



**Living Standards Measurement Study – Integrated Surveys on
Agriculture (LSMS-ISA): Ethiopia Socioeconomic Survey (ESS) –
Wave 4**



MANUAL
Household, Agriculture, and Community Questionnaires

Central Statistical Agency & World Bank
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CHAPTER 1- INTRODUCTION

The Ethiopia Socioeconomic Survey (ESS) is being implemented by the Central Statistical Agency (CSA) and the World Bank Living Standards Measurement Study-Integrated Surveys on Agriculture (LSMS-ISA). The survey consists of three questionnaires: Household Questionnaire, Agriculture Questionnaire, and Community Questionnaire. This manual provides instructions for all questionnaires.

The Household Questionnaire should be fielded in all ESS households found in rural, small and large town enumeration areas whether the household is engaged in agriculture (farming and livestock rearing) or not. The enumerator should interview 10/12/15 selected households in each enumeration area (EA) using the appropriate Questionnaire. In rural areas, 10 agricultural households are selected in each EA for the survey. If there are non-farm households in the rural EAs, at most two will be included in the household questionnaire. In urban centers, 15 households in each EA are considered.

The Agriculture Questionnaire should be fielded if the selected household is engaged in agricultural activities.¹ If there is more than one agricultural holder in the household, each holder should get a separate appropriate Agriculture Questionnaire.²

One Community Questionnaire should be fielded in each EA.

The selected households for interviewing will be provided by the supervisor. ESS established a new round panel and ESS4 is a base line survey, increasing EAs from 433 to 565. In ESS4, the reporting level will include all regions. All households interviewed in this fourth wave in 2018/2019 will be interviewed in the next two waves.

The ESS is a complex survey. The length and detail of the Household and Agriculture Questionnaires may present a number of difficulties that the field staff is expected to handle. You, as one of the enumerators, are the critical foundation upon which a quality data set for use in analysis for decision-making can be built. Consequently, the CSA has put in place a supervisory system to enable you to get the support that you require to effectively carry out the survey with the survey households.

The enumerator's responsibility is to ensure that the Household and Agriculture Questionnaires are completed by the selected households in the EA to which he or she is assigned. The field supervisor is the ESS field supervisor. In order for the enumerator to do a good job, he or she needs to have adequate supervision and be able to easily request prompt assistance if required. The field supervisor is responsible for ensuring that the enumerator is able to carry out the household and agriculture interviews properly, and that the enumerator has the correct information and tools needed for the job.

As the ESS management team will assess the performance of the field supervisor primarily on the basis of the quality of the data that come from the enumerators under his or her supervision, the enumerator should expect the field supervisors to subject his or her questionnaires to rigorous examination. Field

¹ In rural EAs, at least ten agricultural households are expected.

² If the holder is a crop production holder, then post-planting and post-harvest agriculture modules should be completed. If the holder is a livestock holder, then the livestock module should be completed. If the holder is engaged in both crop production and livestock, then all the agriculture modules should be completed. See the agriculture section in this manual for details.

supervisors should be alerted to any problems that the enumerator might encounter concerning the administration of the survey itself or logistical arrangements.

The field supervisors will be responsible for the completion of the Community Questionnaire. One questionnaire will be completed for each EA selected for the ESS. Although completion of the Community Questionnaire is the responsibility of the field supervisors, the enumerator in the EA should assist the field supervisor in this task, if specifically asked by the field supervisor.

Finally, at the CSA Headquarters in Addis Ababa, the national ESS management team will operate under the direct oversight of the Director General. Administratively, the ESS management team is located within the Natural Resources and Agricultural Statistics Directorate of the CSA, under the direction of the Deputy Director General for Economic Statistics. Within the Economic Statistics Division, the ESS Survey Coordinator will be responsible for day-to-day activities related to the survey. Other ESS managers will assist the ESS Survey Coordinator. Data entry will take place at branch offices or headquarters and analysis of the data you collect will be the responsibility of the ESS management team.

CHAPTER 2- THE SURVEY SAMPLE

2.1 INCLUSION IN THE SURVEY

Our ability to use the ESS to estimate characteristics for the population of Ethiopia as a whole depends on a random selection of survey households from a list of all eligible households in a survey EA. As noted above, 12/10/15 households will be interviewed in each EA. These households will be interviewed in wave 4 and will be tracked and re-interviewed in the next waves.

Please do not replace a household. Always try to interview the original households by exhausting all your means to locate or convince each household to participate without jeopardizing the quality of the data.

Within the selected households, information should be collected on all members in those sections where you are instructed to do so. Note, however, that in most sections of the Household Questionnaire, the respondents are restricted to certain categories of individuals based on age and/or sex. Moreover, the head of the household, assisted by other household members if necessary, should be asked questions that concern the household as a whole.

2.2 EXCLUSION FROM THE SURVEY

Members of the following households are not eligible for inclusion in the survey:

- All people who live outside the selected EAs, whether in rural areas, small towns, or urban areas.
- All residents of dwellings other than private dwellings, such as prisons, hospitals, and army barracks.
- Members of the Ethiopian armed forces who reside within a military base. (If such individuals reside in private dwellings off the base, however, they should be included among the households eligible for random selection for the survey.)
- Non-Ethiopian diplomats, diplomatic staff, and members of their households. (However, note that non-Ethiopian residents who are not diplomats or diplomatic staff and are residents in private dwellings are eligible for inclusion in the survey. The survey is not restricted to Ethiopian citizens.)
- Non-Ethiopian tourists and others on vacation in Ethiopia.

2.3 COVERAGE RULES

The coverage rules are largely related to the definition of a household.

A *household* may be either a person living alone or a group of people, either related or unrelated, who live together as a single unit in the sense that they have **common housekeeping arrangements** (that is, share or are supported by a common budget). A standard definition of a household is: “a group of people who live together, pool their money, and eat at least one meal together each day.” It is possible that individuals who are not members of the household may be residing with the household at the time of the survey. In most cases, but not all, someone who does not live with the household during the survey period is not a current member of the household. The definition of who is and who is not a household member is given below.

It is important to recognize that members of a household need not necessarily be related by blood or by marriage. However, not all those who are related and are living in the same compound or dwelling are necessarily members of the same household. Two brothers who live in the same dwelling with their wives and children may or may not form a common housekeeping arrangement. If they do not, they should be considered separate households.

One should make a distinction between family and household. The first reflects social relationships, blood descent, and marriage. The second is used here to identify an economic unit. While families and households are often the same, this is not always the case. You must be cautious and use the criteria provided on household membership to determine which individuals make up a particular household.

In the case of polygamous men and extended family systems, household members are distributed over two or more dwellings. If these dwelling units are in the same compound or nearby (and necessarily within the same EA) and they have a common housekeeping arrangement with a common household budget, the residents of these separate dwelling units should be treated as one household.

CHAPTER 3- COMPLETION OF THE QUESTIONNAIRES

This chapter gives you (the enumerator and the field supervisor) important information on completing the questionnaires, and reviews the formatting conventions in the questionnaires, how to administer the questionnaires in your interviews, how to deal with the community and the respondents, and other matters.

3.1 QUESTIONNAIRE TRANSLATION

The questionnaires are produced in Amharic. But some of the households to whom you will administer the Household Questionnaire may not be able to respond to the questions if they are asked in Amharic. Consequently, you must translate the questions into a language in which the survey household members are fluent. There are two points to bear in mind.

First, there are several key terms that reappear throughout sections or throughout the questionnaire as a whole. These terms include “household,” “head of household,” “activity,” “occupation,” “business,” a wide range of consumption items, and a number of other terms.

These terms should always be translated into local languages using the exact same words. The questions have been carefully worded to ensure that the desired concept is being asked. Study the questions so that you can ask them in a consistent and natural manner. If this is not done, the responses to the same question across households may not be comparable. During enumerator training, attention was paid to the translations that should be used for these terms in the various languages.

Second, the questionnaire should be administered in a language that the survey household members understand fluently. If you find that you have been assigned to conduct ESS interviews in an area in which most survey households are only fluent in a language in which you are not fluent, you must immediately inform your field supervisor. The field supervisor will immediately transfer you to another area or household, and an enumerator fluent in the language of that area will be assigned to conduct the interviews in your original area or household.

3.2 QUESTIONNAIRE FORMATTING

The questionnaires have been designed to enable you to administer them with as little difficulty as possible.

Layout: The questionnaire is laid out in landscape (horizontal) format. Many of the questionnaire sections are grids in which the columns contain questions and the rows apply to different units. For example, in Sections 1-4, each row is a different member of the household. In Section 5A, each row is a different type of food. In Section 8, each row is a type of shock.

For Sections 1-4, information on a particular individual within the household is to be recorded consistently on the same row of each section in which information on individual household members is to be collected. This is an extremely important instruction for you to follow in completing the questionnaire. An individual ID code is assigned to each person in the household in Section 1, depending on which row is used to record the presence of the individual in the household. This same individual ID code and row should be used for that same individual in Sections 2, 3, and 4.

Instructions: Enumerator instructions appear in some places in the questionnaire, following a question. These instructions will be in **UPPERCASE** and are not to be read aloud to the respondent. For example:

Section 1: Roster Question 3
How old is [NAME] (COMPLETED YEAR)? IF THE RESPONDENT DOES NOT KNOW, USE YEAR OF BIRTH TO CALCULATE AGE OR USE THE MAJOR EVENTS LISTED IN THE ENUMERATOR MANUAL TO PROMPT THE RESPONDENT.

Brackets: You will see the notation [...] in the questions, which requires you to insert text into the question as appropriate. For example, for Section 1 (Roster) question 8, you will say, “What is Biratu’s main religion?” if you are asking about Biratu:

Section 1: Roster Question 8
What is [NAME]'s main religion?

Another example is from Section 5B about food. Here you will ask about each food listed, starting with *teff*. So the first question will be:

“Over the past one week (7 days), did you or anyone in your household consume any *teff*?”

The second question will be:

“Over the past one week (7 days), how many days did you or others in your household consume any *teff*?”
Etc.

Section 5B: Food Question 1
Over the past one week (7 days), did you or anyone in your household consume any [...]?
IF NOT CONSUMED, RECORD ZERO.

3.3 HOW TO ADMINISTER THE QUESTIONNAIRE

Before you go to a selected household, you should ensure that you are ready to begin the interview - that is, you are presentable, you know how you are going to begin the interview, you have at least two ball point pens and at least two questionnaires with you for every household that you plan to interview (since some households have more than 10 members), and you have the location and code numbers of the survey households.

You will first complete the cover sheet and Section 1 (Roster). When you start asking individual questions in Sections 2, 3, and 4, you should plan to complete these sections in full. This means that you should not complete Section 2 for all members and then go to Section 3. For example, suppose the household has two members: Meron and Girma. You should ask Meron Section 2 and then continue asking her Sections 3 and 4. Then you should ask Girma Section 2, followed by Sections 3 and 4. You should not ask Meron Section 2 and then ask Girma Section 2, then ask Meron Section 3 and Girma

Section 3. This is very disruptive for the respondents. Ask Meron all the individual sections (Sections 2-4) before interviewing Girma.

The setting of the questionnaire administration should be relatively private. Some of the questions being asked are of a personal and private nature. You should respect the desire of the respondents for privacy. This is important particularly when talking about health and income matters.

No person except your field supervisor or people from the ESS management team in Addis Ababa should come with you when you interview. If an ESS staff member does accompany you to an interview, you should always be sure to introduce the staff member to the respondent, making clear to the respondent the purpose of the presence of the ESS staff member. In most cases, the ESS staff will be present to monitor the quality of your work and support and assist you in effectively carrying out your assigned tasks. The field supervisors are instructed not to interfere with your administration of the questionnaire to the survey household respondents, but will later discuss with you in private any issues related to your administration of the questionnaire. If you have a technical problem or any other problem on which the field supervisor can be helpful, you are free to ask him/her before leaving the household, but not in the presence of any household members.

Any other persons unrelated to the ESS or to the household should not accompany you while you are introducing yourself to the household, nor should they be present during the interview. If any such individuals are present when you begin an interview, you must politely request them to leave in order to respect the privacy of the survey household. If they cannot leave at that time, you should schedule the interview for a later time or move to a more appropriate place, when or where greater privacy can be assured. In the event that the respondent requests you that he/she wants to be joined by a non-household member, you must honor their request.

Questions should be asked directly to those age 10 years and older. If you need to collect information on younger children, you must interview their mother or guardian on their behalf. Administer the questionnaire only to those identified on the Household Roster as household members.

It is also possible that a household member will be absent from the household for the entire period during which you are undertaking the ESS administration in the EA. Collecting information on absent individuals will be problematic, as they will not be able to respond to questions themselves. For these individuals, you will have to rely on the household head or another adult member of the household.

In general, if you encounter a different or unusual case in a particular section or sections for a survey household and are not sure what to do, write all the details down on the questionnaire. Obtain as much information as possible to enable you to complete the questionnaire efficiently when you leave the household. There is plenty of space on each page of the questionnaire to do so. After you leave the survey household, check this manual for guidance. If the solution cannot be found in this manual, you should consult your field supervisor.

3.4 ENUMERATOR INTERACTIONS WITH THE COMMUNITY

Enumeration areas are relatively small, consisting of about 150 households on average. As you will be working intensively for several months with community members in carrying out the survey, it is vital that you establish a good working relationship with community leaders and, for that matter, with all community members.

Your work is not to be secretive. Please explain what it is you are doing to all community members who ask about your activities. You should be respectful, courteous, and patient with all community members.

The quality of your work is to a large degree dependent on the level of cooperation you receive from the members of the communities in which the survey households reside.

While your work should not be secretive, you must, however, respect the confidentiality and privacy of the survey household respondents when administering the questionnaire. Non-household members should not be present while you are conducting your interviews, unless specifically requested by the household. If you want to have a good reception from the community, they should be clear on what exactly you are doing.

3.5 ENUMERATOR INTERACTIONS WITH THE RESPONDENTS

The policy of the CSA is always to attempt to collect the information it requires with the willing cooperation of the public. You should therefore always be courteous and tactful in your dealings with respondents.

Above all, your attitude toward the respondents in the survey households must be one of respect. You must always be patient toward survey household members. Be business-like in your conduct - never bullying, demanding, or rude. Always act in a way that warrants respect and cooperation from the respondent. During your interviews, you should work efficiently and relatively quickly, but should not rush the respondents or make unnecessary mistakes. After each interview, you should always quickly go through your questionnaire and thank each interviewee for their help and time. This is vital if the survey is to be carried out successfully.

Be willing to answer any questions the respondents ask you about the survey and its particular contents. The survey interview will be long. This will be trying on your respondents' patience as well as your own. Nevertheless, the rules of courtesy and politeness must apply. If necessary, you may break the interviews of household members into shorter interviews.

At the start of each interview, you should always determine whether the respondent has any appointments in the next hour or two. If there is sufficient time available to complete several sections of the questionnaire before the respondent's appointment elsewhere, you must proceed and complete as much of the interview as possible. When the respondent must leave, arrange for another meeting later the same day or the next day during which the interview can be completed.

In general, you must not unnecessarily test the respondent's patience by delaying the interview in any way, particularly through excessive probing on questions that the respondent feels that they have already answered to the best of their ability and recollection. You should attempt a compromise between:

- maintaining a smooth-flowing, continuous dialogue that allows you to obtain all the information required in the shortest possible time - that is, without testing the patience of the respondent by delaying the interview in any way - and
- allowing the respondent to ask any questions that they have about the survey so that they are convinced of its value and are cooperative. Doing so, however, will take time and will reduce the efficiency with which the interviews are completed. Do not encourage any questions from the respondents on issues unrelated to the ESS, such as religion, sports, etc.

In conducting an interview, if it is clear that the respondent has understood the question you have asked, you must accept whatever response the respondent provides you. Probe questions can be used to make sure the respondent understands the key element of the question being asked. There are several questions across the questionnaires for which you are allowed to list more than one response. In these cases, please probe the respondent further so as to collect more information, if applicable.

You must never second-guess the respondent or make the assumption that you have a better understanding of the condition of the individual or household than the respondent does. The function of the enumerator is not to verify that the information provided is correct. The analysts of the ESS are interested in what the respondent actually says. It is always possible that the respondent will lie to you or provide inaccurate information, but you, as the enumerator, should not make any judgments on the information provided. This is a problem for the analyst to take care of and not the enumerator.

There are exceptions, of course. At all stages of the interviews with members of a survey household, you should be alert to errors. These can be accidental or deliberate. You can never force people to give answers that they do not want to give, but you can approach the true facts by diplomatic and intelligent interviewing. For example, if the respondent says that the household has no livestock and there are chickens pecking at your feet or goats tied up nearby, you should inquire about these animals. However, you should not probe excessively after seeking initial clarification from the respondent. In any case, you should never go outside the household to get information. This is beyond the scope of your work. Instead, you should always instill trust among the household members.

Ultimately, assessing whether the answers provided are “wrong” or “right” should not apply to you in administering the questionnaire. The questionnaire is being administered to the survey household members as we rightly expect that they will be able to provide the best information about their own living conditions.

Disciplinary action will be taken against any enumerators who consistently treat their respondents with condescension and lack of respect, or who show a pattern of re-interpreting the answers provided by the respondents. Do not make up your own answers for a question asked to a respondent. You are required to be objective in recording the responses.

3.6 GENERAL INSTRUCTIONS FOR COMPLETING THE QUESTIONNAIRES

In this sub-section, basic instructions are provided on how you are to complete the questionnaire. For many of the points raised, the section will restate what has already been said. However, the section provides a useful, condensed set of general instructions for you to use as you carry out your work.

3.7 HOW TO READ THE QUESTIONS

Read the questions exactly as they are written in the questionnaire, following the established order.

You should refer to the fold-out list (flap) of household members in order to verify the age of the individuals for sections that only apply to individuals within a certain age range. Closely follow the instructions for each section when asking the questions.

3.8 FORMAT OF THE QUESTIONS

The questions are divided into three parts as described and shown in the figure below.

Question text area: This is the area where the text of the question is found. All the questions are written as they are to be read to the respondents. Enumerators should not ask the questions according to their own criteria, except in situations where the respondent does not understand the question. In such situations, you must explain the content without changing the sense of the question. This is important to ensure that all respondents are answering the same questions.

Response categories and codes area: This is the part of the question where the text of the response categories and their corresponding codes appear, or in the case of questions about birrs or days, it indicates the response type.

Response area: The responses received to the questions are recorded in this area. The responses should be recorded in the correct row corresponding to the respondent.

	Section 4: Labor and time use Question 46
Question →	For how many days did [NAME] work for the PSNP program in the last 12 months?
Response type →	DAYS
Response area for person 1→	
Response area for person 2→	
Response area for person 3→	
Etc.	

3.9 QUESTIONS NOT TO BE READ ALOUD TO RESPONDENTS

There are some questions that the enumerator does not read to the respondent. Rather, the enumerator records the response to the question. The questions are in UPPER-CASE letters. For example:

Section 2: Education Question 1
ENUMERATOR... IS [NAME] REPORTING FOR HIM/HERSELF?

3.10 HOW TO RECORD RESPONSES

Responses should be written clearly in UPPER-CASE letters. This instruction is especially important for those questions that will be coded later, such as descriptions of occupation and industry.

3.11 HOW TO CORRECT MISTAKES

When you make a correction, you must be sure that the change on the questionnaire is clear and neat. If you are using a pen, cancel out the error by neatly marking it through with a line and then write the correct response where it can be easily read. For example:

Section 9: Housing Question 1	
How long has this household been living in this dwelling?	
Years	Months
5	6 3

3.12 THE “OTHER” CATEGORY

In order to include all possible responses that may be provided, many questions include a response option of OTHER (SPECIFY) for you to be able to record responses that are not covered by any of the pre-coded responses. When you use this code, you must provide a brief explanation of the category. For example:

What was the sickness/injury you faced?
Malaria.....1 Diarrhea.....2 Injury.....3 Dental.....4 Ophthalmic.....5 Skin Disease.....6 Ear/nose/throat (ENT).....7 Tuberculosis.....8 Other (specify)9
9- <i>Kidney disease</i>

3.13 HISTORICAL EVENTS AND AGES

Several of the questions in the questionnaire require information on the age of respondents, assets, or other items, as well as some dates. Many respondents will find it difficult to remember such ages and dates. One way to overcome this problem is to have the respondent remember a commonly known event that occurred at about the same time as the individual was born (in the case of the age of a person), an item was acquired, or whatever the age-related question may be. You will have a calendar of events that lists events that occurred in Ethiopia over the past century. You can use this calendar to estimate ages or dates, aided by the calculator provided to you.

3.14 NON-RESPONSE OR INABILITY TO PROVIDE A RESPONSE

All questions that are not answered because of the skip pattern or general flow of the questionnaire should be left **BLANK**. Do not write anything! No information should be recorded.

There may be cases where respondents will not answer an individual question, either because they do not know the answer or because they refuse to answer the question. In these cases, if you cannot get a response even after asking the question several times, the following codes should be recorded:

Refuse to answer. . . NR

Do not know. DK

However, you should use these codes *very rarely*. Be cautious by using these codes only when it is absolutely necessary.

3.15 FLOWS AND SKIPS

In order to have a logical order to filling in the questionnaire, it has been designed with a system of skips that allows you to follow the logical sequence of questions based on responses to questions already provided.

If there are no additional instructions, you pass directly to the next question.

The arrow symbol ► indicates that the interview should be continued with the question indicated. In the following example, if the respondent says Yes, you do not continue with Question 4, but, rather, skip (move to) to Question 5. Question 4 is skipped because the question is not relevant to those who answer Yes to question 3.

Section 2: Education Question 3
Have you ever attended school?
YES..1 (► Q5)
NO...2

The arrow symbol can also indicate that you should **SKIP** the remaining questions in the section and go on to the next row or the next section. For example, if the response to Question 18 is No, then you go to the next row (the next enterprise).

Section 11B: Non-farm EnterprisesQuestion 18
Is any member of this household planning to open a non-farm enterprise in the next 12 months?
YES..1
NO...2 ► NEXT ENTERPRISE

Most of the questionnaire sections are grids: columns of questions and rows of observations. Complete all questions across (all columns) before moving to the next row. For example, in Section 10 Assets, ask Questions 1 and 2 for kerosene stove (item #1) before asking Question 1 for Cylinder gas stove (item #2).

If a section is more than one page, continue with questions *across* pages before moving to the next row. For example, if the household has two enterprises, ask Questions 2-19 for Enterprise #1, then ask Questions 2-17 for Enterprise #2. DO NOT ask Question 2 for Enterprise #1 and then Question 2 for Enterprise #2, then Question 3 for Enterprise #1 and Question 3 for Enterprise #2, etc.

3.16 CODING

Where the question responses are pre-coded, you simply record the code for the category that matches the respondent's response. For example:

Section 1: Roster Question 10
Does [NAME]'s spouse/partner live in this household now? ASK ABOUT FIRST WIFE FOR RESPONDENT WITH MULTIPLE WIVES YES.1 NO..2 (► Q12)
2

When the response to be recorded is a monetary amount or a figure, write the correct response in the corresponding cell.

- Record monetary amounts in birrs with no decimal point. **DO NOT INCLUDE cents.** For any amounts in cents, round to the nearest birr.
- For any amounts greater than 1,000 birrs, include a comma. For example:

Section 5A: Food Question 4
How much did you spend?
BIRR
1,000

When the response is to an open-ended question that will be coded later, be sure to write the response clearly and in UPPER-CASE letters. For example:

Section 4: Labor Question 34	
What are [NAME's] tasks and duties in [NAME's] main job or business	
WRITTEN DESCRIPTION	OCCUP. CODE
LEATHER SHOE FACTORY	

3.17 REFERENCE PERIODS

Past One Week (Last 7 days)	The 7 days prior to the interview. If the interview is done on a Wednesday, the last 7 days are the days since the previous Wednesday.
Past One Month (Last 30 days)	The 30 days prior to the interview. If the interview is done on the 10th of the month, the last 30 days are the days between the 10th of the previous month and the day of the interview.

3.18 RESPONDENTS

Different sections will have different respondents:

- For some sections, all individuals in the household will provide responses (Sections 1 and 3).
- In some sections, only individuals above a specific age will provide responses to the section (for example, Section 2: Education and Section 4: Time Use & Labor).
- Sometimes the household head or the most knowledgeable person will respond (for example, Section 5A: Food).

As far as possible, information should be collected from the respondents individually. Having direct informants provides the most accurate and reliable information. Each member of the household should be permitted to respond for him or herself. There are some exceptions, however. Children younger than 10 years of age will not be able to understand all the questions and respond for themselves. For children, the best-informed member of the household should provide the responses. In addition, there may be individuals in the household who are unable to respond for themselves, either because of a disability or because of age. In these cases, again, the best-informed member of the household should provide responses for them. In the manual, the sections describing the individual sections have notations on who the respondents are and who the direct informants are.

There will be occasions where the respondent is listed as the household head, but it is impossible to speak with the household head. The household head may not necessarily be in the village at that time. In these cases, you should seek the person best able to respond for the household head, depending on the section being administered. If there is a spouse in the household, he/she will be the most likely respondent.

It may also be difficult to meet with the household head because, while he or she is a resident in the household, he or she is too busy working to speak with you. You should make every effort to speak with the household head at his or her convenience. However, if you repeatedly find it impossible to speak with the household head, you should seek the person best able to respond for the household head, depending on the section being administered. Sometimes you will need to make an appointment for an appropriate time to meet him/her, which may be at an awkward hour. Some respondents may only be available early in the morning, late in the evening, or during weekends. It is the responsibility of both enumerators and field supervisors to arrange for appropriate times for the interviews.

