



Inter-Agency Working Group on
Reproductive Health in Crises

ASRH Toolkit for Humanitarian Settings: 2020 Edition

Short tutorial for how to use the revised toolkit

Wondering...

- what is the ASRH toolkit?
- how was it revised?
- how it is different from last toolkit?
- how do I use it?

Don't worry. We've got you covered with the essential information.

ASRH Toolkit

What is it?



The Adolescent Sexual and Reproductive Health (ASRH) Toolkit for Humanitarian Settings is a companion guide to the Inter-Agency Field Manual on Reproductive Health in Humanitarian Settings (IAFM). The toolkit provides practical guidance to assist SRH humanitarian staff and organizations in designing, implementing, monitoring, and evaluating ASRH activities. The toolkit was developed in 2009 by UNFPA and Save the Children, and published in 2012. The ASRH sub-working group of the Inter-Agency Working Group on Reproductive Health in Crises (IAWG) began revising the 2012 ASRH Toolkit in 2019 and released the 2020 version in November 2020.

ASRH Toolkit

A timeline of the ASRH toolkit's revision

2018

IAWG ASRH sub-working group (SWG) secured ASRH roving specialist and funding for regional trainings to institutionalize ASRH in emergency settings. ASRH roving specialist and ASRH SWG members piloted and co-facilitated an ASRH in emergencies workshop in Cox's Bazar, Bangladesh.

During the same year, IAWG revised the IAFM and MISP, including major updates to Chapter 6 on ASRH of the field manual.

2019

ASRH roving specialist and SWG members conduct two regional ASRH in emergencies workshops in Amman, Jordan, and Bogota, Colombia. Feedback from workshops showed confusing guidance between the 2018 IAFM/MISP and the 2012 ASRH Toolkit. As a result, IAWG ASRH SWG agreed to revise toolkit. The revision process included:

- A desk review of best practices, guidance, and case studies from 2012 - 2019
- Consultations with several ASRH stakeholders on ideas for revising toolkit
- Workshop to develop workplan for revising toolkit with revision team
- Development of Draft Zero

ASRH Revision Timeline 2020

January – May

Revision team shared Draft Zero of revised toolkit with ASRH stakeholders from across the world. Most importantly, the revision team consulted young people through four webinars in Arabic, English, French, and Spanish during April/May 2020. Each webinar series was comprised of four sessions, covering the most important youth topics of the Toolkit.

June – October

The revision team incorporated first round of feedback and shared second version for review and incorporated changes with the graphic designer. The team integrated these comments, inputs, and additions into the final version, which was presented to IAWG Steering Committee for endorsement (received in September 2020). During September and October, the toolkit was finalized with design changes and suggested edits from editor.

