



# LABOUR MARKET ANALYSIS IN HUMANITARIAN CONTEXTS

A PRACTITIONER'S GUIDE



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# ACRONYMS

<b>BF</b>	Beneficiary
<b>CB</b>	Capacity Building
<b>CBO</b>	Community Based Organisation
<b>CFW</b>	Cash for Work
<b>CTP</b>	Cash Transfer Programme
<b>EMMA</b>	Emergency Market Mapping and Analysis
<b>FFW</b>	Food for Work
<b>FHH</b>	Female Headed Households
<b>FGD</b>	Focus Group Discussion
<b>GBV</b>	Gender Based Violence
<b>HH</b>	Household
<b>IGA</b>	Income Generation Activities
<b>ILO</b>	International Labour Organisation
<b>IRC</b>	International Rescue Committee
<b>LH</b>	Livelihood
<b>LMA</b>	Labour Market Analysis
<b>LM</b>	Labour Markets
<b>M4P</b>	Markets for the Poor
<b>PWD</b>	People with Disabilities
<b>PLWHA</b>	People living with HIV/AIDS
<b>SCI</b>	Save the Children International
<b>VCA</b>	Value Chain Analysis
<b>WRC</b>	Women's Refugee Commission

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# I. INTRODUCTION

## WHY THIS GUIDANCE DOCUMENT

The world and the scale of complex crises are rapidly changing, thus calling for new tools and fresh approaches. This guide aims to help humanitarians conduct better labour market analyses (LMA) to inform the design and delivery of livelihoods and market strengthening programmes in emergency crisis and post-crisis settings. It contains guidance and recommendations on ways of improving the appropriateness, scope, precision and analysis of labour market assessments. This is not a definitive guide to conducting an LMA, but a complement to existing guidance, tools and approaches used globally. LMAs have been used for years by development practitioners to inform programme design and to encourage and support effective labour market participation. However, for the most part LMAs have been conducted in post-crisis/ development settings when contexts are considered stable enough to implement longer term programmes that have economic outcomes beyond those typically associated with humanitarian responses. Given the protracted nature of humanitarian crises such as in the Syria region, it is necessary to think about how labour participation programmes and the analyses that inform them can be used in less stable and more volatile political and economic contexts. Development practitioners that operate in these protracted contexts need to begin to think both about meeting immediate basic needs as well as providing ongoing income earning opportunities in the medium to longer term – LMAs provide a road map as well as a set of tools to help direct / guide this shift in thinking.

As many assessment tools already exists, the goal of this guide is to provide guidance on how to tailor these resources to more accurately assess livelihoods and labour market opportunities in complex humanitarian situations. This guide represents the most current thinking and best available information that the humanitarian markets and livelihoods community of practice have collected to date (November 2015). Authors of the guidance will continue to support adaptation and additions as new tools and methodologies are designed and tested given that the study of labour markets is a fast changing technical area.

This guide and associated mapping seek to share learning and experiences from labour market analyses specifically in the Syria crisis response, with the aim of improving the quality of the growing number of LMAs beginning to be conducted around the world. The guide covers the following: [Chapter 1](#) includes an overview of relevant concepts and experiences to date of labour market analyses in humanitarian settings; [Chapter 2](#) looks at setting objectives of a labour market analysis and key questions to address; [Chapter 3](#) provides an overview of existing tools as well as guidance on selecting the most appropriate tool and how tools can be adapted based on the chosen context and objective; [Chapter 4](#) gives tips for data collection, including labour market selection and factors to consider such as child labour and gender; [Chapter 5](#) then examines response analysis using LMAs and how information can be used in programme design; finally [Chapter 6](#) looks at how results of LMAs can best be disseminated. Additional annexes are provided on types of labour, the basics of conducting livelihoods analysis and tips on tool design.

## Target audience for this guide

- Experienced market analysts who have not undertaken labour analysis before
- Practitioners with market assessment experience but with limited experience of LMAs
- Programme staff familiar with the humanitarian context but not LMA
- Long-term livelihoods/development practitioners' familiar with LMAs but with limited humanitarian experience.

## OVERVIEW OF LABOUR MARKET ANALYSES

### What is Labour?

*Labour – the work, effort or activities people engage in to meet basic needs, earn an income and purchase assets.*

'Labour' can occur anywhere: at home, in fields, in factories, or in shops, both formally and informally. Labour can be unpaid or undertaken in exchange for other goods and services (like a share of the crop, herd or catch); labour can be a sole trader enterprise (a youth selling toothpaste and soap after school); or labour can be for someone else or jointly in an enterprise (siblings all working in a family run mechanics shop).

The terms 'labour' and 'labour opportunities' are used throughout this guide in order to encompass this full range of labour types, not simply working for payment. Traditionally, LMAs tended to focus on markets for paid and generally formal employment opportunities, which often are disrupted and/or destroyed in humanitarian settings. One of the aims of this guide is to improve the breadth of LMAs to inform better livelihoods responses, and therefore incorporates a broader definition of labour that includes informal markets and less regular work. [Annex 1](#) contains a detailed explanation of different types of labour, and [Annex 3](#) provides a Glossary of Key Terms.

### What is a Market System?

*A labour market system is a market system within which people sell or supply their labour, and others buy this labour (demand).*

A market system is a network of producers, suppliers, processors, traders, buyers, labourers and consumers involved in producing, exchanging, and consuming a particular item or service. The system includes various forms of infrastructure, input providers, and services. It operates within the context of rules and norms that shape this system's particular business environment.

### What is Labour Market Analysis?

Labour market analysis is about understanding the constraints, capabilities and potential to expand labour opportunities within a market system. In humanitarian contexts, this includes consideration of how target populations in particular access labour markets as well as how to strengthen and support existing market actors, including the private sector.

## Labour and decent work

As a large part of labour opportunities within humanitarian settings will fall within the informal economy (and because crisis situations often disrupt formal markets), it is important to also understand and recognize the concepts of decent work. According to the International Labour Organization (ILO), decent work includes opportunities for work that are productive and deliver fair income, provide security in the workplace and social protection for families, and ultimately offer better prospects for personal development. Decent work ultimately respects human and workers' rights.<sup>1</sup> It is important when looking at the labour market and analysing opportunities to take into consideration safety, security and the ability to earn a decent wage.

### Why conduct a Labour Market Analysis?

- After a crisis (natural or human), existing ways of making a living (livelihoods), including using or selling household labour, are affected. Some challenges need to be overcome and sometimes new opportunities arise in the wake of crisis. By understanding these processes better, humanitarian and development agencies can help people and market actors better respond to economic-related challenges presented by a crisis.
- Conducting an LMA uncovers the complexities of relations involved in labour market systems and between labour market actors given context/place. LMAs deepen our understanding of a labour market and the way people use their labour to make a living and “clarify the appropriate type, magnitude or timing of a program; provide insights on the current constraints or inefficiencies in the market.”<sup>2</sup> LMAs can also influence labour policy and allow agencies to more effectively respond.

## WHY HAVE HUMANITARIAN MARKET ANALYSIS APPROACHES BEEN INADEQUATE TO DATE?

Several tools for market analysis in humanitarian contexts have been developed over the past decade. They have principally focused on analysing commodity markets for immediate household consumption and/or basic livelihoods needs. Tools such as [Emergency Mapping and Market Analysis \(EMMA\)](#) have helped humanitarians move to more thoughtful, efficient and broad ranges of responses to crisis by engaging local markets and identifying opportunities within them at the early onset of a crisis. These tools specifically focus on how to work with and through market systems as well as how to support local markets for procurement of key goods and services in order to deliver humanitarian assistance. Methodologies such as EMMA have been applied to the analysis of service markets and more specifically of labour markets (e.g. are there enough local masons to support

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<sup>1</sup> International Labour Organization (2016), *Decent Work Agenda*. Available at: <http://www.ilo.org/global/about-the-ilo/decent-work-agenda/lang--en/index.htm>

<sup>2</sup> Mercy Corps Economic and Market Development Technical Unit (2013). *Market Analysis Resource Guide*. Mercy Corps. Available at: <https://d2zyf8ayvg1369.cloudfront.net/sites/default/files/Mercy%20Corps%20Why%20Conduct%20an%20LMA%20Tip%20Sheet%20June%202015.pdf>

construction efforts or does contracting out a provider make more sense); however these methodologies have generally failed to meet the needs of humanitarian livelihood program designers. Livelihoods programs require a more nuanced understanding of skills gaps and needs both on the market and potential beneficiary side (e.g. more masons are needed in this particular geographic area and these are the training providers that have quality content to support skills development of these masons). Similarly, response analysis needs to include slightly longer term views and require looking across multiple sectors and type of labour.






