**Annex 4 –Assessments in Za’atari Camp[[1]](#footnote-1)**

The Needs Based Working Group (NBWG) coordinates assessments, guide actors on needs gaps, and facilitates information sharing across sectors/stakeholders in Zaatari Camp.

In addition to following the steps outlined in the assessment guidelines for needs assessments, partners intending to conduct assessments in Za’atari camp, should inform the Needs Based Working Groups and adhere to the following steps:

1. Inform the relevant Sector Working Group Chair
2. Inform the Needs Based Working Group Chair to provide the following support:
	* 1. Guidance on best practices
		2. Revisions for assessment tools
		3. Access to information on existing assessments conducted
3. Receive approval
	* 1. The Needs Based Working Group will provide recommendations for and liaise with SRAD and Camp Management for authorization
4. Following the assessment, the agency must share assessment results via:
	* 1. The online assessments registry
		2. Relevant working groups and the camp coordination meeting

**CONTACTS**

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*Assessment Registry Tool – Focal Point;* assigns partner agencies user-accounts in order to access the online assessment registry tool and provides general guidance on the assessment registry functions.

1. *This is a working document and content is subject to change as required* [↑](#footnote-ref-1)