

Aimak/ district ECD Budget officer questionnaire - ED

Aimak/ city code

District code (apples to Ulaanbaatar only)

Interview Code: **ED**

City/ district ECD budget officer's official position (please write):

City/ district ECD Budget office's official address (please write):

**Aimak/ district ECD Budget officer questionnaire**

**To the national coordinator: Please ensure that the Enumerator's code corresponds to the aimak/ district 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"/> / <input type="text" value="2"/> <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="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"/>
4	Telephone number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		

**1. Respondent Background**

	Questions	Codes / Units	Skip	Responses
1	Are you the budget officer of this aimak/ city ECD?	1=yes 2=no	→ Q3	<input type="text"/>

2	If you are not the budget officer, what do you do?	1=Director of this aimak/ city ECD 2= Accountant-general of the aimak/city Governor's office 3=Budget officer of the aimak/ city Treasury Office 4=Other, please specify		<input type="checkbox"/> If other please specify: .....
3	How big is the ECD office you are working for?			
	A. Director	Insert the number Code 00 if none		<input type="checkbox"/>
	B. Methodologists	Insert the number Code 00 if none		<input type="checkbox"/>
	C. Accountant	Insert the number Code 00 if none		<input type="checkbox"/>
	D. Budget officer	Insert the number Code 00 if none		<input type="text"/> <input type="text"/> Please specify:
	E. Other, please specify	Please note		<input type="checkbox"/> Please specify:

## 2. The role of the aimak/ city ECD budget officer in the education budgeting

	Questions	Codes / Units	Skip	Responses
<b>The following questions relate to the Fiscal Year 2004</b>				
1	Did you receive budget proposals developed by schools for FY 2004?	1=yes 2=no (please explain why) 3= do not know (please explain why) 4= other, please specify	→Q16	<input type="checkbox"/> Please explain/ specify:
2	Did you receive the budget proposal for FY 2004 from each of the following types of public schools?			

	A. 10-year schools including complex schools	1=yes 2=no, please explain why 3=other, please specify		<input type="checkbox"/> Please explain/ specify: .....
	B. 8-year schools	1=yes 2=no, please explain/specify 3=other, please specify		<input type="checkbox"/> Please explain/ specify: .....
	C. 4-year schools	1=yes 2=no, please explain/ specify 3=other, please specify		<input type="checkbox"/> Please specify: .....
	D. other schools, please specify	Please note:		<input type="checkbox"/> Please explain
3	If you FY 2004 budget proposals of <u>some</u> schools only, what was the main reason?	1= my office is not in charge of budget for these schools 2= some schools do not know whom to deliver budget proposals 3= general confusion created by unclear submission regulations 4= other, please specify		<input type="checkbox"/> If other, please specify: .....
4	Who did you receive schools' budget proposals for FY 2004 from?	1= soum/ district treasury 2= aimak/ city treasury officer 3= school accountant 4= school principal 5=other, please specify		<input type="checkbox"/> If other, please specify: .....
5	Had any changes been made before the schools' budget proposals were sent to you?	1=yes 2= no 3= do not know (please explain)	→Q8 →Q8	<input type="checkbox"/> If do not know, please explain: .....
6	If yes, how many times had changes been made?	Insert the number Code XX if do not know		<input type="text"/> <input type="text"/>
7	If yes, by whom?			
	A. soum/ district treasury representative	1=yes 2=no 3= do not know		<input type="checkbox"/>

	B. aimak/ city treasury	1=yes 2=no 3= do not know		<input type="checkbox"/>
	C. other, please specify	Please note		<input type="checkbox"/> If other, please specify: .....
8	Did you personally make changes in the budget proposals submitted to you?  <b>To enumerator: Please use CARDS in Attachment ED1</b>	1= yes, I made changes myself without discussing them with the schools 2= yes and discussed changes with the schools 3= yes, I made changes that the aimak/ district treasury requested 4= yes, I made changes requested by the Ministry of Education, Culture and Science 5= no, I did not make any changes 6= no, I did not make any changes because it is the role/ responsibility of the aimak/ district treasury officer 7= other, please specify	→Q10 →Q10	<input type="checkbox"/> If other, please specify: .....
9	Approximately, what percentage of school budget proposals did you have to make changes in?	Insert percentage		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %
10	From all different school types, budget proposals of what type schools are most likely to undergo changes?	1=complex schools 2=regular 10-year schools 3= 8-year schools 4= 4-year schools 5=no consistent pattern 6= other, please specify		<input type="checkbox"/> If other, please specify: .....
11	Does a school size matter with regard to the likeliness of undergoing changes?	1= yes 2= no	→Q13	<input type="checkbox"/>
12	If yes, proposals of what schools are most likely to undergo changes?			
	A. large schools with many students	1=yes 2=no		<input type="checkbox"/>
	B. medium-size schools	1=yes 2=no		<input type="checkbox"/>
	C. small schools	1=yes 2=no		<input type="checkbox"/>
13	To who did you submit the school budget proposals for FY 2004?	1=Head/officer of the Single Treasury Department of the Ministry of Finance 2=Head/officer of the Budgetary Expenditure Department of the		<input type="checkbox"/> If other, please