3.19 GENERAL NOTES

- Make sure your entries are clear. If you make a change to something you wrote on the questionnaire, make sure the response is clear. Either neatly erase the old response, or cross out the wrong answer with one line and write the corrected answer beside it. Crossing out errors must be done in a clear and consistent manner.
- Write numbers clearly. Some numbers can be confused with one another if not written clearly, e.g. 0 and 6, 1 and 7, 2 and 0, 4 and 6, 5 and 8, etc.
- Remember to take two Household Questionnaires to every interview, in case the household has more than ten members and you need two questionnaires for the interview. (Remember in such cases to write “1 of 2” and “2 of 2” on the cover sheets of the Household Questionnaire.)
- We do not expect to see a lot of DK (don’t know). It is your responsibility to probe and help the respondent to determine the answer, and ONLY accept DK (don’t know) as a last resort.
- If a quantity is 0, then the unit should be blank, e.g. Question 2 in Section 5a:

Section 5A: Food Question 2	
How much in total did your household consume in the past week?	
QUANTITY	UNIT
0	

←Leave
Unit
blank

- Enumerators should be very careful in completing questionnaires where the Household Roster flap may not line up with questionnaire rows.
- Continue to write comments to specify or describe any unusual situation. These comments will help us in Addis Ababa to understand, and make it easier for you because we will not have to send the questionnaire back to ask for explanations.

CHAPTER 4- SECTION BY SECTION DESCRIPTION OF THE HOUSEHOLD QUESTIONNAIRE

This chapter examines each section of the Household Questionnaire in turn in order to address possible problematic issues relating to each section. These notes should be your first reference if you encounter any problems in administering the sections or questions.

The sections in the Household Questionnaire are organized as follows:

- **Cover Pages**
- **Sections 1 - 4:** Information about each individual household member
- **Sections 5 - 15:** Household information.

COVER PAGES

Q1- Q7 Enter/record the name and the area code of the region/zone/*wereda*/town/sub-city/*kebele* and EA for the enumeration area of the household.

Q8. Household serial number: Enter/record the household serial number in the space provided under this column.

Q9. Household size: Ask the head of the household and enter/record the number of the usual members of the household in the space provided. This should be the same as the number of people who are listed in Section1 (Roster).

Q10. Do not record anything for this question as it only applied for wave 1.

Q11. Household head's name: Ask for the name of the head of the household. Enter the full name in the space provided.

Q12. Village name where the household head lives: Ask the head of the household for the name of the village where the household lives/resides. Enter the village name in full in the space provided.

Q26-Q32. **Note that questions 13-25, Q33 and Q34 are on the next page.** Staff details: In this part of the questionnaire, spaces are provided for the CSA staff directly involved in the survey field work to write their names, signatures, and dates right after accomplishing the job assigned to each. Therefore, you (the enumerator) should take as much time as may be needed to check the completed questionnaire for accuracy and internal consistency before putting your name, signature, and date in the space provided.

Q13-24. Interview information: Record the date, start time, and end time of the interview. Since household interviews will not take place at one sitting, there is space to record up to three dates/times for each interview.

Q16, Q20, Q24. Mark the sections that are still missing or incomplete after the interview. After the third interview, if any sections are missing or incomplete, a fourth interview must be conducted.

Q25. Record the GPS coordinates (latitude and longitude from the UTM reading) of the dwelling in the space provided after allowing adequate time for the GPS unit to acquire a signal. Do not forget to refresh the GPS each time before you record the GPS coordinates. (See Annex1.)

Section to Be Completed by the Field Supervisor

Status of the Questionnaire:

Q34. This question is to be completed by the field supervisor. The question provides observations on the interview in terms of the status of the questionnaire and the status of the data entry. Use the corresponding codes provided in the code box next to the question.

Multiple questionnaires: Each Household Questionnaire contains sufficient space for the enumerator to list a household of 12 members. If the survey household has more than 12 members, you will need to use an additional Household Questionnaire.

SECTION 1: HOUSEHOLD ROSTER

The following are some important notes to keep in mind when listing household members:

- The first person to be listed on the Roster is the head of the household.
- **The head of the household** is the person commonly regarded by the household members as their head. The head would usually be the main income earner and decision-maker for the household, but you should accept the decision of the household members as to who is their head. **There must be only one head in the household.** If more than one individual in a potential household claims headship or if individuals within a potential household give conflicting statements as to who is the head of the household, it is possible that you are dealing with two or more households, rather than one. You will need to discuss this with your field supervisor.
- It is possible that the household head may not be residing in the dwelling at the time of the interview. He or she may be living and working, temporarily or permanently, in another part of Ethiopia or in another country.
- Do not include boarding school students who are residing at boarding school and are still dependent on the household.
- Do not include military personnel, prisoners, or other individuals who are residing elsewhere (in such institutions) and are not primarily dependent on the household for their welfare.
- Some household members may not be a relative of the household head, for example, a servant who lives in the household and does not keep a household elsewhere.
- Servants, other hired workers, and lodgers (individuals who pay to reside in the dwelling of the household) should not be listed if they have their own household elsewhere that they head or upon which they are dependent.

Children who are living with other relatives (for example, an aunt or uncle) should not be listed. They would be listed in the aunt/uncle's household.

Respondents: All individuals.

The initial respondent to Section 1 should be the household head, if available. If he or she is not available, the most senior member of the household present should respond to **Q1 to Q6**. The questions that follow should be asked of the individuals concerned or, in the case of young children, their mother or guardian.

The cover sheet and Section 1 should be fully completed before going on to the other sections.

The purpose of Section 1 is to collect basic demographic information, such as relationship to the household head, sex, age, absence from the household, religion, marital status, spouse information, birth place, and biological parents and their education and occupation.

Q1- Q4c You MUST complete **Q1** to **Q4c** before continuing with other questions in this section. **Q1** to **Q4b** questions can be found on “Flap F- Roster”. You should prefill the responses to Q1, Q2, and Q3 from the livestock questionnaire (or the post-planting questionnaire if the household does not have livestock).

Household Head: List the head of the household on LINE 1 (ID Code 1). The spouse(s) of the head and children should be listed next. Then list other household members who are relatives, ending with household members who may not be related to the head.

Make sure the person you list as the head of household in Section 1 (ID code 1) is the same person who is noted in **Q11** on the cover page of the questionnaire.

Q0. In writing the names of the household members, be sure that you uniquely identify the individuals. If two individuals in the household have the same name, ask about any nicknames or each individual’s full name or other ways in which the two persons can easily be distinguished from each other. If there are any new members to the household (since the previous questionnaire), add these members to the household roster list.

Q1. Relationship to head: Other non-relatives (code 15) are non-relatives who live in the dwelling but do not pay. This could be a friend of the household head.

Q2. You must ask about the sex of the individual. Do not use the name of the individual to assume the sex of that individual. (Ask the sex of each individual household member (1..... Male 2..... Female.)

Q3. If an individual is age 5 years or older, give YEARS only. If a child is younger than 5 years, give YEARS & MONTHS (e.g., 59 months, 43 months, 2 months, etc.). If age is less than one month, put “0.”

In **Q3**, for those age 5 years and older, the age in years refers to completed years according to their last birthday.

In **Q3**, for children younger than 5 years, report round months to above or below 15 days. That is, if a child is 6 months and 20 days old, report 7 months; if 6 months and 13 days old, report 6 months.

In Q3, IF URBAN HOUSEHOLD, >>Q5.

Q4. If individual has joined the household since previous interview (i.e., you added them to the end of the prefill list of household members), then write code 1 for “yes” and skip to **Q5**.

Q5. If individual is no longer a member of the household (since the last visit), use code 2 for “no” and skip to **Q23**.

Q6. Ask for cumulative months of absence over the past 12 months.

For example, if an individual was absent once over a period of 3 months, and again over another period of 1 month in the past 12 months, you should write 4.

You should include portions of a month of absence in the calculations here. Include the portions in determining the total cumulative absence.

For example, an individual who was away for one period of 6 weeks (1.5 months), another period of 3 weeks (0.75 months), and a third period of half a month, the total cumulative absence was 2.75 months. This should be recorded as 3 months. (See the next point on rounding.)

In reporting the total cumulated absence that includes such portions, round down if the portion of a month is less than half, round up if it is more than half. If it is exactly half, round down. For example, if an individual was absent for 3 months and one week in total, report 3 months; if 3½ months, report 3 months; and if it is 3 months and 3 weeks, report 4 months.

In the previous example, where the total cumulative absence was 2.75 months, report 3 months.

Q7. IS RESPONDENT 10 YEARS OR OLDER? (See the response to **Q3**.) If he or she is 10 years or older, write Yes, use code 1, and ask the next question. If not, use code 2 and skip to **Q12**.

Q8. Do not assume that the religion of the head of the household is the religion of all others in the household. **“Ask the individual’s religious status.”**

Q9. Marital status

For men with multiple wives, use code 3 (polygamous) to describe their marital status.

Separated refers to a marital state concerning a man and woman who no longer live together as husband and wife, without being legally divorced. In this case, use code 2.

Q10. If the spouse/partner lives in the household, use code 1. If the spouse/partner does not live in the household, use code 2 and move to **Q12**.

Q11. ID code of the current spouse (or first wife) who lives in the household (use the ID code from the Household Roster): This question is asked of both female and male household members who are married. If a polygamous man has more than one wife living in the household, record the ID code of the first wife.

Q12. Use the region code for where each household member was born.

Q13. Ask if the biological father of each household member lives in the household. Use code 1 if Yes; if No, use code 2 and then move to **Q15**.

Q14. List the ID code of the individual household member’s biological father. Then move to **Q16**.

Q15. Ask if the biological father of the household member is alive or dead. Use code 1 if the biological father is alive; if not, use code 2.

Q16. List the highest educational level attained by the biological father of the individual. Ask for the educational level of the biological father even if he is no longer living.

What is your level of education?		
Level of Education	CODE	Description of Educational Status
A. Based on both curriculums		
K.G	00	K.G, 0 grade (preparatory), nursery, or 1 st grade – cannot read and write

1 st	01	Completed 1 st grade –can read and write or cannot read and write
2 nd	02	Completed 2 nd grade –can read and write or cannot read and write
3 rd	03	Completed 3 rd grade –can read and write or cannot read and write
4 th	04	Completed 4 th grade –can read and write or cannot read and write
5 th	05	Completed 5 th grade
6 th	06	Completed 6 th grade
7 th	07	Completed 7 th grade
8 th	08	Completed 8 th grade
B. Based on previous curriculum		
9 th	09	Completed 9 th grade
10 th	10	Completed 10 th grade
11 th	11	Completed 11 th grade
12 th	12	Completed 12 th grade and has taken the ESLC exam – passed the exam or did not pass
Certificate	13	Completed grade 12+1
Teacher training certificate	14	Completed Teacher Training Certificate
1 st year college	15	Completed 12+1 years for diploma or above course
2 nd year college	16	Completed 12+2 years for diploma or above program
Diploma	17	Completed diploma course
3 rd year	18	Completed 3 rd year course
B.A / B.Sc. etc.	19	Completed a bachelor degree program (non-specialized) including MD
Above B.A/B.Sc.	20	Postgraduate diploma, M.A, Ph.D., MPhil, etc.
C. Based on the new curriculum		
9 th	21	Completed 9 th grade
10 th	22	Completed 10 th grade, passed the exam or not

11 th preparatory	23	Completed 11 th grade
12 th preparatory	24	Completed 12 th grade
Certificate (10+1) vocational and technical course	25	Completed certificate in 10+1 vocational and technical course
10+2 or not completed level 2	26	Completed 1 year course in 10+2 or level 2 vocational and technical course
Certificate 10+2 course	27	Completed certificate in 10+2 vocational and technical course
10+3 course	28	Completed 1 year in 10+3 or level 3 vocational and technical course
10+3 course	29	Completed 2 years in 10+3 or level 3 vocational and technical course
Diploma	30	Completed diploma in 10+3 or level 3 vocational and technical course
1 st year college	31	Completed 1 year course in bachelor degree or level 4 program
2 nd year college	32	Completed 2 years in bachelor degree or level 4 program
3 rd year and above college course	33	Completed 3 years or more in bachelor degree program but did not complete bachelor degree
Bachelor degree	34	Completed bachelor degree or level 4
Above bachelor degree /above level 4	35	Completed bachelor degree and attending level 5 or 1 year postgraduate degree/M.L/PhD
Informal education	93	Can read and write by attending an informal education program but has never been in regular school
Adult literacy program	94	Can read and write by attending an adult literacy program but has never been in regular school
Satellite	95	Can read and write but never attended regular school
Non-regular	96	Can read and write by attending a religious institute such as Kes or Kuran but never attended regular school
Not educated	98	Cannot read or write

Q17. Ask the respondent if the biological mother of each household member lives in the same household. Use code 1 if Yes; if No, use code 2 and then move to **Q19**.

Q18. List the ID code of the individual household member's biological mother. Then move to **Q20**.

Q19. Ask if the biological mother of the household member is alive or dead. Use code 1 if the biological mother is alive; if not, use code 2.

Q20. List the highest educational level of the biological mother of the household. Ask the biological mother's educational level even if she is deceased.

PLEASE: REFER TO THE EDUCATION LEVEL CODES IN THE TABLE ABOVE

Q21 & Q22. Both questions ask for the biological father's and mother's main industry of occupation. If the biological parents are dead, ask for their main industries of occupation while they were alive. Then move to the next person on the household roster.

SECTION 2: EDUCATION

Respondents: All individuals age 4 years and older. FOR CHILDREN 4-12 YEARS, ASK THEIR CAREGIVER THE QUESTIONS.

Direct informants: Individuals age older than 12.

Section 2 provides information on the educational history of all household members age 4 years and older. No information should be collected from those younger than 4 years of age. Individuals age older than 12 should respond for themselves. Guardians/caretakers must answer on behalf of children age 4 to 12 years.

You must administer Section 2 one row (individual) at a time, NOT page by page. After asking **Q1-Q19** for the first individual, then ask **Q1-Q19** for the second individual. Repeat this process for all applicable individuals. The same rule applies to Sections 3 and 4.

Q1. ENUMERATOR... IS [NAME] RESPONDING FOR HIM/HERSELF? Yes >> Q3

Q2 ENUMERATOR... WHO IS RESPONDING ON BEHALF OF [NAME]? HH ID

Q3. If the respondent can read and write in any language, use code 1 if Yes; if No, use code 2.

Q4. If the respondent ever attended regular school, if Yes use code 1 and skip to **Q6**; if No, use code 2.

Q5. If the answer to **Q4** is code 2, ask the reason why the respondent never attended school, record the correct answer in the space provided, and skip to **Q19**.

Q6. If the answer to **Q4** is code 1, ask the respondent what is the highest level of education completed, then enter/record the response. Refer to the text box at the end of the questionnaire to choose the appropriate code for the level of education. For example, a respondent who is attending grade 10 will already have completed grade 9. We are interested in knowing the course level that has been completed. We are not counting the number of years spent in school.

Q7. Ask each respondent if he/she is currently attending school. If Yes, use code 1 and skip to **Q9**; if No, use code 2. If the school is on a holiday break at the time of the interview, ask about attendance just before the break.

Q8. If the answer to **Q7** is code 2 or No, ask why the respondent is not currently in school and choose the appropriate code and skip to **Q19**.

Q9. If the answer to **Q7** is code 1 or Yes, ask the respondent which grade he/she is attending. Refer to the text box at the end of the questionnaire to choose the appropriate code for the level of education.

Q10. Ask the respondent what kind of organization runs the school the respondent is attending.

Q11. Ask whether the respondent was absent from school last month for more than a week in the current school year. Use code 1 if the respondent was absent; if not, use code 2 and skip to **Q13**.

Q12. If the answer for **Q11** is code 1 or Yes, ask the main reason for being absent from school.

Q13. Ask the respondent what mode of transportation he/she uses to go to school.

Q14. Ask the respondent how long it takes to get to school. Note that the response should not be recorded actual minutes. Rather, use the codes provided and record a code value of 1-7.

Q15. Ask whether the respondent received any scholarship or educational assistance from any organization or the government to attend school. If Yes, use code 1; if No, use code 2 and skip to **Q17**.

Q15. If the answer to **Q15** is code 1 or Yes, ask the monetary amount or value of the assistance from the organization or the government received in kind or in cash. Please note that assistance received can be in kind or in cash and only in the current school year.

Q16. For the current school year, ask the value of this assistance, including the value of in-kind assistance and cash

Q17. Ask how much money the household spent on [NAME]'s school fees for the current school year; if no money was spent, record "0."

Q18. Ask how much the household spent on [NAME]'s school books, uniforms, stationary etc... for school during the past 12 months; if no money was spent, record "0."

Q19. Ask if the respondent plans to attend school next year. If Yes, use code 1; if No, use code 2.

SECTION 3: HEALTH

Respondents: All individuals.

Direct informants: Individuals age older than 12

In Section 3, information on both the recent and long-term health status of each household member/respondent is asked. Information should be collected on all members of the household. Individuals age older than 12 years should respond for themselves. Information on the health condition of children of 12 years of age or younger should be asked of their mothers or caregivers.

Q1. ENUMERATOR... IS [NAME] RESPONDING FOR HIM/HERSELF? Yes >> Q3

Q2 ENUMERATOR... WHO IS RESPONDING ON BEHALF OF [NAME]? HH ID

Q3. Ask the respondent if [NAME] has consulted a health practitioner or traditional healer or visited a health facility during the past 4 weeks. (Regardless of whether sick or not) If the response is Yes, use code 1; if No, use code 2 and skip to **Q5**.

Q4. If the response to **Q3** is Yes, ask the respondent for what reason(s) did [NAME] consult this person. You may record up to three reasons.

Q5. Ask the respondent if [NAME] has suffered from an illness or injury during the past 4 weeks. If the response is Yes, use code 1; if No, use code 2 and skip to **Q14**

Q6. Ask the respondent what was the sickness/ injury [NAME] faced. LIST UP TO 2 MAJOR ILLNESSES.

Q7. Ask the respondent if [NAME] had to stop his/her usual activities in the past 4 weeks because of this illness/injury. If the response is Yes, use code 1; if No, use code 2 and skip to **Q9**

Q8 Ask the respondent for how many days was [NAME] absent from usual activity due to this illness/injury during the last 4 weeks. If not absent, please record 0.

Q9. Ask the respondent whom did [NAME] consult for this illness or injury in the last 4 weeks. IF NO ONE ...0; >>Q13

Q10 Ask the respondent where did [NAME] receive or consult medical assistance primarily.

Q11 Ask the respondent how much did [NAME] pay for the first consultation, including any medicine or test prescribed, even if purchased elsewhere. If no expenses, please record 0.

Q12 Ask the respondent how long did it take to travel (one way) to his/her first consultation. IF CONSULTATION AT PATIENT'S HOME, PUT '0'. THEN, SKIP TO >>Q14.

Q13 Ask why the respondent did not consult with a health institution/traditional healer about his/her health during the last 4 weeks.

Q14 Ask if the respondent has tried to get medical assistance or consultation services during the last 12 months, whether or not the respondent had any health problems. If yes, use code 1; if no, use code 2 and skip to **Q19**.

Q15 If the respondent has received medical assistance/consultation, ask the number of times the respondent received medical assistance or consultations in the last 12 months.

Q16 Ask the respondent if there were any of [NAME]'s consultations inpatient visits (i.e. [NAME] spent the night in the health facility) in the last 12 months. If yes, use code 1; if no, use code 2 and skip to **Q18**.

Q17 Ask the respondent how many nights did [NAME] spend in any health facility in the last 12 months.

Q18 Ask the respondent what were the total costs of all [NAME]'s health consultations in the last 12 months, including any medicine or tests prescribed even if purchased elsewhere.

Q19 Ask the respondent whether [NAME] is currently covered under a health insurance scheme (such as through an employer, community health insurance scheme, or private health insurance).

Q20 Refer to the household roster flap to determine if the respondent is 0-5 years old. If yes, use code 1 and skip to **Q27**. If no, use code 2.

Q21-Q26 These questions assess the extent of difficulty associated with performing a set of tasks, including seeing, hearing, walking/climbing steps, remembering/concentrating, self-care (maintaining personal hygiene), and communicating. If the respondent does have any of these problems, use codes 1 to 4 for rating depending on the severity of each problem. These questions should not be asked for children aged between 0 and 5 years old.

Q27 Ask if [NAME] is aged 6-59 months (less than 5 years old & 6 months and above). If No, >> NEXT HH MEMBER. The correct age of the child should be recorded in the Roster too. Remaining questions in this section are responded by the child's caregiver.

Q28 Ask whether the child has had diarrhea in the last two weeks leading up to the interview. If yes, use code 1; if no, use code 2 and skip to **Q31**.

Q29 Ask the guardian how much water the child was given to drink during the incident(s) of diarrhea. Use the codes provided.

Q30 Ask whether the child was given any oral rehydration salts and/or any fluid recommended by a health professional for the diarrhea in response to the diarrhea. Use code 1 for yes and code 2 for no.

Q31 Ask if the child was ever breastfed. If the response is code 1 skip to **Q33** and if code 3 skip to **Q34**.

Q32 Ask for how many months was the child breastfed since the time of birth.

Q33 If the child was breastfed since birth, for how many months was [NAME] **exclusively** breastfed (without food, water, herbal tea, or any other liquid, except vitamin A, medicine, or ORS)? IF [NAME] HAS NOT YET RECEIVED COMPLEMENTARY FOOD OR LIQUID, RECORD "99".

Q34 Ask the birth date of [NAME] (day/month/year). CHECK THAT AGE IN QUESTION 4 OF THE ROSTER AND YEAR OF BIRTH REPORTED HERE ARE CONSISTENT. RECORD DATE OF BIRTH IN ETHIOPIAN CALENDAR

One reason to check the age in the Roster is that it is possible that the father filled in the Roster. In Section 3, the mother or the guardian of the child will again provide the age of the child. The mother or guardian likely knows the exact age of child better than the father, and can reconfirm.

Correct the age and date of birth in the Roster if necessary.

Q35 ENUMERATOR... WHAT IS THE SOURCE OF DATE OF BIRTH INFORMATION GIVEN IN Q.34?

Q36- Q39 These questions are about the weight and length/height of children that are 6 months to five years of age.

Measuring a Child's Height and Weight

- A. The mother or guardian of the child should assist throughout the measurements. The child needs to be as calm as possible when you are measuring him or her, so the mother or guardian should be nearby. You must speak politely and in a friendly manner with the child. A child who is scared or worried will be difficult to measure.
- B. Be sure that the mother or guardian understands what will be done to the child. Explain to the mother or guardian why/how the child will be weighed and height will be measured.
- C. Be sure to politely and thoroughly answer any questions or other concerns that the mother or guardian might have.
- D. Complete the measurements for one child at a time. If more than one child needs to be measured in a survey household, measure both the weight and height/length of one child before taking measurements on any other child.

Weight of child A hanging scale (Salter-type scale) to weigh children between 6 and 59 months of age will be used. Note that weights should only be recorded in kilograms, and they should be recorded to the first decimal place (nearest 100 grams). Note that the decimal point is already printed in the questionnaire.

If the child weighs less than 10 kilograms, the first blank of the three blanks in **Q37** should be filled in with a 0 (zero). **You MUST zero the scale before weighing the child.**

Height/length of child: Children younger than 24 months should be measured lying down (length). **THIS IS VERY IMPORTANT..**All children ages 24 to 60 months should be measured standing up (height). **THIS IS VERY IMPORTANT.**

SECTION 4: LABOR AND TIME USE

Respondents: For children between the ages 7 and 12, their caregivers asked the questions in this section.

Information for this section is collected from household members/respondents age 7 years and older. Individuals older than 12 years should respond for themselves. Guardians/caretakers must answer on behalf of children age 7 to 12 years.

Q1 and Q2. These questions are to be completed by the enumerator without asking the respondent.

Q3-Q4. These are questions dealing with the amount of time [NAME] spent on fetching water and collecting firewood (or similar materials used for fuel) just yesterday.

Q5-Q15- These are questions about the number of hours, over the past 7 days, that [NAME] has spent on different activities, such as agriculture, household business, casual works, wage based jobs and unpaid apprenticeship.

These questions may require making some calculations. If the respondent cannot remember the number of hours over the past 7 days, ask for the number of hours in one day and ask how many days the task was done. Then multiply the number of hours by the number of days to get the total number of hours for the last 7 days.

Note: If the respondent did not do any task, write zero; if less than half an hour, write “0.5”; otherwise, round to the nearest hour.

Q16- ENUMERATOR- This is a filter question that CAPI will filter ANY YES in Q5, Q8, Q10 and Q12. If in **ANY** of these four questions the response was Yes, skip to >> Q23.

Q17-Q22 deal with temporary absence of [NAME].

Q17-Q20- These questions deal with issues related to the temporary absence of [NAME] in the past 7 days: whether [NAME] has job, business or any activity he/she has to return to; the main reason [NAME] didn't work at this activity during the last 7 days; whether [NAME] will return to that same activity within three months (including the 7 days of absence) or less; and during low or off season whether [NAME] will continue to do some work on that same job (activity).

Q21 and Q22- These questions relate to whether the activity [NAME] plans to return to is a household farming, livestock or fishing activity; and if so for what purpose the products from this household activity are intended for. If the product from this household activity is intended for either ‘ONLY FOR SALE’ or ‘MAINLY FOR SALE’, Skip to >> **Q34**. If the product from this household activity is intended for either ‘MAINLY FOR FAMILY USE’ or ‘ONLY FOR FAMILY USE’, Skip to >> **Q24**.