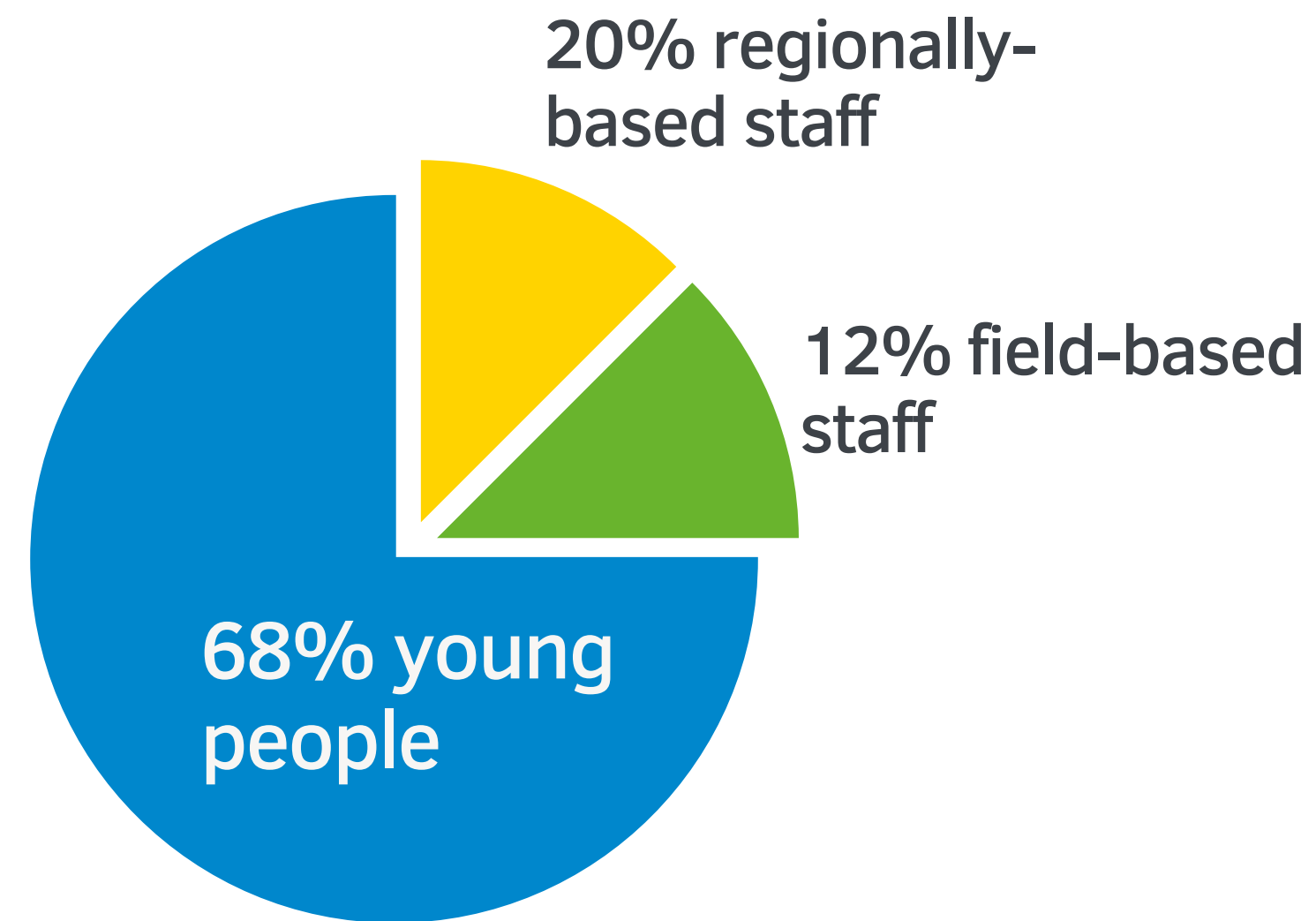
November

The team shared the finalized toolkit with translation company. The Spanish version is expected to be shared by the end of November, with the Arabic and French versions available by the end of December 2020.



130 people

Consulted throughout the entire revision process



75 organizations

Representing technical expertise in ASRH humanitarian and development contexts, as well as humanitarian sectors of child protection, education, food and livelihoods, gender-based violence, humanitarian operations and management, and mental health and psychosocial support.

So what is different?

from the 2012 ASRH Toolkit for Humanitarian Settings

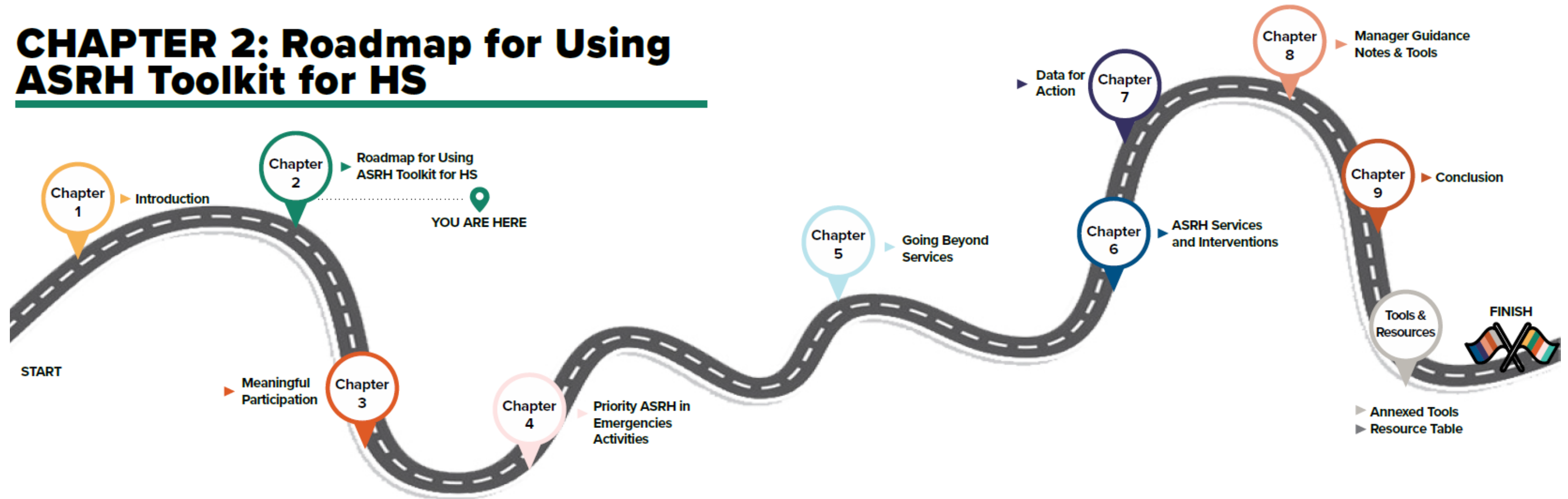
- Increased emphasis on meaningful participation of adolescents and community throughout the program cycle and across the emergency-to-development continuum
- Promotion of holistic, integrated ASRH activities and a shift away from standalone programming
- Added chapter on data for action to help programmers assess, design, monitor, and evaluate their impact
- Added chapter on manager guidance and tools to provide SRH field staff with templates and information on program implementation, resource mobilization, and staff management and supervision.