		Ministry of Finance 3=Head/ officer of the Economic and Finance Department of the Ministry of Education, Culture and Science 4=Accountant-general of the aimak/city Governor's office 5=Aimak/ city treasury officer 6=Soum/district treasury representative/officer 7= other, please specify		specify: .....
14	When you submitted the school <u>budget proposals</u> for FY 2004, did you aggregate it?	1= yes, submitted only the aggregated budget proposal 2=yes, and submitted both disaggregated and aggregated budget proposals 3= no, submitted only disaggregated budget proposals 4= other, please specify	→Q16	<input type="checkbox"/> If other, please specify: .....
15	If yes, how did you aggregate the FY 2004 budget proposals developed by schools?			
	A. By Administrative Unit	1= into district/ soum proposal 2= into aimak/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....
16	Did you receive schools' approved budget for FY 2004?	1=yes 2=no 3= do not know (please explain)	→Q18 →Q18	<input type="checkbox"/> Please explain: .....
17	Did you receive the FY 2004 budget disaggregated by each school in your area?	1= yes, I received disaggregated budget for each school 2= no, I received budget aggregated as general education budget for the aimak/city 3= other, please specify	→19	<input type="checkbox"/> If other, please specify: .....

18	Who disaggregated the approved aimak/ city general education budget into budgets for each school?	1=Head/officer of the Single Treasury Department of the Ministry of Finance 2=Head/officer of the Budgetary Expenditure Department of the Ministry of Finance 3=Head/ officer of Econ and Finance Dept of Education Ministry of Education, Culture and Science 4=Accountant-general of the aimak/city Governor's office 5=Aimak/ city treasury officer 6=Soum/district treasury representative/officer 7= other, please specify		<input type="checkbox"/> If other, please specify: .....
<b>The following questions relate to the Fiscal Year 2005</b>				
19	Did you receive budget proposals developed by schools for FY 2005?	1=yes 2=no (please explain) 3= do not know (please explain why) 4= other, please specify	→Q34	<input type="checkbox"/> Please explain/ specify:
20	Did you receive the budget proposal for FY 2005 from each of the following types of public schools?			
	A. 10-year schools including complex schools	1=yes 2=no, please explain why 3=other, please specify		<input type="checkbox"/> Please explain/ specify:
	B. 8-year schools	1=yes 2=no, please explain why 3=other, please specify		<input type="checkbox"/> Please explain/ specify:
	C. 4-year schools	1=yes 2=no, please explain why 3=other, please specify		<input type="checkbox"/> Please explain/ specify:
	D. other, please specify	Please note:		<input type="checkbox"/> Please explain



	have to make changes in?			
28	From all different school types, budget proposals of what type schools are most likely to undergo changes?	1=complex schools 2=regular 10-year schools 3= 8-year schools 4= 4-year schools 5=no consistent pattern 6= other, please specify		<input type="checkbox"/> If other, please specify: .....
29	Does a school size matter with regard to the likeliness of undergoing changes?	1= yes 2= no	→ Q31	<input type="checkbox"/>
30	If yes, proposals of what schools are most likely to undergo changes?			
	A. large schools with many students	1=yes 2=no		<input type="checkbox"/>
	B. medium-size schools	1=yes 2=no		<input type="checkbox"/>
	C. small schools	1=yes 2=no		<input type="checkbox"/>
31	To whom did you submit the school budget proposals for FY 2005?	1=Head/officer of the Single Treasury Department of the Ministry of Finance 2=Head/officer of the Budgetary Expenditure Department of the Ministry of Finance 3=Head/ officer of the Economic and Finance Department of the Ministry of Education, Culture and Science 4=Accountant-general of the aimak/city Governor's office 5=Aimak/ city treasury officer 6=Soum/district treasury representative/officer 7= other, please specify		<input type="checkbox"/> If other, please specify: .....
32	When you submitted the school budget proposals for FY 2005, did you aggregate it?	1= yes, submitted only the aggregated budget proposal 2=yes, and submitted both disaggregated and aggregated budget proposals 3= no, submitted only disaggregated budget proposals 4= other, please specify	→ Q34	<input type="checkbox"/> If other, please specify: .....
33	If yes, how did you aggregate the schools' FY 2005 budget proposals developed by schools?			



