

*COSTS AND RETURNS SURVEY OF PALAY PRODUCTION  
BY SEED TYPE AND CLASS*

**CODING AND EDITING GUIDELINES**

***A. GEOGRAPHICAL INFORMATION***

1. Region - Check the region code in the boxes, the possible codes to use are:
  - a. 03 - Region III, Central Luzon
  - b. 08 - Region VIII, Eastern Visayas
  - c. 11 - Region XI, Davao Region
  
2. Province - Check the assigned codes in the boxes allocated. The possible codes are:
  - a. 49 - Nueva Ecija
  - b. 37 - Leyte
  - c. 23 - Davao del Norte
  
3. Municipality - Locate the municipality name from master list of municipalities and barangays (MLMB) that will be provided. Check the code and indicate the corrections into the boxes intended for the municipality if any.
  
4. Barangay - Locate the barangay name from the MLMB. Check the barangay code and indicate the correction into the boxes allocated for the barangay code if any.
  
5. Check the indicated barangay classification code,
  - 1 - Hybrid
  - 2 - Inbred-modern certified
  - 3 - Inbred-modern farmers seed
  - 4 - Inbred-traditional

This code is equal to item C.4 - type/class of seeds planted.

***B. SAMPLE IDENTIFICATION***

1. Opposite the name of the sample farmer are three boxes intended for the Household Serial Number (HSN). Check the HSN against the household listing, the HSN should be from 001 up to 010.
  
2. Check the name of the respondent if properly accomplished.
  
3. The respondent is the sample farmer as agreed during the Trainers' Training. The code is: 01 - Sample Farmer

4. Check the age of the sample farmer if properly accomplished. Below 15 years old is not a qualified farmer.
5. Accept the number of years of palay farming reflected in Item B.5.
6. Check the highest educational attainment and indicate the code at the end of the horizontal line. The codes to use are as follows:

- 01 - Grade I
- 02 - Grade II
- 03 - Grade III
- 04 - Grade IV
- 05 - Grade V
- 06 - Grade VI
- 07 - Elementary Graduate
- 08 - First Year High School
- 09 - Second Year High School
- 10 - Third Year High School
- 11 - Fourth Year High School
- 12 - First Year College
- 13 - Second Year College
- 14 - Third Year College
- 15 - Fourth Year College
- 16 - College Graduate
- 17 - Vocational
- 18 - Post Graduate
- 19 - Pre-School/Day Care
- 20 - No Schooling

### ***C. BASIC FARM CHARACTERISTICS***

1. Total Farm Area - This data item should be greater or equal to the total palay farm area. The area should be in three decimal places.
2. Total Palay Area - This data item should be less than or equal to the total farm area. It should be in three decimal places.
3. Usual Number of Croppings Per Year - The acceptable number of croppings are 1, 2 or 3 for palay.

4. Type / Class of Seeds Planted - Acceptable codes are 01 .. 04. Same as in item A.5 but a two-digit number. The acceptable codes are:

01 - Hybrid  
02 - Inbred-modern certified  
03 - Inbred-modern farmers seed  
04 - Inbred-traditional

5. Variety of Seeds - Locate the code from the **list of varieties (Appendix 1)** and indicate the code at the end of the horizontal line.

6. Source of Seeds - Check the indicated code, acceptable codes for this data item are:

01 - Trader  
02 - DA-BPI  
03 - PhilRice  
04 - IRRI  
05 - SCUs  
06 - Seed Grower  
07 - Cooperative  
08 - Co-farmer  
09 - Own Produce

***For answers other than the above – Locate the code using the codes for open-ended questions (Appendix 2).***

7. Type of Farm - Check the code indicated. Acceptable codes are:

01 - Irrigated  
02 - Rainfed  
03 - Upland.