Typically in humanitarian responses, individual/household livelihoods have been the entry point for analysis, rather than labour markets. Additionally analysis of household livelihood strategies versus needs and understanding of more informal markets has been limited. Longer-term development approaches, while useful, have limited applicability as they are focused solely on market development and strengthening rather than recovery. These long term development approaches leave out analysis of short term opportunities and informal markets and also often lack the agility required in humanitarian environments.

## LABOUR MARKET ANALYSES IN HUMANITARIAN SETTINGS

All markets, especially labour markets, can be affected by crises. Crises can present familiar<sup>3</sup> or unseen challenges; increase the barriers to labour; and can sometimes shift labour opportunities. Where one labour opportunity declines, another may open up.<sup>4</sup> Whatever the situation, humanitarians are becoming increasingly aware of the role they play in markets and are now looking at how they can more effectively work through and for labour markets to ensure households are able to maximise their labour potential and recover or diversify their livelihoods. This approach goes beyond humanitarian assistance to promote people’s self-sufficiency and ability to consistently meet their basic needs. In order to successfully adopt this approach, humanitarian agencies need a more detailed

### OVERVIEW OF THE SYRIAN REFUGEE CRISIS

The conflict in Syria is now in its fourth year. Inside Syria, 7.6 million people are internally displaced and 12.2 million are in need of humanitarian assistance. Nearly 4 million Syrians have registered as refugees in neighbouring countries or are awaiting registration.

Turkey	1,938,999	
Lebanon	1,172,753	
Jordan	629,245	
Iraq	249,726	
Egypt	132,375	

(Source: Mercy Corps)

Many host governments have put restrictions on refugee employment citing concerns that refugees will settle permanently and take jobs from host country nationals. Across the Syria region, these fears are fuelled by the sheer size of the Syrian refugee influx (in Lebanon, 25% of the population is now Syrian). Even in Jordan and Turkey where refugees can apply for work permits, financial and administrative barriers make obtaining legal work challenging. The Syrian refugees are working in predominately large, informal labour markets across the region; the jobs are unregulated and characterized by low wages, long work days, and poor conditions.

<sup>3</sup> People often have multiple strategies to help them overcome such challenges.

<sup>4</sup> For example, long term flooding and sedimentation may disrupt a farmer’s usual income. The flood may also have damaged housing and infrastructure that, with the right skills and equipment, may allow the household to use their labour to clear the irrigation ditches of a large land owner or gain cash income from helping repair homes.



understanding of the functioning of labour markets, both how they have been affected by the crisis and what opportunities they present.

### **For what context is this guidance relevant?**

LMAs can be conducted as part of emergency preparedness (e.g. in contexts of recurrent natural disasters and/or conflict), in ongoing chronic emergencies (e.g. in displacement contexts such as the Syria response) and in natural disasters as part of recovery programming.

The Syria response has produced a greater number of market related assessments including LMAs than any other crisis to date, both within Syria itself and in neighbouring refugee-hosting countries. The Syria response presents an opportunity to capture and share lessons learned. Whilst this guide is intended to be useful across contexts, many of the lessons relate to the protracted displacement context. These are linked to constraints such as the protracted nature of the crisis, e.g. that any return may be slow and thus livelihood opportunities for large numbers of households in a displacement setting need to be found; regulations preventing formal employment and enterprise development for refugees; the demographic make-up of affected populations (e.g. more women and youth); and altered existing labour markets as a result of changes in regional trade patterns and the crisis more generally.

## 2. SETTING YOUR OBJECTIVE

It is important before embarking on g LMA to define the goals, expectations and general outcomes you want to achieve. Identifying clear objectives and specific areas that you need information on will help the assessment team narrow down the labour markets, locations, and key informants to target during the assessment.

### TYPES OF LMA OBJECTIVES

When setting LMA objectives, distinguish between:

- a) Pre-crisis **existing** opportunities for expansion, e.g. there was some sweet-making at home prior to the crisis; could this be expanded?
- b) **New** potential growth sector opportunities and matching labour needs that are not a result of the crisis, e.g. there was no sweet-making before the crisis but people think it could be a possible opportunity now.
- c) Opportunities for labour caused **as a result of the crisis**, e.g. humanitarian agency jobs, increased construction needs, or establishing canteens after floods, cyclones or earthquakes etc. Opportunities for labour that have arisen as a result of a crisis are likely to be short- to medium-term, but may provide sustained opportunities in protracted crises.

### Table of objectives and key questions by objective

The following table shows sample objectives for LMAs in humanitarian settings. Some of these can be merged with one another during data collection, but distinguishing them at the outset and understanding their distinctions will help in the analysis. The table also contains sample questions by objective. These can be initially defined at this stage, but should be reviewed throughout the process to ensure they continue to provide insight into the objective.

A variety of useful reference materials and LMAs are included in the table below. It is not recommended to use one generic LMA set of tools as outlined throughout this guide, instead the tools included here should be adapted / combined as needed.

The table uses a colour coding system to indicate the types of LMA objectives NGOs and other actors are likely to focus on:

- **Green**– useful for LMAs
- **Amber**– complement green objectives and support programme design

Main LMA Objectives	Breakdown of Objectives	Explanation or examples	Key questions by objective	References from Syria response mapping
<b>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</b>	<b>1. Identify pre-crisis existing labour opportunities for expansion</b>	Informal selling of meals from home prior to the crisis; could be expanded into a canteen	The key questions for objectives 1 & 2 are likely to be similar: <ul style="list-style-type: none"> <li>• Were there potential growth sectors for labour prior to the crisis? Do these still show potential?</li> <li>• Have new labour opportunities arisen as a result of the crisis?</li> <li>• What is the capacity or number of likely persons who could be involved?</li> <li>• What are the challenges or risks?</li> </ul>	Mercy Corps Lebanon LMA  IRC Lebanon LMA
	<b>2. Identify entirely new potential growth sector (potentially as a result of crisis) opportunities and matching labour needs</b>	New hair products for women; new transport/delivery service, etc.  Construction after cyclones or earthquakes		
<b>Identifying challenges of access to resources, and ways and means of increasing existing production and incomes</b>	<b>3. Identify ways and means of increasing existing production &amp; incomes</b>	Diversification- reducing losses, increasing productivity, profit margins, getting a better price, adding value, etc. Often involving improved post-harvest storage, processing, preservation, marketing and market strengthening including support to existing enterprises with operations and links to markets.	The key questions for objectives 3 & 4 are likely to be similar: <ul style="list-style-type: none"> <li>• Which existing livelihood strategies and income generation sources show potential for improvements in productivity or expansion?</li> <li>• What inputs have been lacking in the past that could help increase productivity?</li> <li>• What resources are in short supply? Limiting production or expansion? (water, inputs, land, credit, etc.)</li> <li>• Are there minor livelihood or income strategies of HH members that could be expanded (women's activities, youths, elderly)? What are the challenges? How many individuals might be involved?</li> <li>• What existing production and income strategies could be more profitable through reducing losses or wastage, etc.? Can new</li> </ul>	Rapid HES guidelines  SCI Livelihoods Assessment Syria