	A. By Administrative Unit	1= into district/ soum proposal 2= into aimak/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....
34	Did you receive approved budget for FY 2005?	1=yes 2=no 3= do not know (please explain)	→Q36 →Q36	<input type="checkbox"/> Please explain: .....
35	Did you receive the FY 2005 budget disaggregated by each school in your area?	1= yes, I received disaggregated budget for each school 2= no, I received budget aggregated as general education budget for the aimak/city 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
36	Who disaggregated the approved aimak/ city general education budget into budgets for each school in your aimak/ city?	1=Head/officer of the Single Treasury Department of the Ministry of Finance 2=Head/officer of the Budgetary Expenditure Department of the Ministry of Finance 3=Head/ officer of the Economic and Finance Department of the Ministry of Education, Culture and Science 4=Accountant-general of the aimak/city Governor's office 5=Aimak/ city treasury officer 6=Soum/district treasury representative/officer 7= other, please specify		<input type="checkbox"/> If other, please specify: .....

### 3. Reporting responsibilities of the ECD to line Ministries

	Questions	Codes / Units	Skip	Responses
1	Who reports to you with regard to school budget in general?			

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	A. school principal	1=yes 2=no 3=other, please specify		<input type="checkbox"/>
	B. school accountant	1=yes 2=no 3=other, please specify		<input type="checkbox"/>
	C. soum/ district treasurer	1=yes 2=no 3=other, please specify		<input type="checkbox"/>
	D. aimak/ city treasurer	1=yes 2=no 3=other, please specify		<input type="checkbox"/>
	E. other, please specify			<input type="checkbox"/> If other, please specify: .....
2	What kinds of documents are submitted to you with regard to school budget?			
	A. school budget proposal	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. school budget amendment requests	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	C. annual budget execution reports	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	D. semi-annual budget execution reports	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....

	E. quarterly budget execution reports	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	F. Other, please specify	Please note:		<input type="checkbox"/> If other, please specify: .....
3	Which documents do you submit to the Economic and Finance Department of the MECS disaggregated by each school?			
	A. school budget proposal	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. school budget amendment request	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	C. annual budget execution report	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	D. semi-annual budget execution report	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	E. quarterly budget execution report	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....

	F. other, please specify	Please note:		<input type="checkbox"/> If other, please specify: .....
4	Do you submit any aggregated data to the Economic and Finance Department of the MECS?	1= yes 2=no 3=other, please specify	→Q6	<input type="checkbox"/> If other, please specify: .....
5	If yes, do you aggregate the schools' budget proposals for submission to the MECS?	1= yes, aggregate for submission 2= no, do not aggregate for submission 3= no, I do not submit this document to this department 4= no, because I do not receive this document 5= other, please specify	→Q7 →Q7 →Q7	<input type="checkbox"/> If other, please specify
6	If yes, how do you aggregate schools' budget proposal for submission to the Economic and Finance Department of the MECS?	[Redacted]		
	A. By Administrative Unit	1= into district/ soum proposal 2= into aimak/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....
7	Do you aggregate the budget amendment requests sent by schools for submission to the Economic and Finance Department of the MECS?	1= yes, aggregate for submission 2= no, do not aggregate for submission 3= no, I do not submit this document to this department 4= no, because I do not receive this document 5= other, please specify	→Q9 →Q9 →Q9	<input type="checkbox"/> If other, please specify

8	How do you aggregate schools' budget amendment requests for submission to the Economic and Finance Department of MECS?			
	A. By Administrative Unit	1= into district/ soum proposal 2= into aimal/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....
9	Do you aggregate the annual budget execution reports by schools for submission to the Economic and Finance Department of the MECS?	1= yes, aggregate for submission 2= no, do not aggregate for submission 3= no, I do not submit this document to this department 4= no, because I do not receive this document 5= other, please specify	→ Q11 → Q11 → Q11	<input type="checkbox"/> If other, please specify
10	If yes, how do you aggregate the annual budget execution reports by schools for submission to the Economic and Finance department of MECS?			
	A. By Administrative Unit	1= into district/ soum proposal 2= into aimal/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....