8. Tenure Status - The codes varies from 01 up to 06. The codes are:

01 - Owned  
02 - Tenanted  
03 - Leased  
04 - Rent Free  
05 - Held under CLT / CLOA  
06 - Owner like Possession

***For answers other than the above - Locate the code using the codes for open-ended questions (Appendix 2).***

9. Major source of irrigation - Check the code used, codes should be 01 up to 04 as follows:

- 01 - NIA
- 02 - Communal
- 03 - Individual
- 04 - Gravity

***For answers other than the above - Locate the code using the codes for open-ended questions (Appendix 2).***

10. Month Planted - Codes to use are from 01 to 12. Check the number of months at the time of planting up to harvesting. The number of months should not exceed 4 months.
11. Area Planted - Check the area planted against the total palay area in Item 2. The entry here should be equal to or less than the area in Item C.2 and should be in three decimal places.
12. Month Harvested - Codes to use are 01 to 12. Check the number of months from the time of planting up to harvesting. The number of months should not be greater than four months.
13. Area Harvested - Check the area harvested against area planted which must be equal to or less than the area planted (Item C.11). The area should be in three decimal places.

**NOTE:**

***ALWAYS COUNTER CHECK THE INDICATED CODES AGAINST THE CODES ENUMERATED AT THE BOTTOM OF THE PAGE.***

***D. FARM INVESTMENTS***

Editing of data must be one item at a time, starting from left to right, that is, columns 2, 3, 4, 5, 6, and 7. If column 2 has entry, columns 3, 4, 6, and 7 must have entries. Column 5 may or may not have entry.

**In case there are one or more items, each item should be separated by slash.**

**Year/s acquired must be in YYYY format.**

**Acquisition Cost and repairs must be in two decimal places.**

**Estimated life in years in whole numbers**

**Percent of use must be in two decimal places.**

1. Palay Farmland Owned - This must have entry if the TENURE STATUS (Item C.8) is coded as "01". Check the area indicated which may equal to or less than that in Item C.11. It must be in three decimal places.
2. Work Animals - Must be coded as follows:
  - 01- Carabao
  - 02 - Cattle
  - Others - Refer the code from the list of open-ended questions (Appendix 2).
3. Farm buildings and other structures - Must be coded as:
  - 01 - Farm House (Kubo)
  - 02 - Warehouse
  - Other structures - Refer the code from the list of open-ended questions (Appendix 2).
4. Farm Machinery - Must be coded as:
  - 01 - Two-Wheel Tractor
  - 02 - Four-Wheel Tractor
  - 03 - Grain Dryer
  - 04 - Thresher
  - 05 - Engine
  - 06 - Turtle Hand Tractor
  - 07 - Blower/Cleaner
  - Others - Refer the code from the list of open-ended questions (Appendix 2).
5. Farm Tools, equipment and other implements - Must be coded as:
  - 01 - Plow
  - 02 - Harrow
  - 03 - Sprayer
  - 04 - Weeder
  - 05 - Shovel
  - 06 - Bolo
  - 07 - Scythe
  - 08 - Hoe
  - 09 - Spading Fork
  - 10 - Rake
  - 11 - Levelling Tool (Paleta)
  - Others - Refer the code from the list of open-ended questions (Appendix 2).

6. Other Farm Investments - Refer the code from the list of open-ended questions (Appendix 2).

Check the computed Acquisition Cost (Column 4) and Repairs/Improvement (Column 5) for each major group item by adding each sub-item.

### ***E. MATERIAL INPUTS***

Editing of data must be one item at a time, starting from left to right, that is, columns 2, 3, 4, 5, 6, and so on. If column 2 has entry, columns 3, 4, 5 and 6 must have entries. Entries in columns 7 to 10 are products of columns 2, 4, 5 and 6.

Editor must be familiar with the average material inputs per hectare used by the farmer. For example, average seed utilization, average fertilizer utilization and average pesticides utilization per hectare.

The editor should also be familiar with the prices of material input per unit of measure. Please check if the price indicated is per unit. There are instances that the enumerator indicated the total price of all the input and not in per unit of measure.

The material inputs used must be coded as follows:

1. Seeds

- 001 - Purchased
- 002 - Own Produced
- 003 - Received from others

2. Organic Fertilizer

- 001 - Azolla
- 002 - Sagana 100
- 003 - Guano
- Others - Refer to Appendix 2 for the code of other organic fertilizer used.

