

**To: Mr. Kamil kamaluddeen, Economic Advisor, UNDP, Monrovia**

**From: Ivo Njosa, CWIQ Survey Consultant**

**Date: July 2<sup>nd</sup> 2007**

**Objective: Third update report on developments on the CWIQ Survey:**

1. This is the third of update reports on developments on the CWIQ. This report will concentrate on results of the pilot test and the next steps ahead.

2. As planned, the pilot test took place on the weekend of June 22<sup>nd</sup> and 23<sup>rd</sup> 2007. This was done on a sample of 112 urban and 98 rural households, for a total of 210. XX interviewers participated in the test. It should be noted that the budget had allocated money for YY participants.

Based on preliminary analysis, the results of the pretest were satisfying. Most of the interviewers showed a very good understanding of the questionnaires as well as the introduction of the scanner technology. This was very encouraging. Two debriefing meetings were held with the interviewers to get their feedback and perhaps make adjustments to the questionnaires. Two sessions were held as well with a XX LISGIS technical committee and their recommendations were incorporated into the questionnaires. Finalization of the questionnaires is expected by the end of the week.

3. The issue of how to optimally manage the remaining project time for the three consultants Enoch Chinganda, Jim Otto and Aboubakar Ghapoutsu needs to be addressed. In my last report, I had raised the issue of a possible need to extend consultant time on the project. One of the reasons for this suggested extension was due to the injection of two additional modules to the core CWIQ questionnaire. This clearly had implication for the training consultant, Enoch. Additionally, his role in the finalization of the manuals as well as continued technical advice on the selection of the final sample of households for the survey cannot be overstated. He was allocated two 2-week trips on his original contract. He will be leaving Monrovia on Wednesday the 4<sup>th</sup> with only 5 days left on his contract. He is scheduled to be back in Monrovia in two weeks or around July 16<sup>th</sup> to start the second 2-week training for the main survey. He would need a few additional days to his contract in order to complete his return task.

Jim Otto, the first of two DP consultants should be here until the end of the training. He does not necessarily need additional days on his contract but his technical advice on DP issues will continue to be solicited.

Aboubakar Ghapoutsu, the second DP consultant will also leave on Wednesday the 4<sup>th</sup>. He is scheduled to be back in Monrovia in about 3 weeks. He will overlap with Jim Otto and continue oversight of the DP activities until the end of the fieldwork. Since the field work may last up to forty days, it is recommended that he is given a short break before his final return to finalize all the processing files.

### **Next activities**

4. The next several days will be used to finalize preparation of the final training and field implementation of the survey. These preparations among others involve:

- Printing of about 1000 questionnaires
- Printing of survey manuals (Supervisor, Interviewer, DP)
- Procurement of training materials and other supplies (pencils/pens/erasers, plastic carrying cases, calculators, raingear)
- Preparation of the final sample of households (3600) based on sample design
- 2 reams of paper.

### **Issues of concern**

The issue of the procurement of all 27 vehicles for the survey is still outstanding. It is understood that all the stakeholders are making maximum effort for a quick resolution.

The timely releases of CWIQ funds have been anything but timely. This is not necessarily the fault of any one party. Nevertheless, this issue, if not sufficiently resolved, may hinder and/or prolong project-scheduled activities. Clearly, the CWIQ is the current priority but project consultants may have other scheduled activities. Delays may incur some absences for an unacceptable length of time.