	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....
11	Do you aggregate schools/ semi-annual budget execution reports for submission to the Economic and Finance Department of the MECS?	1= yes, aggregate for submission 2= no, do not aggregate for submission 3= no, I do not submit this document to this department 4= no, because I do not receive this document 5= other, please specify	→Q13 →Q13 →Q13	<input type="checkbox"/> If other, please specify
12	If yes, how do you aggregate the schools' semi-annual budget execution reports for submission to the Economic and Finance Department of the MECS?			
	A. By Administrative Unit	1= into district/ soum proposal 2= into aimal/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....
13	Do you submit any other aggregated documents/ data to the MECS?	1=yes 2=no 3=other, please specify	→Q15	<input type="checkbox"/> If other, please specify: .....

14	If yes, please specify the type(s) of documents and the way you aggregate it/ them for submission to the Economic and Finance Department of MECS	Please note		<input type="checkbox"/> Document: ..... Type of aggregation: .....
15	Do you submit any documents to the Ministry of Finance?	1= yes 2= no 3= do not know (please explain why)	→Q29 →Q29	<input type="checkbox"/> If other, please specify: .....
16	If yes, do you submit any data/ document disaggregated by schools to the Ministry of Finance?	1=yes 2=no 3=other, please specify		<input type="checkbox"/> If other, please specify: .....
17	If yes, which documents do you submit to the Ministry of Finance disaggregated by each school?			
	A. school budget proposal	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. school budget amendment request	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	C. annual budget execution report	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	D. semi-annual budget execution report	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....

	E. quarterly budget execution report	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	F. monthly budget execution reports	1=yes 2=no 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	G. other, please specify	Please note:		<input type="checkbox"/>
18	Do you submit any aggregated data/documents to the Ministry of Finance?	1= yes 2= no 3= other, please specify	→ Q29	<input type="checkbox"/> If other, please specify: .....
19	If yes, do you aggregate schools' budget proposals for submission to the Ministry of Finance?	1= yes, aggregate for submission 2= no, do not aggregate for submission 3= no, I do not submit this document to this department 4= no, because I do not receive this document 5= other, please specify	→ Q21 → Q21 → Q21	<input type="checkbox"/> If other, please specify: .....
20	If yes, how do you aggregate schools' budget proposals for submission to the Ministry of Finance?			
	A. By Administrative Unit	1= into district/ soum proposal 2= into aimak/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....



21	Do you aggregate the schools' budget amendment requests for submission to the Ministry of Finance?	1= yes, aggregate for submission 2= no, do not aggregate for submission 3= no, I do not submit this document to this department 4= no, because I do not receive this document 5= other, please specify	→ Q23 → Q23 → Q23	<input type="checkbox"/> If other, please specify
22	If yes, how do you aggregate schools' budget amendment requests for submission to Ministry of Finance?			
	A. By Administrative Unit	1= into district/ soum proposal 2= into aimal/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....
23	Do you aggregate the schools' annual budget execution reports for submission to the Ministry of Finance?	1= yes, aggregate for submission 2= no, do not aggregate for submission 3= no, I do not submit this document to this department 4= no, because I do not receive this document 5= other, please specify	→ Q25 → Q25 → Q25	<input type="checkbox"/> If other, please specify
24	If yes, how do you aggregate the schools' annual budget execution reports for submission to the Ministry of Finance?			
	A. By Administrative Unit	1= into district/ soum proposal 2= into aimal/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....

	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....
25	Do you aggregate schools' semi-annual budget execution reports for submission to Ministry of Finance?	1= yes, aggregate for submission 2= no, do not aggregate for submission 3= no, I do not submit this document to this department 4= no, because I do not receive this document 5= other, please specify	→Q27 →Q27 →Q27	<input type="checkbox"/> If other, please specify
26	If yes, how do you aggregate the schools' semi-annual budget execution reports for submission to Ministry of Finance?			
	A. By Administrative Unit	1= into district/ soum proposal 2= into aimak/ city proposal 3= other, please specify		<input type="checkbox"/> If other, please specify: .....
	B. By Sectoral Criteria:	1= general education sub-sector proposal (all schools) 2= education sector proposal (schools + kindergartens and nurseries) 3= education, culture and science sector portfolio (schools+ kindergartens+ nurseries + museums + libraries, etc) 4= by school type (example: complex schools; regular 10-year, 8-year and 4-year schools) 5= other, please specify		<input type="checkbox"/> If other, please specify: .....
27	Do you submit any other aggregated documents/ data to the Ministry of Finance?	1=yes 2=no 3=other, please specify	→Q29	<input type="checkbox"/> If other, please specify: .....
28	If yes, please specify the type(s) of documents and the way you aggregate it/ them for submission to the Economic and Finance	Please note		<input type="checkbox"/> Document: ..... Type of