3. Inorganic Fertilizer

- 001 - Urea (45 - 0 - 0)
- 002 - Urea (46 - 0 - 0)
- 003 - Ammonium Sulfate
- 004 - Ammonium Phosphate
- 005 - Complete (12 - 12 - 12)
- 006 - Complete (14 - 14 - 14)

007 - Complete (16 - 16 - 16)  
008 - Muriate of Potash  
Others - Refer to Appendix 2 for the codes of other inorganic fertilizer used.

4. Soil Ameliorants

001 - Lime  
Others - Refer to Appendix 2 for additional codes.

5 - 9 Insecticides, Herbicides, Fungicides, Rodenticides, and Molluscicides  
- Refer to Appendix 4 for the codes to use.

If the material input indicated is solid or granules, column 4 must be filled up. If the material input is liquid, column 5 must be filled up.

The quantity (Column 2) and price per local unit (Column 6) must be in two decimal places.

The weight per local unit (Column 4) and volume per local unit (Column 5) must be in three decimal places.

Indicate the code of local units using the Codes of Local Units (Appendix 3).

Check the total quantity and total value of each of the material inputs for both solid and liquid (Columns 7, 8, 9, 10).

Countercheck entries in relation to other block/items in the questionnaire. There should have corresponding labor inputs on fertilizer and chemical application (Block F).

***F. LABOR INPUTS***

Editing of information on labor inputs is taken one column or one activity at a time. This is done by starting at the top down to the bottom checking the acceptability of data. The major activities are pre-coded from 01 to 22. The sub-activities such as man, man-animal and man-machine, however, are not. Assign codes for each of these sub-activities (if have entries) as follows:

Code 10 for Man labor  
20 - Man-animal  
31 - Two-wheel tractor  
32 - Four-wheel tractor

**The sub-activities in Repairing of Dikes, Levelling, Hauling of Seedlings and Hauling of Produce can be determine by the encircled code(s) 1 for man, 2 for man-animal and 3 for man-machine.**

For each column, check for the following:

a.) number of mandays for operator labor using the formula:

$$\frac{(\text{No. of days}) \times (\text{No. of hours per day})}{8 \text{ hours}}$$

b.) number of mandays for other sources of labor (family, exchange and hired) using the formula:

$$\frac{(\text{No. of persons}) \times (\text{Ave. no. of days}) \times (\text{Ave. no. of hours})}{8 \text{ hours}}$$

c.) man-machine labor, there are cases wherein the number of persons handling the machine are two (2), in alternate capacity. This might result to over estimation of mandays especially if the average number of hours per day per person is more than 4. Hence, check the number of mandays as follows:

$$\frac{[(\text{No. of persons}) \times (\text{Ave. no. of days}) \times (\text{Ave. no. of hours})] / 2}{8 \text{ hours}}$$

The average number of days to plow one hectare by two-wheel tractor is one (1) day. Payments can serve also as validating item.

d.) item Prevailing Wage Rate must have entry if unpaid labor (operator, family and exchange) have entry(ies). Check the acceptability of the indicated prevailing wage rate.

e.) activities covered by contract, apportion the total payment for each activity.

f.) number of hours per day must be in one decimal place. Mandays, total payment in cash and in kind as well as the prevailing wage rate must be in two decimal places.

g.) farm activities in relation with other block/items in the questionnaire.

- If there are entries on fertilizer and chemical application, there should have corresponding material inputs - e.g. fertilizers and pesticides (Block E).
- If the item Total Payment (kind) have entry, countercheck disposition items (Block H, Item 2) specifically harvesters' share, threshers' share and other laborers' share. Entry(ies) should be in cash equivalent.

### ***G. OTHER PRODUCTION COSTS***

Data items under "Other Production Costs" are also edited from left to right. Accept the indicated land tax if the tenure status is owned (Item C.8).