All of the updates align with changes made to the 2018 IAFM and current evidence base and emerging best practices for initiating and scaling up ASRH programs— using a human-centered approach.

How do we use the 2020 Toolkit?

Here's our roadmap for you

CHAPTER 2: Roadmap for Using ASRH Toolkit for HS



In Chapter 2, the toolkit explains how the chapters are arranged by different colors. There are several breakout boxes throughout the toolkit for key messages, implementation considerations, and case studies.

Some helpful tips



Everything is online!

All documents of the toolkit, sources, annexes, templates, and even this companion guide are all available on IAWG's ASRH Toolkit page [here](#). If you do not want to download the whole toolkit, you can go to each chapter subpage and download the chapter and/or its tools and resources separately.



Hyperlinks are provided throughout

Anything in blue is a hyperlink to quickly take you to other sections referenced in the toolkit. You must download the full document to use hyperlinks to other chapters.



Annexed tools and templates available

Nearly all of the annexes (except those that would not require editing) are available in Word 1997-2003 or Excel 1997-2003 versions so that you can download, edit, and start using the tools! These are all included on each chapter's subpage under Annexes.

Preview of each chapter

How to find what you are looking for quickly



Chapter 1: Introduction

The foundation of the toolkit. This chapter explains what adolescence is, why ASRH is important, and why we should prioritize ASRH in humanitarian settings.



Chapter 2: Roadmap

As seen previously, this chapter provides a literal roadmap for how the chapters are organized and how to use the toolkit. It also provides an overview of the three main "asks" of the toolkit 1) include and involve adolescents; 2) implement the Adolescent-Inclusive MISP; and 3) ensure holistic ASRH programming.



Chapter 3: Meaningful Participation

Every chapter in the toolkit relates back and/or references this chapter as it is critical to meaningfully engage adolescents and youth in programming that benefits them. It is also important to engage community members in ASRH activities.



Chapter 4: Priority ASRH in Emergencies Activities

This chapter goes through each objective of the MISP with an adolescent lens, including activities that take into account adolescent and youth considerations when implementing the MISP.