	Department of MECS			aggregation: .....
29	Is it your responsibility to make the monthly disbursement plan for the budget approved for each school in your area?	1=yes 2=no, please specify who 3= other response, please specify	→Q32 →Q32	<input type="checkbox"/> Please specify: .....
30	If yes, who did you consult when developing the monthly disbursement plan for FY 2004 school budget disbursement  <b>To enumerator: Please use CARDS in Attachment ED2</b>	1= consult no-one and develop and plan all by myself 2= school principal 3= school accountant 4= school principal and accountant 5= soum/ district treasury officer in charge of schools 6= accountant-general of the soum/ district treasury office 7= aimak/ city treasury officer in charge of schools 8= accountant-general of the aimak/ city treasury office 9= accountant general of the soum/ district governor's officer 10= accountant-general of the aimak/ city governor's office 11= finance officer of the Economics and Finance Dept, Ministry of Education 12= other, please specify		<input type="checkbox"/> If other, please specify: .....
31	Who did you consult when developing the monthly disbursement plan for FY 2005 school budget disbursement?  <b>To enumerator: Please use again CARDS in Attachment ED2</b>	1= consult no-one and develop and plan all by myself 2= school principal 3= school accountant 4= school principal and accountant 5= soum/ district treasury officer in charge of schools 6= accountant-general of the soum/ district treasury office 7= aimak/ city treasury officer in charge of schools 8= accountant-general of the aimak/ city treasury office 9= accountant general of the soum/ district governor's officer 10= accountant-general of the aimak/ city governor's office 11= finance officer of the Economics and Finance Dept, Ministry of Education 12= other, please specify		<input type="checkbox"/> If other, please specify: .....
32	In general, what are the 3 main reasons for requesting budget amendments? <b>To enumerator: Please use CARDS in Attachment ED3</b>			

	A. Reason 1	1= calculation error 2= full requested budget was not approved in the original budget proposal 3= unexpected expenses (please explain) 4= emergency situation at the school (please explain)		<input type="checkbox"/> If other, please specify:
	B. Reason 2	5= increase in the student number 6= increase in school's working staff 7= other, please specify		<input type="checkbox"/> If other, please specify:
	C. Reason 3			<input type="checkbox"/> If other, please specify:
33	Who delivers decisions on granting schools additional funds through budget amendments?			
	A. soum/district treasury representative/ officer	1=yes 2=no 3=do not know		<input type="checkbox"/>
	B. aimak/ city treasury office	1=yes 2=no 3=do not know		<input type="checkbox"/>
	C. aimak/ city ECD	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: .....
34	From your experience, where does the money for budget amendments usually come from?	Please note:	<input type="checkbox"/> Please explain:	

35	In your opinion, how fair is the approval/ non-approval of budget amendments are?	Please note	
36	Please fill out the Attachment: Aimak/ district General Education Budget for FY 2004	Please fill out the table in the Attachment 1 and enclose it securely back to the booklet	
37	Please fill out budget information for each school included in the PETS sample from this aimak/ district	Please fill out the table in the Attachment 2 for each of the schools listed and enclose them securely back to the booklet	

#### 4. Redistribution at aimak/ city level among sectors/ budget posts

	Questions	Codes / Units	Skip	Responses
1	What amount from the aimak/ district budget was originally earmarked/ approved for the General Education sub-sector in FY 2004?	Insert amount in tugriks Code XXX if don't know		<div> <div></div><div></div><div></div> <div></div><div></div><div></div> <div></div><div></div><div></div> <div></div><div></div><div></div> <div></div><div></div><div></div> </div> <b>T</b>
2	What amount from the aimak/ district budget was actually disbursed to General Education sub-sector at the end of the FY 2004?	Insert amount in tugriks Code XXX if don't know		<div> <div></div><div></div><div></div> <div></div><div></div><div></div> <div></div><div></div><div></div> <div></div><div></div><div></div> <div></div><div></div><div></div> </div> <b>T</b>
3	Is there a difference between the amount approved (Q1) and amount disbursed (Q2) to the General Education sub-sector in FY 2004?	1=yes, approved amount is lower than disbursed amount 2=yes, approved amount in higher than disbursed amount 3= no, the same 4= do not know	<div> <input type="checkbox"/> </div> <b>→ Q6</b>	
4	Please specify how much of the difference between approved and disbursed budget is explained by each of the following reasons:			
	A. Calculation error	Specify if added (insert +) or subtracted (insert -) <b>→</b> <b>AND</b> Insert amount in tugriks Code XXX if don't know	<div> <input type="checkbox"/> </div> <div> <div></div><div></div><div></div> <div></div><div></div><div></div> <div></div><div></div><div></div> <div></div><div></div><div></div> <div></div><div></div><div></div> </div> <b>T</b>	