	4. Identifying access to resource challenges and barriers to work	Equipment or natural resource gaps; water, fertility, inputs, skills, capital, land etc.	<p>technologies be introduced safely (new varieties, inputs or preservation/processing, driers, etc.)? By acting cooperatively, are there opportunities to get better prices for goods produced, bulking sales or transporting to local or regional markets, avoiding low community level prices and middleman charges?</p> <ul style="list-style-type: none"> <li>• Which specific target groups face/have resource constraints?</li> <li>• Which specific target groups have livelihood or income strategies that could be improved/diversified or expanded?</li> <li>• What coping strategies are target groups employing and how can the most appropriate and non-damaging ones be supported?</li> </ul>	Mercy Corps Lebanon LMA
Identifying skills gaps that act as barriers to labour	Identifying skills gaps that act as barriers to labour	Numeracy or literacy for basic business skills, mechanics training, etc.	<ul style="list-style-type: none"> <li>• How did labour move before and after the crisis (rural to urban, local, regional and cross-border)?</li> <li>• What regulations govern labour for the various target groups (host, IDPs and refugees)?</li> <li>• What skills training providers, job search support providers and systems existed before and after?</li> <li>• What categories of opportunities exist (apprenticeships, production, self-employment, wage jobs, etc.)?</li> <li>• How do the interests/aspirations/desires, existing skills, perceptions and constraints to accessing training and work differ for men, women and youth?</li> </ul>	SCI Lebanon Mercy Corps -Labor Market Assessment Guidance ILO's School to Work Transition Survey IRC Lebanon LMA
Identifying structural challenges and barriers to labour	Identifying structural challenges and barriers to labour	Legal, regulatory, tenure, credit gaps, social networks, hiring practices, etc.	<ul style="list-style-type: none"> <li>• What regulations govern labour for your potential target groups (host, IDPs, and refugees)?</li> <li>• What restrictions are there on various groups to access financial services? Are these formal or informal restrictions?</li> <li>• What are the informal and formal hiring practices and how do they differ for the various target groups?</li> </ul>	ILO's School to Work Transition Survey Mercy Corps Labor Market Assessment Guidance

## SPECIFICITIES FOR REFUGEE AND DISPLACEMENT CONTEXTS

Refugee and displacement situations can mean that new income sources will need to be found to replace livelihoods that are no longer possible (e.g. farmers and pastoralists without access to land and animals, fishing families without access to water, sellers in camps without the right to work) or to benefit new entrants to a labour market, including migrants and refugees. In such situations, look closely at barriers and constraints, including:

- rules and regulations related to livelihoods, labour and employment, such as legal working status and local age requirements for labour,
- host community sentiments,
- local political, religious, ethnic and linguistic considerations

With an understanding of these barriers, the analysis should look at:

- **Previous engagement in markets prior to the crisis** – in some instances, there may have been cross-border involvement of the now refugees in labour markets pre-crisis. This could provide opportunities based on existing skills and past interactions. I.e. many Syrians who are now refugees in Lebanon had actually been seasonal workers in Lebanon prior to the conflict, and many were involved in cross-border trade.
- **Income generation through enterprise opportunities** – look at new business opportunities that can be created (even home based businesses) as well as those within the informal market.
- **Existing skills and activities** – what are refugees doing on their own to support themselves, and how can LMAs build off these activities? What subsistence/income earning activities are taking place that can be improved, expanded or diversified? It is important to consider protection concerns when looking at existing skills and strategies, including child labour issues or other negative coping mechanisms such as survival sex or unsafe work that vulnerable populations are often forced to engage in. LMAs must identify safe activities and promote alternatives to those with protection risks.
- **Potential displacement of local labour** – Are new refugee-focused livelihoods programmes displacing local labour? Promoting ‘Do no harm’ principles in livelihoods programming is essential. It is critical to understand the effects of refugee populations on labour markets, and their potential competition for labour with host communities.

### **A note on LMAs and Cash for Work (CFW)**

At times, detailed LMAs have been undertaken to establish whether a Cash for Work (CFW) programme is likely to have a significant impact on the labour market. However, a full LMA is generally not needed in advance of a humanitarian or early recovery CFW intervention (unless it is a part of larger livelihoods interventions/options). In these contexts CFW is used to address shortages in labour opportunities for a short period, or to respond to community needs that can be addressed through organised unskilled labour, and is often of too small a scale to have any significant impact on the overall labour market. To reduce any negative impact, humanitarian CFW programmes should account for seasonal labour trends, set the pay rate low enough to not compete with more sustainable labour opportunities, and ensure the programme does not make labour scarce.

# 3. OVERVIEW OF EXISTING LMA TOOLS AND RESOURCES AND TOOL ADAPTATION PROCESS

## LMA RESOURCES

There currently exists a range of LMA resources and toolkits from which to adapt. While most have been used in more stable and development contexts, they can be reworked to meet urgent humanitarian needs. Below is a list of some key existing LMA toolkits and resources. For specific tools/examples from the Syria region, refer to [Annex 4](#). While not exhaustive, these resources provide starting points to constructing humanitarian LMAs.

- Mercy Corps – [Labour and Market Assessment Guidance](#)
- Women’s Refugee Commission – [Market Assessment Toolkit for Vocational Training Providers and Youth](#)
- International Rescue Committee – [Learn 2 Earn – LMA Tools](#)
- International Labour Office – [Local Economic Recovery in Post Conflict](#)
- World Bank Group – [A Framework to Guide Youth Employment Interventions](#)
- Forcier Consulting – [Manual for Conducting Market Assessments](#)
- International Youth Foundation – [Ensuring Demand-Driven Youth Training Programs: How to Conduct an Effective Labour Market Assessment](#)

## KEY QUESTIONS TO ASK WHEN REVIEWING LMA RESOURCES

1. How do your objectives align with those identified in the toolkit?
2. What are the similarities and differences between your context and the one for which the toolkit was designed?
3. How do the resources/time/staff capacity you have assigned to your assessment compare to the detail, length and process of the existing toolkit?

## TOOL ADAPTATION PROCESS

### **How do we adapt existing processes and tools for these unique settings?**

- Use the questions linked to objectives listed in Section 2 as the starting point or framework for the tools, from which other questions or sub-questions can be added.
- Take these key questions and adapt and identify new ones for the specific labour markets you have identified.
- Refer to the existing LMA approaches/tool boxes profiled above for any additional questions to include.

- Using the mapping of the Syria response LMAs summary matrix (in Annex 4), refer to any further additional reports or tools relevant to your objectives. Add any further questions to your tools.
- Decide which questions are relevant to which type of key informant.
- Adapt the style of the questions to the type of informant and ensure all wording is culturally and locally relevant. Also, make sure language is appropriate for each stakeholder. For example, you may word the same question differently for a youth than for a government official.
- Keep in mind the unique constraints males and females face in finding income opportunities – while some existing tools provide resources and considerations for this others might not have this specific focus or nuance.
- Review the questionnaire and reduce the number of questions to collect only essential information.

See [Annex 2](#) for more guidance on tool design and testing.

# 4. CONDUCTING LABOUR MARKET ANALYSES IN HUMANITARIAN SETTINGS

## DATA COLLECTION

### Secondary Information Review

Programmers need contextual information to refine objectives. This involves a desk review and conversations with local stakeholders:

- Macro-level data on the economy of the country/countries (ILO, World Bank, etc.)
- Information on major industries and labour sectors (pre and post crisis)
- Existing assessments (including pre crisis LMAs) – check with INGO, cluster forums and academic/research institutions to find any existing studies and/or assessments
- Initial discussions with local key informants: chambers of commerce, municipal leaders, government ministries, and staff working in communities

*What should be considered when gathering contextual information?*

The above-mentioned sources should contain information about:

- The labour market (employment rates, skills gaps, growth sectors, health and stability of the private sector, etc.)
- Infrastructure inputs, financial services, access to markets
- Matters and data related to the specific objectives identified
- Livelihoods strategies of the populations the project seeks to serve

*How to organize contextual information:*

#### **I. Consider the pre- and post-crisis situations**

Identify a 'normal pre-crisis' baseline situation- reliable and detailed information is needed, so ensure that it is within recent memory and confirm the information gathered is accurate. This can be difficult in chronic situations or after a conflict. Look for a time that was a non-crisis or 'average' year, neither particularly bad, nor particularly good.

