

## MIGRATION AND URBANISATION SURVEY - THE GAMBIA: 2008/2009

### REPORT ON THE SECOND RETREAT - FINALISATION OF PRE-SURVEY ACTIVITIES AT TENDABA CAMP: 31<sup>ST</sup> JULY – 6<sup>TH</sup> AUGUST 2008

#### 1.0 Introduction

The Migration and Urbanisation Survey is planned for August to December 2008. Planning the survey and implementation of pre-survey activities commenced in June 2008, leading to the final planning and preparatory activities taking place at Tendaba, where the second retreat was held from 31<sup>st</sup> July to 6<sup>th</sup> August 2008

#### 2.0 Objectives

The objectives of the retreat were:

1. To ensure that the final pre-survey activities, (i.e. all key activities) have all been carried out prior to the commencement of the data collection process, and;
2. To ensure that further work on preparatory activities will end at Tendaba.

##### 2.1 *Specifically*, the retreat will seek to:

- i. ensure that all the questionnaires have been reviewed and finalised by editing and inclusion of new variables that have been submitted by other stakeholders (letters sent out to stakeholders, requesting submission of key sectoral variables of interest to them)
- ii. combine the migrant questionnaires with the household questionnaire
- iii. finalise the manual for the training of enumerators and supervisors
- iv. final determination of sample size and enumeration areas
- v. develop criteria for the selection of enumerators and supervisors and develop their respective ToRs for the data collection exercise
- vi. Finalise the publicity and advocacy programme and messages

#### 3.0 Key Activities To Be Completed In Tendaba

The following key activities were completed in teams at Tendaba:

- Finalise Questionnaires
- Prepare Manual
- Determine Sample Selection, EAs,
- Finalise selection criteria & ToRs for enumerators/supervisors
- Finalise publicity and advocacy programme and messages

#### 4.0 The Retreat Report

Twenty-five (25) participants attended the retreat at Tendaba (see list of participants) representing various stakeholder institutions.

The retreat was opened with brief statements by the Director of the NPCCS, the Representative from GBoS the University of the Gambia and UNFPA respectively, focusing on the need to be efficient in our approach to completion of the tasks ahead for the next six days.

The objectives of the retreat and the schedule for the six days were presented by the facilitator (**see annex - timetable**). This was followed by presentations on background information on Population and Development by Saikou Trawally (NPCCS); a literature review on some theoretical considerations for the migration survey, presented by Ibra Jagne (UNFPA) and; a final paper on Decentralisation, its structures, including roles and responsibilities of the decentralised structures and their implications for the migration survey. These discussions were facilitated by Omar Ngum of the Department of Community Development and the Consultant.

The papers presented and the resultant discussions enhanced the framework for the review of the questionnaires focusing on the inclusion of some missing variables.

Following the presentations and discussions, the plenary group was divided into three small working groups with the following Terms of Reference :

1. review the questionnaires at least 2 questionnaires each), include key missing variables
2. review the Interviewers' Manual and amend in line with the corresponding questionnaires reviewed by each group;
3. review the draft Terms of Reference for the enumerators and supervisors and amend as necessary
4. review the draft criteria for selection of enumerators and supervisors and amend as necessary,
5. determine the sampling technique, sample size and Enumeration Areas and,
6. determine audience, messages, channel etc. for the sensitisation and publicity campaign.

The results outputs from the small working groups werew presented in plenary and a final

#### 5.0 Key Outcomes

At the end of the retreat, the following outcomes were realised:

- i. Questionnaires reviewed, all required variables included
- ii. Migrant questionnaire amalgamated with household questionnaire
- iii. Training manual for enumerators and supervisors finalised
- iv. Sample size and enumeration areas determined
- v. Criteria for selection of enumerators and supervisors developed and accepted
- vi. ToRs for enumerators and supervisors developed and accepted.
- vii. Publicity and advocacy programme and messages finalised

#### 6.0 The Way Forward:

After the realisation of the above stated objectives, the way forward was mapped out at the retreat as follows:

1. Determine the number of Enumerators/ Supervisors

- The retreat agreed that the Coordinating and Technical Team/Committee would determine the modalities for the selection of enumerators & supervisors.
- It was also agreed that advertisements for applications for the positions of enumerators and supervisors would be responsibility of NPC/S/GBoS/UTG, and that the adverts should run for 5 alternate days in both the print and radio media beginning on the 8<sup>th</sup> up to the 14<sup>th</sup> August 2008.

2. Determine the selection date for enumeration/ supervisors

- The dates for the Short-listing of the applicants for both positions would be on the 15<sup>th</sup> and 16<sup>th</sup> August 2008, with interviews and selection of candidates taking place on the 18<sup>th</sup> and 19<sup>th</sup> August 2008. One Hundred and Fifty (150) successful candidates (including both enumerators and supervisors) would be contacted on the 20<sup>th</sup> August 2008.

3. Determine the training dates

- The duration of training would be ten (10) working days, which includes both the training and pre-testing activities (2 days).
- The dates for the training of the enumerators and supervisors would be from 25<sup>th</sup> August to 3<sup>rd</sup> September 2008

4. Select trainers for the 150 enumerators & Supervisors.

- Nine (9) trainers would be identified and divided into three groups of three trainers, with each group supported by a staff of GBoS, and responsible for the training of fifty participants each. The teams are as follows:
  - Group 1: Don Sock and two CTT members
  - Group 2: Salmina Jobe and two CCT members
  - Group 3: Alieu Sarr and two CCT members

5. Determine venue

- Baobab Lodge was identified as a possible venue for the training, given its proximity to the Greater Banjul Area and seclusion to ensure focus and maximum participation.