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	B. budget amendment for the aimak/ city made available from the parliament	Specify if added (insert +) or subtracted (insert -) ➔ AND Insert amount in tugriks Code XXX if don't know	<input type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <b>T</b>	
	C. budget subsidy from the aimak/ city local government to help certain sectoral organizations in the areas	Specify if added (insert +) or subtracted (insert -) ➔ AND Insert amount in tugriks Code XXX if don't know	<input type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <b>T</b>	
	D. re-allocation made by the aimak/ district treasury from one sectors/ entities to another	Specify if added (insert +) or subtracted (insert -) ➔ AND Insert amount in tugriks Code XXX if don't know	<input type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <b>T</b>	
	E. school self-generated income	Specify if added (insert +) or subtracted (insert -) ➔ AND Insert amount in tugriks Code XXX if don't know	<input type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <b>T</b>	
	F. Other, please specify	Note reason ➔ Specify if added (insert +) or subtracted (insert -) ➔ AND Insert amount in tugriks Code XXX if don't know	Reason: ..... <input type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <b>T</b>	
5	What other (sub)sectors benefited/ lost because of the re-distribution?	1= hospitals 2= kindergartens 3= museums 4= cultural centers 5= research institutions 6=other, please specify		<input type="checkbox"/> If other, please specify: .....
6	Can your office re-allocate funds received from the Central Treasury if there is a real need?	1= yes 2=no 3= do not know		<input type="checkbox"/>
7	Does the aimak/ city ECD have a discretionary fund (non-allocated fund)?	1=yes 2=no 3= other, please specify	➔next section	<input type="checkbox"/> If other, please specify: .....
8	What is the source of this discretionary fund?	1= local revenue 2= state budget 3= both 1 and 2 4= do not know (please explain why) 5 = other, please specify		<input type="checkbox"/> Please explain/ specify
9	If yes, how does the aimak/ city ECD use	1=for the aimak/ district treasury office's own needs		<input type="checkbox"/>

	these funds?	2=to provide budget amendment or other additional funds to public organizations 3=other, please specify		If other, please specify: .....
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### 5. Fiscal Monitoring and relationship with other aimak/city/ district level agents

	Questions	Codes / Units	Skip	Responses
1	If a school has budget shortage, whom they should ask for help?	1= aimak/ city ECD 2= aimak/ city treasury 3= soum/ district treasury 4= other, please specify		<input type="checkbox"/>  If other, please specify: .....
2	How often do you discuss school finance issues with the aimak/ district treasury budget officer?	1=very rarely 2=rarely 3=sometimes 4=often 5=very often		<input type="checkbox"/>
3	How often do you discuss school finance issues with soum/ district treasury representative/ officer?	1=very rarely 2=rarely 3=sometimes 4=often 5=very often		<input type="checkbox"/>
4	How do you assess the current Single Treasury Fund system?	1=better than the previous system 2=neutral 3=worse than the previous system	→Q7 →Q6	<input type="checkbox"/>
5	Could you please explain why you think that the current system is better than the previous one?	Please note	→Q7	<input type="checkbox"/>  Please specify: .....
6	Could you please explain why you think that the current system is worse than the previous one?	Please note:		<input type="checkbox"/>  Please specify: .....
7	Please explain what relationship is between your office and the Professional Monitoring Agency	Please note:		<input type="checkbox"/>  Please note the explanation: .....
8	What is your assessment of the current fiscal monitoring system implemented by the Professional Monitoring Agency?	1= better than the previous system 2= neutral 3= worse than the previous system	→Q11 →Q10	<input type="checkbox"/>

9	Could you please explain why you think that the current system is better than the previous one?	Please note response:	→ Q11	<input type="checkbox"/> Please specify
10	Could you please explain why you think that the current system is worse than the previous one?	Please note response:		<input type="checkbox"/> Please specify
<b>Qualitative section. Please note the responses</b>				
11	Please explain your relationship with the treasury with regard to school finances as explained in the legal regulations? Please cite the legal documents/ job descriptions that regulate this relationship	A. Aimak/ city treasury		
B. Soum/ district treasury				
12	Please explain your relationship with the aimak/ district/city treasury office (budget officer and accountant) and soum treasury representative in practice. Please specify who reports to whom in relation to what aspects of school budget and what is the general division of tasks between your office and the treasury office.	A. Aimak/ city treasury		