Table 3: Adolescent-Inclusive SRH Activities: During the MISP

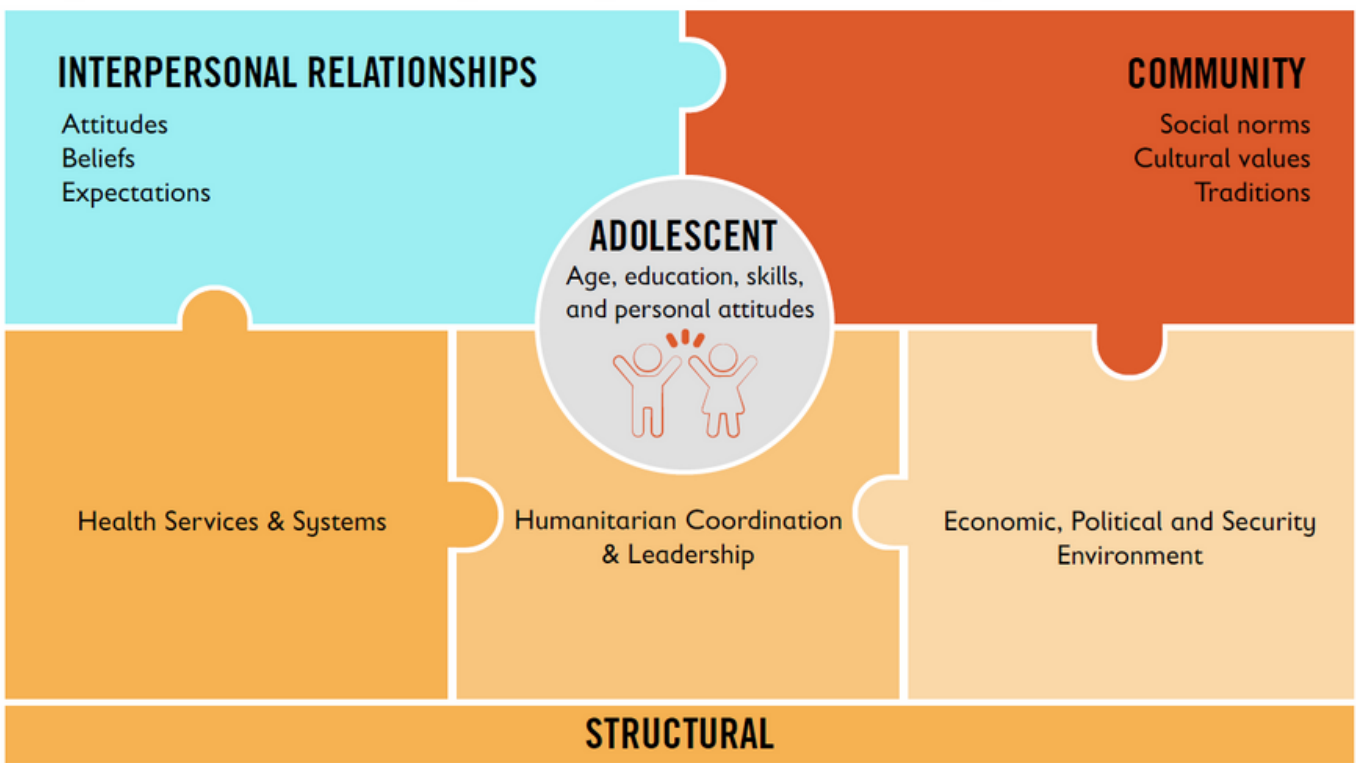
MISP Activities & ASRH Implementation Considerations
Objective 1: Ensure the health sector/cluster identifies an organization to lead implementation of the MISP
The lead SRH organization: <ul style="list-style-type: none">Nominates an SRH Coordinator to provide technical and operational support to all agencies providing health services.<ul style="list-style-type: none">Orient SRH Coordinator to ASRH needs and servicesHosts regular meetings with all relevant stakeholders to facilitate coordinated action to ensure implementation of the MISP<ul style="list-style-type: none">Ensure adolescents and/or youth are included in coordination meetings and decision-makingLeverage existing adolescent and youth networks to engage adolescents and youth, as well as local organizations, in stakeholder meetings



Chapter 5: Going Beyond Health Services

To fully meet the unique SRH needs of adolescents, humanitarian practitioners cannot focus only on working with health sector colleagues. They must look beyond health services to identify entry points for SRH programming within the entire humanitarian response.

Figure I: Holistic ASRH Programming Along the Social-Ecological Model





Chapter 6: ASRH Services & Interventions

The bulk of the toolkit guidance and tools are found in this chapter. It has five main components:

- Adolescent-friendly services
- Training & capacity building of staff
- Facility-based services
- Community-based services & outreach platforms
- Multi-sectoral linkages & referral pathways

Adolescent-friendly services

Describes five principles of adolescent-friendly services in a colorful table that includes examples/application of these principles in humanitarian contexts.

Training & Capacity Building

Provides training guidance and tools for building the capacity of SRH managers, in addition to materials for them to train service providers and community health workers. This section also provides guidance on conducting orientations for non-health staff to ensure holistic programming across all humanitarian sectors.

