



# **MARKET PRICE SURVEY QUESTIONNAIRE (CWIQ)**

## **INSTRUCTIONS FOR INTERVIEWER'S**

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## Chapter 1: Overview

### 1.1 Objective of the Market Price Survey

The objective of the Market Price Survey is to collect price data for use by the Government of Liberia in determining the level of prices for various products in local markets in the country. Price data would also enable analysis of the differences in local market prices in the regions of the country. At the same time market prices will be used as baseline for future Consumer Price Indices (CPI) that might be developed for each region of the country. Presently the CPI is being maintained for Greater Monrovia only and its base is 1964 which is very much outdated. The CPI is an important indicator in economic analysis. It is our hope that data to be obtained from the Income and Expenditure Survey, which is a module of the CWIQ survey will be used for rebasing the CPI. Further, the CPI is an important deflator for national accounts and also for calculating inflation rate. In this regard, price data become very critical and should be collected and updated from time to time.

### 1.2 Selection of Markets

The main CWIQ survey will be carried out on a sample of 3,600 randomly selected households located in 300 randomly selected clusters. The clusters have been selected from each locality (County). These clusters are Census Enumeration Areas (EAs) from the 2007 Liberia Demographic and Health Survey (LDHS). The distribution of Total number of EA's in the country and the sampled EA's is given in the table below:

**Distribution of Total Number of EAs and Sampled EAs by County**

County	Total number of EAs	Sampled EAs
Bomi	189	8
Grand Cape Mount	171	10
Gbarpolu	139	28

Montserrado	171	12
Margibi	279	19
Grand Bassa	409	15
River Cess	94	8
Sinoe	134	16
Grand Gedeh	180	22
River Gee	109	12
Grand Kru	100	7
Maryland	147	27
Bong	540	15
Nimba	803	22
Lofa	429	13
Greater Monrovia	708	66
TOTAL	4,602	300

A team of four Interviewers and their Supervisor will be visiting each one of these EA's to complete two questionnaires in 12 randomly selected households. The questionnaires are the CWIQ and the Income and Expenditure questionnaire. In an addition the team will be organized to collect market price information at a market located in the EA or a market nearest to the EA. The idea is that the team should visit one market in each or near each EA and collect information on products listed in the Market Price Questionnaire. If there are more than one market, the team could still collect prices from the two markets. Therefore in visiting the Chief of the village for the purpose of completing the two questionnaires, it is important to find out information about the existence of a local market in the EA or nearest to the EA. Also to find out the designated market days for that market, since the common practice is that each local market has designated market days during the week.

The collection of market prices will be organized to be undertaken one day during the time the team will be in the EAs. The Supervisors are being trained to enable them lead the team to collect this information.

The ideal situation is that the collection of market prices should be undertaken on the designated market day for that market. This is because that is the day most products are sold at the market.

### 1.3 Visiting a Local Market

When a team visits a market, it is always important to **obtain permission from the Market Master** to undertake this data collection. Be prepared to explain the purpose of the survey and show IDs. This is important because the Market Master is in-charge/Boss of the market. If for some reason the pricing team run into problems in the market, the Market Master who has already given permission to the team to conduct the price collection will defend the team. It is also a mark of respect to the Market Master by seeking permission from hi/her.

Make sure you carry your questionnaires and the scale for weighing the products listed in the questionnaire.

The methodology for collecting prices is not to go by the list sequentially but to move from one end of the market to another pricing products as you find them. That means flipping the questionnaire from time to time to locate the particular product(s) for pricing.

### 1.4 Team Work

Price data collection is a good example of team work. Although it is possible for an individual to collect prices alone, it is always easier to work as a Team of two at the minimum. More people could help to speed up the work.

In this case the identification of products could be done by one person including the filling of the questionnaire while the other person is weighing the products. The handling of the weighing scale is also an important aspect in that all attempts should be made to ensure that it is not damaged. This may require one person to have the duty of handling the scale.

### 1.5 Weighing of Products

Before weighing the product, it is important to ensure that the scale is calibrated to zero,

otherwise the scale will be reading the weight of the plate put on top of the scale, if any, and the product. If the product is put in a container it may be necessary to calibrate the scale with the container first before putting the product in the container to obtain the weight.