		B. Soum/ district treasury
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### 6. For the enumerator

	Questions	Codes / Units	Skip	Responses
1	How would you rate the interview with the respondent?	1=Cooperative 2=Neutral 3=Difficult		<input type="checkbox"/>
2	Did you speak with the aimak/ district ECD finance officer herself/ himself?	1=yes 2=no	→Q4	<input type="checkbox"/>
3	If not, please explain why aimak/ district ECD finance officer was not available for the interview	Please note		<input type="checkbox"/> Please specify:
4	Were you able to speak alone with the respondent for the entire interview?	1=Yes 2=No	→Q6	<input type="checkbox"/>
5	If no, please write down the time the other person was present in minutes.			
	A. Other officers of the ECD	Minutes		<input type="text"/> <input type="text"/> <input type="text"/> min
	B. Director of the ECD	Minutes		<input type="text"/> <input type="text"/> <input type="text"/> min
	C. School accountant	Minutes		<input type="text"/> <input type="text"/> <input type="text"/> min
	D. Aimak/ district treasury officer	Minutes		<input type="text"/> <input type="text"/> <input type="text"/> min
	E. Soum/ district official	Minutes		<input type="text"/> <input type="text"/> <input type="text"/> min

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	F. Aimak/ city official	Minutes		<input type="text"/> <input type="text"/> <input type="text"/> min
	G. Other, please specify	Minutes		If other, who: ..... <input type="text"/> <input type="text"/> <input type="text"/> min
6	Were there any other special conditions that may have affected the interview?	1=Yes (Please specify) 2=No		<input type="text"/> 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

**Attachment 1. General Education Sector budget of ..... aimak/ district**

“In this section we are asking you to fill out the amount requested, approved and provided as budget amendment for your aimak/ city schools the full fiscal year 2004 for the budget posts listed on this sheet. Please fill out in as much detail as possible. If you don't have the exact budget lines available, only fill out the larger budget lines (staff expenses total, goods and services total, etc.) and the total amount for fiscal year 2004.

Budget Categories	FY 2004 aimak/ city proposal submitted by aimak/ city ECD to MECS	FY 2004 budget approved by the Parliament	FY 2004 budget amendment approved by the Parliament
DATE OF THE DOCUMENT			
<b>1. STAFF EXPENSES TOTAL (A)</b>			
Salaries and wages TOTAL			
Base salary			
Additional salary			
Employer liability to the Social Insurance TOTAL			
Pension and Compensations Insurance Total			
Retirement Insurance			
Compensation Insurance			
Workplace accident/ professional illness insurance			
Unemployment Insurance			
Health Insurance			
<b>2. GOODS AND SERVICES TOTAL (B)</b>			
Stationary			
Postal and communication service			
Domestic business travel			
Purchase of books and periodicals			
Lessons and practical training			
Purchase of furniture			
Uniforms and soft apparel			
Drugs			
Small repairs and maintenance			
Sports and other competitions			
One-time allowances and bonuses			
Other expenses			
Fees and charges			
Research work			
<b>3. FIXED COSTS (C)</b>			
Electricity			
Heating and Fuel			
Transportation (gas)			
Water and sewage			
<b>4. DORMITORY FOOD EXPENSES (D)</b>			
<b>5. TOTAL OF ALL EXPENSES (A+B+C+D)</b>			
<b>6. SOURCES OF FUNDING</b>			
Self-generated income from the primary activities			
Self-generated income from the auxiliary activities			
From the state budget			
<b>7. Student number</b>			
Primary grades			
Secondary grades			
High school grades			
<b>8. Staff</b>			
Administrative staff			
Executive staff (teachers)			
Support staff			
<b>9. To the enumerator: If there are any differences between the approved budget and transferred/ disbursed budget under any budget line, please ask the respondent for an explanation of why the difference happened</b>			

**Attachment 2A. By-school budget information**School code: **School name:**

How much money was requested, approved and provided additionally as budget amendment to this school during the full fiscal year 2004 for the budget posts listed on this sheet? Please fill out in as much detail as possible. If you don't have the exact budget lines available, only fill out the larger budget lines (staff expenses total, goods and services total, etc.) and the total amount for fiscal year 2004