The team will need to make an early decision on what constitutes a normal pre-crisis situation. A reference year will need to be agreed upon so that when stakeholders are asked questions about a time before the crisis everyone is referring to the same time. A particular time of year will also need to be selected to ensure that seasonal factors do not skew your information.



## 2. Document characteristics of the market environment and infrastructure

The questions below relate to the labour market environment and infrastructure before and after the crisis.<sup>5</sup>

### THE LABOUR MARKET ENVIRONMENT

#### General

- What are the unemployment rates?
- What are the main industries? Potential growth sectors?
- What are the government's economic priorities?
- Where are most people employed?
- Is labour largely formal or informal?
- What is the landscape for self-employment/entrepreneurship?

#### Regulations/norms

- What are the national regulations related to labour? How does this differ for specific groups (i.e. refugees, IDPs, women, minority groups)?
- What status or documentation is required to work?
- What are the unwritten local rules related to labour? How does this differ for specific marginal groups, by religion, linguistic group, gender or refugee status for example? What are the main exceptions? Are there informal hiring practices (nepotism, etc.)?
- Which formal institutions govern labour? Are there informal 'organisations' that influence labour, e. g. large labour agencies or 'gang' operators?

#### Population movements

- What are the displacement patterns and drivers?
- Are there movement restrictions for particular groups?

#### Tensions, conflict and power analysis / social cohesion<sup>6</sup>

- What is the impact of regulations related to labour on different groups (host population/IDPs/refugees/vulnerable groups/women/)?

#### Gender and vulnerability

- How are women, men, male and female children, adolescents, youth and other vulnerability groups affected in different ways?

#### Others

- Are there seasonal labour patterns?

#### Key Labour Market Infrastructure, inputs and labour market support services

- What changes have there been before and after the crisis in equipment, skills, knowledge, transportation, and access to labour markets?
- How have changes in trade patterns, e.g. resulting from border closures, affected labour markets?
- What impact has the crisis had on wage rates?

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<sup>5</sup> As recommended by the [EMMA Toolkit](#) (Albu 2010)

<sup>6</sup> Harb, C, & Saab, R. (2014). *Social Cohesion and Intergroup Relations: Syrian Refugees and Lebanese Nationals in the Bekaa and Akkar*. Save the Children. Available at: <https://data.unhcr.org/syrianrefugees/download.php?id=5807>

- Is there a financial service infrastructure? Can people access credit?

### Example from the field: right to work

*In some contexts national laws do not allow refugees to work. In certain parts of the country and in specific localities, local leaders and their communities sometimes interpret regulations differently and often allowed refugees to work under specific terms. In one area, for example, communities and their leaders permitted refugees to start small businesses so long as these did not compete with existing host community businesses. Potential sources for this information are often available online:*

- *General/Globally – especially p10 - “Global Refugee Work Rights Report,” (2014)*
- *The International Labour Organisation produces numerous briefings and reports internationally and after crises. They are likely to be a good source of information specific to the country context.*

### 3. Document the livelihoods strategies and social norms of target populations

Having a basic understanding of the livelihoods activities and social norms in your target areas will guide the objectives, scope, and market selection for your LMA.

Key information around livelihoods strategies include:

- How are most people in the target area earning money/meeting their needs?
- How many people in the household are working? How were they earning money pre-crisis?
- On average how many household members are there?
- Are households in debt? Resorting to other negative coping strategies?
- Are there any restrictions around movement?
- What other norms, traditions, taboos or other social regulations are there that govern/relate to labour?

### Selecting informant types

Determine who the key informants for the LMA might be. The following is a list of key informants that are considered to be common across objectives:

Level	Informant type	Links to useful tools
<b>National &amp; Regional levels</b>	<ul style="list-style-type: none"> <li>• Local staff</li> <li>• Partner staff</li> <li>• Other agency and organisation staff</li> <li>• ILO, UNHCR</li> <li>• Government authorities (Ministries of Work, Labour, Education or Training; public employment offices; etc.)</li> <li>• Coordination committees</li> <li>• National and multi-national companies</li> <li>• National Producers and business associations</li> <li>• Financial institutions, formal and informal</li> <li>• Training providers</li> </ul>	<p>Refer to <a href="#">SCI Lebanon Ibtikar Tools</a></p> <p><a href="#">SCI Iraq - KRG</a> has a tool for interviewing: Government (p59) national &amp; multinational companies (p65-68) and MFIs (p64), training providers (p61), producer and business associations</p>

	<ul style="list-style-type: none"> <li>Others such as National women or youth organization, student groups, etc.</li> </ul>	(p60)
<b>Regional level</b>	<ul style="list-style-type: none"> <li>Similar to above</li> </ul>	
<b>District, local or community level</b>	<ul style="list-style-type: none"> <li>Affected communities and their hosts in refugee situations.</li> <li>Private sector employers and job centres, existing employment providers</li> <li>Employment agencies, work gang leaders, job centres, and online job portals</li> <li>Training institutions</li> <li>Schools and further education</li> <li>Consumers</li> <li>Job seekers</li> <li>Community leaders</li> <li>Chambers of commerce and other business associations</li> <li>Others such as: farm gate purchasers, transporters, cooperatives, bulking stores, seed stores, grain banks, training or women's organisations who may be involved in food preservation and processing, etc., sales centres/cooperatives, crafts etc.</li> </ul>	<p>Refer to SCI Lebanon Ibtikar Tools</p> <p>Refer to SCI Lebanon Skills gap assessment and SCI Lebanon skills gap tools</p> <p>Refer to SCI Egypt Youth Livelihoods Rapid Needs Assessment</p> <p>Refer to SCI IRAQ KRG Youth Labour Market &amp; Entrepreneurship Assessment for tools for interviewing local business (p59) and consumers (p58).</p>

To ensure all informants have been identified, analyse the market chain or value chain for each labour market selected.

## SELECTING LABOUR MARKET SECTORS FOR ANALYSIS

It is impossible to cover every sector or market, even more specifically for humanitarian contexts that require quicker data collection and often face restrictions around movement and access. The following steps will help to narrow the list of potential sectors

- Use information on existing livelihoods strategies and coping mechanisms to inform labour market selection
- Areas and targets can also be narrowed down in relation to the agency or donor mandate
- If the team has limited context or market analysis experience start with a smaller-scale labour market
- Stick to labour markets that relate to the specific LMA objective
- Produce preliminary maps of the selected labour markets

### Tip from the Field: Mapping Labour Market Systems

*The market chain (or value chain) should be mapped to identify the key actors in the market system, their strengths, gaps and potential opportunities. Guidance for market mapping is outlined in Step 3 of the EMMA toolkit. Depending on the objective, it is helpful to map out the labour market both pre- and post-crisis.*

## Linking labour market selection to objectives

The contextual questions listed by objective in the table below will help to further refine the choice of labour markets.

Main Objectives	Key contextual information questions related to objectives
<b>Identifying growth sectors and new opportunities (whether available prior to, after, or as a result of, a crisis)</b>	Which are the broad target groups most involved in? (Both before and after the crisis) Which have been most/least affected by the crisis?
<b>Identifying access to resources challenges and ways and means of increasing existing production and incomes</b>	Which goods/services provide little profit and why? How can more value be added or better prices gained? Are there other activities that could be undertaken? How does the market chain work and who in the market chain captures the profit?
<b>Identifying skills gaps that act as barriers to labour</b>	What skills gaps prior to/after crisis in sectors used by target populations? Can beneficiaries identify labour opportunities and what prevents them accessing these? Do these differ for certain groups or by gender? What skills do employers seek but cannot find?
<b>Identifying structural challenges and barriers to labour</b>	What are the underlying causes of a market system's underperformance or ineffectiveness? What are the obstacles and opportunities to overcoming them? What are the regulations, government bodies, etc. that influence behavior in the market?

The choice of methodology will be influenced by the number of markets focused on for the analysis. I.e. if the objective is focused/limited to a specific sector, a Value Chain approach to LMA could be used, whereas if the objective is focused on multiple markets and sectors for larger scale employment interventions, a more qualitative methodology may be used, such as WRC's toolkit.<sup>7</sup>

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<sup>7</sup> WRC's [Market Assessment Toolkit for Vocational Training Providers and Youth](#) profiled in [Chapter 3](#) is designed with women in mind and IRC have useful resources.