Facility-Based Services

Discusses all of the SRH services available to adolescents at the health facility, as well as those connected to the health facility, such as mobile health teams, telemedicine, and self-care approaches. A major tool included in this section is the ASRH Health Facility Checklist, which can be used to assess how responsive the facility is to adolescents' needs and can be used for monitoring quality of the SRH services and information provided to adolescents.

Community-Based Services & Outreach Platforms

Provides guidance on delivering SRH services and information within the community, including via adolescent/youth first responders, youth-led organizations, community health, and communication, media, and technology strategies. Several case studies are included in this section to show how to engage adolescents & youth in community-based activities.

Multi-Sectoral Linkages & Referral Pathways

Building off of Chapter 5 with going beyond health services, this chapter shows how to identify ASRH entry points and linkages with non-health humanitarian sectors. The toolkit includes a multi-sectoral tool with examples and a template for having discussions with your humanitarian team. This section also explains a critical component of multi-sectoral programming: referrals. This section explains how to make successful referrals across sectors and provides universal tools to use when referring adolescent clients to different services within your organization, as well as to other agencies' services.



Chapter 7: Data for Action

A new chapter to the toolkit, this chapter explains how any staff, including SRH managers, can use data to improve their programming and include adolescents in all their data for action activities. The chapter includes four main components:

- Conducting assessments
- Program design
- Implementation & monitoring
- Evaluation & documentation

Conducting Assessments

Details many different kinds of assessments, and how and when to use them throughout a humanitarian response. This section provides guidance on how to conduct assessments ethically and responsibly. It also describes how to involve adolescents in assessment activities.

Program Design

Outlines steps to take for designing an ASRH project or integrating ASRH activities into existing health programming. This includes how to develop a theory of change and logical framework, what information to review when designing your activities, and how to create indicators to measure the impact of your activities on your intended goals.

Implementation & Monitoring

Describes importance of monitoring and reviewing data and how to overcome common barriers to data collection. This section provides guidance on what you should be tracking with ASRH activities and how you can tailor your monitoring activities, in addition to including adolescents in implementation and monitoring activities. The section concludes with information on translating the data you have collected into making decisions—using it for action! The toolkit includes a fictional case scenario to practice looking at data and thinking about what questions to ask during data review meetings.

Evaluation & Documentation

Explains how to think about evaluation and documentation from the beginning of your project design so that your program goals, theory of change, and logical framework are all aligned. This section provides guidance on involving adolescents in disseminating, documenting, and evaluating your project activities and impact. The toolkit provides information on how to develop an evaluation protocol and provides several resources for conducting evaluations. The section concludes with discussing evidence gaps and areas of exploration for ASRH in humanitarian settings, including research and areas for implementation.



Chapter 8: Manager Guidance Notes & Tools

Also new to the toolkit, this chapter provides operational guidance and tools for SRH managers to use when planning, implementing, monitoring, and documenting their ASRH activities. This chapter includes four main components:

- Different "hats" SRH managers wear
- Staff recruitment, support & responsibilities
- Resource mobilization
- Program implementation

Roles & Responsibilities of SRH Managers

Provides description of the many roles SRH managers assume using a visual of different hats that they wear when serving on humanitarian responses.

Staff Recruitment, Support & Responsibilities

Describes the key responsibilities of an SRH manager when hiring and managing staff, including recruitment, onboarding, training (eg child safeguarding), and supportive supervision and monitoring.

Resource Mobilization

Outlines different steps of resource mobilization, including identifying and networking with donors, exploring funding opportunities, engaging SRH and ASRH stakeholders, and contributing to proposal writing and budget development. This section provides tool templates for proposals and budgets, including a sample budget and corresponding budget notes.

Program Implementation

Emphasizes the importance of leadership and the type of management and supervision you provide to staff. This section describes what an action plan is, how to use it, and provides an action plan template you can use and adapt for your programming.



Chapter 9: Conclusion

The conclusion provides a short summary and call to action for humanitarian practitioners to continue moving the needle to advance SRH access and quality for all adolescents, no matter what conditions they are facing.

