者和被访者。

数据收集工具

测量GBV的两个主要接受的工具是DHS关于对女性暴力的模块和专门的VAW调查

利用WHO的多国方法。使用现有的方法和工具，以确保达到所需的数据质量。请参阅IndiKit关于GBV指标的指导。

如果存在相关伦理委员会的要求，应由培训有经验的GBV专家咨询。

团队成员的培训

培训内容

确保访谈者（以及其他参与的工作人员，例如口译员）的培训，涵盖以下主题：
- 介绍性别和GBV（发生频率、原因、常见误解）。
- 保密性和实践的保密性
- 安全和数据保护措施
- 相关的访谈技巧，包括；
  - 如何以安全的方式发起调查（例如，作为对女性健康的一项调查）
  - 如何保证受访者的保密性并要求同意
  - 使用非判断性语言/语气和相应的口语/非口语响应
  - 如何回应受访者披露的GBV情况（考虑解释DOs和DON'Ts），并让他们将其带在身边
  - 如何快速切换话题，如果存在可能伤害到人的风险
  - 如何在敏感的情况下，结束一个主题并转移到另一个问题
  - 如何识别不舒适或压力的迹象，并如何回应（即提供心理援助）
  - 在何时和如何促进GBV专业化服务的转介

利用本指南提供的有用的建议。

确保培训包括足够的模拟访谈 sessions。如果团队没有这样的训练经验，请寻求GBV专家的支持。

机密性协议

确保团队成员理解、同意并签署机密性协议。
During Data Collection

**Voluntary Informed Consent:** Before the actual interview starts, monitor whether the interviewers have provided all the required information and asked the respondent for consent to participate in the interview (either written or verbal, depending on an organization’s policy). The information must be communicated using simple language and include: the reason for the interview, the topics to be discussed, how the data will be used (incl. data protection, anonymization, etc.) and the consent statement. Time for questions must be given. It is recommended that participants are asked whether they feel safe participating. It must be clear to the respondents that they are free to refuse participation at any time, without any repercussions. It is not advisable to ask for the respondent’s signature for reasons of confidentiality.

- **Referral services:** Consider instructing the enumerators to provide all the respondents with a piece of paper including the phone number of an accessible service for GBV survivors. When handing it out, the interviewers should explain that they provide it to everyone as part of their study protocol.

- **Supervision:** Ensure that the supervisors 1) observe whether interviewers follow the good practices promoted during the training; 2) organize debriefing sessions with interviewers each day; and 3) support interviewers in addressing any identified weaknesses or any unexpected situations that arise.

- **Monitoring Safety:** Monitor whether the planned safety measures are being used. If there is a concern that the safety of respondents or interviewers might be compromised in any way, data collection must be suspended immediately, or steps must be taken to eliminate the risk.

- **Handling Data:** Immediately after the data is collected, it must be stored in a safe location. If audio recordings are used, transfer them to a safe storage space and delete from the recording devices. Never use personal devices (e.g. smartphones) for recording interviews, taking photos / videos, collecting or storing data of any kind.

- **Support to Interviewers:** Ensure that interviewers are aware of the emotional support available to them and are able to access it in an easy, confidential and safe manner.

After Data Collection

**Data Protection:** If recordings were used, ensure that they are deleted as soon as the transcripts are finalized. If any personally identifiable information (PII) is collected, assign each respondent a unique code, split the file before analysis and store the link between the PPI and the codes separately from the dataset that is used for analysis.

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