Q23- ENUMERATOR: CAPI will filter **Q10=2** and **Q12=2** and **Q7=3** and 4, and **Q19 =2** , and **Q20=2**, and **Q22 =3** or 4. IF False, >> **Q34**.

Q24-Q32 These are questions that relate to job search.

Q24 Ask if over the last 4 weeks [NAME] did anything to find a paid job or start a business for pay/profit. If response is ‘NO’, skip to **Q27**.

Q25 and Q26 If the response to **Q24** is ‘YES’, two questions are asked: what [NAME] mainly did in the last 4 weeks to find job or start business; and for how long has [NAME] been without job while trying to find a job or start a business. Then skip to **Q29**.

Q27 If the response to **Q24** is ‘NO’, ask whether [NAME] wants to work at the present. If response is ‘NO’, skip to **Q32**.

Q28 If response to **Q27** is ‘YES’, ask the main reason [NAME] did not try to find a paid job or start a business in the last 4 weeks.

Q29 and Q30 These questions relate to if a job or business opportunity had been available: whether [NAME] would have started working last week; and whether [NAME] could start working within the next two weeks. If response is ‘YES’ in either question, skip to **Q33**.

Q31 ask the reason [NAME] is not available to start working.

Q32 Ask which one [ENUMERATOR: READ ALL LISTED OPTIONS] describes what [NAME] is mainly doing at present.

Q33-Q54- These questions are related to MAIN JOB of [NAME] OVER THE LAST 12 MONTHS.

Q33. Ask whether [NAME] had any wage/salary/commission or any payment in kind job including part-time labor in the past 12 months. If [NAME] was not employed in a job or casual/part-time labor/commission, skip to **Q45**. TEMPORARY WORKS ARE EXCLUDED. THESE QUESTIONS ARE ASKED TO THOSE WHO DIDN’T WORK DURING THE LAST 7 DAYS.

Q34, Q34a & Q34b- These questions relate to description of [NAME]’s main job, the organization’s/ business’ main activity and the type of organization/business of [NAME]’s] main wage job.

Q34 Occupation refers to the kind of work the person does or the kind of the work he/she did, when he/she was working for the first time. This question is to enquire specifically about the nature of the job he/she was doing most of the time in the last 12 months.

If the person uses vague answers, such as civil servant, businessman, or laborer, ask him/her the exact type of job he/she did most of the time, and then write the occupation in the space provided. Occupation will best be described by such job titles as teacher, driver, cook, etc. If a person moved from job to job, you will only record the occupation in which he/she was engaged during the reference period or the last 12 months. If a person has two or more occupations, enter the one in which he/she spends most of his/her time.

Try to get comprehensive answers. For example, it is not enough for a respondent to inform you that he/she is a teacher. Probe to find out if he/she is a primary or secondary school teacher, etc. Record “secondary school teacher” or whatever the case maybe. Below are examples of some vague answers and some probing questions to assist you in arriving at a correct answer:

Vague response	Probe and ask if he/she is a...
-----------------------	--

Doctor	Medical, dental, veterinary (doctor)
Engineer	Civil, electrical, chemical, mechanical, etc.
Civil servant	Economist, nurse, clerk, accountant, etc.
Technician	Chemical engineering technician, civil engineering technician, electrical engineering technician, etc.
Inspector	School building, safety and quality, policeman, etc.
Clerk	Secretary, transport, library, stock, etc.
Laborer	Mining, road construction, building construction, etc.
Cleaner	Domestic helper, office, hotel, etc.
Driver	Driver for CSA, driver for cotton factory, etc.
Manager	Administrative, finance, personnel, marketing, etc.

This question is to determine the economic sector in which the household member main job over the last 12 months is connected with. (Describe the main product or service)

Q34a This question is to determine the economic sector in which the respondent works. Write a description of what the establishment where the respondent works does.

- Industry refers to the activity of the establishment in which an individual works at his or her occupation. An industry is usually identified on the basis of the nature of the goods and services produced.
- Do not write the exact name of the company or the institution, except for those individuals who work for government ministries, or official/public organizations.
- Do not write a generic description such as “workshop,” “industry,” “factory,” etc. since this would not provide enough descriptive information.
- If the place where the person works produces more than one item (such as a factory that produces two different items), list the main/primary item produced.

Example: A person may be an accounts clerk and employed by a dairy farmer. His occupation is “Accounting Clerk” and his industry is “dairy farming.”

Below are some more specific probing guidelines for recovering better industry information:

Response	Suggested probing questions
Factory	<p>What kind of goods does the factory manufacture or make?</p> <p>For example, shoes, fruit juices, clothes, etc. For instance, if a respondent says he/she is working in a factory that manufactures sweets, record “sweets manufacturing.” Alternatively, if you cannot determine what the factory produces, ask the respondent to give you the name of the factory and record this name.</p>
Construction	<p>What does the company build?</p> <p>For example, roads, dams, electrical plant, etc. For instance, if the company builds houses, then record “building construction.”</p>

Mining	What type of mine is it? For example, coal, gold, diamond, etc. For instance, if gold is mined, record “gold mining.”
Shop	What does the shop sell? For example, shoes, clothes, groceries, etc. For instance, if the shop sells groceries, record “sale of groceries.”

Q34b Ask who was the employer of the respondent during the last 12 months.

Q35 Number of persons (including [NAME]) working at [NAME’s] place of work

Q36 Ask if [NAME] has a written contract with [NAME’s] employer.

Q37. Number of months the respondent worked at that job over the last 12 months.

Q38. Average number of weeks per month the respondent worked at that job during the number of months recorded.

Q39 Average number of hours per week the respondent worked at that job for the number of weeks recorded.

Q40, Q41, & Q42 Last payment for wage/salary (gross salary) job- amount (in BIRR), the period the payment covers and mode of payment. For a job that was recently started and no payment has been received as of the interview date, the respondent should provide information on the expected payment instead.

Q41. If the respondent was paid on the basis of hours that the respondent worked, use code 1; if payment was on daily basis, use code 2; on a weekly basis, use code 3; on a 2-weeks basis, use code 4; on a monthly basis, use code 5; on a 3-months basis, use code 6; on a 6-months basis, use code 7; and on a yearly basis, use code 8.

Q42. This question asks how salary payment was made to the household member.

Q40 – Q44. **Q40, Q41 & Q42** ask about the last payment for wages/salary paid for the main job in the last 12 months, while **Q43 & Q44** ask about allowances and gratuities, which include allowances and per diems paid to business employees and civil servants for costs related to travel, fieldwork, workshops, and the like (uniform/shoes).

Q43 The amount reported in should include hotel accommodation payments directly made by the employer on behalf of the employee, if any. If the respondent never receives any payments these kinds for work, record ‘0’ and skip to **Q45**.

- In estimating the value of in-kind allowances or gratuities in **Q18**, the respondent should estimate what he or she would have paid for the item, had they purchased it in the market.

Q44 If the respondent allowances and gratuity were paid on the basis of hours that, use code 1; if payment was on daily basis, use code 2; on a weekly basis, use code 3; on a 2-weeks basis, use code 4; on a monthly basis, use code 5; on a 3-months basis, use code 6; on a 6-months basis, use code 7; and on a yearly basis, use code 8.

Food or cash for work

Q45. Ask the respondent if he/she has participated in Cash or food for work (including PSNP program) as a temporary laborer. If Yes, use code 1; if No, use code 2 and skip to **Q48**.

Q46. If Yes, ask the respondent the number of days worked.

Q47. Ask the total income obtained for the days worked in the PSNP program for the last 12 months

Other Temporary or Casual Work

Q48. Ask whether the respondent did any casual/temporary work in the past 12 months. If Yes, use code 1; if No, use code 2 and skip to **Q51**.

Q49. Ask the number of days worked in the past 12 months.

Q50. Ask the amount of total income received in the past 12 months.

Unpaid Labor

Q51. Ask [NAME] if at any time over last 12 months he/she worked work for other households, free of charge, as exchange laborer or to assist for nothing in return?.

Q52. If the respondent's response is Yes for **Q51**, ask for how many households the respondent worked.

Note: FILL IN "0" if none.

Free Labor Contribution

Q53 Ask if at any time over the last 12 months, [NAME] participated in free labour contribution to social and local development activities (such as building public services, roads and other local works organized by local government or institutions) for nothing in return. If response is 'NO', >> NEXT HH MEMBER

Q54 Ask during the last 12 months for how many households in total [NAME] worked on free labour contribution.

SECTION 4B: SAVINGS

Section 4B should be asked of the individual in the household who is 18 years or older only.

This section asks questions about financial services utilization for adult household members aged 18 and above. The objective of this section is to collect data from adults who are 18 years and older household members about day to day expenditures, savings, and other financial service utilization. This section will not be administered for household members aged less than 18.

Q0- ENUMERATOR- CAPI will copy HH members with age 18 YEARS OR OLDER.

Q1. ENUMERATOR: IS [NAME] REPORTING FOR HIM/HERSELF? If YES, >> Q3.

Q2 ENUMERATOR: WHO IS RESPONDING ON BEHALF OF [NAME]? COPY ID FROM ROSTER SECTION

Q3. Ask the respondent if this member has heard about any of the listed financial institutions or financial services before this study (today).

Q4 Ask the respondent if he/ she has heard about any of the following (credit related and inflation) before this study (today)

Q5 Ask if the respondent has a registration or account book at a bank, microfinance bank, SACCO or other formal financial institution or Mobile or walet account? If response is 'NO', skip to Q9.

Q6. If response is Yes to Q5, ask the respondent if he/she owns a registration or account book at each of the following institutions (i) Private Banks (like Dashan or Awash); (ii) Public Banks (like Commercial Bank of Ethiopia); (iii) Microfinance Institution (like Omo or Sidama); or (iv) Saving and Credit Cooperative Organization (SCCO) (like Alte)

Q7. Ask respondents if used any of the following products or services: (ATM/ DEBIT CARD, ONLINE BANKING, MOBILE BANKING or AGENT BANKING) in the last 12 months. Use code 1 if Yes; use code 2 if No for each of the service.

Q8. Ask respondents if they know where to complain when they have any problems with a financial service provider.

Q9. Ask respondents if they have saved in any way (like equb or savings account) in the last 12 months. If Yes, use code 1; if No, use code 2 and skip to Q15.

Q10. Ask each respondent of the main reason that he/she saved money.

Q11. Ask each respondent if they saved at any of the following formal institutions (i) Private Banks (like Dashan or Awash); (ii) Public Banks (like Commercial Bank of Ethiopia); (iii) Microfinance Institution (like Omo or Sidama); or (iv) Saving and Credit Cooperative (like Alte). Use code 1 if Yes; use code 2 if No and skip to Q13 for each of the institutions.

Q12. Ask each respondent how often does he/she save in each of the following formal financial institutions (Private bank/Public bank/Microfinance bank/SACCO).

Q13. Ask each respondent if he/she informally saved in HOME (CASH), FRIENDS/FAMILY, ASSOCIATION, EQUB or Other way (please specify) during the last 12 months. If response is 'NO', skip to Q15.

Q14. Ask each respondent how often does he/she save in each of the following informal methods (Home (Cash), friends/family, Association, Equb or Other). If other, please specify.

Q15 Ask the respondent if he/she has personally saved or set aside any money for old age in the past 12 months.

Q15. Ask each respondent on average how often would he/she be able to save 600 Birr.

Q16 Ask the respondent why [NAME] doesn't own an account for things like saving or transferring money. (List maximum of three reasons). ENUMERATOR: SKIP Q16 IF RESPONENT HAS A FORMAL ACCOUNT (ANSWERED 'YES' TO Q3).

Q17. Ask the respondent if he/she has owned/used any formal insurance product (like life insurance) in the last 12 months. If Yes, use code 1; if No, use code 2 and skip to Q20.

Q18. Ask the respondent if he/she did insure him/herself in private insurance companies (like Nile or Nice), public insurance companies (Like Ethiopian insurance corporation), employer or other formal institution. If other, please specify. If response is 'YES' to any of these institutions, skip to Q20.

Q19. Ask the respondent the reason why he/she doesn't use formal insurance services (List maximum of three reasons).

Q20. Ask the respondent if he/she was a member of Iddir in the past 12 months. If Yes, use code 1; if No, use code 2.

Q21. Ask the respondent if he/she prefer to save money at a formal financial institution, through informal methods or both.

Q22. Ask the respondent if he/she knows how to open a bank account. If Yes, use code 1; if No, use code 2.

Q23. Ask the respondent if he/she was worried about being able to cover unexpected expenses. If Yes, use code 1; if No, use code 2.

Q24. Ask the respondent if he/she knows (keeps track) of how much money his/her household has available for day-to-day spending at the moment

Q25. Ask the respondent how far the nearest formal financial institution is found from where he/she lives. ENUMERATOR: Please ask the respondent to estimate the distance in KM.

SECTION 5A: FOOD OVER THE LAST 7 DAYS

Respondent: Individual primarily responsible for the preparation of food.

Section 5A should be asked of the individual in the household who is primarily responsible for food preparation for the household, with the assistance of other food preparers and the head of household, if applicable.

Section 5A asks questions about the **total consumption (quantity)** of food items in the past week, which can come from purchases, own-production, and/or gifts.

Section 5A also asks about the **monetary value** of food items that were consumed over the past one week and that came from purchases. This is important to understand since Section 5A DOES NOT necessarily ask about **expenditures** on food items that were bought over the past one week.

Example: If in the past week the household purchased a large amount of teff from a wholesaler, DO NOT record the entire value of that purchase. Instead, record the *monetary value* of the maize or sorghum that was purchased and consumed by the household in the past week.

Units: You must closely study the units of food consumption included in the questionnaire. For any food item that is not reported in terms of a unit that is part of the unit codes, you are expected to do as much as possible to estimate with the respondent a standard unit (kg, gram, liter, milliliter) equivalent of the consumption reported by the respondent.

It is possible that individual household members will have consumed some food over the past one week independently of the other household members. As you are administering Section 5A, you must prompt

the respondents from time to time to remind them to consider such individual consumption as they are answering your questions. Often enumerators forget the fact that this is not for an individual member or the respondent but for the entire household.

Q1. This question asks whether any member of the household **CONSUMED** over past one week any type of food as listed. If any of the household members did not eat one of the food items listed, ask about the next food item listed and so on.

Complete **Q1** for all foods before moving to **Q2-Q6**. First, ask **Q1** for **ALL ITEMS** in the list, **BEFORE** asking the rest of the questions **one row at a time** for items that have a YES (1) value for **Q1**.

For example: First ask if any member of the household consumed *teff* in the past 7 days. After recording 1 for yes, or 2 for no, ask if anyone in the household consumed *wheat* in the past 7 days, and so on.... Then ask **Q2-Q6**, *in order*, for each item for which the respondent reported consumption in the past 7 days. If the respondent reported consuming *teff*, ask **Q2-Q6** for *teff* before moving on to *wheat*.

If any of the items were given to animals OR were purchased but not consumed OR were given for free but not consumed, they **SHOULD NOT** be reported as part of household consumption. For instance, if the household just bought a 50 kg bag of rice but has not eaten any of that or any other rice, the response to **Q1** should be NO for rice.

Q2. This question asks the quantity of food items that a household has reported to have consumed over the past week. The question has two parts where you need to record: the unit measurement of the food consumed and the quantity of each food item should be recorded.

Quantity consumed: This is a number. If only part of the purchased food was consumed, please ask your respondent to estimate the portion consumed.

The unit code for the quantity is to be selected from a given list of units .

For instance, where a household has consumed two (2) kilograms of maize, you need to record 2 in the column for quantity and one (1) in the column for unit.

Q3. This question asks of the total food items consumed as reported in **Q2**, how much came from purchases.

For example, of the two kilograms of rice that the household consumed over past one week, only one (1) kg may have originated from purchases. In this case, you **MUST** record, one (1) in the quantity column and twenty (20 for kg) in the unit column.

Consumption out of business inventory, such as a grocery inventory, **MUST** be considered as consumption originating from purchases. (**Q3** should be there too.)

Q4. This question asks the amount of money that was paid to purchase the food reported in **Q3**. Note that **Q4** refers **ONLY** to the *monetary value* of the consumed food that came from purchases.

Q5. This question seeks to capture the amount of food that was reported to have been consumed (in **Q2**) that came from *own-production* (that is, own farm/garden, etc.). Similar to the other questions, both *quantity* and *unit* **MUST** be entered here.

Q6. This question seeks to capture the amount of food that was reported to have been consumed (in **Q2**) that came from either *gifts* OR *sources other than purchases or own production/assistance*.

Q3, Q5, Q6. If the respondent reports no consumption of an item from a given source (i.e., purchases, own-production, gifts), record '0' in the column for quantity and leave the column for unit blank.

SECTION 5B: FOOD

Note: Please read the question out loud to the household head and ask his/her opinion.

CODES: Each food item is pre-coded.

Q0. In this section, all food items are listed.

Q1. Ask whether any member of the household **CONSUMED** over past one week any type of food as listed. If any of the household members did not eat one of the food items listed, ask about the next food item listed and so on.

Q2. This question seeks to find out the number of days over past one week that items from various food categories were consumed in the household. If none, use code 2 and skip to **Q3**.

Note: Values recorded for **Q2** MUST NOT exceed 7. **For example:** within the Other Cereal category, a household may have consumed rice for 3 days over the course of the past one week and millet for 7 days. In this case, 7 should be recorded for **Q2**.

Q3. This question seeks to find out if any person(s) who is/are not household member(s) consumed any food at a given household over the past one week.

Q4- Q5. These questions seek to find out the total number of days and meals over past one week during which the household shared any food with non-household members in different age categories. If Yes for **Q3**, use code 1 and ask **Q4** and **Q5**. If No, use code 2 and skip to **Q6**.

Ask **Q4 & Q5** if the household shared food with non-household members in the age groups listed below during the last 7 days. Otherwise, record "0".

- A- Children age 0 to 5
- B- Children age 6-15
- C- Adults age 16-65
- D- Elders over age 65

Q6, Q7. These questions ask about food consumed *outside* of the household, such as from a restaurant, relatives, or friends, in the past 7 days. Again, these questions are asking about outside food consumption for any household member, not just the respondent.

Q6. This question should be asked for each item listed in the "meal" column before moving on to **Q7**.

Q7. Ask this question for all items receiving a code 1, for yes, in **Q6**. If any of the food was consumed for free, prompt the respondent to estimate the value of the food, rather than writing in "0".

SECTION 6: NON-FOOD EXPENDITURE

CODES: Each material is pre-coded.

Respondent: Head of household or most knowledgeable member.

Section 6 consists of two separate tables. The recall periods and the items listed in each table are different. The recall period for the items listed in the first table (**Q1 & Q2**) is the past one month. The recall period for the items listed in the second table (**Q3 & Q4**) is the past 12 months.

Only birr expenditures are recorded; no quantities are recorded.

You must provide the respondent with examples of the sorts of items that they should consider in accounting for expenditures on all of these items. Several examples are given in the questions, which can be expanded.

Q1. Ask if the household has purchased any of the non-food items in the last one month . If Yes, use code 1; if No, use code 2. Ask about the item listed in the first row, then the second row, and so on

Q2. Ask how much money the household spent on each non-food item in the last one month.

Q3. Ask if the household has purchased any of the non-food items in the last 12 months. If Yes, use code 1; if No, use code 2. Ask about the item listed in the first row, then the second row, and so on .

Q4. Ask how much money the household spent on each non-food item in the last 12 months.

SECTION 7: FOOD SECURITY

Respondent: Individual primarily responsible for the preparation of food.

In addition to food consumption information, we would like to know more about the existence of a set of dietary practices in the last 7 days, and how they may indicate the level of household food security, i.e., having enough to eat and possessing the ability to access food if need be.

At the beginning of Section 7, a reminder to the respondent concerning the objective of the ESS may be necessary. The respondents may be thinking that exaggerating answers may enable them to receive a certain service/product so as to have a positive impact on their living standards. This survey will not be affiliated with any direct assistance to surveyed households.

Q1. Did the household have concerns as regards to the amount of food over the past 7 days? If the response is Yes, use code 1; if No, use code 2.

Q2. Whether the response to **Q1** is Yes or No, **Q2** must be asked. It is possible that the person reports in **Q1** about not having any worries in the past 7 days about having enough food, but that the household still took actions, as listed in **Q2**. If no action was taken, record “0.”

Q2a. In the past 7 days, how many days have you or someone in your household had to rely on less preferred foods? If the respondent answered that the household relied on less preferred foods during the past 7 days, record the number of days in the space provided. If the respondent answered that the household never relied on less preferred foods during the past 7 days, record 0 in the space provided.

Q2b. In the past 7 days, how many days have you or someone in your household had to limit the variety of foods eaten? If the respondent answered that the household limited the variety of foods eaten during the past 7 days, record the number of days in the space provided. If the respondent answered that the household never limited the variety of foods eaten during the past 7 days, record 0 in the space provided.

Q2c. In the past 7 days, how many days have you or someone in your household had to limit portion size during meal times? If the respondent answered that the household limited portion size at mealtimes during the past 7 days, record the number of days in the space provided. If the respondent answered that the household never limited portion size at mealtimes during the past 7 days, record 0 in the space provided.

Q2d. In the past 7 days, how many days have you or someone in your household had to reduce the number of meals eaten in a day? If the respondent answered that the household reduced the number of meals eaten in a day during the past 7 days, record the number of days in the space provided. If the

respondent answered that the household never reduced number of meals eaten in a day during the past 7 days, record 0 in the space provided.

Q2e. In the past 7 days, how many days have you or someone in your household had to restrict consumption by adults for small children to eat? If the respondent answered that the household restricted consumption by adults for small children to eat during the past 7 days, record the number of days in the space provided. If the respondent answered that the household never restricted consumption by adults for small children to eat during the past 7 days, record 0 in the space provided.

Q2f. In the past 7 days, how many days have you or someone in your household had to borrow food or rely on help from a friend or relative? If the respondent answered that any member of the household had to borrow food or rely on help from a friend or relative during the past 7 days, record the number of days in the space provided. If the respondent answered that none of the household members borrowed food or relied on help from relatives during the past 7 days, record 0 in the space provided.

Q2g. In the past 7 days, how many days have you or someone in your household had no food of any kind in your household? If the respondent answered that the household had no food of any kind in the household, record the number of days in the space provided. If the respondent answered that there was no day that there was no food in the household, record 0 in the space provided.

Q2h. In the past 7 days, how many days have you or someone in your household had to go a whole day and night without eating anything? If the respondent answered that any member of the household spent a whole day and night without eating anything, record the number of days in the space provided. If the respondent answered that none of the household members spent a whole day and night without consuming food, record 0 in the space provided.

Q3. This question asks whether a household consistently consumes some meals every day. The question further asks whether children younger than age 5 eat the same number of meals compared with those older than 5 years. As such, if all the members of the household consume the same number of meals every day, then both columns will have the same number, while the opposite will be true if the household members have different numbers of meals each day served to individuals in different age-categories.

Q3a. Ask the household head how many times the household members, age 5 and older, eat in a day, including breakfast.

Q3b. Ask the household head how many times the children between ages 6 and 59 months eat in a day, including breakfast. If the household does not have any children, put “–”.

Q4. This question asks whether all household members eat the same diet. If yes, use code 1 and skip to **Q6**. If no, use code 2.

Q5. This question asks who in the household eats a diversity of foods and who eats less diversity of foods. Rank the three categories (men, women, and children ages 6-59 months) from more diverse to less diverse. Those who eat the more diverse foods will receive a “1”, and the ones who eat less diverse foods receive a “2”.

Q6. Ask whether the respondent was faced with a situation when there was a lack of food in the last 12 months. If Yes, use code 1; if No, use code 2 and skip to the next section.

Q7. Ask about specific months when the lack of food was experienced in the household. For the 2005/2006 EC, the household interview started in January.

2010EC (2018)Year, April, May, June, July, August

2011EC(2018/9)Yr.. September, October, November, Dec., January, February, March, April

Mark an “X” for each month in which the household head faced a situation where there was not enough food to feed the household.

Q8. What was the cause of this situation? If the response for **Q6** is Yes and if the month and year of food shortage experienced by the household is recorded in **Q7**, you must specify the causes of food shortage in this column. We have listed possible options for the causes. Please record up to three possible causes in order of their importance ranked 1st – 3rd in the sub-questions below.

Q8a. In this sub-question, please record the first most important cause of food shortage for the household in the space provided.

Q8b. In this sub-question, please record the second most important cause of food shortage for the household in the space provided.

Q8c. In this sub-question, please record the third most important cause of food shortage for the household in the space provided.

Codes for Q8a, b & c

Inadequate household food stocks due to drought/poor rains.....	1
Inadequate household food stocks due to crop pest damage.....	2
Inadequate household food stocks due to small size of land holdings.....	3
Inadequate household food stocks due to shortage of farm inputs.....	4
Inadequate household food stocks due to lack of farm tools/draught animals/ plough, etc.....	5
Food in the market was very expensive.....	6
The cost of transport to get to the local market is too expensive.....	7
The market is very far from the village.....	8
There were no food crops in the market.....	9
Floods/water logging/hailstorm	10
Other (specify).....	11

SECTION 8: SHOCKS

Respondent: Head of household or most knowledgeable member.

Direct informant: Head of household.

Section 8 collects information on negative economic shocks- more or less unforeseen events that negatively affected the welfare of the household. Section 8 has a comprehensive list of coping strategies that the enumerators can choose from while assessing the category to which the respondent’s answer refers. It is important to solicit more than one coping strategy, if applicable, since the survey allows for listing up to three.

Q1. Ask the respondent if the household was affected by the list of shocks during the last 12 months.