## GENDER AND LABOUR MARKET SECTOR SELECTION

Considering gender when selecting sectors is essential given the unique barriers faced by the female labour force in some countries. These arise from the time burden associated with child-rearing and other domestic tasks, lower educational levels compared with boys and men in some regions, the role of existing male-female wage gaps in generating an ‘underinvestment’ in female education, and laws and customs that inhibit women’s participation in labour markets. I.e. women often lack vocational skills for new markets restricting them to low-wage, traditional gender occupations. Women further lack financial literacy to manage irregular or large one-time costs. Additionally as is seen in the case of the Syria crisis women are often tasked with taking on larger roles in terms of income earning from the family (often due to separation of families due to displacement or violence) this means identifying feasible ways to support these new roles.

In Jordan for example, the [Near East Foundation](#) looked at disruptions in the labour and product markets resulting from the Syrian crisis. They specifically looked at industries that outsource work, which may be compatible with work-at-home opportunities for refugees. In Jordan, this includes the garment industry, which outsources to women working at home using a piece-rate payment system.

The following references offer some guidance on including gender considerations in programme design:

- [Making the Strongest Links: A Practical Guide to Mainstreaming Gender Analysis in Value Chain Development](#) (Mayoux, L. and Mackie, G. 2009)
- [Gender Analysis for Sustainable Livelihoods Frameworks, Tools and Links to Other Sources](#) (K. Pasteur 2002)
- [Gender and Market Development: A Framework for Strengthening Gender Integration in Market Systems Development](#) (Mercy Corps 2015)
- [GBV Responders Network](#)

## UNDERSTANDING CHILD LABOUR

When selecting labour markets, it is essential to take into account child labour considerations. As a result of a crisis, children are often taken out of school to enter the labour market. Conflict destroys economies and increases poverty; it devastates assets, transportation and opportunities for well-paid work for adults. This reduces financial options for survival and increases the need for all members of the household to work. Additionally in places where work restrictions are an issue sending children to work is often less visible than adults. One of the main priorities after or during a crisis is to reintroduce children into formal education. However, for many older children, returning to formal education is not a realistic alternative. Unfortunately, they often lack the skills that could help them to access decent work (see below for decent work description).

The ILO conventions on Child Labour recommend the following standards:

The minimum age for employment or work		
	The minimum age at which children can start work	Possible exceptions for developing countries

<p><b>Hazardous work</b> Any work which is likely to jeopardise children's physical, mental or moral health, safety or morals should not be done by anyone under the age of 18 years old.</p>	<p>18 years (16 years under strict adult supervision and protective gears are provided)</p>	<p>18 years (16 years under strict adult supervision and protective gears are provided)</p>
<p><b>Basic minimum age</b> The minimum age for work should not be below the age for finishing compulsory schooling, which is generally 15 years old</p>	<p>15 years</p>	<p>14 years</p>
<p><b>Light work</b> Children between the ages of 13 and 15 years old may do light work, as long as it does not threaten their health and safety, or hinder their educational or vocational orientation and training</p>	<p>13 years</p>	<p>12 years</p>

To target properly, it is important to do a **vulnerability assessment** in the areas operated in. A number of vulnerability factors are suggested below that can lead to child labour:<sup>8</sup>

- Social or economic shocks impacting the family
- Lack of access to (quality) education and training
- Family or cultural traditions and practices
- Disharmony in the family
- Disability: Discriminatory attitudes towards persons living with disabilities and lack of services to cater for their special needs can be linked to child labour and exploitation.
- Lack or non-enforcement of regulations and laws: Weak labour laws and non-enforcement greatly facilitate the practice of child labour
- Insufficient labour supply: In some cases children are used as a labour supply buffer during peak times
- Labour contract arrangements: In some cases families who are working as hired hands on larger plantations are paid per quota or piecework based on family units and this increases child labour.
- Prevailing attitudes that see children as cheap and docile workers

## DECENT WORK AND LABOUR MARKET SELECTION

As mentioned above decent work includes the physical, emotional and social protection within the workplace as well as ensuring liveable and decent wages, room for growth and a sense of dignity in work. It is important when considering labour markets to further study and analyse protection, safety elements and the ability to earn a meaningful living (varies on context) within the labour market. When considering and identifying opportunities (either short or long term), indicators

<sup>8</sup> Engblom, A. (2014), 20-21. *Skills and Livelihoods Training: A Guide for Partners in Child Labour Projects*. International Labour Organization [online]. Available at: [http://www.ilo.org/ipec/Informationresources/WCMS\\_IPEC\\_PUB\\_23995/lang--en/index.htm](http://www.ilo.org/ipec/Informationresources/WCMS_IPEC_PUB_23995/lang--en/index.htm)

related to decent work should be factored in such as working times, adequate and productive work, and safe and stable environments.<sup>9</sup>

## SPECIFICITIES OF LOOKING AT SELF-EMPLOYMENT

Often in humanitarian settings with weakened markets and new influxes of diverse populations, job opportunities are scarce (crisis contexts often suffer from high unemployment pre crisis). As a result it is important for LMAs to also identify new opportunities and/or gaps within markets that would allow for self-employment. To do this, LMAs should consider specific gaps in the market both pre crisis and as a result of the crisis; are there products and services that could benefit from value add? Are there products and services where demand outpaces supply? What are the skills and resources needed to fill those gaps and new opportunities? Additionally, LMAs should identify the processes and regulations associated with starting an enterprise such as business registration and access to capital. While it is important to promote self-employment so that new businesses and ideally new jobs are created, it is also essential to remember that entrepreneurship is not a one-stop solution to large scale unemployment. Furthermore, starting a business can be risky; programmes which support self-employment should ensure that participants have realistic expectations about starting a business. According to [Mercy Corps' World of Work: Employment, Entrepreneurship and Job Creation Strategy and Principles](#) guidance document, three conditions must be in place to support successful, sustained self-employment and entrepreneurship:

- Individuals should have access to appropriate services, such as financial services.
- Individuals should operate within a supportive enabling and regulatory environment.
- Individuals must demonstrate sound business acumen and a viable, thought-out concept.

When the above factors are aligned, Mercy Corps supports self-employment and entrepreneurship. However if one of the elements is not present, our interventions may not only be unsuccessful but may also exacerbate the frustrations of aspiring entrepreneurs.

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<sup>9</sup> International Labour Organization (2012). *Decent Work Indicators: Concepts and Definitions*. ILO [Online]. Available at: [http://www.ilo.org/wcmsp5/groups/public/---dgreports/---integration/documents/publication/wcms\\_229374.pdf](http://www.ilo.org/wcmsp5/groups/public/---dgreports/---integration/documents/publication/wcms_229374.pdf)

# 5. RESPONSE ANALYSIS

## GENERAL PRINCIPLES FOR LMA RESPONSE ANALYSIS

Labour markets, particularly in humanitarian settings, are dynamic. In essence, the rules of the game are constantly changing: private sector actors can be either damaged or enhanced by a crisis and have shifting incentives. While LMAs should influence programme design, we should also recognise that these systems are in a constant state of flux. Therefore, assessment data is only relevant for a short period of time (6-8 months as a maximum) and should ideally be updated in an iterative fashion. For programme design, the most useful section of an LMA report and final documentation is often the response analysis. This portion of the report should follow a number of principles:

- 1) *Be actionable.* The goal of an LMA is often to provide real-time, market-based guidance on livelihoods and employment opportunities for specific populations. Therefore, an LMA should ensure that recommendations are current and actionable. While it is important for LMAs to highlight macro-level constraints (such as prohibitive labour policies, etc.) to a labour market, we must also consider solutions which can be immediately implemented. As LMA data only has a limited period of relevance, we should ensure that action-oriented recommendations are specific and useful. These recommendations could include items such as: list of immediate job openings with suggestions for follow-up with employers; suggestions for vocational training which meet immediate needs of local businesses; specific opportunities for access to finance for businesses, etc.
- 2) *Propose realistic interventions.* INGOs and NGOs alone will be unable to mend fragile labour markets. Furthermore, most INGO and NGO programmes have limited budget, resources, and time. For these reasons, LMA generated recommendations should be realistic and aligned to a specific programme's mandate. The goal of LMA response analysis and recommendations is for field teams to be able to implement activities which promote feasible, positive labour market outcomes which have been informed by the data.
- 3) *Address both supply and demand constraints.* Livelihoods programmes should not focus on jobseekers alone. Recommendations towards skills building, access to finance, mentoring support, and other relevant issues are important; however, unemployment issues are also often rooted in demand-side factors. Therefore, LMA recommendations should also include strategies for working with the private sector (potential employers) to improve perceptions of job seekers (refugees, IDPs, and other groups facing discrimination), to promote job creation.

