

School Accountant Questionnaire – AC

(To be obtained from the School Accountant’s school records)

Aimak/ city code

Soum/ district code

School Code:

Interview Code: **AC**

School Name (please write): _____

School Accountant Questionnaire

To the regional coordinator: Please ensure that the Enumerator’s code corresponds to the school code by checking the relevant checklist.

Questionnaire Identification

	Questions	Codes / Units	Skip	Responses
1	Code of enumerator	Insert your own code		<input type="text"/> <input type="text"/>
2	Date of interview	Day / Month /		<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / 2 0 0 5
3	Starting time of interview	Exact time in 24 hour format. For example: 15:35		<input type="text"/> <input type="text"/> : <input type="text"/> <input type="text"/>

1. Respondent Background

	Questions	Codes / Units	Skip	Responses
1	Are you the accountant of this school?	1=yes 2=no	→ Q3	<input type="text"/>
2	If you are not the school accountant, what do you do?	1=Principal 2=Education Manager 3=Teacher 4=Bank Accountant 5=Aimak/ District Accountant 6=Other, please specify		<input type="text"/> If other please specify
3	Are you a full-time school accountant?	1=yes 2=no	→ Q1 next section	<input type="text"/>
4	If you are not a full-time school accountant, what other jobs do you do?	1=Accountant in another state institution 2=Work as a teacher 3=Work as an accountant in a private institution 4=Other (Please specify)		<input type="text"/> If other please specify

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6	Who prepared the school’s monthly disbursement plan after the 2005 annual budget was approved?	1=Principal 2=School accountant 3=Education manager 4=Principal and school accountant 5=Principal and education manager 6=Principal, school accountant & manager 7= do not know (please explain why) 8=Other (please specify)		<input type="checkbox"/> Please explain/ specify
7	To whom did you submit 2004 (fiscal year) annual budget execution report?			
	A. Soum/ district treasurer	1= yes 2= no 3= do not know		<input type="checkbox"/>
	B. ECD at Aimag or City	1= yes 2= no 3= do not know		<input type="checkbox"/>
	C. Aimag/ city treasurer	1= yes 2= no 3= do not know		<input type="checkbox"/>
	D. Ministry of Education, Finance Dept.	1= yes 2= no 3= do not know		<input type="checkbox"/>
	E. Ministry of Finance, Treasurer Office	1= yes 2= no 3= do not know		<input type="checkbox"/>
	F. Other, please specify	Please note:		<input type="checkbox"/> If other, please specify
8	In addition to annual fiscal report completed at the end of the year do you also have to submit other, interim budget execution report(s)?	1= yes 2= no 3= do not know	➔Q11 ➔Q11	<input type="checkbox"/>
9	If yes, what are they?			
	A. Monthly	1= yes 2= no 3= do not know		<input type="checkbox"/>
	B. Bi-monthly	1= yes 2= no 3= do not know		<input type="checkbox"/>
	C. Quarterly	1= yes 2= no 3= do not know		<input type="checkbox"/>
	D. Semi-annual	1= yes 2= no 3= do not know		<input type="checkbox"/>
10	If yes, whom do you submit annual and other (monthly, bi-monthly, quarterly and/or semi-annual) budget execution reports?			

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	B. Aimak/ city Education and Culture Department	1= yes 2= no 3= do not know		<input type="checkbox"/>
	C. Aimak/ city Treasury office	1= yes 2= no 3= do not know		<input type="checkbox"/>
	D. Ministry of Education	1= yes 2= no 3= do not know		<input type="checkbox"/>
	E. Ministry of Finance	1= yes 2= no 3= do not know		<input type="checkbox"/>
	F. Other, please specify	Please note		<input type="checkbox"/> If other, please specify
19	In general, does reducing student number affect negatively your school budget?	1=yes 2= no	→Q21	<input type="checkbox"/>
20	If yes, what budget lines are most seriously affected as a result of cutting down the student numbers?			
	A. staff expenses	1= yes 2= no		<input type="checkbox"/>
	B. teaching material (stationary, books, journals)	1= yes 2= no		<input type="checkbox"/>
	C. small (recurrent) maintenance and repairs	1= yes 2= no		<input type="checkbox"/>
	D. purchase of new equipment	1= yes 2= no		<input type="checkbox"/>
	E. heating, electricity, water, sewage	1= yes 2= no		<input type="checkbox"/>
	F. other, please specify:	Please note:		<input type="checkbox"/> If other, please specify
21	When you submitted your 2005 school budget proposal for approval, was the amount for fixed costs reduced?	1=Yes 2=No	→Q24	<input type="checkbox"/>
22	If yes, by whom?			
	A. Soum/ district Treasury office	1= yes 2= no 3= do not know		<input type="checkbox"/>