### 1.6 Structure of the Questionnaire

The questionnaire has eight pages. The first page is the cover page and the remaining seven pages are of the same design except for different products being priced on those pages. The products are grouped as follows:

**Cereals,  
Roots, tubers and plantain,  
Dried vegetables, nuts and oils,  
Fruits,  
Fresh vegetables,  
Meat and fish,  
Milk and dairy products,  
Condiments and spices,  
Coffee, tea, chocolate,  
Prepared food,  
Other food products,  
Alcoholic drinks and tobacco, and  
Fuels.**

These groups have been highlighted and you should try to study them and remember, when you see the product in the market, which group it belongs to.

The first page is structured differently since it is meant to provide information about the location, name of interviewer and number, county name, town/village name, date prices are collected, name of the local market and comments if any on problems encountered in general with this activity, problems collecting the required information on the specified products, etc.

The annotated description of the different items and headings on this page and other pages of the questionnaire is provided in Chapter 2 of this manual.

## **Chapter 2: Interview Information**

### **2.1 Purpose of Section**

The purpose of this section is to obtain information that will enable identification of the location of the market and person (s) who collected the prices e.g. Name of the Market EA Number, Interviewer's Name(s), County Name and Town/Village Name.

### **2.2 Annotations of Interview Information**

#### **Cluster No.:**

The Cluster number/EA number is the number of the cluster the team has been conducting interview of households. The market is either located within the EA or is the nearest to this EA. There are three boxes allocated for the EA code. The fourth box is the number of markets in the EA. The first market will be coded 1 while the second market will be coded 2, etc.

#### **Interviewer's Name:**

Each team will be assigned a number 01-to 22. Write the number of the team conducting the price collection exercise at that market.

#### **County Name:**

Enter the name of the county as given by the supervisor of the team. This name should be the same as that written on the other questionnaires.

#### **Town/Village Name:**

This name will be the one corresponding to the location of the market. Ask the village headman or an elderly person in the village and verify this with the Market Master.

#### **Interviewer:**

Enter the number of the team i.e. 015 for team number 15.

#### **Date:**

This is the date prices were collected from the market.

#### **Market Name:**

Write in Block capitals the name of the market as given by the village headman and verified by the Market Master.

#### **Comments:**

This section is meant for writing any problems encountered during the time of price data collection and also problems encountered in filling the Price Collection Forms.

## Chapter 3: Price Collection Form

### 3.1 Purpose of Section

The purpose of this section is to enter price information of the products listed on the form at the local market within the EA or nearest to the EA selected for the CWIQ survey.

### 3.3 Annotations of Price Collection Form

The form has five (5) basic columns which are described below:

#### Column 1: Product

This column gives the name of the product to be priced. In each group of products i.e. cereals, roots, tubers and plantain etc., are indicated.

#### Column 2: Code

This column is already pre-filled with a code for the product against the name of the products. This code should not be changed.

#### Column 3: Observation 1

This column has three sub-columns: Unit (U), Price and Weight (g).

**Unit (U):** The Units and their corresponding one digit codes are provided at the bottom of the form as follows:

Code	Description
1	Kilogramme (Kg) or Kilo
2	Litre
3	Number
4	Suck/bag
5	Can/Package
6	Pile/Bunch
7	Cup
8	Bottle
9	Other

Kilogrammes and litres can further be defined in terms of smaller units as follows:

1 Kg or kilo	1000 grammes (g)
½ kg	500g
¼ kg	250g
1 Litre	1000 milliliters = 100cl

**Price:** Price is the second sub-column of column 2. The price Liberian Dollars (L\$).should be entered in these five boxes. These five boxes should be adequate for the range of prices of products in the market. Please do not enter leading zeros.

**Weight (g):** Weight is the third sub-column of column 2. Weight should be entered in grammes not kilogrammes. There are four boxes and these should be adequate for the range of weights of the products. Please do not enter leading zeros.

#### Column 4: Observation 2

The description of the sub-columns of column 4 is the same as that of Column 3.

#### Column 5: Observation 3

The description of the sub-columns of column 5 is the same as that of Column 3.

For each group of products the form is designed to repeat the column/sub-column headings.