LMA information should inform programme design in a number of ways. This data can guide us in:

- *Sector selection.* LMA data may tell us that it is critical or advantageous to work in some sectors over others. For example, given the influx of NGOs and UN agencies in the northern Lebanon, the catering and food sector has grown. The IRC has been working with local caterers to train and employ those without jobs. An assessment may tell us that



reinvigorating the tourism sector after a crisis could have huge benefits for both the labour market and the economy as a whole.

- *Understanding hiring preferences.* In [Mercy Corps' South Lebanon LMA \(2014\)](#), most employers were found to prefer hiring within their own networks. This hiring preference was a great hindrance to newly settled Syrian refugees with very little social capital. The LMA recommended that the programme work with Lebanese employers to promote fair and equitable hiring practices.
- *Training programmes.* If LMA data pinpoints specific skill gaps in an economy post-crisis, the assessment can direct training opportunities for job seekers to fill in these gaps. For example, in Lebanon following initial assessments IRC found a gap in the wedding photography industry – because most photographers were men, they were unable to capture pictures of the bride's events which were restricted to women. The IRC has trained women in photography and many gained employment as wedding photographers as a result.
- *Cash for Work opportunities.* After a crisis, there is often a need for short-term humanitarian activities to jumpstart local economies as well as provide critical income for those who have lost their livelihoods. While these activities are not typically classified as 'employment,' LMA data should tell us where we can quickly intervene with short-term CFW approaches. For example, waste collection or community rehabilitation in communities overcrowded or whose infrastructure has been stretched by refugee or IDP influx.
- *Long-term employment opportunities.* In addition to short-term activities, LMA should tell us where employment gains can happen within an economy. LMA response analysis should help programmes to identify these long-term placements. Ideally, CFW can be transitioned to longer work opportunities. In some instances, an LMA may tell us that there simply aren't enough jobs to absorb local populations. In this case, programme efforts should focus on supporting small and medium enterprises to spur job creation or to support new business plan development and start-up of new micro enterprises.
- *Developing advocacy efforts to influence labour policies.* As of September 2015, Syrian refugees have extremely restricted access to work in Lebanon, Turkey and Jordan; the high cost of work permits and difficulty in accessing these permits present challenges. If an LMA tells us that host community private sector actors could greatly benefit from absorbing new host and refugee labour, we can and should use the LMA as an advocacy tool to influence governments to ease labour regulations for refugee communities.

#### **Child labour considerations in LMAs and response option selection**

ILO have designed a resource guide providing a framework on how to design and implement skills and livelihoods programmes for older children in or at risk of child labour. The aim is to enhance the potential of older children of legal working age to successfully enter the labour market under decent work conditions:

ILO (2014), [Skills and Livelihoods Training – A guide for Partners in Child Labour Projects](#)

## GENDER CONSIDERATIONS IN LABOUR MARKET ANALYSIS AND RESPONSE OPTION SELECTION

Labour Market Analysis should aim to understand the underlying causes of gender discrepancies in the workforce to help develop strategies to address them. Accessing existing recent localised gender analysis documents or conducting a gender analysis of the context at the design stage of the programme can help to understand these. The content of the analysis will differ depending on programme type but could include:

- understanding the social norms around gender roles and responsibilities and the reasons behind them
- access to resources for women, men, girls and boys
- access to markets for women, men, girls and boys
- household decision-making
- time-use of different household members for income generating work, child care, housework, and community work

Save the Children's [Guidance for Integrating a Gender Lens into Nutrition, Food Security, Livelihoods, and Social Protection Programs](#) includes questions for consideration for livelihoods promotion in value chain development, skills training and agriculture production and livestock rearing with proposed actions to address these.

Furthermore, women often face a trade-off between their protection and their livelihoods. Most women in crisis situations actively seek to earn money, despite knowing the risks that having or earning money may bring. The [Women's Refugee Commission & UNHCR](#) has documented that exploitation, verbal abuse and physical intimidation are part of women refugee's everyday realities. In Jordan, the [Near East Foundation](#), in interviews with women, have identified forms of gender based violence linked to economic participation:

- women experience verbal abuse in public because of social restrictions on their mobility and perceptions of women appropriate work
- their negotiation power with suppliers and retailers is lower
- domestic 'tension' (for refugee women) increases because of issues of mobility and control of resources

It is therefore recommended that programmes working with women or refugees conduct safety audits/mapping to identify protection risks and protection strategies linked to programme design.

## TARGETING FOR BOTH 'VULNERABILITY' AND 'GENERAL RECOVERY'

### **Examples from the field:**

*Skilled carpenters and builders in Haiti were given cash grants to re-tool and re-stock, and encouraged to take on apprentices and train them up, in order that private repair and reconstruction could begin again more rapidly.*

*Using indirect interventions to assist primary targets - Most agencies try to ensure that their interventions help the poorest, vulnerable or most affected to recover from a crisis. However, it may not have to be the case that the most vulnerable or most affected are directly targeted for labour market assistance. Interventions in some markets assist with the overall recovery from the crisis.*

It is possible to take a two tiered approach by supporting the most vulnerable with opportunities while also supporting the labour market networks and systems that serve the most vulnerable.

**Examples from the field:**

*Street food sellers were identified to be given cash grants after the Haiti earthquake to re-open and expand to be larger canteens. Meal Vouchers were then given to targeted poor and most vulnerable households (Female Headed Households, orphans, elderly, People with Disabilities and the chronically sick) for use within the canteens.*

**References:**

- The WRC’s [Market Assessment Toolkit for Vocational Training Providers and Youth](#) profiled in [Chapter 3](#) is designed with women in mind and IRC have useful resources when dealing with Gender-Based Violence (GBV) matters; ‘[GBV responders](#)’.
- For LMAs with a youth focus, see the mapping matrix and the following:
  - [SCI Lebanon](#)
  - [SCI Egypt](#)
  - [Mercy Corps South Lebanon](#)
  - [Save the Children’s Skills to Succeed](#)
  - [SCI Lebanon Skills Gap Tools](#)

## 6. DISSEMINATING RESULTS

Once the LMA is complete it should be shared with peers, stakeholders and practitioners in similar contexts.

### ADVOCACY AND POLICY STRATEGIES

LMAs can be invaluable advocacy tools with local governments and private sector actors. Although not all LMAs will include a macro overview of labour in the country, they may still include key issues to support advocacy for access, labour support programmes, or changes in policy. This is particularly relevant in protracted displacement and refugee contexts where it is likely the displaced population will remain for an extended period of time.

LMA findings can be valuable advocacy tools in that they are likely to:

- Provide tangible examples of the impact of labour policy decisions on target populations
- Provide clear intervention recommendations to improve income generating opportunities
- Identify growth sectors
- Provide an opportunity to engage both the private sector and local authorities in conversations about increasing access to labour opportunities
- Bridge potential information and communication gaps between governments, private sector actors, and the target population

#### *Key targets*

1. **Local and national governments:** National or regional policies on the right to work and restrictions on movement have significant impact on the lives and livelihoods of displaced populations. Evidence and information gathered during an LMA may be valuable to the formation of these types of policy, specifically information that outlines the potential benefits of added value skills and economic integration of refugees and/or IDPs.
2. **Private sector and the local business community:** The private sector can be an invaluable partner in designing effective recovery programmes. Presenting findings and tentative recommendations to private sector actors for feedback can help develop partnerships for future programmes as well as strengthen your response analysis.
3. **The donor community:** Particularly in humanitarian settings LMAs can be useful to demonstrate the need for early recovery funding and to consider interventions that look beyond immediate humanitarian relief. LMAs can provide valuable evidence to make the case for programming to support labour, livelihoods recovery, and employment programming during protracted crises.