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	B. Aimak/ city Education and Culture Department	1= yes 2= no 3= do not know		<input type="checkbox"/>
	C. Aimak/ city Treasury office	1= yes 2= no 3= do not know		<input type="checkbox"/>
	D. Ministry of Education	1= yes 2= no 3= do not know		<input type="checkbox"/>
	E. Ministry of Finance	1= yes 2= no 3= do not know		<input type="checkbox"/>
	F. Other, please specify	Please note:		<input type="checkbox"/> If other, please specify
23	If yes, by how many percent did they reduce your submitted fixed costs?	Please list percentage Code XX if do not know		<input type="text"/> <input type="text"/> %
24	Which budget lines were most seriously affected by the reduction of fixed cost lines in the 2005 budget proposal?			
	A. staff expenses	1= yes 2= no		<input type="checkbox"/>
	B. teaching material (stationary, books, journals)	1= yes 2= no		<input type="checkbox"/>
	C. maintenance and repairs	1= yes 2= no		<input type="checkbox"/>
	D. purchase of new equipment	1= yes 2= no		<input type="checkbox"/>
	E. heating, electricity, water, sewage	1= yes 2= no		<input type="checkbox"/>
	F. other, please specify:	Please note:		<input type="checkbox"/> If other, please specify

3. Financial Flow

	Questions	Codes / Units	Skip	Responses
1	Who gives permission for transferring money from the Treasury account to your school account?			
	A. Soum/ district Treasury office	1= yes 2= no		<input type="checkbox"/>

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	B. Aimak/ city Education and Culture Department	1= yes 2= no		<input type="checkbox"/>
	C. Aimak/ city Treasury office	1= yes 2= no		<input type="checkbox"/>
	D. Ministry of Education	1= yes 2= no		<input type="checkbox"/>
	E. Ministry of Finance	1= yes 2= no		<input type="checkbox"/>
	F. Other, please specify	Please note:		<input type="checkbox"/> If other, please specify
2	For the month of March (last payment), did you receive it on time?	1=Yes 2=No, 2-3 days late 3=No, 1 week late 4=No, more than one week late 5= other, please specify		<input type="checkbox"/> If other please specify
3	How do you assess the current Single Treasury Fund system?	1=better than the previous system 2=neutral 3=worse than the previous system	➔ next section Q1 ➔ Q5	<input type="checkbox"/>
4	Could you please explain why you think that the current system is better than the previous one?	Please note	➔ next section Q1	<input type="checkbox"/> Please specify
5	Could you please explain why you think that the current system is worse than the previous one?	Please note:		<input type="checkbox"/> Please specify

4. Fiscal Monitoring

	Questions	Codes / Units	Skip	Responses
1	Did the State Inspection Agency visit your school last year?	1=yes 2=no 3=do not know		<input type="checkbox"/>
2	How is your assessment of the current fiscal monitoring system conducted by the State Inspection Agency?	1= better than the previous system 2= neutral 3= worse than the previous system	➔ next section Q1 ➔ Q4	<input type="checkbox"/>
3	Could you please explain why you think that the current system is better than the previous one?	Please note response:	➔ next section Q1	<input type="checkbox"/> Please specify

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6	Were there any other special conditions that may have affected the interview?	1=Yes (Please specify) 2=No		<input type="checkbox"/> If yes please specify
7	How long did the interview take?	Please insert total time in minutes		<input type="text"/> <input type="text"/> <input type="text"/> ...minutes