



REPUBLIC OF ZAMBIA

**Ministry of Agriculture & Cooperatives and Central Statistical Office**  
**Crop Forecast Survey 2009/2010**

**(For small and medium scale holdings)**

**LIST OF HOUSEHOLDS AND BASIC INFORMATION IN SELECTED HOUSEHOLDS**

1. Cluster
2. Province:.....
3. District:.....
4. Constituency:.....
5. Ward:.....
6. Region .....(1 = Rural ....2 = Urban).....
7. CSA Number:.....
8. SEA Number:.....
9. Interviewer's Name:.....
10. Supervisor's Name:.....
11. Assignment Record:

	PROCEDURE	STARTING DATE	ENDING DATE
	Listing	_____/_____/2010	_____/_____/2010
	Supervisor Check	_____/_____/2010	_____/_____/2010
	Supervisor Signature	_____	

## Conversion Table

### Acres to Hectares

1/4	ACRE	=	0.1	HECTARES
1/3	ACRE	=	0.13	HECTARES
1/2	ACRE	=	0.2	HECTARES
2/3	ACRE	=	0.27	HECTARES
3/4	ACRE	=	0.3	HECTARES
1	ACRE	=	0.4	HECTARES
2	ACRES	=	0.81	HECTARES
3	ACRES	=	1.22	HECTARES
4	ACRES	=	1.62	HECTARES
5	ACRES	=	2.02	HECTARES
6	ACRES	=	2.43	HECTARES
7	ACRES	=	2.84	HECTARES
8	ACRES	=	3.24	HECTARES
9	ACRES	=	3.64	HECTARES
10	ACRES	=	4.05	HECTARES
15	ACRES	=	6.08	HECTARES
20	ACRES	=	8.1	HECTARES

### Lima To Hectares

1/4	LIMA	=	0.06	HECTARES
1/3	LIMA	=	0.08	HECTARES
1/2	LIMA	=	0.12	HECTARES
2/3	LIMA	=	0.17	HECTARES
3/4	LIMA	=	0.19	HECTARES
1	LIMA	=	0.25	HECTARES
2	LIMA	=	0.5	HECTARES
3	LIMA	=	0.75	HECTARES
4	LIMA	=	1	HECTARE
5	LIMA	=	1.25	HECTARES
6	LIMA	=	1.5	HECTARES
7	LIMA	=	1.75	HECTARES
8	LIMA	=	2	HECTARES
9	LIMA	=	2.25	HECTARES
10	LIMA	=	2.5	HECTARES
11	LIMA	=	2.75	HECTARES
12	LIMA	=	3	HECTARES

1 hectare = 100m x 100m = 10,000sq metres

0.5 hectares= 50m x 100m = 5,000sq metres

1 lima = 50m x 50m = 2,500sq metres

## **INSTRUCTIONS FOR THE LISTING**

### **PURPOSE OF THE LISTING**

The listing for the Crop Forecast Survey provides the names of the Household Heads for the sample that must be selected before the actual fieldwork begins. The results from the listing will provide current information on the household and will give an indication of the size of the household as well as to provide agricultural statistics. You will write the names of the Household Heads and their locations so that the interviewer will be able to find the household during the survey that follows.

### **CANVASSING GENERAL RULES**

- a. Before you start canvassing, study your area map to identify the boundaries and plan your route that will ensure that you do not skip any households.
- b. Begin your canvassing at one boundary of your work area and keep a logical sequence.
- c. List each household in the order that you come across it while canvassing.
- d. If in doubt, consult your supervisor.

### **LISTING PROCEDURE**

**Identification:** With the help of the supervisor, write and enter the identification particulars for the CLUSTER, Province, District, Constituency, Ward, Region, and Census Supervisory Area (CSA), Standard Enumeration Area (SEA) and your name in the spaces provided. The dates you start and end listing in each book should also be indicated. Finally, the supervisor should also indicate when he/she started and ended checking the listing book including his/her signature.

**Question 1:** Write the village or locality name in which the household is located. The interviewer will need to find the households for the survey data collection during the next field operation and will need to know where to return.

**Question 2:** The household serial numbers for each SEA will be sequentially numbered starting with '001'.

**Question 3:** The full name of the household Head must be neatly printed starting with the family name. Include any name the person is commonly known by if different from the full name. This may be a nick-name or other title.

**Question 4:** Check mark the appropriate box to indicate the sex of the household Head and enter the appropriate response code in the box provided.

**Question 5:** Enter the number of persons who normally live, cook and eat as one household. The question extends past the family members and should include house-help and farm labourers if they feed from the household's food supply. Probe to find out if this number also includes babies because sometimes infants are forgotten in the count of household members.

When entering the number of persons, place one digit per box. The first box represents the tens place. For example, if the household contains only one person, and the information is entered as '1', it could be misinterpreted if the '1' is placed in the first box. The data entry clerk may enter it as a '10'. So to avoid this problem, write '0' before each single digit. Thus, '1' should be written as '01', '2' as '02', etc.

**Question 6:** Find out from the respondent whether any member of the household has grown any crops/and has any perennial crops planted outside this agricultural season. If the response is 'Yes', check mark the 'Yes' box, enter code 1 in the box provided and ask the question that follow. If the response is 'No', check mark the 'No' box, enter code 2 in the box provided and go to question 9.