A list of 20 types of shocks is provided. Go through the entire list in **Q1** before continuing with the rest of Section 8.

Q2. Review with the respondent the negative shocks that the respondent noted as having been experienced by the household over the past 12 months.

Have the respondent select which was the first, second, and third most significant shock experienced. The most significant shock is that shock experienced over the past one year that led to the greatest reduction in the welfare of the survey household.

With the exception of the three most significant shocks, all other cells should be left blank in **Q2**.

If three or fewer shocks were identified in **Q1**, have the respondent rank all of them.

Q3. This question is only being asked about the shocks for which rankings are provided in **Q2**. Complete **Q3-Q4** for no more than three shocks.

A reduction in income concerns a reduction in the amount of cash or other resources (e.g., harvest from household plots) that are coming into the household.

A reduction in assets concerns a reduction in the amount of goods that the household possesses. These goods may be either productive (land, livestock, agricultural and other work tools) or non-productive (house, furniture, transport, and other durable goods).

Ask about a reduction in food production, food stocks, and food purchase as a result of shocks.

Q4. Actions (*coping strategies*) taken by household members to respond to the negative economic shock that they experienced.

Up to three responses can be noted. These must be listed according to the *order of importance*, listing first what the respondent viewed as the most effective or important coping strategy.

Always prompt the respondent to see if there was more than one coping strategy in response to a given shock.

Q4a. In this sub-question, record the **first most important coping strategy** that the household used in response to the shocks to try to regain his/her former welfare level.

Q4b. In this sub-question, record the **second most important coping strategy** that the household used in response to the shocks to try to regain his/her former welfare level.

Q4c. In this sub-question, record the **third most important coping strategy** that the household used in response to the shocks to try to regain his/her former welfare level.

Codes for Q4

Used the amount we saved....1, Received unconditional assistance from relatives/friends... ..2, Used assistance offered by the government... ..3, Received unconditional help from NGO/religious institution... ..4, Changed eating patterns (relied on less preferred food options, reduced portions or number of meals per day, or household (HH) members skipped days of eating, etc.)....5, HH members who are employed took on more employment ... 6, HH members who did not have work previously have started to work... 7, HH members migrated to another area.... 8, Reduced expenditure on health and/or education....9, HH has borrowed some money... 10, HH has sold its agriculture assets... 11, HH has sold its durable assets... ..12, HH sold houses/rented out land.....13, HH sold stocked food.....14, HH sold livestock15, Intensified fishing business... 16, Sent the children to live with relatives.....17, Engaged in spiritual efforts (prayer, scarifies, and divine consultation) ...18, Did not do anything..... 19, Other (specify).....20

SECTION 9: HOUSING

Respondent: Head of household or most knowledgeable member.

Information in Section 9 is asked primarily of the head of household, who may be assisted by other informed adults within the household. In the absence of the head of household, the most-informed adult member of the household should be selected as the respondent.

Q1. How long has this household been living in this dwelling?

This question pertains to the specific dwelling in which the household is now residing. Write the number of years and the number of months in the space provided. If the household has been living in the dwelling for less than a year, write “0” for years and provide the number of months. Round up to the nearest month – for example, if the household has been living in the dwelling for 14 days, write “0” for years and “1” for months.

Q2. On what basis does the household occupy the dwelling?

Option 2 (“free of rent”) should be selected, regardless of whether the household is authorized or unauthorized (i.e., squatting) to occupy the dwelling rent-free. If the dwelling is not owned by the household, not free of rent, and not rented, choose option 4 (“other, specify”) and write their specific situation in the space provided.

Q3 Ask the respondent the area of the land and the dwelling in Sq. meters.

Q4 Ask the respondent if he/she or any other member of the household has paid any land use fee and housing tax during the last 12 months. If response is ‘NO’, skip to **Q6**. THIS QUESTION IS POSED ONLY TO URBAN EAs.

Q5 If response to **Q4** is ‘Yes’, ask how much was paid in Birr.

Q6. How many rooms (excluding kitchen, toilet, and bathroom) does the household occupy?

A room in a housing unit is said to be a room if it is surrounded by walls, if it has a height of at least 2 meters measured from the floor to the ceiling, and if it has an area of at least 4 square meters that can accommodate an adult’s bed. In this question, the total number of rooms that the household is utilizing for various purposes is required and thus, the enumerator should note that the definition given above is valid for housing units having more than one room.

- Do not count passageways, verandas, lobbies, bathrooms, toilets, garages, or storerooms as rooms even if they meet the above criteria.
- A room used for both eating and sleeping counts as one room.
- If a room is divided by fabric, folding screens, cartons, plastic, or other temporary material, the room is considered as one room.
- Minor rooms in the dwelling should be excluded from the room count. These include bathrooms and toilets, storerooms, carport/garage, and so on.
- However, you should include all other rooms, including rooms that are usually unoccupied, such as those that are reserved for guests. If there are rooms that are not being used/are not occupied, they should be included or counted. For example, if two people live in a house with seven bedrooms, all bedrooms should be counted.

Note that many houses in rural areas will consist of a single room. These should be included in the room count. All of the qualifying rooms in the separate houses of dwellings made up of several separate structures should be counted.

Q7. The walls of the main dwelling are predominantly made of what material? Ask the respondent the material of the walls of the main dwelling – whether they are made of wood and mud, wood and thatch, wood only, stone only, reed/bamboo, asbestos, stone and mud, stone and cement, blocks plastered with cemented, blocks unplastered, or any other materials not specified in the options and record the answer in the space provided.

Codes for Q7

Wood and mud...1, Wood and thatch....2, Wood only....3, Stone only....4, Stone and mud ...5, Stone and cement ...6, Blocks, plastered and cemented... 7, Blocks, unplastered8, Bricks....9, Mud bricks, traditional10, Steel (“lamera”)11, Cargo container ..12, Parquet or polished wood...13, Chip wood...14, Corrugated iron sheet15, Asbestos ..16, Reed/bamboo17, Other (specify) ... 18

Q8. The roof of the main dwelling is predominantly made of what material? Ask the respondent the material of the roof of the main dwelling -- whether it is made of corrugated iron sheet, concrete/cement, thatch, wood and mud, reed/bamboo, asbestos, or any other materials not specified in the options and record the answer in the space provided.

The roof is the upper part and cover of the housing unit resting on the walls, which protects the housing unit from rain, wind, etc. Ask the head of the household the material with which the majority of the roof of the main dwelling unit is made and enter the correct code among the given alternatives in the space provided. If the material with which the roof is made is other than one of those listed, code 9 should be marked. If the housing unit is a multi-storied one, the material with which the roof of the top story is made should be taken for all the housing units beneath.

Codes for Q8

Corrugated iron sheet....1, Concrete/cement ...2, Thatch... 3, Wood and mud4, Bamboo/reed5, Plastic canvas6, Asbestos....7, Bricks8, Other (specify)9

Q9. The floor of the main dwelling is predominantly made of what material?

If two or more different types of materials are used for the walls, roof, or floor, report the material that is used in the majority.

Record the floor finishing. For example, if there is a cement floor with a tile covering/finish, record tile.

Codes for Q9

Mud/dung....1Bamboo /reed... 2, Wood planks..... 3, Parquet or polished wood..... 4, Cement screed..... 5, Plastic tiles..... 6, Cement tiles...7, Brick tiles..... 8, Ceramic/marble tiles..... 9, Other(Specify)..... 10

Q10. What type of kitchen does the household use?

For the purposes of this question, a kitchen consists of a room that is largely used for the purpose of cooking and/or preparing food. Note that the room may also have other purposes (e.g., eating food, socializing) but may still be considered a kitchen. If there is no room as such, you can select option 1 (“No kitchen”). Otherwise, determine whether the kitchen is traditional or modern, and whether it is inside or outside the housing unit, and then choose the appropriate option accordingly.

Q11. What is the primary type of oven (mitad) used for baking injera/bread? Ask the respondent the primary type of oven (mitad) used by the household for baking injera/bread and answer the appropriate answer from the options listed below in the space provided.

Make sure to distinguish between a removable and a non-removable traditional mitad.

Codes for Q11

Removable traditional injera oven...1, Non-removable traditional injera oven....2, Improved energy saving oven (rural technology).....3, Electric mitad oven.....4, None...5

Q12. What type of toilet facilities does the household use? Ask the respondent the type of toilet facilities used by the household and record the appropriate answer from the code box. If the response is other than the options provided, record code 16 and specify. If the response is NO FACILITY/FIELD/FOREST, skip to Q16.

CODES FOR Q12

FLUSH TO PIPED SEWER SYSTEM.1
FLUSH TO SEPTICTANK.....2
FLUSH TO PIT LATRINE.....3
FLUSH TO OPEN DRAIN.....4
FLUSH TO DO NOT KNOW WHERE.. 5
PIT LATRINE WITH SLAB.....6
PIT LATRINE WITHOUT SLAB....7
OPEN PIT.....8
TWIN PIT WITH SLAB.....9
TWIN PIT WITHOUT SLAB.....10
OTHER COMPOSTING TOILET....11
BUCKET.....12
CONTAINER BASED SANITATION.13
HANGING TOILET/LATRINE.....14
NO FACILITY/FIELD/FOREST....15(► Q16)
OTHERS (SPECIFY).....16

Q13 Ask the respondent if the household's pit latrine or septic tank has ever been emptied. If the response is 'DON'T KNOW', skip to **Q16**.

Q14 If the response to **Q13** was 'YES', ask the respondent where the contents were emptied to the last time the latrine/ tank was emptied.

Q15. Is this toilet facility shared with other households? Ask the respondent whether the household shares toilet facility. If yes use code 1, No use code 2.

Q16 Ask the respondent where the toilet facility is located.

Q17. Is there a place in your dwelling or yard/plot where household members can wash their hands? Ask the respondent whether the household has a place in the dwelling or yard/plot where household members can wash their hands. If yes use code 1, No use code 2.

Q18. At this moment, is there water available at this hand washing location? Ask the respondent at the moment whether water is available at the place. If yes, use code 1, or No, use code 2.

Q19 At this moment, do you have any soap AND detergent available for hand washing? Ask the respondent at the moment whether any soap AND detergent available in the household for hand washing. If yes, use code 1, or No, use code 2.

Q20. What type of solid waste disposal facilities does the household use? Ask the respondent the type of solid waste disposal facilities the household uses and record the appropriate code from the options in the space provided. If the response is other than the options provided, record code 8 and specify.

Codes and alternative responses for Q12

Solid waste disposal vehicle.....1	Waste disposal container.....2	Dug-out.....3
Throw away.....4	Use as a fertilizer.....5	Burn the waste.....6
municipality's solid waste collection service (public waste).....7		Other (specify).....8

Q21. What is the main source of drinking water for household members in the rainy season? Read the following choices to the respondent and record the respondent's response. If the response is not among the options listed, record the answer and write code 17 in the space provided.

Q22. Where is the WATER COLLECTED? Ask the respondent where the household's drinking water is collected from (during the rainy season).

Q23.How long does it take to go there (the source of water indicated in Q21), get water, and come back? Ask the respondent the time spent to get water and come back.

Q24.Ask the respondent the time spent for waiting out of the total.

Q25 Ask the respondent if, in the last 30 days, there was any time when his/her household did not have sufficient quantity of drinking water when needed. If the response is 'NO, ALWAYS SUFFICIENT', Skip to **Q30**.

Q26. Ask the respondent whether the household's main source of drinking water during the dry season is different than main source in the rainy season. If yes use code 1; if no record code 2 and skip to **Q30**.

Q27 Ask the respondent about the source of drinking water during the dry season. If the response is not among those listed, record the answer 'OTHER, SPECIFY' in the space provided.

Q28 Ask the respondent where the household's drinking water is collected from (during the dry season).

Q29 How long does it take to go there (the source of water indicated in **Q26**), get water, and come back? Ask the respondent the time spent to get water and come back.

Q30.Ask the respondent the time spent for waiting out of the total.

Q31 Ask the respondent how much his/her household paid (in Birr) for water, including any fees or costs of transportation, delivery, etc. for this water during the past month,

Q32 Ask the respondent if his/her household does anything to the water to make it safer to drink. If the response is 'NO', skip to **Q34**. THIS REFERS TO WATER THEY ARE USING/DRINKING NOW.

Q33 If response to Q32 is 'YES', ask what his/her household does to make the water safe for drinking.

Q34 Ask the respondent the main source of light for the household. If the response is either of '5', '6', '7', '8', '9', '10', '11', '12', or '13' skip to **Q37**.

Q35.Ask about the household's monthly average money spent (in Birr) on electricity.

Q36. Ask about the number of electric power failure/interruption lasting for at least one hour during the last week. If there was no interruption in the last week, use code 1 and skip to **Q21**.

Codes for Q36

No interruption....1, Only once.....2, Twice.....3, Three times.....4, More than 3 times....5

Q37. This question is only for those reporting at least one interruption in electricity in the past week. Find out how many hours the household went without electricity in the past week. Round up to the nearest hour!

Q38. Ask about the main source of fuel. If the household uses more than one source for cooking fuel, please ask and record only the MAIN source.

Q39 Ask the respondent if any member of the household (including the household head) owns another building, dwelling, or house? If the response is 'NO', skip to Q41. ENUMERATOR: EXCLUDE MAID/GUARDS

Q40. If the response to Q39 is 'YES', ask the respondent the number of buildings and dwellings the household owns in total, including other houses owned. ENUMERATOR: SUM UP ALL HOUSES OWNED BY HOUSEHOLD MEMBERS EXCLUDING MAID/GUARDS

Q41. Ask the respondent if any member of his/her household owns a cell phone or landline phone. If the answer is yes, record code 1 and if the answer is no record code 2 and skip to the next section.

Q42. If the answer in Q41 is yes (code 1) ask the respondent how much the household spends on average on cell phone/landline utilization per month. NOTE: UNIT OF TIME IS MONTH.

SECTION 10: ASSETS

Respondent: Head of household or most knowledgeable member.

Section 10 should be asked of the head of household, who should be assisted by other informed adults within the household. The focus of Section 10 is on all assets that are owned by the household at the time of the survey.

Item codes: The codes for the items are given in the item code column.

Item names: The names of the items are given in the item name column.

Q1. Does the hh own [ITEM]? How many of each of the following items does the household own?

Q2. Who owns each item? Or who is the owner of the items in the household? Record up to two members of the household from the Household Roster if the materials are communal assets. Enter the individual ID code from the Household Roster of the first owner mentioned in the column headed "HH ID Code #1". If another owner is mentioned, enter his/her ID code from the Household Roster in the column headed "HH ID Code #2". Do not enter the ID codes of any subsequent household members that are mentioned as owners of the asset. Only list the main first and second owners.

SECTION 11A: NON-FARM ENTERPRISE- PART 1

Respondent: Head of household or most knowledgeable member.

A household non-farm enterprise is an organized commercial activity and/or a commercial establishment that is owned and managed by household members. It can be very informal and have no hired labor or

formal registration. For instance, non-agricultural, one-man operations providing goods/services for various different non-household members/groups, i.e., working independently on their own-account, must be classified as non-farm enterprises.

Section 11 collects detailed information on the ownership and operation of any income-generating enterprises by the survey household that were in operation over the past 12 months.

The main criterion for an enterprise to be listed in Section 11 is that it operated at some point over the past 12 months, including those that operated over the past 12 months but are closed temporarily or permanently as of the interview date, and those that may not have operated full-time every month over the past 12 months.

Household non-agricultural income-generating enterprises include those that produce or trade goods or services, including owning a shop or operating a trading business, no matter how small. Enterprises might include, for example, making mats, bricks, or charcoal; working as a mason or carpenter; selling firewood; metalwork; tailoring; repair work; food processing; fish marketing; petty trading; and so on. Examples of household enterprises to list in Section 11B include:

- Tailoring – repairing clothing and shoes at a stall in the market
- Business woman – going to another country to buy clothing, and then bringing it to sell in the local market
- Trader – buying maize from remote villages and transporting it to sell elsewhere
- Bricklayer – working for different stores/shops in town when they need repairs
- Making charcoal, then carrying it to sell along the road
- Owning a car and using it as a taxi in Addis Ababa
- Architect – designing roads and consulting with many different firms and sometimes the government for different projects.

Note: Do not list *household farms* in this section.

Do list household enterprises based on post-harvest processing and trading of own-produced agricultural byproducts, such as starch, juice, beer, jam, oil, seed, bran, etc., as well as household enterprises based on trading agricultural crops purchased from non-household members.

Q1- Q8 These are filtering questions for Section 11B. Ask the respondent whether anyone in the household has owned each type of enterprise *in the past 12 months*.

Q1. Ask the respondent whether] anyone in the household owned a non-agricultural business or provided a non-agricultural service from home or a household-owned shop, as a car wash owner, metal worker, mechanic, carpenter, tailor, barber, etc.

Q2. Ask the respondent if any person in the household engages in brewing local drinks –areke, tella, and tej – and selling them and/or making and selling injera. Please note that livestock byproducts and fresh and processed fish should be excluded.

Q3. Ask the household whether the respondent owned a trading business on a street or in a market

Q4. Ask the household whether the respondent offered any service or sold anything on a street or in a market, including firewood, home-made charcoal, construction timber, woodpoles, traditional medicine, mats, bricks, cane furniture, weave baskets, thatch grass etc..

Q5. Ask the household whether the respondent owned a professional office or offered professional services from home as a doctor, accountant, lawyer, translator, private tutor, midwife, mason, etc.

Q6. Ask the respondent whether the respondent drove a household-owned taxi or pick-up truck to provide transportation or moving services.

Q7. Ask the household whether the respondent owned a hotel, restaurant, cafeteria, etc.

Q8. Ask the household whether the respondent owned any other non-agricultural business, even if it is a small business run from home or on a street.

Enumerator: Please do not forget to include any enterprises that were closed down during the past 12 months.

Q9. If there is a “1” marked for at least one question from **Q1-Q8**, use code 1 for yes. If all questions 1-8 have been marked “2,” **SKIP to Section 11.B Q26.**

SECTION 11B: NON-FARM ENTERPRISE – PART 2

Respondent: *Head of household or most knowledgeable member.*

Q1. Each row of Section 11B on the questionnaire represents one household enterprise. There is room in Section 11B to list ten enterprises that the household operated in the past 12 months.

All enterprises **MUST** be listed here before **Q2–Q26** are asked for each enterprise.

The description should be short and succinct (to the point), sufficient to inform the field supervisor about the sort of industry in which the enterprise should be classified. Examples include:

- vegetable seller in the market
- bicycle repair
- palm mat weaving
- furniture or coffin making
- food preparation and sales
- used clothes trading
- beer brewing
- charcoal making.

Note: The field supervisor will enter the industry code after the interview is complete.

Q1 Ask the respondent the income generating enterprises individuals in the household have been operating over the last 12 months.

Q2. Where does this enterprise operate primarily?

This question seeks information on where the enterprise is located. Ask the respondent where the business takes place. If the business has been moved temporarily, inquire about the usual place of business.

Codes for Q2

Home(inside residence).....1	Home(outside residence).....2	Traditional market.....3
Shop in commercial area.....4	Roadside.....5	Mobile.....6

River/lakes/ponds.....7 Construction sites.....8 Other (specify).....9

Q3. Who in the household owns/owned this enterprise?

The owner of the household enterprise is noted here. Record the individual ID for the owner from the Household Roster. Space is provided for up to two owners.

There must be at least one person listed as an owner. If there are more than two owners in the household, record the two who have the most authority in the business.

Q4. If the owner of the enterprise is providing the responses to the questions, use code 1 for yes and skip to **Q6**. If someone else is providing the answers, use code 2 for no.

Q5. Record the individual ID of the respondent from the household roster.

Q6. Ask about the household members who make decisions regarding earnings from the enterprise. Record the individual ID(s) from the household roster for these individuals. You may list up to two IDs.

Q7. What were the two main sources of start-up capital for this enterprise?

Start-up capital is wealth in the form of money or property that an individual or partners have accumulated in order to cover the costs of setting up a business.

The main source of funds used to start up the household enterprise, if there are multiple sources, is the source from which the largest amount of money was obtained. Record a maximum of two sources and rank them as primary and secondary, respectively.

- Note that a “loan” needs to be formally repaid, while a “gift” does not.
- “Sale of assets” means the owner sold some item of value in order to obtain the money needed to start up the household enterprise.

If no start-up capital was required, record **99** in the primary column and move to the next question.

Codes for Q7

Agricultural income.....1 Non-farm self-employment income.....2 Wage or salary income.....3 Remittances.....4 Sale of assets.....5 Bank or cooperative loan.....6 Family or friends located in this community.....7 Private moneylenders.....8 Micro credit and savings institutions.....9 Other (specify).....10

Q8. When did this enterprise start operating?

If the enterprise stopped its operations briefly and restarted, the date should be when the enterprise **first** started operating. Do NOT record the date when it was restarted after a brief period of inactivity. Use the codes provided for the month. Be sure to record the year using 4 digits.

Q9. To whom does/did this enterprise mostly sell its products?

- “Local consumers or passers-by” implies that the enterprise is retail-oriented.
- “Cooperatives” are to be distinguished from nongovernmental organizations.
- “Government” includes public schools, hospitals, prisons, and the like.
- “Other (specify)” should be chosen if none of the options corresponds to the respondent’s reply. For example, if the enterprise provides unfinished products or raw materials to other

enterprises that use them as part of the process of creating a final product for the market, record “7” for “other” and then specify “manufacturers.”

Note that you may record up to two buyers.

Codes for Q6:

Local consumers/passers-by.....1	Market.....2	Traders.....3
Cooperatives.....4	Non-governmental organizations.....5	
Government.....6	Other (specify).....7	

Q10. Are the activities of this enterprise seasonal?

This question refers to whether the enterprise’s activities vary based on the season. The enterprise may only operate during one season and may be entirely inoperative during another. For example, it is unlikely that an enterprise based on post-harvest processing and trading of own-produced agricultural byproducts will be operational before the harvest. If the response is ‘NO’, skip to **Q12**.

Q11. During the past 12 months, in which months was enterprise activity highest?

This question is meant to elicit the months during which the enterprise was most active. List three months in order of importance (not in chronological order based on the calendar), starting with the most active month for the enterprise.

Q12. How many months was this enterprise active during the last 12 months?

Q13. On average, how many days per month did the enterprise operate during the months when operating?

Q14. On average, how many hired workers did this enterprise employ in months when operating?

Record the appropriate number of months, days, and employees, respectively, based on the response of the respondent. Make sure that the response is based on information for the past 12 months. This question only asks about hired workers; be sure to exclude household members from this response.

Q15. Which household members worked in this enterprise in the past 12 months?

List here the individual IDs based on the Household Roster of all household members who contributed to the enterprise in any way during past 12 months. This might include assisting with sales, transportation, preparation of goods, or any other service for the enterprise that contributed to its existence.

You may list up to 3 household members who were paid for their work in the enterprise, and up to 3 household members who worked for the enterprise without pay.

Q16. During the months the enterprise was operating, what were average monthly sales?

Q17. What were average monthly operating costs for each of the items listed (wages, purchase of goods for sale, raw materials, transportation, rent, and all other operating costs EXCLUDING TAXATION)? In other words, the summation of costs listed for the 6 items should equal the total average monthly costs of the enterprise.

Q18 Ask the respondent if the enterprise is registered and has a license (work permit). If the response is ‘NO’, skip to **Q22**.

This refers to an official license provided by the government to authorize the existence of the enterprise.

Q19 Ask the respondent the total amount of money paid for licenses associated with the enterprise (including for renewal of license) during the last 12 months.

Q20 Ask the respondent if any tax was paid on the enterprise's **profit** through the income tax over the last 12 months. If the response is 'NO', skip to **Q22**.

Q21 If the response to **Q20** is 'YES', ask the respondent the amount of tax paid.

Q22 Ask the respondent if any other type of enterprise tax was paid over the last 12 months. If the response is 'NO', skip to **Q24**.

Q23 If the response to **Q22** is 'YES', ask the respondent the amount of tax paid.

Q24. Over the past 12 months, what percentage share of total household cash income came from this enterprise?

Q25. List the three most important constraints to non-farm business operations and growth.

Refer to the list of constraint codes to the right of the questions and select the codes that correspond most closely to the responses of the respondent. List the codes in order of importance- clarify with the respondent that the first constraint code recorded is the primary constraint faced by non-farm business operations and growth.

Q26. Is any member of this household planning to open a non-farm enterprise in the next 12 months?

If the answer is 2 for No, skip to the next enterprise or to Section 12 if there are no enterprises remaining.

Q27. List up to three primary constraints preventing household members from opening a non-farm enterprise.

Refer to the list of constraint codes to the right of the questions and select the code(s) that correspond most closely to the response(s) of the respondent. At least one code must be recorded, but as many as three can be listed if necessary.

Codes for Q20 & 22 CONSTRAINTS**ELECTRICITY**

11 = Access

12 = Quality

13 = Cost

TELECOMMUNICATIONS

21 = Access

22 = Quality

23 = Cost

WATER

31 = Access

32 = Quality

33 = Cost

POSTAL SERVICES

41 = Access

42 = Quality

43 = Cost

TRANSPORTATION

61 = Road access

62 = Road quality

63 = Cost

64 = Facilities to transport goods

FINANCIAL SERVICES

71 = Difficulty to borrow from family, friends or others

72 = Difficulty to borrow from formal financial institutions

73 = High interest rates

74 = Complicated bank loan procedures (too many forms or not correct documentation)

75= Fear of not being able to pay loan installments

76= Don't know where or how to get a loan

Codes for Q16 & 19 (continued)

MARKETS

- 81 = Access to markets (distance and cost)
- 82 = Difficult to obtain information on your product's market
- 83 = Low demand for goods and services produced

GOVERNMENT

- 91 = Corruption
- 92 = Uncertain economic policy
- 93 = Restrictive laws and regulations

SAFETY

- 101 = Criminality, theft and lawlessness
- 102 = Conflicts and social friction

TECHNOLOGY

- 111 = Lack of training
- 112 = Research costs
- 113 = Access to computers
- 114 = Access to information and technology

REGISTRATION AND PERMITS

- 121 = Time and cost of registering enterprise
- 122 = Time and cost of obtaining enterprise permits
- 123 = Complicated enterprise registration and permit regulations

TAXATION

- 131 = High taxes
- 132 = Unofficial levies

OTHER

- 140 = Other (specify)

SECTION 12: OTHER INCOME

Respondent: Head of household or most knowledgeable member.