# ANNEX I: TYPES OF LABOUR

## WHAT IS LABOUR?

Labour is a broad concept that can take on many different forms ranging from formal employment to casual labour to household subsistence work. This guide intentionally uses the term ‘labour’ and not ‘work’, which tends to imply working for payment, in order to ensure teams consider the full range of labour types that households undertake.

‘Labour’ can occur anywhere: at home, in fields, in factories, shops etc. It can mean unpaid labour, labour undertaken in exchange for other goods and services (like a share of the crop, herd or catch); or labour in a sole trader enterprise (a youth selling toothpaste and soap after school); or labour for someone else or jointly in an enterprise (siblings all working in a family run mechanics shop). Sometimes this work is informal, and sometimes more formal. It can be unpaid, paid through goods/services, paid as a wage based on time or output, or paid as a pre-agreed set amount (salaried).

The two tables below contain a more detailed explanation of the many different types of ‘labour’ (categorised into those for payment and those types of labour done for ‘self or household’).

Labour Types for self or Household	Examples:
Labour for subsistence production	Family producing food stuffs and other goods for home consumption
Labour for production for non-cash exchange (exchange for other goods or other services)	Rice exchanged with neighbour for meat or shelter repair services. Labour for a share of the crop, herd or cash, i.e. sharecropping)
Labour for production for cash sales	Fish or rice produced and sold at market for cash. Note that this could be either production solely intended for sale at market (often cash crops) or it could be sale of surplus.
Skilled Self-employed labour	Plumber fixing pipes/taps, sole trader mechanic, or a carpenter making furniture for sale
Labour for enterprise/sales/selling	Selling tinned foods or second hand clothes for cash
Casual wage labour (unskilled)	Often daily labour commonly includes agriculture labour, basic construction etc. or labour provided to small enterprises (i.e. small stores etc.)
Labour within enterprises SMEs	Small groupings of mechanics operating together, small numbers of home-based blanket makers operating together
Unskilled Labour for others (Selling largely unskilled labour power or ‘manpower’ to other	Harvesting crops for a large landowner, or clearing building sites for pay

individuals or organisations)	
Skilled labour for others	Carpenter making and fitting windows on a building site for a building company
Migrant labour	Often men migrate to cities/over borders during the hunger period to access paid labour or women migrate for seasonal harvesting. Women may migrate internationally for domestic jobs also.

Many LMAs adopt an ‘income’ or ‘paid in cash’ definition of labour, ignoring unpaid, exchange or subsistence activities vital to the livelihoods of the diverse households we serve.

These definitions also tend to refer to only one worker within the household, the ‘head of household’, when it is the labour efforts of children, youth, mothers, aunts, cousins, nephews and grandparents that combine to cope with adversity and crisis. By looking at the multiple livelihoods strategies that the whole of the household employs, and by recognising the seasonal differences and changes in livelihoods strategies, we can identify labour activities that are most likely to promote recovery and support existing positive coping mechanisms.

#### **Example of entire household livelihoods strategy assessment:**

*Haiti – The carpenter ‘head of household’ was paralysed during the earthquake, leaving an elderly and frail grandfather as what might traditionally have been considered as the ‘head of the household’. By working to identify the multiple livelihoods strategies of the whole of the household, and by looking at the seasonal changes that occur. The household was able to identify a small food selling enterprise run by two daughters which had potential to expand to meet the needs of the household until the next growing season.*

## LABOUR AND LIVELIHOODS

Most households have multiple labour or livelihoods strategies in that they engage in a combination of labour for subsistence and production, and may also engage in labour for payment. These multiple strategies may change by season. For example, what might be called a ‘farming household’ may switch to fishing at certain times of the year, certain household members may migrate for paid labour during the ‘hungry season’, or sell clothes one day a week.

## LABOUR MARKET SYSTEMS

A market system is a network of producers, suppliers, processors, traders, buyers, and consumers producing, exchanging, and consuming a particular item or service. The system includes various forms of infrastructure, input providers, and services, and it operates within rules and norms that shape the business environment.

# ANNEX 2: GUIDANCE ON TOOL DESIGN AND TESTING

Mercy Corps' [detailed tip sheets](#) on tool design offer useful guidance.

- Build on what others have tried and tested elsewhere.
- Ensure that local staff and key informants participate in tool design process itself, wherever possible or that as a minimum they play a review or 'vetting' role.
- Try where possible to phrase questions so that answers are not overly open ended. Use categories for answers where possible, and only leave open ended questions where absolutely necessary, which will help simplify note taking and data entry.
- Include guidance or tips for enumerators or team members on any difficult questions, and always follow the '5 tips to perfect tools and field trips' recommendations.
- Remember to ascertain if your field trip or survey will need formal internal or official approval from local government or authorities!
- Don't forget to contextualise it! Any tool that you find will inevitably need an additional tweak to adapt it to your specific cultural and linguistic context.

## REFERENCES TO COMMON APPROACHES, METHODS AND TOOLS USED IN LMA'S

**Participatory assessment guidance** - Practical Action<sup>1</sup> have been working with participatory market mapping<sup>1</sup> and Mercy Corps has pulled together their learning in their tip sheet [Participatory Assessment Tip Sheet](#).

**Focus Group Discussion (FGD) Guidance** - Mercy Corps has developed [general guidance](#) for staff undertaking FGD

### **Enterprise, Private Sector and business survey tools -**

- Section I of Mercy Corps' [LMA Tools Tip sheet](#)
- Mercy Corps' [Youth-led Employer Survey: Tip Sheet](#)

### **Value Chain Analysis Focus Group Discussion tools -**

- Section 4 of Mercy Corps' [LMA Tools Tip sheet](#)
- AAH/ACF Food Security and Livelihoods [Questionnaire](#) and [seasonal calendar](#) instructions from Lebanon Bekaa
- [SCI Lebanon](#) has tools on FGD Interview guides ([Men](#) and [Women](#)), KII interview guides ([VT Provider](#), [NGO/Municipality](#), and [INGO/UN/Government](#)), a [Value chain training presentation](#) and a [Questionnaire for Value Chain assessment](#).

# ANNEX 3: GLOSSARY OF KEY TERMS

**Assets:** the bundle of resources that a household needs for its livelihoods activities.

**Household economy:** the sum of ways in which a household acquires its income, savings and asset holdings, and by which it meets its food and non-food needs.

**Hunger period (or Lean period):** the usual time of year when ability to access sufficient food is most difficult, e.g., for farmers before the harvest (during the rains) when the harvest from the previous year has been exhausted and prices of food are at their highest. For pastoralists, this is before the main rains, when access to pasture and water and hence health of livestock are most critical.

**Livelihoods:** the capabilities, assets (including natural, material and social resources) and activities used by a household for survival and future well-being. A livelihood is **sustainable** when it can cope with and recover from stress and shocks and maintain or enhance its capabilities and assets both now and in the future, while not undermining the natural resource base.

**Livelihoods analysis:** an understanding of how different groups of people make a living throughout the year, in normal times and in times of hardship.

**Livelihoods strategy (livelihoods activities):** the practical means or activities through which people use their assets to earn income and achieve other livelihood goals.

**Livelihoods Zone:** a geographical area in which households broadly share the same patterns of access to food and income, i.e., may grow the same crops, and have the same access to markets.

**M4P:** the making markets work for the poor or market development approach.

**Market:** a set of arrangements by which buyers and sellers are in contact to exchange goods or services; the interaction of demand and supply.

**Market player:** organisations or individuals who are active in a market system not only as suppliers or consumers but as regulators, developers of standards and providers of services, information, etc. Therefore this may include organisations in the private and public sectors as well as non-profit organisations, representative organisations, academic bodies and civil society groups.

