# Background & Demographics

Date: Arrival date:

Location: Consent given:

Country of Origin:

Age:

**Gender**  F M  O

Mother Tongue:

mother tongue speak read write

**2nd language:**

mother tongue

speak

read

write

**3rd language:**

mother tongue

speak

read

write



ACCOUNTABILITY TO AFFECTED PEOPLE (AAP) – TOOLKIT

**TOOL:**

COMMUNICATION NEEDS ASSESSMENT CHECKLIST

Checklist of areas to cover in learning what influences relevance, consumption and impact of information and the

channels used for communication, feedback and response. Use with question banks provided.

**Education/Literacy Level**  Grade School  Vocational  Religious  University

Top 3 Influencers for the populations group:

1.

2.

3.

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| --- | --- | --- | --- | --- | --- |
| Information Type | Level of Trust | Accessibility | Barriers to Access | Frequency of use | Order of Preference |
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*What information you would like to receive more of? In what way?*

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| --- | --- | --- | --- |
| Information Type | Channel | Level of Trust | Accessibility |
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# Feedback and response

*How would you prefer to give feedback or lodge complaints?*

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| --- | --- | --- |
| Area of feedback | Preferred Channel | Preferred Method of Response |
| **Aid Staff** |  |  |
| **Services provided** |  |  |
| **Community issues** |  |  |
| **Confidential Issues** |  |  |