Section 12 collects aggregated and general information on “other” income sources for the household. The reference period for Section 12 is the past 12 months.

In Section 12, you do not include income that is asked in other parts of the Household Questionnaire. Do not collect information in Section 12 about:

- Wage employment
- Household enterprises and farms
- Programs carried out by the government or by nongovernmental organizations (NGOs).

The following items are listed as sources of other income:

Item 101 Cash transfers/gifts from individuals (friends/relatives)

Item 102 Food transfers/gifts from individuals (friends/relatives)

Item 103 Non-food in-kind transfers/gifts from individuals (friends/relatives)

Items 104 and 105 – Pension and Investment Income

Item 104 Savings, interest, or other investment income

This item includes interest from an account at a savings bank (passbook account) or other savings institution as well as dividend interest from holding corporate ownership shares.

These payments are received as a percentage of the amount deposited, and are made on a regular basis, typically annually

Pension income is provided to retired workers, usually retired civil servants. However, larger private commercial firms may also provide pensions for their long-term employees who retired.

Depending on the program, pension payments are sometimes received by the surviving spouse or other dependents of a civil servant or long-term worker in a private commercial firm. Be sure to make inquiries about this possibility.

Items 106-109- Rental Income

This item includes income received from renting a shop/store, or renting a car/truck/other vehicle, land rent, agriculture tools rent and transport animals rent. Do not include any non-farm enterprise income under these items.

Items 110-113– Revenue from Sale of Assets

Item 113 is income received from the sale of other assets (Business sales, investment shares sales)

Other Income

Item 114- Inheritance/Lottery/Gambling Winnings

Q1. During the past 12 months, did you or any member of your household receive any [SOURCE]? If the response is ‘NO’, Skip to next [SOURCE].

Q2. How much [SOURCE] did your household receive in total during the past 12 months?

For items 102, 103, and 111, ask the respondent to estimate the cash value of the in-kind goods received. Do not just record the items received (e.g., “maize”, “television”) but instead record the cash amount in birrs. ESTIMATE THE CASH VALUE OF IN-KIND TRANSFERS RECEIVED

Q3. Who in your household kept/decided what to do with the money from [SOURCE]?

List at least one individual ID from the Household Roster for the primary decision-maker. Another ID may be listed if there is a secondary decision-maker within the household, or if decision-making responsibilities are shared

Q4. How much of [SOURCE] came from rural/urban/international locations?

Indicate the correct cash amount from each separate type of location. The type of location depends on where the individual sending the transfer/gift is based.

Q5. If the household received cash transfers/gifts from Individuals (friends/relatives), Ask the respondent how was the payment/ transfer made to the household.

Q6. Ask the respondent if any tax was paid the [SOURCE]? If the response is ‘NO’, >> next [SOURCE].

THIS QUESTION IS IRRELEVANT FOR THE SOURCES 101, 102 AND 103 SINCE THEY ARE TRANSFERS OR GIFTS.

7. If the response to Q6 is ‘YES’, ask how much tax was paid (in Birr)..

SECTION 13: ASSISTANCE

Respondent: *Head of household or most knowledgeable member.*

In Section 13, assistance refers to programs established by the Government of Ethiopia or by NGOs to offer social protection to needy households. They can provide cash or in-kind transfers, such as school feeding programs, employment through labor-intensive public works programs, or school scholarship programs.

Section 13 collects information on whether or not anyone in the household benefited from any such programs over the past 12 months.

Do not include pension transfers or assistance provided by self-help groups and/or by friends (this is collected in Section 12). Do not include free agricultural inputs, such as chemical fertilizer and maize seed (this is collected in the Agricultural Questionnaire).

Q1. Did you or members of your household receive any [...] in the past 12 months from the government or a nongovernmental institution (such as a church/mosque)? Exclude assistance received from relatives and friends. If the response is ‘NO’, skip to next [SOURCE].

Q2. What is the name of the organization/program that provided this assistance?

List the name that the respondent provides. An approximation is acceptable if the respondent cannot remember the name. In the second column, use the codes provided to record if the assistance came from the government “1”, an international NGO “2”, a local NGO “3”, or other “4”.

Make sure to proceed through the remaining questions for the source of assistance before moving on to the next item.

Q3. How much cash did your household receive from this organization in the past 12 months? If none, write “0” and skip to **Q5**.

Q4. Ask the respondent how the cash payment was made to the household.

Q5. What was the value of food the household received from this organization in the past 12 months?

Q6. What was the value of any other in-kind assistance received in the past 12 months?

Questions **Q3** through **Q6** are meant to capture all value received from the specific line item by asking for the amount of cash, the value of food, and the value of other in-kind assistance received. Record answers to the three questions accordingly.

- For example, for a food-for-work program that provided **only** food, record “0” for cash received in **Q3**, record the value of the food in birrs in **Q5**, and record “0” for other in-kind assistance received from the program in **Q5**.
- Similarly, for a cash-for-work program that provided only cash, record the amount of cash received in **Q3** and record “0” for **Q5**.

Q7. Was this aid given to the entire household or to specific persons in the household?

Record “2” if aid was given to either one specific person or to multiple people in the household (but **not** to the entire household). If 2 is recorded, at least one household member must be excluded from receiving any of the benefits from that particular line item. If the entire household received the aid, use code 1 and skip to the next item.

Q8. Which members of the household participated in this program?

At least one individual ID from the Household Roster must be recorded, and up to three may be recorded if appropriate.

SECTION 14: CREDIT

Respondent: Head of household or most knowledgeable member.

Section 14 collects information on credit for farming or business purposes received or sought by household members over the past 12 months.

The credit may have been obtained from an informal source, such as a relative or a local moneylender. However, there must be an explicit agreement between the lender and the household member who took the loan that the loan would be repaid within a certain period of time and/or with the addition of a specific interest charge on top of the principal amount of the loan.

Do **not** include the following in Section 14:

- Gifts from family/friends or others (covered in Section 12)
- Assistance received from transfer programs/social safety nets (covered in Section 13)
- Credit for consumption purposes, such as to purchase food when there is no food remaining in the household food stores or for weddings or funerals
- In-kind agricultural inputs acquired on credit.

In Section 14, list **all cash loans** that may have been used to purchase agricultural inputs, as this is a different form of credit than acquiring actual agricultural inputs on credit from an input supplier/company/other organization.

Q1. Over the past 12 months, did you or anyone else in this household borrow on credit from someone outside the household or from an institution for business or farming purposes, XXX Birr receiving either cash or inputs? If yes, use code 1. If no, use code 2 and skip to **Q11**.

Q2-Q10. Each row corresponds to a loan received in the past 12 months. You must first list the sources of ALL loans received by household members in **Q2**. Following this exercise, **Q3** through **Q10** should be asked **one row/loan at a time**.

Q2. From whom did you or anyone else in your household borrow on credit money for business or farming over the past 12 months?

Please write the name of the source in detail.

Codes for Q2, Q12, & Q15

Relative ..1, Neighbor...2, Grocery/local ...3, Moneylender (katapila)...4, Employer ...5, Religious institution ...6, Microfinance institutions.....7, Bank (commercial)...8, 10, NGO...9, Other (specify)... 10, SACCOs11

Q3. Which household member was responsible for the loan? Name of the household member who took the loan

Record the individual ID from the Household Roster of the household member who was responsible for the loan. At least one individual ID must be recorded. Up to two individual IDs may be listed.

Q4. What was the main reason for obtaining the loan?

Read the possible options for the codes to the respondent and then ask the respondent to choose the option that best corresponds to the reason for the loan. Do not wait for the respondent to volunteer a reason. If none of the options is relevant, mark 7 for “Other (specify)” and write down the reason.

Codes for Q4, Q11, & Q14

Purchase house/lease land for business/farming....1, Purchase agricultural inputs for food crop....2, Purchase inputs for other crops...3, Business start-up capital...4, Expanding business...5, Purchase non-farm inputs...6, Other (specify)...7

Q5. If the response to Q4 is 1 (for Non-farm or business enterprise) ask the respondent for which enterprise the household took the loan.

Q6. When did you get the loan within the past 12 months?

Make sure to write both the month and year of the loan according to the **Ethiopian** calendar. Use the codes provided for the month.

ENUMERATOR: REPORT THE MOST RECENT IF MORE THAN ONE.

Q7. How often did you repay the loan?

Ask the respondent how frequently the household makes loan repayment for each loan.

Q8. Is the loan repaid? Ask for each loan taken by the respondent.

Repayment indicates **full** repayment of the loan – partial payment against the loan does not qualify as the loan being repaid and should be recorded as 2 for No. If the response is yes, use code 1 and skip to **Q10**.

Q9. Approximately when do you expect to pay back the money? Ask the household/respondent each loan’s EXPECTED repayment month and year.

Make sure to write both the month and year of the expected repayment date according to the **Ethiopian** calendar. Repayment indicates **full** repayment of the loan.

Q10. How much did you pay (do you expect to pay) in total when you (will have) paid off this loan (PRINCIPAL and INTEREST)?

The amount reported here should include both the principal amount received by the borrower from the lender as well as the amount of interest repaid (or expected to be repaid) to the lender by the borrower.

After answering this question, go to the next loan item. When all loan items are complete, move to **Q11**.

Q11-Q18. These questions collect information on whether household members attempted to obtain a loan for business or farming purposes in the past 12 months, and were either denied credit OR are awaiting word on a loan. Use the codes at the bottom of the page and follow the skips where necessary.

Note:

Codes for **Q12 & Q15** are the same as for **Q2** above.

Codes for **Q13 & Q16** are the same as for **Q4** above.

Q17. ENUMERATOR: WERE THE ANSWERS TO **Q11** AND **Q14** BOTH "NO"? If the answer to both questions was "no", use code 2. If at least one of **Q9** or **Q12** was a "yes", then use code 1 and go to the next section.

This question is not asked to the respondent but is answered by the enumerator.

Q18. Why did no one in the household attempt to borrow in the past 12 months? LIST UP TO TWO ANSWERS IN ORDER OF IMPORTANCE.

- Ask the two most important reasons and put the codes in order of importance.

SECTION 15: CONTACT INFORMATION

Respondent: Head of household or most knowledgeable member.

In Section 15, you **MUST** solicit contact information that is as comprehensive as possible, so as to ensure the success of future efforts that will be tracking ESS households. The quality of the contact information obtained in Section 15 will greatly influence the quality of future ESS household survey efforts.

Q1. In order for us to be able to contact you in the future, could you kindly provide us with your telephone numbers?

If the household has a telephone, whether a landline or a cell phone, you **MUST** record this number as it will be of considerable use in the future, particularly in urban areas.

Q2. In case we are not able to make contact with you, could you kindly provide us with the telephone numbers of some other adult members of this household?

Identify household members that may have access to telephones (landlines or cell phones), and record their individual ID codes from the Household Roster as well as the phone number provided for each member of the household.

Q3. If you were to move in the next two years, who are the people in this village/town/city who would be most likely to know your new address?

The contact names should be of individuals from other households who will know where the survey household will have gone if the household moves its residence in the coming years. These individuals may be relatives, religious leaders, village authorities, or other well-informed individuals, preferably within the same community.

- We recognize that in urban areas establishing contact persons may be more problematic. Nevertheless, you **MUST** make every effort to identify contact persons, who will be helpful in tracing the household in the future, if need be.

ADDITIONAL SECTION

Here we summarize the subsections (added to the questionnaire) whose contents are a further disaggregation of their respective sections and meant to capture information from all the relevant household members. The issues raised here relate to Section 4B- Savings (more specifically Financial Assets), Section 9- Housing (more specifically related to Dwelling and Land) and Section 10-Assets (more specifically Mobile ownership).

Respondent: All adult household members aged 18 or above.

- I. **MODULE I- FINANCIAL ASSETS:** This module deals with whether the respondent owns exclusively or jointly with anyone else a list of financial assets, the number of such assets the respondent owns, the type of such financial asset held by the respondent, the name of the financial institution serving the respondent owning the asset, the names listed on the ownership document, the current value of the financial asset (in Birr), and whether there are any household members aged 18 or above who don't have information about the respondent owning this financial asset, and if there are any such household members, who they are.
- II. **MODULE F- DWELLING:** This module deals with whether the relevant interviewee has a set of rights that he/she can exercise over the dwelling and the plot of land on which the dwelling is located even if he/she needs permission of other household members and/or others who aren't household members. These rights include selling right, bequeathing right, the right to use property as collateral, the right to rent the property out, and the right to make improvements/investment on the property. Besides, the module captures: whether dwelling owners in the community sell or rent out dwellings; whether the interviewee is informed of sales/rental transactions of dwellings in his/her community; what market value he/she could expect if the household's dwelling and the plot of land on which the dwelling is located were to be sold today; how much he/she expects it would cost to construct the dwelling (including the plot of land on which the dwelling is located) today; whether the interviewee is among persons that decide how the money is to be used if the dwelling/plot were to be sold/rented out today; and who else would decide how the money is to be used if the dwelling/plot were to be sold/rented out today.
- III. **MODULE G- AGRICULTURAL LAND:** This module is conducted only on adult household members aged 18 or above who use, OR own, OR hold use rights for any parcel of land, either alone or jointly with someone else, irrespective of whether the parcel is used by their or another household, and irrespective of the use of the parcel (including dwelling PARCEL, agricultural, pastoral, forest and business/commercial PARCELS).
 - a. **G1-LAND (1)** If the answer to **Q1** IS 'NO', we skip to Section 10-Assets. If the respondent has either ownership or use rights on certain PARCEL, a list of questions would follow up to capture information on: whether the PARCEL is jointly owned; the type and number of legal certificate the household has over the PARCEL; whose name is listed on the

ownership document [RESPONDENT CAN BE ASKED TO PRODUCE THE DOCUMENT FOR CONFIRMATION]; and how and from whom the respondent acquire the PARCEL.

- b. **G2-LAND (2)** Here information related to the exercise of specific land use/ownership rights on each PARCEL are captured. More specifically, the respondent is asked if he/she is among those who have right to- bequeath the PARCEL, use the PARCEL as collateral, rent the PARCEL out, and/or make improvements/investment on the PARCEL- even if he/she needs to obtain consent or permission from someone else; whether the respondent actually needs such consent or permission and if so from whom. Besides, if other household members have such rights over that same PARCEL, the above set of information is captured on a maximum of 2 household members from the respondent.
- c. **G3-LAND (3)** This is a continuation of the discussion in G2. Here, the information captured include, but not limited to, the parties involved in decision making on the timing of crop activities, crop choice and input use on the PARCEL; if land owners in the community are involved in selling/ renting out of land; the parties involved in decision making if the PARCEL were to be sold/rented out today; the level of likelihood the respondent could lose involuntarily his/her rights over the PARCEL within the next 5 years; and other household members' knowledge about the respondent's ownership right over the PARCEL.

ENUMERATOR: THIS MODULE IS DONE ON ALL ADULT HOUSEHOLD MEMBERS AGED 18 OR MORE WHO HAVE SUCH RIGHTS. DON'T ASSUME THAT BECAUSE A GIVEN HOUSEHOLD MEMBER HAS INFORMED YOU ABOUT THE OTHER MEMBER'S RIGHTS ON A GIVEN PARCEL, YOU DON'T NEED TO RAISE

- IV. **MODULE H- MOBILE PHONE OWNERSHIP:** This subsection of Assets captures disaggregated information on mobile phone ownership and usage from each adult household member aged 18 or above. Ownership can be of two types- exclusively or jointly with others. Usage relates to whether the phone is functional and to what extent the respondent has been able to utilize it. If the respondent doesn't own exclusively or jointly with others, we skip to Section 11A.

CHAPTER 5- SECTION BY SECTION DESCRIPTION OF THE AGRICULTURE QUESTIONNAIRE

The Agriculture Questionnaire has three modules: Post-Planting, Livestock, and Post-Harvest. The modules are implemented in three different visits in different months. Therefore, each module comes with its own cover pages and Household Roster.

5.1 POST-PLANTING MODULE

The post-planting module consists of the following sections:

- Cover Pages
- Section1: Household Roster
- Section 2: Parcel Roster
- Section 3: Field Roster
- Section 4: Crop Field Roster
- Section 5: Seeds Roster
- Section 6: General Questions at the Holder Level
- Network Roster

COVER PAGES

Note: Cover pages include questions on household identification and interview status. They also have sections on data entry dates that will be completed later by the data entry and verification unit.

Q.1-Q7. Record the name and area code of the region, zone, wereda, kebele, and enumeration area.

Q8. Household ID

Fill in the household ID code from the list of agricultural households selected for the survey.

Q9. Holder ID

Record the holder ID from the Household Roster.

Q10. Household Head Name

Write the full name of the head of the household selected for the agriculture survey.

Q11. Holder Name

Write the holder's full name.

Note: Please note there may be more than one holder in the household. Thus, the total number of questionnaires in each household depends on the number of holders in the household.

This is to arrange the total number of questionnaires used per household in serial order when it is more than one. For example, if three questionnaires were used for a farming household, the interviewer must complete questionnaire **1 of 3/total, questionnaire 2 of 3/total and questionnaire 3 of 3/total.**

Q12. Household Family Size

Record the number of household members who live in the dwelling.

Q13. Village Name

Write the residence area/village name of the household in full.

Q14. Village type: Rural (code 1) or Urban (code 2)

Q15. Type of Agriculture

Ask the holder type of agricultural activities (farm/holding type) in which he or she is engaged. Three options are provided. Write the appropriate response in the space provided.

Codes for Q15

Crop production ...1 Livestock ...2 Both...3 4 = None

Q16. What is the holder's level of education? Use the education codes found on the last page of the post-planting questionnaire to answer this question.

Q17-Q27: Note that these questions can be found on the second page of the questionnaire. Interview Visits (First, Second and Third) and Completeness: First Visit

Record the date/year of the interview and the time of the start and end of the interview. After each visit, any incomplete section should be marked "X".

Q19. GPS coordinates: Enter the household's latitude and longitude coordinates from the UTM reading of the GPS. (See Annex1 on how to use the GPS.)

Q27-Q33: Staff Details

Q34. Status of the questionnaire: This section refers to the completeness of the questionnaire in the field for data entry purposes (bulk code). Seven options are provided. THIS SECTION IS TO BE COMPLETED BY THE SUPERVISOR.

SECTION 1: HOUSEHOLD ROSTER

The main objectives of this section are to identify all the persons who should be considered household members and to collect general information on them, such as age, gender, and whether the member is an agricultural holder or not.

Q1. You will prefill the names of all household members who were in the household for ESS wave 3. This list should be copied in the *exact* same order as it was in the wave household roster, i.e., each individual should have the same individual ID. Be sure to list all ESS wave 4 household members even if the member no longer lives in the household or has since passed away.

After you have copied all wave 3 household members, ask the head of the household about any other people who normally live and eat their meals in the household. Add these individuals to the end of the list. Be sure to exclude servants that have a household elsewhere and guests who are only visiting temporarily.

Make sure to record the full name of the household member.

Note: Provision is made for 12 household members. If there are more than 12 household members, a second Household Questionnaire should be used and the first person on that questionnaire should be number 13 and so on. **The interviewer should confirm that the household head here is the same as the household head listed on the cover page.**

Q1a. You do not need to ask this question aloud. If the individual is a new member that you just added to the end of the list, use code 1 for yes and skip to **Q2**. If no, use code 2.

Q1b. Ask if this individual still lives in the household. If yes, use code 1. If no, use code 2 and move to the next person.

Q2. Enter the age of each household member. The completed age should be recorded.

Note: Number 97 should be entered for a household member age 97 or older.

Q3. Against each of the names listed in **Q1**, indicate the sex by putting the correct code. For instance, if you write Elizabeth or Helen, then you will write code “2” for their sex. In short, write code 1 for male household members, or code 2 for female members. The interviewer must also ask the sex of small children when in doubt. And in communities where some names are unisex (e.g., Tsega, Alem, Netsanet, etc.), always ask the sex of the household member before recording it.

Q4. Farm/holding type: Ask the type of agricultural activity (holding type) in which each household member above age 10 is engaged and use the following codes.

Codes for Q4			
Crop production ...1	Livestock ...2	Both ...3	None.....4

Q5. Here use code ‘1’ if the response in **Q4** is 1, 2, or 3, i.e., if the member is a holder. Most of the time there is only one holder in the household.

SECTION 2: PARCEL ROSTER

First fill out FLAP A.

Parcel ID, Q1. First, prefill all parcels from ESS wave 3 under “parcel id” and **Q1**, “parcel description”. Be sure to keep the same parcel ID from wave 1 and list all parcels, even if the parcel has since been disposed of or is currently being rented out.

Then, prompt the holder about any new parcels that have been acquired since wave 1 and add these to the end of the list. Include both cultivated and non-cultivated parcels of land that are owned or rented.

Enumerator: A parcel can have one or more cultivated or uncultivated fields. Use the type of crops planted as the parcel description you observed during the parcel visit. If crops are not planted, record a brief note of the current status/land use of the parcel.

Q1a. Record the ID code (from the household roster) of the respondent.

Q2. Ask the number of fields in this [PARCEL].

Count the fields within the parcel and record the number of fields in each parcel.

Q3. Ask if the household holds a document that certifies household's right to either ownership or inheritance or lease on the PARCEL. If the response is 'NO', skip to **Q5**.

Q4. If the response to **Q3** is 'YES', ask the type of document that confirms the household's right over the PARCEL. Also ask the respondent which household members have this right over the PARCEL (ENUMERATOR: RECORD UP TO TWO SUCH DOCUMENTS)

Q5. Ask how the household acquired the parcel in **Q1**. Note: Skip to **Q10** if the response is 3. Skip to **Q11** if the response is 4. Skip to **Q10** if the response is 6.

Codes for Q3

Granted by local leaders 1, Inherited... 2, Rented3, Borrowed for free.....4, Moved in without permission.....5, Shared in... 6, Purchase.... 7, Other (specify).....8

Q6. Does anyone in the household have the right to sell the parcel or use it as collateral? If yes, use code 1. If no, use code 2 and skip to **Q8**.

Q7. Ask the respondent who in the household can decide whether to sell the parcel or use it as collateral. You may record up to two ID codes from the household roster.

Q8 Does anyone in the household have the right to bequeath the parcel? If yes, use code 1. If no, use code 2 and skip to **Q13**.

Q9 Ask the respondent who in the household can decide to bequeath. You may record up to two ID codes from the household roster and then skip to **Q13**.

Q10. Ask how much the holder paid for the use of [PARCEL] in the [CURRENT AGRICULTURAL SEASON]. If the parcel is rented, ask how much the holder has paid to the owner in order to use the parcel recorded in **Q1** in this meher season. Record the birr amount paid to the owner in the space provided.

Note: There are three columns, one for a cash payment one is for in kind payment and the third one to record percentage of share cropped plots. If payment was made in kind, estimate the value in birrs and record the amount in the space provided. If no cash and/or in-kind payment was made, record "0" in the appropriate column, rather than leaving it blank.

Q11. What period of time did this payment cover? Ask how long the amount paid allows the holder to use the rented parcel listed in **Q1**. Use the following codes:

Codes for Q11

Meher season.....1, Belg season.....2, Full year.....3, Other (specify).....4

Q12. Who in the household has the use rights to the rented parcel? You can list up to two ID codes from the household roster.

Q13. Ask if there were any fields on this [PARCEL] rented out or given out for free during the [CURRENT AGRICULTURAL SEASON]. If yes, use code 1 and skip to **Q15**. If no, use code 2.

Note: Rented out fields will not have follow-up questions in other sections of the Agriculture Questionnaire. These fields could be rented out to another holder in the EA or elsewhere.

Q14. Ask the amount the holder would get if he or she were to rent out this [PARCEL] today for 12 months. Record the birr amount in the space provided. Then skip to **Q16**.

Q15. Ask how much the holder earned from rented out fields within the parcel in this meher season.

Note: If the payment is made in kind, estimate the value in birrs and record the cash amount in the space provided. Record “0” if no cash payment or in-kind payment was made, rather than leaving the cell blank.

Q16. Ask about the predominant soil type of the parcel.

Q17. Ask about the quality of the soil of the parcel.

SECTION 3: FIELD ROSTER

Parcel ID and Field ID

Record the parcel number from Section 2 of the Agriculture Questionnaire. Then in the next column, on the same row, record the number (Field ID) for each field within each parcel owned by the holder in serial numbers starting from 01.

Enumerator: THE PARCEL NUMBER IS THE SAME FOR ALL FIELDS IN EACH PARCEL. For example, if there are three fields in the first parcel, the parcel ID will be 01 for all the fields and the field IDs will be 01, 02, and 03.

Q1. Field Description

Enumerator: USE THE NAMES OF THE CROPS PLANTED THAT YOU OBSERVED DURING THE FIELD VISIT AS THE FIELD DESCRIPTION.