Some of the data items under other production costs are pre-coded. Indicate or check the codes using the following codes:

- 01 - Land tax
- 02 - Land lease (if lessee)
- 03 - Rental value (for owned-land)
- 41 - Rental for Tractor
- 42 - Rental for Turtle
- 43 - Rental for Thresher
- 44 - Rental for Animals
- 45 - Rental for Drying Pavement
- 46 - Rental for Mechanical Dryer
- 05 - Fuel and Oil
- 06 - Transport Cost of Inputs
- 07 - Irrigation Fee
- 08 - Interest payment on crop loan
- Others - Refer from the List of Open-Ended Questions (Appendix 2) for the appropriate code.

Columns 2, 4, 6, 7, 8, and 9 must be in two decimal places.

Indicate the code for commodity paid (Column 3) using the codes from the list of open-ended questions (Appendix 2).

Unit of measure must also be coded using Appendix 3.

Check the total quantity and total value of each of the other production costs (Columns 8 and 9).

- a.) Total quantity (Column 8) must be equal to the product of Column 4 (Quantity) and Column 6 (Weight / unit in kg)
- b.) Total value (Column 9) must be equal to the product of Column 4 (Quantity) and Column 7 (Price per local unit). If payment made was in the form of palay, verify the price per local unit against the price per kilogram from Block H Item 1.1 (Production).

If payment for land lease/rental, irrigation fee and other costs were made in the form of palay, these must be reflected in Block H Item 2 (Disposition - Lease rental, irrigation fee and others)

## ***H. PRODUCTION AND DISPOSITION***

- 1.1. Volume of production must be in two decimal places.
  - 1.1.1. and 1.1.2 Prices of any of the product form must be in two decimal places.
- 1.2. Indicate the code of unit of measure using Appendix 3.
- 1.3. If fresh weight is indicated, there should be a corresponding dry weight.
- 2. Disposition items must be in two decimal places. Indicate code of disposition used for other purposes using Appendix 2.

Volume of production (Block H Item 1.1) and total disposition (sum of Block H Item 2) must be equal. See to it the local unit used on both items are the same.

If there are entries in Bloch H Item 2 - Disposition,

Landowner's share	}	Volume and value of share must be reflected under Block G-Other Production Costs
Lease rental		
Irrigation fee		
Harvesters' share	}	Value of share must be reflected under Block F-Labor Inputs
Threshers' share		
Other laborers' share		

The value of harvesters' share must equal to that in Block F – Labor Inputs (Activity 17 Item 4). To compute for the value,

if volume of production is in fresh form:

Item 2-02 (harvesters' share) x Item 1.3.1 (weight of one local unit) x  
Item 1.1.1 (price per kilogram).

if volume of production is in dry form:

Item 2-02 (harvesters' share) x Item 1.3.2 (weight of one local unit) x  
Item 1.1.2 (price per kilogram).

The same is true for threshers' share and other laborers' share..

### ***I. PROBLEMS ENCOUNTERED***

1. Indicate the codes of problems encountered using Appendix 2. In the Rank column, number the problems starting from 1 up to n depending on the number of problems enumerated.
2. Indicate the code of response, 1 for Yes and 2 for No.
3. Estimated loss should be in kilograms and in two decimal places.

### ***J. RECOMMENDATIONS TO IMPROVE PALAY PRODUCTION***

1. Assign codes to the recommendations enumerated. Refer from Appendix 2 for the appropriate code to use.

### ***K. OTHER INFORMATION***

- A.1. Accept the indicated number of years of planting hybrid.
- A.2. Assign variety code using Appendix 1.
- A.3. Accept area harvested in three decimal places.
- A.4. Production and weight of one local unit must be in two decimal places.
- A.5. Code 1 if response is YES and 2 for NO. Indicate the code of reasons by referring from Appendix 2.

- B.1. Code 1 if response is YES and 2 for NO.
- B.2. Accept the indicated number of years.
- B.3. Assign variety code using Appendix 1.
- B.4. Accept area harvested in three decimal places.
- B.5. Production and weight of one local unit must be in two decimal places.
- B.6 and 7. Assign codes for reasons indicated using Appendix 2.