ANNEXED TOOLS

Annex A: WHO Global Standards for Quality Health Care Services for Adolescents	Annex NNN: Referral Form for Receiving Agency Copy
Annex B: Principles for Young People's Participation	Annex O: IRA for ASRH
Annex C: Basic Requirements for Planning Young People's Participation and Engagement	Annex P: Assessment Questions to Use with Adolescents
Annex D: Key Actions to Increase Young People's Engagement in the Project Cycle	Annex Q: Assessment Questions to Use with Community Members and Providers
Annex E: Sample VCAT Exercise for ASRH	Annex R: FGD Tip Sheet for ASRH
Annex F: WHO Health Service Referral Form Example	Annex RR: FGD Guide for ASRH
Annex G: SRH Service Mapping Tool	Annex S: Sample Job Description for ASRHR Coordinator
Annex H: How-To Guide for Using ASRH Health Facility Checklist	Annex T: ASRH in Emergencies Onboarding Plan
Annex I: ASRH Health Facility Checklist	Annex U: Sample ASRH Standalone Project Proposal
Annex J: GATHER CHECKLIST, Adapted for Humanitarian Settings	Annex V: OCHA Flash Appeal Template
Annex K: Additional Resource Catalog for Providing GBV Care to Adolescent Survivors	Annex W: Guidance for Programmatic Considerations
Annex L: Essential Characteristics of Supervisors	Annex X: Sample Budget for ASRH Project
Annex M: Multi-Sectoral Tool for Integrating ASRH in Emergency Responses	Annex Y: Sample Budget Notes for ASRH Project
Annex N: Referral Form for Referring Agency Copy	Annex Z: Action Plan Form
Annex NN: Referral Form for Client Copy	

Annexed Tools

All 29 annexed tools are included in this section and referenced throughout the toolkit. The tools are available to download separately in PDF format, as well as in Word or Excel to edit and use immediately!

RESOURCE TABLE

The Resource Table provides a list of all resources cited within the Toolkit by chapter. For a full list of all the citations from each chapter, go to the [IAWG ASRH Toolkit website](#).

PREAMBLE & CHAPTER 1: INTRODUCTION		
Resource	Organization (Year)	Description
Convention on the Rights of the Child	United Nations Human Rights Office of the High Commissioner (1990)	The United Nations Convention on the Rights of the Child is a human rights treaty, which sets out the civil, political, economic, social, health, and cultural rights of children.
Genderbread Person	Killermann (2017)	A teaching tool for breaking the big concept of gender down into bite-sized, digestible pieces, using a figure of a gingerbread person and identifying the four components of gender.
Inter-Agency Field Manual on Reproductive Health in Humanitarian Settings	IAWG (2018)	The IAFM is the result of a collaborative and consultative process engaging hundreds of representatives from UN agencies and NGOs that make up IAWG. The IAFM continues to be the authoritative source for SRH in crises.
Inter-Agency Field Manual on Reproductive Health in Humanitarian Settings (Chapter 3: MISP)	IAWG (2018)	The IAFM is the result of a collaborative and consultative process engaging hundreds of representatives from UN agencies and NGOs that make up IAWG. The IAFM continues to be the authoritative source for SRH in crises.

CHAPTER 2: ROADMAP FOR USING THE ASRH TOOLKIT		
Resource	Organization (Year)	Description
Adolescent Sexual and Reproductive Health Toolkit for Humanitarian Settings	UNFPA & Save the Children (2012)	The ASRH Toolkit for Humanitarian Settings provides information and guidance to advocate for ASRH and implement adolescent-inclusive SRH interventions. The toolkit is a Companion to the 2010 Inter-Agency Field Manual on Reproductive Health in Humanitarian Settings.
IASC Guidelines on Working with and for Young People in Humanitarian and Protracted Crises	Task Force 1 of The Compact for Young People in Humanitarian Action (2020)	An easy-to-use field programming tool with principles, tips, and examples for how to plan, design, implement, and monitor interventions with and for young people along the humanitarian program cycle.

Resource Table

In each of the chapters, the toolkit references different resources from ASRH stakeholders. This table consolidates all of the resources by chapter for a complete compendium of ASRH resources from the toolkit.

Have more questions?

No problem, here are some options for getting more information

1

Sign up for our global launch event!

We are holding our global launch for the Toolkit in January 2021. Sign up [here](#) to join the event and learn more about the toolkit!

2

Join our sub-working group!

We hold monthly calls and will be discussing how to operationalize the toolkit throughout 2021. We also provide lots of information through our listserv. Sign up [here](#).

3

Contact us!

If you have a specific question, please contact the IAWG ASRH roving specialist - Katie Meyer (kmeyer@savechildren.org).



Thanks for your time!

We are excited to hear about how you use the toolkit to improve the lives of adolescents and youth!