Q2. Ask the holder the size and units of the field listed in **Q1**. Use the following unit codes and names.

Codes for Q2

Hectare...1, Square meter...2, Timad...3, Boy...4, Senga...5, Kert... 6, Tilm...7, Medeb... 8, Gemed ... 9, Ermeja... 10, Other (specify)...11

Note: The decimal has already been included in the answer space. You have room for two digits after the decimal point.

Q3. Ask the status of the field in this agricultural season. Include areas covered by the house, the plot used for water harvesting, and the plot used for accumulation of harvested crops. If the response is code 2-7, skip to **Q7**.

Codes for Q3

Cultivated....1 , Pasture.....2, Fallow...3, Forest...4, Land prepared for belg season...5, Home/cowshed... 6, Other (specify).....7

Q4. Ask the method of cropping of each field in this agriculture season

Q5. Ask the holder if each field was left fallow anytime during the past 5 years. IF the response is NO, skip to **Q7**.

Q6. Record the year (E.C.) in which the field was last left fallow.

Q7. Ask how the field was measured. If the response is ‘NOT MEASURED’ i.e. code 3, skip to **Q11**.

Q8. Record the area of the field using GPS/COMPAS. See Annex 1 on how to use the GPS.

Enumerator: AREA IN SQUARE METERS.

Q9. Enumerator: RECORD THE COORDINATES FOR THE CORNER OF THE PLOT IN WHICH YOU STARTED AREA MEASUREMENT.

Q10. ENUMERATOR: Observe field appearance (again). This is about objects or trees that interfere with the measurement. Check if there is anything in/around the field and record the correct code.

Codes for Q10

Flat..... 1, Permanent/tree crop..... 2, Home/compound..... 3, Partially (covered by trees or other objects)..... 4, Other (specify)..... 5

Q11. Why was the field not measured?

Q12. Field appearance: This question refers only to the fields measured by GPS.

Codes for Q9

Flat..... 1, Sloppy (moderate).....2, Sloppy (steep).....3

Important: If the answer to **Q3** was code 2-7, then skip to **Q37**.

Q13. Who in the household makes the primary decisions concerning crops to be planted, input use, and the timing of cropping activities on the field. Record the HH ID code from the household roster.

Q14. Ask if there are other household members that the primary decision maker consults when making decisions on crop choice, input use, and timing of cropping activities on the field. If the response is 'NO', skip to **Q16**.

Q15 Record the ID codes from the household rosters of those consulted by the primary decision maker. You may record up to two ID codes.

Q16. Ask if the field is under an extension package program. Record 1 if Yes, and 2 if No.

Note: This is a field level question. Ask whether the holder is receiving an extension package with respect to the activities carried out on this field.

Q17. Ask if the field is irrigated. If yes, use code 1. If no, use code 2 and skip to **Q21**.

Q18 Ask the respondent to what extent the field has been irrigated in the current production season.

Q19. Ask the holder what the source of irrigation is.

Codes for Q19

River.....1, Lake.....2, Pond.....3, Rain water harvesting.....4, Other (specify)5

Q20 Ask the respondent what method they use to transport the irrigation water to the field.

Q21. Ask if Urea is used on the field listed in **Q1**. If yes, use code 1. If no, use code 2 and skip to **Q22**.

Note: If the holder used Urea mixed with Dap, then the answer for this question is Yes.

Q21a. If Urea is used, ask the quantity used on the field. Record the quantity in kilograms in the space provided.

Q21b. Ask if the holder purchased any of the UREA used on the field, whether this was a cash or credit purchase. If yes, use code 1. If no, use code 2 and skip to **Q21e**.

Q21c. Record the quantity of UREA purchased on cash or credit and used on the field in this agricultural season. Record the total in kilograms.

Q21d. Ask the respondent what the value was of UREA purchased on cash or credit and used on the field for this agricultural season. Record the answer in Birr.

Q21e. Ask the respondent where he/she got the Urea from. ENUMERATOR: Check the POTENTIAL source of the fertilizer FROM THE LIST.

Note: Record the source in the Network Roster, assign the code for each source, and then record the response code in the space provided.

Q22. Ask whether Dap fertilizer is used on the field listed in **Q1**. If yes, use code 1. If no, use code 2 and skip to **Q23**.

Note: If the holder used Dap mixed with Urea, then the answer for this question is Yes.

Q22a. If Dap is used, ask the quantity used on the field. Record the quantity in kilograms in the space provided.

Q22b. Ask if the holder purchased any of the DAP used on the field (cash or credit purchases). If yes, use code 1. If no, use code 2 and skip to **Q22e**.

Q22c. Record the quantity of DAP purchased on cash or credit in this agricultural season. Record the total in kilograms.

Q22d. Ask the holder what the value was of all DAP purchased on cash or credit and used on the field for this agricultural season. Record the answer in Birr.

Q22e. Ask where the holder got the Dap used as fertilizer/source of the fertilizer.

NOTE: Record the source in the Network Roster, assign the code for each source, and then record the response code in the space provided.

Q23. Ask whether NPS fertilizer is used on the field listed in **Q1**. If yes, use code 1. If no, use code 2 and skip to **Q24**.

Note: If the holder used NPS mixed with Urea or DAP, then the answer for this question is Yes.

Q23a. If NPS is used, ask the quantity used on the plot. Record the quantity in kilograms in the space provided.

Q23b. Ask if the holder purchased any of the NPS used on the field (cash or credit purchases). If yes, use code 1. If no, use code 2 and skip to **Q23e**.

Q23c. Record the quantity of NPS purchased on cash or credit in this agricultural season. Record the total in kilograms.

Q23d. Ask the holder what the value was of all NPS purchased on cash or credit and used on the field for this agricultural season. Record the answer in Birr.

Q23e. Ask where the holder got the NPS used as fertilizer/source of the fertilizer.

NOTE: Record the source in the Network Roster, assign the code for each source, and then record the response code in the space provided.

Q24. Ask if the holder used any other inorganic fertilizer (other than UREA and DAP) on the field this agricultural season. If yes, use code 1. If no, use code 2 and skip to **Q25**.

Q24a. If any other inorganic fertilizer is used, ask the quantity used on the plot. Record the quantity in kilograms in the space provided.

Q24b. Ask if the holder purchased any of the other inorganic fertilizer used on the field. If yes, use code 1. If no, use code 2 and skip to **Q24e**.

Q24c. Record the quantity of any of the other inorganic fertilizer used on the field and purchased on cash or credit in this agricultural season. Record the total in kilograms.

Q24d. Record the value of all the other inorganic fertilizer that the holder purchased or purchased on credit during this agricultural season and used on the field. Record the answer in Birr.

Q24e. Ask where the holder got this other inorganic fertilizer. Record the source (maximum two) in the Network Roster, assign the code for each source, and then record the response code in the space provided.

Q25. Ask whether cattle dung is used in the field listed in **Q1**. Record 1 if Yes. Record 2 if No and skip to **Q26**.

Q25a. Ask where the holder acquired the cattle dung used as a fertilizer. Record the sources in the Network Roster, assign the code for each source, and then record the response code in the space provided.

Q26. Ask whether compost is used on the field/plot listed in **Q1**. Record 1 if Yes. Record 2 if No and move to **Q27**.

Q26a. Ask where the holder got the compost used as fertilizer/source of the fertilizer. Record the source in the Network Roster, assign the code for each source, and then record the response code in the space provided.

Q27. Ask whether natural fertilizer other than cattle dung and/or compost is used in the field listed in **Q1**. Record 1 if Yes. Record 2 if No and move to **Q28**.

Q27a. Ask where the holder got the natural fertilizer used as fertilizer/source of the fertilizer. Record the source in the Network Roster, assign the code for each source, and then record the response code in the space provided.

Q28. Ask the respondent the number of household members who participated in various agricultural activities (field preparation, cultivation, seed sowing, land take care [METEQTEQ], weeding) on the [FIELD] in the current production season.

ENUMERATOR: THESE PRODUCTION ACTIVITIES ARE THOSE UPTO BUT NOT INCLUDING THE HARVESTING ACTIVITIES. If no household member participated, record '0' and skip to **Q30**.

Q29. Record the IDs of the household members from the Household Roster for those who participated in various agricultural activities in the field listed in **Q1**.

ENUMERATOR: Record for a maximum of 4 hh members. If less than 4 hh members participated in farming activities on the field, record "0" in the remaining columns designated for a roster ID.

Note: Family member IDs should be the same as the IDs in the Household Roster. For each household member working in the field, record the number of weeks worked in this agricultural season, the average number of days/week worked during those weeks, and the average number of hours/day worked during those days.

Q30. This refers to whether the household/household member has hired labor for the agricultural activities in the field listed in **Q1**.

Ask whether, in the current agricultural season, the holder has hired labor for land preparation and the like. Please note that this does not include hired laborers during harvesting season.

MALE:

Number of male laborers: Ask the number of hired male laborers that worked on the holder's field for activities like land preparation and the like in the current agricultural season.

Number of days worked: Ask the number of days the male laborers have spent on land preparation and the like in the holder's field in the current agricultural season.

Total amount paid per day: Ask the total amount the holder paid per day in the current agricultural season for the activities.

FEMALE:

Number of female laborers: Ask the number of hired female laborers engaged in the holder's field for activities such as land preparation.

Number of days worked: Ask number of days the female laborers have spent on land preparation and the like in the holder's field.

Total amount paid per day: Ask the total amount that the holder paid per day in the current agricultural season for the activities.

CHILDREN UNDER AGE 15:

Number of children under 15 years of age: Ask the number of hired children younger than 15 years of age engaged in the holder's field for activities such as land preparation.

Number of days worked: Ask the number of days child laborers younger than 15 years of age have spent on land preparation and the like in the holder's field.

Total amount paid per day: Ask the total amount the holder paid per day in the current agricultural season for children younger than 15 years.

If no one was hired, record "0" in the columns labeled "number of men", "number of women", and "number of children", and leave the columns regarding total days and wages blank.

Q31. Ask the holder if persons from other families came and participated in various agricultural activities on the field recorded in **Q1** as **exchange laborers or for nothing in return**.

The following questions concern adults and children who came from other families to work on the holder's field during land preparation and the like in the current agricultural season for nothing in return.

MALE:

No. of male laborers: Ask the number of hired male laborers engaged in the holder's agricultural activities on the field, such as land preparation and the like in the current agricultural season.

Number of days worked: Ask the number of days the male laborers have spent on land preparation and similar activities in the holder's field in the current agricultural season.

FEMALE:

Number of female laborers: Ask the number of hired female laborers engaged in agricultural activities on the holder's field, such as land preparation and the like.

Number of days worked: Ask number of days the female laborers have spent on land preparation and similar activities on the holder's field.

CHILDREN UNDER AGE 15:

Number of children younger than 15 years of age: Ask the number of hired children younger than 15 years of age engaged in the holder's field for activities such as land preparation.

Number of days worked: Ask the number of days child laborers younger than 15 years of age have spent on land preparation and similar activities in the holder's field.

If no one worked on the field for free, record a "0" for the number of men, women, and children, but leave the columns titled "total number of days" blank.

Q32. Ask how many times the temporary crop field can be used in the meher agricultural season. Choose from the following options and write in the space provided: Once..... 1 Twice.....2

Q33. If the response for **Q32** is 2, ask the holder the type of crops first produced and record the name of the crops; then ask the holder the type of crops second produced and record the name of the crops.

Q34. Ask the holder if the holder planted legume on this [FIELD] during the last three years (This includes horse beans, haricot beans, field peas, chickpeas, and lentils)

Q35. Ask how the field was prepared for planting.

Q36. How many times was the field tilled in this agricultural season?

Q37. Ask the holder about the previous status of the field.

Codes for Q37

Fallow.....1, Crops planted.....2, Grazing land/forest/uncultivated land/wet land....., Crops planted but different holder.....4, Other (specify).....5

Q38. Ask if care for the field was taken to protect it from erosion. Use code 1 if the answer is Yes.

Q39. Ask the holder what action was mainly used to protect the field from erosion.

Codes for Q39

Terracing..... 1, Water harvesting.....2, Tree planting.....3, Plough in opposite way.....4, Other (specify).....5

Q40 Ask the respondent what soil fertility conservation/improvement methods he/she is using (in the current agricultural harvest season). If the response is 'NO', skip to **Q42**

Q41. If the response to **Q40** is 'YES', ask the respondent the specific method he/she was/is using.

Q42. In the current harvest season, what does the field look like? Take pictures 5 times and ENTER with codes.

SECTION 4: CROP ROSTER

Parcel ID, Field ID & Crop ID

Parcel ID

In the first column, record the parcel ID from the Agriculture Questionnaire, Section 3 (Field Roster).

Field ID

In the second column of the same row, record the field ID from the Agriculture Questionnaire, Section 3 (Field Roster).

Note: For a field with more than one crop (mixed stand or intercropped field), repeat the parcel and field ID and number the crop ID 1, 2, etc.

Q1. Ask the name of the crop planted on the field.

Ask the holder what crop is planted on the field in this current agricultural season and record the response in the space provided.

Q1a. Ask the holder the name of the main seed used.

Q2. Type of crops planted on the field: Ask whether the field/area was planted with pure or mixed crops. If pure stand, use code 1 and skip to **Q4**. If mixed, use code 2.

Q3. Approximately how much percentage of the field was planted with crop/s: Ask the holder about the field recorded in **Q1**. How much of it was covered by crop/s? Fill in the response in percent.

Q4. Ask the holder whether any measures were taken to prevent crop damage on the field recorded in **Q1**. Use code 1 if the answer is Yes. Use code 2 if the answer is No and skip to **Q8**.

Q5. Ask whether pesticide was used to prevent crop damage on the field listed in **Q1**. Use code 1 if the answer is Yes, or code 2 if the answer is No.

Q5a. Ask the holder the amount of pesticide utilized.

Q6. Ask whether herbicide was used to prevent crop damage on the field listed in **Q1**. If yes, use code 1. If no, use code 2.

Q6a. Ask the holder the amount of herbicide utilized.

Q7. Ask whether fungicide was used to prevent crop damage on the field recorded in **Q1**. Use code 1 if the answer is Yes, or code 2 if the answer is No.

Q7a. Ask the holder the amount of fungicide utilized.

Q8. Ask whether there was any crop damage on this field in this season. Use code 1 if the answer is Yes. Use code 2 if the answer is No, and skip to **Q11**.

Q9. If the response to **Q8** is Yes, ask the reason why the crop/s was/were damaged.

Codes for Q9

Too much rain..... 1, Too little rain..... 2, Insects..... 3, Crop disease..... 4, Weeds..... 5, Hail....6, Frost.....7, Floods..... 8, Wild animals..... 9, Locust..... 10, Birds..... 11, Lack of seeds..... 12, Reduction of soil fertility.....13, Security problem..... 14, Bad seeds.... 15, Other (specify)..... 16

Q10. Inquire about the percentage share of damage on the field and record the answer in percent in the space provided.

Q11. Type of seeds used on the field: Ask the holder what type of seeds were used on the field recorded in **Q1**.

Codes for Q11

Traditional seeds..... 1, Improved seeds..... 2, Permanent crop not planted in this agricultural season..... 3

Q11a. Record the quantity of seed/seedling used for crop on this field. Record the answer in kilograms.

Q12. If new improved seed was used, record the value of the improved seed/seedling used for the crop on this field. Note that this question is not applicable if answer for **Q11** is code 1 or code 3. If the answer to **Q11** is 1 or 3, leave **Q12** blank.

Q13. Month/year the crop was planted: Ask the holder the month and year when the crop (mainly temporary crop) was planted on the field and record the answer.

Q14. What type of crop sowing technique was used on the crop on this field?

Q15. Ask if the field was planted with a permanent crop. Use code 1 if the answer is Yes. Use code 2 if the answer is No, and skip to **Q21**.

Q16. Ask the number of permanent crops that are ripe for harvesting.

This includes permanent crops that are ready to produce/supposed to produce and also have been producing. Please exclude permanent crops that are in the seedling stage. The crops DON'T include crops such as Chat, Pineapple and Sugarcane.

Q17. Ask the percentage share of permanent crops that are ready to produce in this agricultural season.

In this question, inquire about the percentage share of permanent crops from **Q15** that are ready to produce.

Q18. Ask in which year most of the permanent crops were planted and record the answer.

Q19. Ask how many trees/ plants were planted during the last 12 months?

Q20. Ask how many Enset were scratched or will be scratched on this agricultural season?

Q21. Ask the holder how much harvest does he/she is expect from this crop.

Q22. Ask the holder how much he/she expects to supply to the market from this crop.

Q23. Ask the holder the percentage of this harvest (from his/her total production of the crop) he/she does expect from this crop.

Q24. Ask the holder how much he/she expects to generate in money value from what he/she supplies to the market (of this crop).

Q25. Ask what the sweet potato **flesh** does look like? **ENUMERATOR:** ASK ONLY FOR SWEET POTATOS (crop code=62)

Q26. Ask what the sweet potato **skin** does look like? **ENUMERATOR:** ASK ONLY FOR SWEET POTATOS (crop code=62)

SECTION 5: SEEDS ROSTER

Parcel ID, Field ID

Parcel ID: Record the parcel ID from the Agriculture Questionnaire, Section 3.

Field ID:- Record the field ID from the Agriculture Questionnaire, Section 3.

Crop Name & Crop Code

Crop Name: Name of the crop planted on the field: Ask the holder the name of the crop planted on the field.

Crop Code: Write Crop code.

Q1a. Type of seeds used on the field: Ask the holder what types of seeds were used on the field listed in [Crop Name]

Codes for Q1

Traditional seeds..... 1 Improved new seeds..... 2

If the answer is traditional seeds, use code 1 and skip to **Q2**.

Q1b. Record the name of the improved seed variety used (use code).

Q2. Ask if the holder purchased (in cash or credit terms) any of the seeds used during the current agricultural or meher season. If no, write 2 and then **SKIP to Q12**.

Q3. Ask the holder who/which institution was the source of the seeds bought in cash or credit. Please record the source of the seeds code from the Network Roster. Up to two network IDs can be filled in.

Q4. Ask what quantity of seeds the holder bought/borrowed in this meher season and record the quantity of seeds. Note that there are separate columns for kilograms and grams. For example, if the holder reports purchasing “20.5” kilograms of seed, record “20” in the kilograms column and “500” in the grams column.

Q5. Ask the type of transportation used to bring the seeds from the place where they werebought.

Codes for Q5

On foot.....1, transport 2, Horse/donkey..... 3

Q6. Ask the how much money was paid for transporting all purchased seeds and record the amount of money paid in birrs.

Q7. This question asks the value of all the seeds that were purchased or purchased on credit during the current agricultural season by the holder. Write the value in birrs.

Q8. Ask the holder the source of the money paid for purchasing seeds. If the response is option 1, “paid in full, with own savings”, then **SKIP to Q12**.

Q9. This question asks about the payment made up-front for purchasing seeds. REMEMBER: Include cash payments and the estimated value of in-kind payments. **If nothing, record Zero.**

Q10. Ask the holder how much money has been repaid or will be paid for the seeds. Record the amount of money paid in birrs. REMEMBER: Include cash payments and the estimated value of in-kind payments. **If nothing, record Zero.**

Q11. Inquire about the source of the money borrowed for purchasing seeds. Use the codes from **Q3** You may list up to two options.

Q12. Ask whether the holder has received seeds as a gift or free of charge in this meher season. Use code 1 if the answer is Yes, or code 2 if the answer is No. If the response is option 2, **SKIP to Q16**.

Q3. If the response to **Q12** is yes, ask the holder the total amount/quantity of seeds received as a gift or free of charge and record the response in kilograms.

Q14. Inquire about the source of the seeds received as a gift or free of charge and record the response in the space provided.

Q15. Ask how much money was paid to transport seeds received as a gift or free of charge to the parcel/field location.

Q16. Ask whether, during this agricultural/meher season, the holder used leftover seeds from the last agricultural/Meher season. If the answer is 2, or No, then **SKIP to next seed**.

Q17. What quantity of the seeds used during this agricultural season were leftovers from the last agricultural season? Record the amount of leftover seeds used on the plot during this agricultural season. Note that there are separate columns for kilograms and grams.

SECTION 7: GENERAL QUESTIONS AT THE HOLDER LEVEL

Q1. Inquire whether the holder does/did crop rotation on the parcel/field. The purpose of crop rotation is to maintain the fertility of the land/field. Use code 1 if the answer is Yes, or code 2 if the answer is No.

For instance: Crop rotation is the agricultural practice of growing different crops year after year on the same land. An example would be if the holder planted wheat/teff on the field in this agricultural season and on the same field sorghum was planted in the last agricultural season. This is the opposite of mono-cropping. Mono-cropping is agricultural practice of growing the same crop year after year on same land.

Q2. Ask whether the holder uses chemical fertilizer on the parcel/field. If yes, use code 1 and skip to **Q4**. If no, use code 2.

Q3. Inquire about one main reason for not using chemical fertilizer on any of the parcel.

Codes for Q3

Have no idea of the benefit1, fertilizer is expensive 2, Lack of money to buy..... 3, Unavailability of supply.....4, Unavailability of loan.....5, Have doubts about the benefit it gives6, Other (specify).....7

Note: If the household used chemical fertilizer on at least one of the fields owned by the holder/household, you should skip this question.

Q4. Ask if the holder is participating in an extension program. If yes, use code 1 and skip to **Q6**. If no, use code 2.

Note: At least one of the fields owned by the holder/household should be under an extension program.

Q5. If all fields recorded in Section 6 are not under an extension program, ask the main reason.

Codes for Q5

Have no idea of the benefit..... 1, Lack of money to buy..... 2, Have doubts about the benefit it gives..... 3, Unavailability of the program4, Unavailability of enough agricultural land 5, Unavailability of agricultural extension agent ... 6, Other (specify).....7

Q6. Ask if the holder took a loan for agricultural activities or other purposes in this agricultural season. If yes, use code 1. If no, use code 2 and skip to **Q8**.

Q7 If the holder received loan during this agriculture season, ask where he/she got the credit from. Government...1 Private.. 2, Non-Governmental Organization....3 Cooperatives...4, Other (Specify) ...5. After capturing the answer, skip to Q9.

Q8. Ask what was the main reason for not using a loan service if the response to **Q6** is No.

Codes for Q8

Unavailability of loan service.....1, Unable to repay the loan.... 2, Unavailability of enough loan service....3, Have no idea about the benefit..... 4, Doesn't yield any result....5, Other (specify)..... 6

Q9. Ask the holder if he/she participated in a consultation service. If yes, use code 1 and skip to **Q11**. If no, use code 2.

Q10. Inquire about the main reason for not using a consultation service, if the response to Q8 is No.

Codes for Q10

Unavailability of the service1, Inadequate services provided 2, Have no idea about the benefit..... 3 Does not yield any result..... 4 Other (specify) 5

Q10. Ask where the holder often buys chemical fertilizer and record up to two sources of chemical fertilizers. Write response(s) in the space provided.

Codes for Q11

Government organization..... 1, Private organization..... 2, Merchants....3, Cooperatives... 4, Other (specify)..... 5, Never used fertilizer 6

Q12. Ask how many oxen the holder owned and used during this agricultural season. Record the number of oxen in the space provided. If the response is 2 or more, skip to **Q14**.

Q13. If the holder does not have enough oxen, ask how he/she ploughs the field/parcel.

Codes for Q 13

Rent oxen....1, Have an ox combined with other's animal.... 2,,Combine with other animals.....3,
Use other animals... 4, Dig with hands..... 5, Borrowing oxen.... 6, Other (specify)....7.

Q14. Ask the respondent the number of oxen (that are used for ploughing) he/she has at the present.

Q15. Ask the respondent what kind of ploughing tool he/she usually utilizes. Use the Codes listed.

Q16. Ask the respondent what kind of threshing tool he/she usually utilizes. Use the Codes listed.

Q17. Ask the holder if he/she has used additional plot/s this production season in addition to that he/she used last season. If the response is 'NO', skip to **Q19**.

Q18. If the response to **Q17** is yes, for what purpose did the respondent use the additional land? Use the Codes listed.

Q19 Ask the respondent the total amount (in kilograms) of chemical fertilizer bought/acquired on loan, as a gift, or free of charge in this agricultural/meher season (2011).

Q20 The total amount of DAP bought/acquired on loan, as a gift, or free of charge in this agricultural season/meher should be recorded in kilograms in the space provided. This is the total DAP ready for use for this main agricultural season.

Q21. The total amount of Urea bought/acquired on loan, as a gift, or free of charge in this agricultural season/meher should be recorded in kilograms in the space provided. This is the total amount of UREA **ready for use** for this main agricultural season.

Q22. The total amount of NPS bought/acquired on loan, as a gift, or free of charge in this agricultural season/meher should be recorded in kilograms in the space provided. This is the total amount of NPS **ready for use** for this main agricultural season.

Q23. The total amount of other chemical fertilizer bought/acquired on loan, as a gift, or free of charge in this agricultural season/meher should be recorded in kilograms in the space provided. This is the total amount of other chemical fertilizer **ready for use** for this main agricultural season.

Q24. Record the total amount of Dap fertilizer that was **used** for the main season in 2011E.C. (including purchases, gifts, loans, supports).

Q25. Record the total amount of UREA fertilizer that was **used** for the main season in 2011E.C. (including purchases, gifts, loans, supports).

Q26. Record the total amount of NPS fertilizer that was **used** for the main season in 2011E.C. (Including purchases, gifts, loans, supports).

Q27. Record the total amount of Other chemical fertilizer that was **used** for the main season in 2008 E.C. (Including purchases, gifts, loans, supports).