**Market systems:** a network of producers, suppliers, processors, traders, buyers and consumers that are all involved in producing, exchanging or consuming a particular item or service. The system includes various forms of infrastructure, input providers, and services that operate within the context of rules and norms that shape this system's particular business environment.

**Productive asset:** a resource that can be used to create items or services of economic value, e.g. land, equipment, materials, machinery, facilities (buildings), transport.



**Resilience:** The capacity of communities in complex socio-ecological systems to learn, cope, adapt, and transform in the face of shocks and stresses.

**Response Analysis:** the process of analysis that identifies appropriate responses to address identified needs within the agency's capacity and operating environment.

**Value chain:** Full range of activities required to bring a product or service from its conception to final consumers and disposal; implies a value-added at each stage. Value chains can be local, regional, or global, and may include input suppliers, producers, processors, transporters, and buyers.

**Wealth Group:** a wealth group is defined as a group of households within the same community who share similar resources and capacities to exploit the different food and income options within a particular livelihoods zone. In other words, they are households with a similar range of income, who have similar access to livelihoods assets.

*The definitions were drawn from the following resources:*

- *PCMMA, 2014*
- *British Red Cross Rapid Household Economic Security Guidelines, 2014*
- *Springfield Centre M4P guidance, 2012*
- *FAO/ILO Good Practice Guide, 2011*
- *Sphere Handbook, 2011*
- *Emergency Market Mapping Analysis toolkit, 2010*
- *SCUK Household Economy Approach, 2008*

# ANNEX 4: SYRIA RESPONSE LMAS

The matrix below contains a summary of known/available LMAs conducted in the Syria response, some more detailed than others with a few just including the final report and not the tools. This table should be referred to in order to identify other reference materials and individual tools that will be most appropriate for your specific objectives, location (rural/urban etc.), crisis context, community circumstances (host/camp/refugee/IDP etc.) and target type.

Country	LMA Report/Tool Name	region/city	Urban /rural	Agencies	Objectives	Summary	Target group focus	Scale	Has tools? Yes/No	
Lebanon	Tripoli Livelihoods assessment (forthcoming)	Tripoli (Badawi) and Koura	Both	Save the Children	<ul style="list-style-type: none"> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> <li>Identifying challenges of access to resources and ways and means of increasing existing production and incomes</li> </ul>	Livelihood assessment	Lebanese, Syrian and Palestinian women (Host and refugee)	L	Yes	
	Beirut Urban Livelihoods Assessment	Beirut and surrounding	Urban	Save the Children & Ibtikar	<ul style="list-style-type: none"> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> </ul>	LH ops assessment	Most vulnerable in urban setting of Beirut and surrounding (Host and refugee)	M	Yes	
	Skills Gap Assessment	Tripoli & Bekaa	Urban	Save the Children	<ul style="list-style-type: none"> <li>Identifying skills gaps that act as barriers to labour</li> </ul>	Youth Skills gap assessment	Youth aged 18-24 (Lebanese hosts and Syrian refugees)	S	Yes. training pack	
	Enabling job resilience and protecting decent work conditions in rural communities affected by Syrian refugees crisis in northern Lebanon			Both	ILO	<ul style="list-style-type: none"> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> <li>Identifying skills gaps that act as barriers to labour</li> </ul>	LMA for career guidance	Job seekers, policy makers, educational institution, population at large (Host)	M	Yes
	National Activity Survey on the situation of adult and children in activities, including work				ILO	<i>In progress</i>	National survey on adult/child workers	Child and forced labour.	M	Yes
	Labour Force and Households' Living Conditions Survey				ILO	<i>In progress</i>	Labour & HH living conditions survey	Macro strategic and policy oriented	very L	Yes

	South Lebanon (Nabateih) Labour Market Assessment	South Lebanon (Nabateih)	Both	Mercy Corps & SHEILD	<ul style="list-style-type: none"> <li>Identifying skills gaps that act as barriers to labour</li> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> <li>Identifying structural challenges and barriers to labour</li> </ul>	LMA	Host and Syrian refugees		No
	School to Work Transition Survey in Lebanon		Both	ILO	<ul style="list-style-type: none"> <li>Identifying skills gaps that act as barriers to labour</li> <li>Identifying structural challenges and barriers to labour</li> </ul>	Youth, School to work survey	15 - 29 year olds men and women (Host)	M	No
	Survey on the Livelihoods of Syrian refugees in Lebanon		Both	BRIC/OXFAM/L CSR	<ul style="list-style-type: none"> <li>Identifying structural challenges and barriers to labour</li> </ul>	Livelihoods assessment	Refugees	M	No
	Labour market assessment Beirut and Mount Lebanon	Beirut and Mount Lebanon	Both	ACTED	<ul style="list-style-type: none"> <li>Identifying challenges of access to resources and ways and means of increasing existing production and incomes</li> <li>Identifying structural challenges and barriers to labour</li> </ul>	LMA	Vulnerable host and refugee communities	L	Yes
	Akkar Business Climate Assessment	Lebanon	Both	IRC & UKAID	<ul style="list-style-type: none"> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> </ul>	LMA	Vulnerable host and refugee communities	M	Yes
Syria	Livelihoods and Cash Feasibility Assessment	Al Hassakah governorate		IRC	<ul style="list-style-type: none"> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> </ul>	LH & cash feasibility	Men, Women, and Youth (IDPs and refugees)	S	No
	Understanding livelihoods in northern Syria: how people are coping with repeated shocks, constant change and an uncertain future	Northern Syria	Both, mainly rural	Save the Children	<ul style="list-style-type: none"> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> <li>Identifying challenges of access to resources and ways and means of increasing existing production and incomes</li> </ul>	Understanding livelihoods	Syrian Rural host and IDPs/ Urban IDPs	L	No
Jordan	Enhancing the Economic Resilience of Displaced Iraqis and Poor Jordanians	Zarqa	Urban	WRC/ Near east Foundation/US AID	<ul style="list-style-type: none"> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> <li>Identifying structural challenges and barriers to labour</li> </ul>	Rapid market assessment	Youth & women market ops	S	Yes
	School-to-work transition survey (SWTS)		Both	ILO	<ul style="list-style-type: none"> <li>Identifying skills gaps that act as barriers to labour</li> <li>Identifying structural challenges and barriers to labour</li> </ul>	School to work survey	15 - 29 year olds men and women (host)	M	Yes
	Impact of Syrian refugees on the Jordanian labour market	Governorates of Amman, Irbid and Mafraq, including the Zaatari refugee camp	Both	ILO and Fafo	<ul style="list-style-type: none"> <li>Identifying challenges of access to resources and ways and means of increasing existing production and incomes</li> <li>Identifying structural challenges and barriers to labour</li> </ul>	Refugee impacts on LMs	Syrian and Jordanian adults, men and women (refugee and host)	L	Yes

Iraq	Market assessment toolkit for vocational training providers and youth	Iraq	Mostly urban	Save the Children and Columbia University	<ul style="list-style-type: none"> <li>Identifying challenges of access to resources and ways and means of increasing existing production and incomes</li> <li>Identifying structural challenges and barriers to labour</li> <li>Identifying skills gaps that act as barriers to labour</li> </ul>	EMMA approach	Youth- male and female (host)	S	No
	Youth Labor Market & Entrepreneurship Opportunities in the KRG Assessment	N. Iraq - KRG	Both	Save the Children I	<ul style="list-style-type: none"> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> <li>Identifying structural challenges and barriers to labour</li> </ul>	Labour Market & Entrepreneurship Opportunities	Disadvantaged youth (Syrian refugees, school drop-outs, etc.)	S	Yes
Egypt	Youth Livelihoods Rapid Needs Assessment in Cairo, Alexandria and Damietta	Alexandria, Cairo, Damietta	Urban	Save the Children	<ul style="list-style-type: none"> <li>Identifying growth sectors and new opportunities (whether available prior to, after or as a result of a crisis)</li> <li>Identifying skills gaps that act as barriers to labour</li> </ul>	Rapid youth LH assessment	Syrian and Egyptian Youth (host and refugees)	S	Yes, some