**Question 7:** Field by field, ask for the area planted and the area under existing perennial crops if any. If the area is reported in different units other than hectares for some fields (e.g. 2 acres and 4 lima), first convert all such units to hectares and record the **total area** in the boxes provided.

**Question 8:** Find out from the respondent whether any member of the household grew any of the listed crops in Question 8 during the 2009/2010 agricultural season. If any member grew any of these crops then circle the number corresponding to the crop grown.

**Question 9:** Find out from the respondent whether any member of the household is raising any cattle, goats or pigs. If any member is raising any of the listed livestock, then record the number the household is raising. Write '0' before each single digit. Thus, '1' should be written as '001', '2' as '002', etc. If none enter zero. If '0' only one '0' should be written,

**Question 10:** Find out from the respondent whether any member of the household is raising any chickens including chicks. If any member is raising chickens, then record the number in the boxes provided. Write '0' before each single digit. Thus, '1' should be written as '001', '2' as '002', etc. If none enter zero. If '0' only one '0' should be written,

1. What is the correct village/locality name? (Print in block letters)	2. Household serial No.	3. What is the full name of the Household Head? (Print in block letters and record family names first)	4. What is the sex of the Household Head?	5. How many persons normally live here, cook and eat as one household?	6. Has any member of this household PLANTED any crops in the 2009/2010 agricultural season? (Include perennial crops planted outside the reference season)	7. How much land was PLANTED including land under perennial crops? Record area to these crops field by field in the margin and enter the TOTAL AREA in the boxes below.
..... ..... .....	<div><div></div><div></div><div></div></div>	..... ..... .....	1. [ ] Male 2. [ ] Female <div></div>	<div><div></div><div></div></div>	1. [ ] Yes. 2. [ ] No. →go to question 9 <div></div>	<div><div></div><div></div></div> . <div><div></div><div></div></div> ha
..... ..... .....	<div><div></div><div></div><div></div></div>	..... ..... .....	1. [ ] Male 2. [ ] Female <div></div>	<div><div></div><div></div></div>	1. [ ] Yes. 2. [ ] No. →go to question 9 <div></div>	<div><div></div><div></div></div> . <div><div></div><div></div></div> ha
..... ..... .....	<div><div></div><div></div><div></div></div>	..... ..... .....	1. [ ] Male 2. [ ] Female <div></div>	<div><div></div><div></div></div>	1. [ ] Yes. 2. [ ] No. →go to question 9 <div></div>	<div><div></div><div></div></div> . <div><div></div><div></div></div> ha
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8. Has the household <b>PLANTED</b> ..... in the 2009/2010 Agricultural Season?  Circle the appropriate response	9. How many ..... is the household raising <b>NOW</b> ? Enter '0' if none	10. How many chickens is the household raising <b>NOW</b> ? Enter '0' if none	11. CATEGORY				
			A	B	C	Non agric HHs	Non Contacts/ Refusal
1. Rice 2. Cotton 3. Sunflower 4. Soya beans 5. Burley tobacco 6. Virginia tobacco 7. Paprika	Cattle <input type="text"/> <input type="text"/> <input type="text"/>  Goats <input type="text"/> <input type="text"/> <input type="text"/>  Pigs <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>					
1. Rice 2. Cotton 3. Sunflower 4. Soya beans 5. Burley tobacco 6. Virginia tobacco 7. Paprika	Cattle <input type="text"/> <input type="text"/> <input type="text"/>  Goats <input type="text"/> <input type="text"/> <input type="text"/>  Pigs <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>					
1. Rice 2. Cotton 3. Sunflower 4. Soya beans 5. Burley tobacco 6. Virginia tobacco 7. Paprika	Cattle <input type="text"/> <input type="text"/> <input type="text"/>  Goats <input type="text"/> <input type="text"/> <input type="text"/>  Pigs <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>					
1. Rice 2. Cotton 3. Sunflower 4. Soya beans 5. Burley tobacco 6. Virginia tobacco 7. Paprika	Cattle <input type="text"/> <input type="text"/> <input type="text"/>  Goats <input type="text"/> <input type="text"/> <input type="text"/>  Pigs <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>					
1. Rice 2. Cotton 3. Sunflower 4. Soya beans 5. Burley tobacco 6. Virginia tobacco 7. Paprika	Cattle <input type="text"/> <input type="text"/> <input type="text"/>  Goats <input type="text"/> <input type="text"/> <input type="text"/>  Pigs <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>					
1. Rice 2. Cotton 3. Sunflower 4. Soya beans 5. Burley tobacco 6. Virginia tobacco 7. Paprika	Cattle <input type="text"/> <input type="text"/> <input type="text"/>  Goats <input type="text"/> <input type="text"/> <input type="text"/>  Pigs <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>					

### Special Crops Tally

Special Crop	Tally the number of households in the SEA growing this crop
Rice	
Cotton	
Sunflower	
Soya beans	
Burley tobacco	
Virginia tobacco	
Paprika	

### Summary of Households Listing and Sample Household Selection

If more than one listing book has been used, this summary should be made in the last book in the series

Sample to be  
drawn from this column



Category	H/H's Listed	Sample size	Sampling interval	Random Start
(1)	(2)	(3)	(4)	(5)
<b>A</b>				
<b>B</b>				
<b>C</b>				
Non agric				
Sub total				
Non contact/ Refusal				
Total Listed				