Q28. If there is a difference between the amount reported in **Q20 and Q24, or Q21 and Q25, or Q22 and Q26 or Q23 and Q27**, write a brief description of the reason for this difference(s). Use codes.

Q29. Ask if the holder participated in any watershed activities in the community in the last year (2010). If yes, use code 1. If no, use code 2 and skip to **Q32**.

Q30. Record the number of days the holder participated on the watershed activities in the community.

Q31. What were the three major watershed activities the holder participated in. You may record up to three activities. List them in order of importance/frequency of participation.

5.2 LIVESTOCK

Introduction

Purpose

The purpose of this standard livestock module of the household survey is to give a better picture of livestock economy, and deeper insight into factors affecting incomes of livestock farmers. These would include a better understanding of the current situation and a sense of how farmers' situations have changed in the past months.

This livestock module collects information on large ruminants, small ruminants, camelids, pigs, poultry, and equines, and any other livestock animals that have been or are currently owned and/or kept by the household. It seeks to obtain information regarding the dynamics of livestock production over the varying reference periods (see below for details), and on livestock-related inputs and outputs, both in quantity and in Birr value terms. This module is broken down into 7 different sections.

Reference Period

The reference period varies for this module, and particular attention should be paid to the **Overview** paragraph for each section to determine what the reference period is for each given section. In general, the reference period is *the time of sampling (i.e. a snapshot of the current situation)* for **Section 1**, *the last 12 months* for **Sections 2B/3/4/5/6A/7**, and *the last 3 months* for **Sections 2B/6B**. For all sections other than the first, recall questions will be used to gather data over the last 12 months accordingly.

Respondent

The respondent for this module is the person in the household who is most knowledgeable about the livestock ownership and past production activities over the last 12 months, according to specific recall times for each section.

General Information

One key aspect of this module is whether questions are referring to *livestock type* or *livestock name* categories. This distinction is necessary to understand how to fill out a given column, as it may be asking for *type* information (referring to a large group of animals, such as *large ruminants* as a whole) or individual *name* information (referring to a subset of animals, such as *bulls*). Please refer to the following table for animal type and name definitions that will apply to **ALL Sections**. *Livestock type* definitions are

highlighted in gray, with sub-types, referred to hereafter as **livestock names**, are listed under the appropriate heading *without* shading. Note that not all names are listed in this table, as some are self-explanatory.

For *all* questions in this module, please be sure to ask about every listed livestock *name* or *type*. Omit cells when explicitly specified in the module based on individual column instructions noted in the following sections.

Livestock type and name definitions	
Large Ruminants- this term refers primarily to cattle and buffaloes, and is further stratified based on the life stage and sex of a given animal	
<i>Bulls</i>	Intact adult male cattle
<i>Oxen</i>	Cattle trained for draft purposes, commonly castrated adult males
<i>Cows</i>	Intact adult female cattle that has calved
<i>Steers</i>	Castrated adult male cattle
<i>Heifers</i>	Young female cattle that have not yet calved (given birth to any offspring). Some animals that have calved only once are typically called ‘ <i>first calf heifers</i> ,’ but for the purposes of this survey, heifers are restricted to those that have never calved
<i>Calves</i>	Young cattle that have not been weaned, in other words these animals are still reliant on/accustomed to milk as a nutrition source
Small Ruminants – this term refers to sheep and goats, and is further stratified based on sex and age	
<i>Goats - He</i>	Adult male goat
<i>Goats - She</i>	Adult female goat
<i>Goats - Kids</i>	Young goat less than a year of age. Note that this survey does not divide up kids into male and female categories, and all juvenile individuals of both sexes are labeled as <i>kids</i>
<i>Sheep - Rams</i>	Adult male sheep
<i>Sheep - Ewes</i>	Adult female sheep
<i>Sheep - Lambs</i>	Young sheep less than a year of age. Note that this survey does not divide up lambs into male and female categories, and all juvenile individuals of both sexes are labeled as <i>lambs</i>
Camelids – this term refers to camels	
<i>Camels - He</i>	Adult male camel
<i>Camels - She</i>	Adult female camel
<i>Camels - Kids</i>	Young camel less than a year of age. Note that this survey does not divide up kids into male and female categories, and all juvenile individuals of both sexes are labeled as <i>kids</i>
Poultry – this term refers to chickens for purposes of meat and/or egg production. Further stratification based on life stage and sex is incorporated for chicken species	
<i>Chickens- Cocks/broilers</i>	Adult male chickens.
<i>Chickens- hens/layers</i>	Adult female chickens
<i>Chicks</i>	Chickens less than one year old
Equines – this term refers to horses, mules, or donkeys. Mules are the sterile offspring of donkeys	
Bee colony –	

8.1 – Ownership

Overview

This section is designed to gather general information on overall livestock ownership among the interviewed population. It addresses the number of animals currently owned by each household, how many of those animals are exotic breeds or crosses, who owns and manages the animals, and why each household owns these animals. Note that the reference period for this section is the time of sampling (i.e. a snapshot of the current ownership picture).

Definitions

Exotic refers to any livestock species that has been introduced from abroad, and is not indigenous to the region. For example, Holstein Friesian cattle are members of an exotic breed. A **Cross** refers to any animal that are improved livestock that are hybrids of exotic and indigenous breeds. Indigenous breeds are those that are locals, or originating from the region.

Q1: Ask the holder how many animals he/she or others currently own of all the livestock names listed, including bulls, oxen, cows, rams, chicks, horses, etc. Record the appropriate number of individual animals owned in the corresponding row. If zero, skip to the next animal.

Q2. Of those recorded in **Q1**, how many of the animals don't belong to the holder.

Q3 For those livestock names that received a positive number of animals > 0 in **Q1**, ask how many of each names are crosses or exotic breeds.

Q4 For those livestock names that received a positive number of animals > 0 in **Q1**, ask which members of the household are the primary owner for each given animal name, and record up to two roster id numbers.

Q5. For the mentioned [ANIMAL NAME], ask the respondent the main care giver household member. ENUMERATOR: record up to 2 main care-givers.

Q6 For each livestock type that has been reported as being owned (i.e. at least one of the corresponding names for a given type received a value of animals > 0 in **Q1**), ask what the major reason for owning each is, and record the main purpose.

8.2 – Change in Stock of Animals

Overview

This section is designed to assess any changes in household ownership of large or medium-sized animals over the last twelve months. It assesses livestock changes such as new births, any livestock purchases including total value, any animals received as gifts, any animals given away as gifts, any animals lost for any reason, any animals sold and for what value, any animals that have been slaughtered, and any sales of animal meat including total income generated from such sales. This section incorporates all livestock types save for poultry, which will be addressed in *Section 2b*. Note that the reference period for this section is the 12 months prior to the sampling day.

Definitions

Animals are referred to as **Gifts** if they were either given or received by a household without any compensation (monetary or otherwise), which contrasts to those that were **Purchased** or **Sold**, meaning that compensation was delivered or received, respectively, in exchange for an animal. Livestock that have been **Lost** refers to those that for whatever reason (other than being given away as a gift or sold) are

no longer in the household's possession. For example, these losses could result from injury, illness, natural disaster, theft, or otherwise.

A **LIVESTOCK STOCK FLAP** is included in this module. It includes the number of livestock name owned by the household over the reference period. Fill this in and refer to it for all the sections where ownership of animals is necessary. If answer is *YES* proceed and ask the questions for each livestock type, and if *NO* skip and proceed to next livestock name.

Q1: Asks how many animals the household owned 12 months ago.

Q2: For each of the livestock names that represent young animals that could have been born in reference period (*i.e.* calves, kids, lambs), ask whether the household has had any new births over the last 12 months.

Q3: Ask whether the household has purchased any of the listed livestock names in the last 12 months. If *YES*, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row. Note that the names that receive a value of '2' in this column should be omitted from the questions in *Columns 4-5*.

Q4: For those names that received a value of '1' in *Q3*, ask how many of these names were purchased as live animals in the last 12 months.

Q5: For those names that received a value of '1' in *Q3*, ask what the total value of the livestock names purchased was over the last 12 months.

Q6: Ask whether the household *received* any of the listed livestock names as gifts in the last 12 months. If *YES*, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row. Note that the names that receive a value of '2' in this column should be omitted from the question in *Q7*.

Q7: For those names that received a value of '1' in *Q6*, ask how many of these names were *received* as gifts in the last 12 months.

Q8: Ask whether the household has *given* any of the livestock names as gifts in the last 12 months. If *YES*, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row. Note that the names that receive a value of '2' in this column should be omitted from the question in *Q9*.

Q9: For those names that received a value of '1' in *Q8*, ask how many of these names were *given* as gifts in the last 12 months.

Q10: Ask whether the household has lost any of the livestock names in the last 12 months. If *YES*, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row. Note that the names that receive a value of '2' in this column should be omitted from the question in *Q11*.

Q11: For those names that received a value of '1' in *Q10*, ask how many of these names were lost in the last 12 months.

Q12: Ask whether the household has sold any of the livestock names as live animals in the last 12 months. If *YES*, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row. Note that the names that receive a value of '2' in this column should be omitted from the questions in *Columns 13-14*.

Q13: For those names that received a value of '1' in *Q12*, ask how many of these names were sold as live animals in the last 12 months.

Q14: For those names that received a value of ‘1’ in *Q12*, ask what the total income generated from the sale of these names was in the last 12 months.

Q15: Ask whether the household has slaughtered any of the livestock names in the last 12 months. If *YES*, record a ‘1’ in the appropriate row, and if *NO*, record a ‘2’ in the appropriate row. Note that the names that receive a value of ‘2’ in this column should be omitted from the rest of the question in Section 2a (Q16-Q18).

Q16: For those names that received a value of ‘1’ in *Q15* ask how many of these names were slaughtered in the last 12 months.

Q17: For those names that received a value of ‘1’ in *Q15*, ask whether the household has sold any of the meat from these names in the last 12 months. If *YES*, record a ‘1’ in the appropriate row, and if *NO*, record a ‘2’ in the appropriate row. Note that the names that receive a value of ‘2’ in this column should be omitted from the last question in this section, Q18.

Q18: For those names that received a value of ‘1’ in *Q17*, ask what the total income (in Birr) generated from the sale of these meat sales were in the last 12 months.

Q19. Ask the respondent if he/she has spent for transport while selling live animals, their meat, or animal products. If the response is ‘NO’, skip to next animal.

Q20. If the response to **Q19** is ‘YES’, ask the respondent the total transport cost he/she shouldered in the last 12 months for such purpose.

8.3 – Breeding

Overview

This section is designed to assess the breeding strategies and/or practices used by the household. It assesses the use of controlled breeding practices, and any related costs of breeding. Note that the reference period for this section is the 12 months prior to the sampling day. This section is also designed to assess how livestock are housed, if at all, watering and feeding practices undertaken by the household in relation to livestock husbandry. It assesses how frequently livestock are watered and by whom, the source of any such water provided and if this water was purchased or not, who in the household is primarily in charge of feeding livestock, the main feeding practices undertaken, the major sources of feed, whether feeds have been purchased and at what costs. Note that the reference period for this section is the 12 months prior to the sampling day.

Definitions

Controlled mating or breeding strategies refer to those that involve human involvement to ensure that any offspring are guaranteed to be the progeny of any animals concerned. For example, this could range from artificial insemination (AI) to estrus cycle regulation and isolation of a mating pair.

A ***Shed*** is any small structure that is used primarily for storage or shelter purposes, and acts as a barrier between an animal and the elements. A ***Paddock*** is a small field or patch of land that animals are confined in. A ***Cage*** is a structure that is enclosed on at least one side with grating that lets in air and light, typically used to house birds or other small animals. A ***Basket*** refers to an open-air container made of woven material, which in relation to this module most likely applies to housing of poultry.

A ***Borehole*** is a hole or shaft dug into the earth in order to obtain groundwater that is usually small in diameter and drilled by a machine. In contrast, a ***Well*** is a similar shaft or hole dug into the earth to obtain groundwater but is sunk by hand and usually larger in diameter. A ***Dam*** refers to a barrier to prevent the flow of water from a moving body, thus providing a consistent water source behind the barrier

well. A **River** is a natural moving stream of water of considerable size, whereas a **Stream** refers to a the same thing on a much smaller scale, and a **Spring** is a small water source that typically originates from the ground and ultimately produces a stream. **Constructed water points** refer to any water sources other than boreholes, dams, wells, and rainwater collection systems that allow for access to water (e.g. diversions in a stream path, aqueducts, etc.). **Rainwater harvesting** refers to catchment systems that fill up on water precipitated from the sky. **Grazing/scavenging** refers to a feeding practice in which animals are left to obtain feed on their own from natural or other sources. A **Co-op** refers to a cooperative business or enterprise, in this case related to a farmer's organization. **Fodder** refers to coarsely chopped hay or straw. **Crop residues** are made up of field and process residues, and are materials left in the field that are not useable post-harvest and those left over after the crop has been processed, respectively. **Industrial by-products** refer to foodstuffs that are waste products from feed processing industries (e.g. wheat middlings, bone meal, etc.). **Roots and tubers** refer to fleshy vegetables sourced from underground. **Balanced concentrates** refer to high-energy grain products.

Instructions

Proceed through the following questions in numerical order. Each column in this section refers to only *livestock types*. For each of the following questions, be sure to ask about *all* of the *livestock types* of interest listed.

Q1: Ask whether the household has used any controlled mating or other breeding strategies in the husbandry of the livestock types in the last 12 months. If *YES*, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row. Note that the types that receive a value of '2' in this column should be omitted from the questions in *Columns 3 and 4*.

Q2: For those types that received a value of '1' in *Q1*, ask what the primary controlled mating or breeding strategy was for the livestock types in the last 12 months.

Q3: Ask whether the household has incurred any costs related to the breeding of the livestock types in the last 12 months. If *YES*, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row. Note that the types that receive a value of '2' in this column should be omitted from the question in *Q4*.

Q4: For those names that received a value of '1' in *Q3*, ask what the total cost of such breeding strategies were in the last 12 months. Record in *Birr*.

Q5. Ask the respondent if he/she paid persons who are not members of the household to take care of the [ANIMAL]. If the response is 'NO', skip to **Q7**.

Q6. If the response to **Q5** is 'YES', ask the respondent how much [in *Birr*] he/she paid in the last 12 months to such persons for this purpose.

Q7 Ask what type of housing the household has used to confine or keep its livestock, if any.

Q8 Ask how frequently the household watered the given livestock types in the *last 12 months*. Record the response in the appropriate row based on the listed coding. Record the response for the second season in the second column.

Q9 Ask what the primary source has been to provide the given livestock types with water in the *last 12 months*. Record the response in the appropriate row based on the listed coding. Record the response for the second season in the second column.

Q10 Ask if the holder has paid for water drinking the given livestock types in the *last 12 months*. If *YES* for a given type, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row

and skip to **Q12**. Record whether or not the household paid for water for the livestock type in the second season in the second column.

Q11: If the respondent answered ‘yes’ for at least one season in **Q10**, ask how much the holder paid for water for the given livestock types. Record in Birr.

Q12 Ask the respondent what major feeding schemes he/she was practicing in the *last 12 months* for the given livestock type. Record the response in the appropriate row based on the listed coding (see below). Record the main feeding practice for the second season in the second column.

Q13: Ask whether the household purchased any of the following feed for a given livestock type in the last 12 months: fodder, crop residues, industrial by-products, roots and tubers, balanced concentrates, or feed supplements. If *YES*, record a ‘1’ in the appropriate row, and if *NO*, record a ‘2’ in the appropriate row and skip to **Q16**.

Q14: For those types that received a value of ‘1’ in *Q13*, ask how much the household spent on these feed purchases during the last 12 months. Record in Birr.

Q15. For those types that received a value of ‘1’ in *Q13*, ask For which season this holder use the fodder / crop residues / industrial by-products / roots & tubers / balanced concentrates / feed supplements for [LIVESTOCK TYPE] purchased in the past 12 months?

Q16 Ask whether the household used improved food for [LIVESTOCK TYPE] in the past 12 months? If the response is ‘NO’, skip to **Q18**.

Q17. For those types that received a value of ‘1’ in *Q16*, ask what type of improved food for [LIVESTOCK TYPE] has this holder used in the past 12 months?

8.4 – Animal Health

Overview

This section is designed to assess the level of animal health practices relating to livestock employed by the household. It assesses any vaccination practices (including how many animals vaccinated and against which diseases) and associated costs, any anti-helminthic practices and associated costs, any tick prevention strategies and associated costs, and any curative treatments for livestock and associated costs. Note that the reference period for this section is the 12 months prior to the sampling day.

Definitions

Vaccination refers to any administration of antigenic material (in the form of a vaccine) to an animal to prevent or limit a disease. **Anthelminthic** refers to any deworming drugs or substances that result in the expulsion of helminth parasites from the body, either through stunning or killing of the worms. **Curative treatment** refers to any therapeutic or curative procedure taken to alleviate a disease or other debilitating condition in an animal.

Instructions

Proceed through the following questions in numerical order. Each column in this section refers to only *livestock types*. For each of the following questions, be sure to ask about *all* of the *livestock types* of interest listed.

Q18: Ask whether the household has administered vaccine to any animals of each livestock type over the last 12 months. If *YES*, record a ‘1’ in the corresponding row. If *NO* animals of a given type were vaccinated in the last 12 months, record a ‘0’ in the corresponding row. Note that the types that receive a value of ‘2’ in this column should be omitted from Q20.

- Q19:** For those types that received a value of ‘1’ in Q18, ask which diseases these animals were vaccinated against, and record up to four responses in the four given columns.
- Q20:** Ask whether the household has treated any livestock type against internal parasites over the last 12 months. If animals were treated record a ‘1’ in the corresponding row. If *NO* animals were treated, record a ‘2’ in the corresponding row.
- Q21:** Ask whether the household has treated any livestock type against external parasites over the last 12 months. If animals were treated, record a ‘1’ in the corresponding row. If *NO* animals of a given type were treated in the last 12 months, record a ‘2’ in the corresponding row. If the respondent answered *NO* in Q18, Q20 and Q21 for a given type, skip to 23 for that livestock type.
- Q22:** For those types that received a value of ‘1’ in Q18, Q20 and Q21 ask what the total cost for vaccination and treatment against internal and external parasites was for each livestock type in the last 12 months. Record in Birr.
- Q23:** Ask whether the household has administered any curative treatment for livestock over the last 12 months. If animals were dewormed, record a ‘1’ in the corresponding row. If *NO* animals of a given type were dewormed in the last 12 months, record a ‘2’ in the corresponding row and skip to **Q25**.
- Q24:** For those types that received a value of ‘1’ in **Q23** ask what the total cost was for curative treatment in the last 12 months. Record in Birr.
- Q25.** Ask the respondent if he/she has used the [LIVESTOCK TYPE]’s excrement byproduct (eg. dung) in the last 12 months. If the response is ‘NO’, skip to next livestock type.
- Q26.** If the response to Q25 is ‘YES’, ask the respondent for what main purpose he/she used the excrement in the last 12 months. Codes are there to choose from and chose a maximum of two.
- Q27.** Ask the respondent if he/she has sold the excrement byproduct of the [LIVESTOCK TYPE] in the last 12 months. If the response is ‘NO’, skip to next livestock type.
- Q28.** If the response to Q27 is ‘YES’, ask the respondent how much income he/she generated from such sales in the last 12 months (in Birr).

8.5a – Milk Production

Overview

This section is designed to assess milk production at the household level. It assesses the number of animals milked, how long these animals were milked, whether there were any suckling animals present during the milking period, how much milk was produced, which member(s) of the household were primarily responsible for milking, how much milk was sold and any earnings from milk sales. As such, the only livestock types included are those from which milk products are typically obtained for human use: Large ruminants, small ruminants, and camelids. Note that the reference period for this section is the 12 months prior to the sampling day.

Definitions

Suckling refers to when a young animal is still nursing on a dam’s milk (e.g. a calf still receives milk from its mother’s udder on a regular basis, and has *not* been weaned). A **Dam** refers to an animal that has recently given birth to offspring. A **Lactation period** refers to the time when the dam is actively producing milk.

Instructions

Proceed through the following questions in numerical order (1-11). Note that the questions in this section refer exclusively to *livestock type*. For each of the following questions, be sure to ask about *all* of the *livestock types* of interest listed.

- Q1:** Ask whether the household has milked any animals of each livestock type over the last 12 months. If *YES*, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row. If the response is 'NO', skip to **Q13**.
- Q2:** For those livestock types that registered a '1' in *Q1*, ask how many of the [LIVESTOCK TYPE] was milked over the last 12 months.
- Q3:** For those livestock types that registered a '1' in *Q1*, ask how many months on average each type was milked over the last 12 months.
- Q4:** For those livestock types that received a positive number of months > 0 in *Q3*, ask what the average quantity of milk produced per day was for each livestock type over these months. Record the response as an average unit of milk (liters) produced per day.
- Q5:** For those livestock types that received a '1' in *Q1*, ask whether there were any young animals (*i.e.* calves, kids, lambs) suckling during the dam's lactation period for each type the household milked in the last 12 months. If *NO*, record a '1' in the appropriate row. If *YES*, ask whether the dam was experiencing continuous or intermittent suckling. If the dam was experiencing *intermittent* suckling, record a '2' in the appropriate row. If the dam was experiencing *continuous* suckling, record a '3' in the appropriate row.
- Q6:** For those livestock types that received a '1' in *Q1*, ask what was the main use of the milk milked.
- Q7:** For those livestock types that received a '1' in *Q1*, ask how much of the milk collected during milking period was consumed by the household. Record the response as an average unit of milk (liters) consumed per week.
- Q8:** For those livestock types that received a '1' in *Q1*, ask whether the household sold any of the milk collected during milking period. If the response is 'NO', skip to **Q11**.
- Q9:** For those livestock types that received a '1' in *Q8*, ask how much of the milk collected during milking period did the household sell. Record the response as an average unit of milk (liters) sold per week.
- Q10:** For those livestock types that received a '1' in *Q9*, ask how much the household earned per week from the sale of the milk collected during milking period. Record the response in Birr.
- Q11:** For those livestock types that received a '1' in *Q1*, ask if the holder has sold milk products during the months in which animals were milked. If the response is 'NO', skip to **Q13**.
- Q12:** For those livestock types that received a '1' in *Q11*, ask how much the household earned per week from the sale of the milk products collected during milking period. Record the response in Birr.

8.5b – Egg Production

Overview

This section is designed to assess the level of egg production at the household level, including the number of eggs produced, the number of eggs sold and by whom as well as any earnings from egg sales. As such, the only livestock type included is poultry. Note that the reference period for this section are 12 months or 3 months prior to the sampling day depending on the nature of the question.

Instructions

Proceed through the following questions in numerical order. Note that the questions in this section refer exclusively to hens.

Q13: Ask whether any owned poultry produced eggs in the last 12 months. If *YES*, record a '1' in the appropriate row, and if *NO*, record a '2' in the appropriate row. Note that if a '2' is recorded, skip to **Q20**.

Q14: If *Q13* received a '1,' ask how many clutching periods did each poultry type experience in the last 12 months.

Q15: If *Q13* received a '1,' ask how many eggs per clutching period were produced in the last 12 months by poultry that the household owned over that time frame.

Q16: If *Q13* received a '1,' ask how many egg laying hens had this holder in the past 3 months?.

Q17: Ask whether the household sold any eggs in the last 3 months. If eggs were sold, record '1' if *NO* eggs were sold record '2' and skip to **Q20**.

Q18: If *Q17* received a '1,' ask how many eggs produced did the household sell in the past 3 months.

Q19: If the response recorded in *Q17* is 1, ask how much the household earned from egg sales over the last 3 months. Record the response in Birr.

Q20: Ask the respondent if he/she used [ANIMAL NAME] as animal power for various activities (such as agricultural or transport) in the last 12 months. If the response is 'NO', skip to next [ANIMAL].

Q21: If the response to Q20 is 'YES', ask the respondent for what services has he/she used in the last 12 months.

Q22: Ask the respondent if persons who are not household members used [ANIMAL NAME] as animal power for various activities (such as agricultural or transport) in the last 12 months. If the response is 'NO', skip to next [ANIMAL].

Q23 If the response to Q22 is 'YES', ask the respondent for what services has the person used in the last 12 months.

5.3 POST-HARVEST

The post-harvest module consists of the following sections:

- Cover Pages
- Section 1: Household Roster
- Section 9: Harvest by Field
- Section 10: Harvest Labor
- Section 11: Crop Disposition: Temporary Crops
- Section 12: Crop Disposition: Permanent and Root Crops
- Network Roster

COVER PAGES

Questions on the cover pages are the same as those on the post-planting module presented above.

SECTION 1: HOUSEHOLD ROSTER

The Household Roster is the same as the Household Roster in the post-planting module presented above. This section should be pre-filled in using the household's already completed post-planting questionnaire.

Note: Pre-filling in the Questionnaire: The role of the interviewer in completing questionnaires for the post-harvest panel survey is crucial. Some sections in the post-harvest panel questionnaires should be pre-filled in by the field staff from the post-planting questionnaires. The essence is (i) to aid in the

development of tracking policy which will ensure that the same households/respondents interviewed during the post-planting (first visit) period responded during the post-harvesting (second visit) period; (ii) to explore the relationship between post-planting and post-harvesting in the panel survey; and (iii) to confirm and validate inconsistencies in the data collected.

SECTION 9: HARVEST BY FIELD

Parcel ID, field ID, crop name, crop code: These are to be transferred from the post-planting Questionnaire, on FLAP E.

Parcel ID

In the first column, record the parcel ID from the Agriculture Questionnaire, Section 3 (Field Roster).

