Phase 5: Analysis & follow-up measures

Step 5.1: Coding & analysing findings

How to code the information collected during the consultations?

Structure the collected data

At this point in the process, you will have gathered a lot of information, with each consultation summarised in the template interview summary provided. The information collected will be structured and organised using the six main human rights issues, which facilitates the process of coding and analysing your findings. Coding is an essential part of the analysis process as it will help the assessors to transfer the massive amount of data into something more manageable and easier to analyse. Use the sub-elements of each of the six human rights issue areas, as listed in the provided coding template, to specify the information collected. This is where you can examine what information you have, identify the most important points, both positive and negative, and discard data that is not relevant.

Verify conflicting information and fill information gaps

Identify conflicting and missing information. The interviewees may have given you different interpretations of the same facts or different facts altogether. Separate the versions that are similar and those that conflict to determine which information needs to be verified and expanded on through further research. Methods could include desk research and new interviews.[1]

Here are some ways you can verify your information:

- Share preliminary findings with stakeholders other than those you received information from.
- Try to obtain at least two other and different types of sources for the same piece of information.
- Seek the opinion of an outside expert.[2]

Please use the coding template to code the collected data.

Analyse the data

During the coding process you might have started to think about what you have discovered during your on-site assessment, possible explanations for the situation as well as some preliminary conclusions. Use the completed coding template to study the findings for each human rights issue, list potentially affected rights-holders and possible solutions. Organize a meeting with the assessment team and other relevant stakeholders (if appropriate) to discuss and validate your findings and preliminary conclusions.

---

[1] International Centre for Human Rights and Democratic Development (2011): Human Rights Impact Assessment Guide. Step 18: Take stock, http://hria.equalit.ie/en/phases/index.html#/phase/d/etape/18/; Kuoni (2012): Assessing Human Rights Impacts. Kenya Pilot Project Report, http://cr.kuoni.com/docs/assessing_human_rights_impacts_0_0.pdf, p. 8.

[2] International Centre for Human Rights and Democratic Development (2011): Human Rights Impact Assessment Guide. Step 19: Validate your findings, http://hria.equalit.ie/en/phases/index.html#/phase/d/etape/19/.