Field ID

Then, in the second column on the same row, record the field ID from the Agriculture Questionnaire, Section 3 (Field Roster).

Crop Name

In the third column, write the crop name.

Crop Code

In the fourth column, write the crop code.

Note1: The crops listed in this section should be the same as the ones listed in Section 4 (Crop Field Roster). Exclude TREE & ROOT CROPS. However, DON'T RE-NUMBER parcel, field, or crop IDs.

Q1. What crop(s) is planted on [FIELD] in this current agricultural season?

ENUMERATOR: COPY ALL CROPS GROWN ON ALL FIELDS FROM THE POST-PLANTING QUESTIONNAIRE, FLAP C- CROP ROSTER

Q2. What type of crop stand was on the field? Read the response choices to the holder. If pure stand, use code 1 and skip to **Q4**. If mixed stand, use code 2.

Q3. Ask the respondent how much percentage of the [FIELD] was planted with [CROP]. Use codes.

Q4. Has the holder harvested any of the [CROP] from the field? IF yes, use code 1. If no, use code 2 and skip to **Q13**.

Q5. How much [CROP] has the holder harvested from the field? The respondent may answer this question in any unit (they do not have to give the answer in kgs). Write the quantity and unit in the appropriate columns. Use the unit codes given. NOTE: If the holder gives a unit not provided in the code list, use code 13 for other and YOU MUST WRITE IN THE UNIT.

Q6. Now write the amount of harvested crop in Kgs. You will need to find out the local unit conversion in order to do this.

Q7. Ask the respondent what the current condition of this harvest [CROP] is. Use codes.

Q8. Record the months when the harvest started and ended. Use the codes provided for months.

Q9. Ask who in the household makes the decisions concerning use of crop output from the field? Use the household roster for ID codes. You may record up to two IDs.

Q10. Was area harvested less than the area planted? If yes, use code 1. If no, use code 2 & skip to **Q13**.

Q11. Record the percentage of the area planted that has been harvested.

Q12. Ask why the area harvested was less than the area planted. Read the responses to the holder. You may list up to two reasons.

Q13. Ask if there was any crop damage to the [CROP] on the field? If yes, use code 1. If no, use code 2 and move to the next [CROP].

Q14. What was the main cause of the damage on the [CROP]?

Q15. Record the percentage of damage on the [CROP].

SECTION 10: HARVEST LABOR

This section is for labor used during crop harvesting and threshing. It does not include labor used during cultivation (plowing, seeding, and treating) and weeding.

ENUMERATOR: INCLUDE TREE/FRUIT/ROOT CROPS.

Q1. This question refers to whether the household/household member has hired labor for the harvesting and threshing of [CROP] from this [FIELD].

Ask the respondent whether the holder has hired labor during the harvest season for crop cutting, harvest, or threshing in this current agricultural season. And ask how many days labor was hired and the amount paid per day. The questions are separately organized for males, females, and children (under 15 yrs. old).

If no men, women, or children were hired, record “0” for the columns labeled “number of men”, “number of women”, “number of children”, but leave the other columns blank.

Q2. This question refers to adult and children household members that participated in crop cutting/threshing in this agricultural season. List the household members’ ID codes from the HH Roster.

If no one in the household participated in the activities, write a “0” in the columns designated for roster ids. Leave the other columns blank.

If more than four members of the household participated, use additional questionnaires.

- Record the total number of weeks worked.

Record the average number of days the household members participated in crop cutting/threshing works per week.

- In the same manner, record the average number of hours household members worked per day.

Q3. Ask the holder if persons or females/males/children from other families came and participated in crop cutting/threshing without any financial returns. And ask the number of days they spent on these activities.

This question concerns adults and children who came from other families to work on the holder’s field during crop cutting/threshing without any financial returns or as a form of labor sharing practice in the current agricultural season.

This question asks the same question asked for hired labor. It also collects information separately for male and female adults as well as children younger than 15 years of age. However, it asks only the total number of workers and the number of days worked. It does not ask the amount paid.

If the holder did not utilize any of this type of labor, record zero in all columns.

Q4. Ask the respondent if he/she used any machinery to harvest [CROP] for the current season. If the response is 'YES, RENTED MACHINE', ask **Q5**. Otherwise, skip to **Q6**.

Q5. If rented machinery was used, ask the respondent how much [in Birr] he/she paid for rent to harvest [CROP]. ENUMERATOR: IF PAYMENT WAS MADE IN KIND, PLEASE RECORD ITS CASH EQUIVALENT.

Q6. Ask the respondent how much [in Birr] the household has spent for other harvest related expenses in the current season. IF NO ADDITIONAL COST, RECORD ZERO.

SECTION 11: TEMPORARY CROP DISPOSITION

CROP NAME: Write the name of the crop planted on the field.

CROP CODE: write the crop code.

Q1. ENUMERATOR LIST ALL CROPS HARVESTED DURING THIS AGRICULTURAL SEASON. FOR PERMANENT CROPS PLEASE INCLUDE CROP HARVESTED BETWEEN MARCH 10, 2018 TO MARCH 9, 2019)

Q2. Ask the respondent what the last completed production period for the [TREES/FRUIT/ROOT CROP] was, i.e., record the beginning year/month and ending year/month in Ethiopian Calendar (EC).

(IF THERE IS NO PARTICULAR PRODUCTION PERIOD, USE THE LAST 12 MONTHS)

Q3. Ask the respondent what the total amount of [TREES/FRUIT/ROOT CROP] harvested was in the last twelve months. Record the quantity and use the Unit Code listed.

Q4. Ask the respondent the number of harvested or ready-to-be harvested trees on this field in the last twelve months. ENUMERATOR: LEAVE BLANK IF FRUIT OR ROOT CROP AND SKIP TO **Q7**.

Q5. Ask the respondent if there were any losses of [TREES/FRUIT/ROOT CROP] before the harvest. If the response is 'NO', skip to **Q7**.

Q6. If the response to **Q5** is 'YES', ask the respondent the cause of the losses.

Q7. Ask the holder if the [CROP] harvested in this current agricultural season was sold. Select option 1 for Yes, or option 2 for No and SKIP to **Q18**.

Q8. Ask who in the household makes decisions about selling [CROP]. Use the household roster for the ID codes. You may record up to two IDs.

Q9. Who in the household is responsible for taking [CROP] to the market or selling the larger portion of [CROP] products in the market? Use the household roster for the ID codes. You may record up to 2 IDs.

Q10. If the [CROP] was sold, ask who bought it or what the main outlets for the [CROP] sales were. Two columns are provided to record up to two Network Roster ID codes.

Q11. Ask the holder how much of harvested [CROP] was sold in total and record the amount in with corresponding unit.

Q12. Record the total value of all [CROP] sales. Include the value of in-kind payments. Record the value in Birr.

Q13. Who in the household kept/decided what to do with these earnings? Use the household roster and record up to two ID codes.

Q14. Ask the holder in which month most of the [CROP] was sold. Be sure to record both the month & year.

Q15. Record the approximate number of transactions that took place while selling the [CROP].

Q16 & Q17 Both questions ask about the main mode and cost of transportation associated with all [CROP] sales. Be sure to read the responses aloud for **Q16. REMEMBER** in **Q17** that all trips made from and back to the farm should be included. If nothing, record ZERO and continue.

Q18 - Q20. These questions ask the holder about the quantity of [CROP] used for various purposes (household consumption, gifts, reimbursements for inputs, animal feed, input for by-products, and for next season's seed). For each question, ask the holder the quantity used and record the quantity in the unit codes provided.

Q21. Ask the respondent how much of the harvested [CROP] during the [CURRENT AGRICULTURE SEASON] was lost to rotting, insects, rodents, theft, etc. in the post-harvest period. If no any damage record "0" and go to **Q23**. Two options are available: to fill in option 1 as quantity and/or as in percent (to fill in option 2. Loss refers to rotting, insects, rodents, thefts, etc. **REMEMBER** to include the quantity of the [CROP] used for animal feed due to pest damage.

Q22: This question asks the reason for [CROP] loss. Up to two responses are allowed in this question.

Q23. This question asks about the availability of harvested [CROP] in storage. If none, record 2 and then **SKIP to next [CROP]**.

Q24. If the respondent answered Yes in **Q23**, then ask the respondent the method the household used to store the crop. Be sure to read the response codes to the respondent in **Q24**.

Q25 to Q27 **Q25** asks how much of the harvested [CROP] is being stored during the agricultural season. **Q26** asks about the method used to protect the stored [CROP]. **Q27** asks the proportion of [CROP] stored (as quantified in **Q25**) the household will use for sales, household consumption, wages paid in-kind, and other purposes such as seed, gift, animal feed, etc. The summation of each of the four columns should equal the "total", or 100%.

NETWORK ROSTER – POST-HARVEST

The Network Roster is completed in the post-planting and post-harvest modules. The roster has three questions: network name, network type, and location. Complete all the three questions in the roster whenever the respondent says Yes to a business relationship or network related question. A more detailed explanation of the Network Roster is given in Annex2.

CHAPTER 6- SECTION BY SECTION DESCRIPTION OF THE COMMUNITY QUESTIONNAIRE

The Community Questionnaire has the following sections:

- Section 1.1: Area Identification and Staff Details
- Section 1.2: Direct Observation by Supervisor
- Section 2: Roster of Informants
- Section 3: Basic Information
- Section 4: Access to Basic Services
- Section 5: Economic Activities
- Section 6: Agriculture
- Section 7: Changes
- Section 8: Community Needs and Actions
- Section 9: Productive Safety Nets Program (PSNP)
- Section 10: Market Prices

SECTION 1.1: AREA IDENTIFICATION AND STAFF DETAILS

This section is used to record identification information on the location of the community. The location identification codes used are identical to the codes used in the ESS Household Questionnaire. The codes must be entered carefully so that this information can be matched correctly to the household information.

Q1-Q7 Region, zone, wereda, town, sub-city, kebele, and EA: These codes should be provided to you by the ESS management team.

Q8-Q13 Staff details: In this part of the questionnaire, spaces are provided for the CSA staff directly involved in the survey field work to write their names, signatures, and dates right after accomplishing the job assigned to each.

The date that is written should be the date that the first interview of community members is done for the Community Questionnaire.

SECTION 1.2: DIRECT OBSERVATION BY SUPERVISOR

This section is based on your observation and is not asked of the informants. **Do not ask these questions of the community leaders.** Look around at the inhabitants of the community as you are entering the community and are walking around supervising the enumerators. Look at the children and adults to see

how they are dressed- are their clothes neat and do they have shoes? Look at the condition of the dwellings- are they tidy or is trash collecting around the dwelling? Mark your observations in **Q1-Q11**.

Q1 & Q3 Neat clothing is clothing that is clean and does not have too many tears or holes.

Q2 & Q4 Shoes include leather shoes, canvas shoes, or any kind of sandals, including plastic.

Q5. Observe the cleanliness of the surroundings of the house and use the code provided.

Q6- Q7 Observe the wall and roof materials of most of the houses and use the codes provided for each question. Use the codes provides to the right of the questions.

Q8. Is there a worda office in this community?

Q9-Q11 These questions have to do with access to information in the community. Record if there is a notice board, recent information on the notice board, and a suggestion box in the community.

SECTION 2: ROSTER OF INFORMANTS

Q2. Record the names of the individuals who are participating in the interview. The community respondents should be a mix of the local leaders and knowledgeable members of the community- local headman, religious leader, school teacher, health worker, business leaders, police, etc. Choose community respondents who have lived in the community for a number of years. A minimum of five respondents should make up the group that completes this questionnaire. The community respondents should be as diverse as possible with respect to sex, age, religion, and ethnicity, so that it is representative of the population of the community.

Q3 – Q7 Ask each leader for their personal information: sex, age, occupation and/or expertise, the number of years they have lived in the community, and education. The number of years lived in the community should be the total years since birth (“cumulative years”). For example, if a 40 year old man has lived in the village his whole life, except for 4 years in which he worked, then the total number of years in the village should be 36 years.

Use the codes provided for **Q5** and **Q7**. Note that you may record up to 2 responses for **Q5**.

SECTION 3: BASIC INFORMATION

The questions in this section are designed to determine the general characteristics of the community in terms of religious practices, use of land, and types of marriages. Be sure to read the response choices aloud for **Q1** and **Q8**.

Q4. Ask the informants about the most common types of religions in the community. List the three most common types of religions, in order, in columns A, C, and E. For each of the three types of religions listed, record the number of households in the community participating in each type of religion.

Use the codes listed. If you use code 8 for “other”, you **MUST** write in the name of the religion.

Q9 - Q11 To determine percentages of land, ask the respondents to try to determine the total area in the community and the total amount of land in each category (bush, mechanized agriculture

and forest). Calculate the percentages by dividing the total amount of land by category by the total land in the community.

Q12. Ask the informants about the most common types of marriages in the community. List the three most common types of marriages, in order, in columns A, C, and E. For each of the three types of marriages listed, record the number of households in the community participating in each type of marriage.

SECTION 4: ACCESS TO BASIC SERVICES

This section is designed to ask questions concerning the level of access households in the community have to infrastructure (roads, transportation, markets, postal services, telephones, schools, health clinics, and banks).

Q2. If there is a tar or asphalt road in the community itself, record 0 for the distance to the road. All the roads in the community do not have to be tar or asphalt.

Q4. Ask which months the main road was passable by public transport in the last 12 months. You may record more than one month- but separate each month's code by a comma, ",". If the road is always passable, leave blank.

Q5. Ask which months the main road was passable by a lorry in the last 12 months. You may record more than one month- but separate each month's code by a comma, ",". If the road is always passable, leave blank.

Q8, and Q11. These are based on your observation and are not asked of the respondents. Do not ask these questions of the community leaders.

Q16. This question concerns the number of churches (Christian congregations, groups of worshippers) in the community, even if they may be all of the same denomination (CCAP, Catholic, SDA, etc.). The congregations do not need to have a dedicated church building to be counted, but may make use of another sort of building or no building at all.

Q17. Record the number of mosques in the community.

Q18 - Q26 These may require information that can only be provided by a local teacher or headmaster. If the members of the group of community informants do not know the answers to these questions, following the completion of the interview with the community respondents, you should ask these questions of individuals in the area- headmasters, teachers- who are familiar with the local schools.

Q42. If the informants reported there were any groups helping the chronically ill in **Q42**, you will ask about the specific types of services these groups provide in **Q42**. Ask about the items in each of the columns separately, out loud. For example, ask, "Do the groups provide medical care and medicine?" After recording code 1 for yes and code 2 for no, ask "Do the groups provide cash grants?", and so on.

SECTION 5: ECONOMIC ACTIVITIES

This section is designed to ask questions that will show the most important economic activities in the EA.

SECTION 6: AGRICULTURE

This section is designed to collect information on the type of agricultural activities common in the community.

Q16 – Q18. These questions ask the respondents to compare the situation of today to that of two years ago. These questions ask about opinion and value judgments. Consequently, the responses are coded in terms of more or less (**Q16**) or better or worse (**Q17 & Q18**). Be sure to record a response for each of the columns.

SECTION 7: CHANGES

This section is designed to ask questions that show how conditions and characteristics of the community have changed over the last two years – since 2017 (209 Ethiopian Calendar). Explain to the respondents that you are going to ask a series of questions that compare the conditions that the community is experiencing today against the conditions that existed two years ago. Ask the community respondents to come to a consensus on the answers that they provide.

These questions will probably raise discussions among the community respondents. It is your purpose as facilitator to keep the discussions as brief as possible, while allowing all community respondents to express an opinion.

Read the explanation given in **Q1** and make sure that the respondents understand what they need to respond.

Record up to four events that made people worse off and up to four events that made people better off, as provided by the respondents. If the respondents come up with more than four answers, ask them to prioritize the events and record the four most important. The same type of event can be mentioned more than once (for example, having a drought twice in the past 2 years would be two entries).

Q2. Determine the year in which each event occurred. It must have occurred in the period between 2017 and 2019, i.e., 2009-2011, Ethiopian calendar.

Q3. What share of the community was affected by each event? Record the response as a %.

SECTION 8: COMMUNITY NEEDS & ACTIONS

This section asks about how the community was able to access things that are useful to development. To start this section, you should ask the first two columns about whether the community, either through the community leaders or through the people themselves, has ever tried to get the items listed.

Ask the first two columns for all items before moving on to **Q3**.

Q3. DO NOT read this question aloud. Look at **Q1** and **Q2**. If the answer to either of these questions is code 1 “yes” then use code 1 for yes. If the answer to BOTH questions is “no”, then use code 2 for no and skip to the next row.

Q4. The community could be considered as finding ways to address their need for an item if they were able to successfully obtain this item for their community in the time since they started working to acquire it. If the response is no, use code 2 and skip to **Q7**.

Q5. Ask this question for each item listed a-h.

Q6. DO NOT ask this question out loud. Look at **Q5a-h**. If there is a yes, code 1, for **any** of the items a-h, mark a code 1 for yes. If **every** item a-h is coded 2 for no, skip to next row.

Q7. This question asks about whether the community’s need is addressed or not. You should read each category to the respondents to rate the status of the requested need. If the response is code 3 or code 4, move to the next row.

Q8. Ask respondents the total expenditure (in Birr) required to realize community’s [...] need.

Q9. If no money was or will be contributed by community members for the item, record “0” and skip to **Q11**.

Q10. “Voluntary” in this question means that people in the community were free to donate as much as they would like to the project or nothing at all. “Compulsory” is if some or all of the people in the community are required to give money to the project. Contributions would be considered compulsory if any group in the community is required to give, even if there are some groups, such as the poor, who are exempt from the required giving.

Q11. Ask the respondents if they participate in [...] to realise their [...] needs.

ENUMERATOR: Fill in ‘YES’ or ‘NO’ in the spaces provided for the four participation options provided.

SECTION 9: PRODUCTIVE SAFETY NETS PROGRAM

This section is about the PSNP in the community. It provides information such as the degree of involvement of the community members in these programs.

SECTION 10: MARKET PRICES

This section is about the market prices of selected items. You should collect prices from the local market in the community. You should also capture the GPS coordinates (UTM reading) of the local markets where the prices are collected.

For each item listed in the “ITEM” column, you should record the unit of the item you measured, the weight in Kgs, and the price that one unit of the item sells for in the market.

Note that some of the items may not be available for sale in the community’s nearest market. In this case, leave the space blank.

CHAPTER 7- FIELD DUTIES AFTER COMPLETING THE QUESTIONNAIRE

7.1 COMPLETION OF THE INTERVIEW

Following the completion of all the questionnaires of interest, the enumerator **MUST** quickly go through the questionnaires for obvious errors.

For each questionnaire, this exercise **SHOULD NOT** last more than 10-15 minutes as the enumerator has been with the respondents for some hours.

7.2 SUBMISSION OF THE QUESTIONNAIRE TO THE FIELD SUPERVISOR

After reviewing the questionnaires for obvious errors, the enumerator will submit the completed questionnaires to your field supervisor.

The field supervisor will review the questionnaires for completeness, consistency, and accuracy, and fix the obvious mistakes. He/she will also code the responses to the questions on occupation and industry in Section 4 (**Q10, Q11, Q21, Q22**) and Section 11B (**Q1**) in the Household Questionnaire.

ANNEX1- HOW TO USE THE GLOBAL POSITIONING SYSTEM (GPS)

The Global Positioning System (GPS) is a piece of technology equipment used for a variety of activities (navigating, mapping, etc.). The advantage of this technology over the old method of farm surveying (i.e., compass, pole, and tape) is enormous. It is more accurate in measurement, faster, easier, and requires fewer people to use.



HOW TO USE GPS TO MEASURE PLOT (FARM) AREA

First walk round the farm boundary to observe the farm shape and possible obstacles on the farm.

Step 1: Switch on the GPS by pressing the **POWER BUTTON** for 1-2 seconds.

Step 2: Wait for at least two (2) minutes for allowing the GPS to initialize and locate satellites just like when you wait for your computer to boot.

Step 3: Make sure that the satellites are good, i.e., a minimum of four satellites are received and scattered on the screen.

Step 4: The GPS will indicate **READY** before you can start navigating or using.

Step 5: Move to the **MAIN menu** (page) by pressing the **PAGE BUTTON** key repeatedly.

Step 6: On the main menu, select **TRACK**.

Step 7: On **TRACK**, press **Thumb Stick** to enter the track menu.

Step 8: On the **TRACK menu**, by using Thumb Stick, move the cursor to **OFF/ON** corner to click **OFF**. The cursor will move to **ON**, then click it again. **ON** will look dull indicating it is ready for survey work and the cursor will stay on **OFF**.

Step 9: Mark your starting point before you begin to walk around the farm boundary and make sure you return to your starting point.

Step 10: Stop and save, by moving the cursor to save mode and press; it will save by the current date.

Step 11: After saving, a **sketch map of the movement** around the PLOT will be shown on the screen. Then, move the cursor to the area of the surveyed PLOT shown on the screen and record the area in square meters (m²).

Step 12: Before surveying another farm, move the cursor to **CLEAR** and press to rub off the previous PLOT. Otherwise there will be an overlap.

Step 13: Repeat the same procedures to survey other plots (farms). Please note that you are to save the last ten farms you surveyed.

HOW TO USE GPS TO GET THE COORDINATES OF A LOCATION

Walk into the center of a PLOT (a farm) or a point to read the coordinates from the GPS.

Step 1: Switch on the GPS by pressing the **POWER BUTTON** for 1-2 seconds.

Step 2: Wait for at least two (2) minutes for allowing the GPS to initialize and locate satellites just like when you wait for your computer to boot.

Step 3: Make sure that the satellites are good, i.e., a minimum of four satellites are received **and scattered** on the screen.

Step 4: The GPS will indicate **READY** before you can start navigating or using.

Step 5: When **READY** is seen on the screen, the coordinates will be displayed on the screen as well. Make sure that you are **at the point** where you need to locate or track before recording the coordinates.

Step 6: Repeat the same procedures for other targeted locations (points). Please note that you must be at the point where you need to locate or track before recording the coordinates.

ANNEX 2. NETWORK ROSTER DETAILS

The Network Roster is attached to the post-planting and post-harvest modules of the Agriculture Questionnaire. The roster captures information on the holder's business relationships with individuals, organizations, and markets.

Note: The Network Roster is like the Household Roster. One network is included only once. If the same person, organization, or marketplace is referred to again in another question, this network should not be recorded again. For example, if Mr. Kebede, a friend of the holder, is mentioned once and given N1 in the Network Roster, this person's network ID is always N1.

Q1. Enter the name of the individual, company, or organization to which you are referring.

Q2. Select one of the codes from the code list. These codes classify the entities in the Network Roster into different categories.

Codes for Q2

Relative.....1, Friend/neighbor.....2, VDC member.....3, Village headman.....4, Traditional authority.....5, Political leader.....6, Main farm/plot.....7, Roadside.....8, Mobile market.....9, Local market.....10, Private trader in local market...11, Local merchant/grocery.....12, Main market...13, Private trader in main market...14, Auction in main market.....15, Private company/business person..16, Employer.....17, Government agency.....18, Parliament member.....19, Moneylender/katapila...20, Private microfinance institution.21 Savings & credit cooperative.....22, Commercial bank.....23, Government-financed lender.....24, Parastatal organization.....25, Agricultural cooperative.....26, Farmer based club/association....27, NGO.....28, Trust.....29, Private veterinary.....30. District veterinary.....31, Religious group/institution.....32, Other (specify).....33

Q3. Select one of the codes from the box "Codes for Q3." These codes simply state where the individual or organization is located.

Codes for Q3

Within the village.....1, Near the village.....2, In/near the town.....3, In/near the district/urban center....4, Outside the district.....5, Outside the region.....6

ANNEX 3: OCCUPATION AND INDUSTRY CODES

Occupation Code

01. Legislators, Senior Government Officials and Managers
02. Professionals/ Physical, Mathematical and Engineering Science Professionals
03. Technicians and Associate Professionals/ Physical and Engineering Science Associate Professionals.
04. Clerks, Office clerks
05. Service Workers and Shop and Market Sales Workers/ Personal and Protective Service workers, Travel attendants and related workers
06. Skilled Agricultural and Fishery Workers Market-Oriented Skilled Agricultural and Fishery Workers
07. Craft And Related Trades Workers, Extraction and Building Trades Workers
08. Plant and Machine Operators and Assemblers, Stationary-Plant and Related Operators
09. Elementary Occupations, Sales And Services Elementary Occupations
10. Army/ Member of the Armed Forces

Industry Code

01. Agriculture, Hunting, Forestry and Production of Related Products and Services
02. Fishing, Fish Farms and Service Activities Incidental to Fishing
03. Mining and Quarrying
04. Manufacturing of Food Products Including Processing, Caning and Preserving.
05. Electricity, Gas, Steam and Hot Water Supply
06. Construction, Site Preparation, Land Clearing
07. Wholesale and Retail Trade, Repair of Vehicles, Personal and Household Goods/ Sale, Maintenance and Repair of Motor Vehicles and Motorcycles; Retail, Sale of Automotive Fuel.
08. Hotels and Restaurants/ Hotels (With Hotel Rooms); Camping Sites and Other Provision of Short-Stay Accommodation
09. Transport, Storage and Communications/ Land Transport – People and Merchandise
10. Financial Intermediation (Except Insurance and Pension Funding)
11. Real Estate, Renting and Business Activities)
12. Public Administration and Defence , Compulsory Social Security
13. Education
14. Health and Social Work
15. Other Social, Cultural, Personal and Household Activities Including Sewage and Refuse Disposal, Sanitation, and Similar Activities
16. Private Households with Employed Persons
17. Extra-Territorial Organizations and Bodies including International Organizations and NGOs