Budget Categories	FY 2004 school proposal	FY 2004 aimak/ city budget proposal	FY 2004 approved budget	FY 2004 Budget amendment total
DATE OF THE DOCUMENT				Fill out the amendment dates below in section 10
<b>1. STAFF EXPENSES TOTAL (A)</b>				
Salaries and wages TOTAL				
Base salary				
Additional salary				
Employer liability to the Social Insurance TOTAL				
Pension and Compensations Insurance Total				
Retirement Insurance				
Compensation Insurance				
Workplace accident/ professional illness insurance				
Unemployment Insurance				
Health Insurance				
<b>2. GOODS AND SERVICES TOTAL (B)</b>				
Stationary				
Postal and communication service				
Domestic business travel				
Purchase of books and periodicals				
Lessons and practical training				
Purchase of furniture				
Uniforms and soft apparel				
Drugs				
Small repairs and maintenance				
Sports and other competitions				
One-time allowances and bonuses				
Other expenses				
Fees and charges				
Research work				
<b>3. FIXED COSTS (C)</b>				
Electricity				
Heating and Fuel				
Transportation (gas)				
Water and sewage				
<b>4. DORMITORY FOOD EXPENSES (D)</b>				

<b>5. TOTAL OF ALL EXPENSES (A+B+C+D)</b>				
<b>6. SOURCES OF FUNDING</b>				
Self-generated income from the primary activities				
Self-generated income from the auxiliary activities				
From the state budget				
<b>7. Student number</b>				
Primary grades				
Secondary grades				
High school grades				
<b>8. Staff</b>				
Administrative staff				
Executive staff (teachers)				
Support staff				
<b>9. To the enumerator:</b> If there are any differences between the approved budget and transferred/ disbursed budget under any budget line, please ask the respondent for an explanation of why the difference happened				
<b>10. Budget amendments in FY 2004: reason for requesting</b>	<b>Date requested by school</b>	<b>Date approved</b>	<b>Amount requested</b>	<b>Amount approved</b>
a.				
b.				
c.				
d.				
e.				
f.				
g.				
h.				
i.				
j.				
k.				
l.				

**Attachment 2B. By-school budget information**School code: 

School name:

How much money was requested, approved and provided additionally as budget amendment to this school during the full fiscal year 2004 for the budget posts listed on this sheet? Please fill out in as much detail as possible. If you don't have the exact budget lines available, only fill out the larger budget lines (staff expenses total, goods and services total, etc.) and the total amount for fiscal year 2004

Budget Categories	FY 2004 school proposal	FY 2004 aimak/ city budget proposal	FY 2004 approved budget	FY 2004 Budget amendment
DATE OF THE DOCUMENT				Fill out the amendment dates below in section 10
<b>1. STAFF EXPENSES TOTAL (A)</b>				
Salaries and wages TOTAL				
Base salary				
Additional salary				
Employer liability to the Social Insurance TOTAL				
Pension and Compensations Insurance Total				
Retirement Insurance				
Compensation Insurance				
Workplace accident/ professional illness insurance				
Unemployment Insurance				
Health Insurance				
<b>2. GOODS AND SERVICES TOTAL (B)</b>				
Stationary				
Postal and communication service				
Domestic business travel				
Purchase of books and periodicals				
Lessons and practical training				
Purchase of furniture				
Uniforms and soft apparel				
Drugs				
Small repairs and maintenance				
Sports and other competitions				
One-time allowances and bonuses				
Other expenses				
Fees and charges				
Research work				
<b>3. FIXED COSTS (C)</b>				
Electricity				

Heating and Fuel				
Transportation (gas)				
Water and sewage				
<b>4. DORMITORY FOOD EXPENSES (D)</b>				
<b>5. TOTAL OF ALL EXPENSES (A+B+C+D)</b>				
<b>6. SOURCES OF FUNDING</b>				
Self-generated income from the primary activities				
Self-generated income from the auxiliary activities				
From the state budget				
<b>7. Student number</b>				
Primary grades				
Secondary grades				
High school grades				
<b>8. Staff</b>				
Administrative staff				
Executive staff (teachers)				
Support staff				
<b>9. To the enumerator:</b> If there are any differences between the approved budget and transferred/ disbursed budget under any budget line, please ask the respondent for an explanation of why the difference happened				
<b>10. Budget amendments in FY 2004: reason for requesting</b>	<b>Date requested by school</b>	<b>Date approved</b>	<b>Amount requested</b>	<b>Amount approved</b>
a.				
b.				
c.				
d.				
e.				
f.				
g.				
h.				
i.				
g.				
k.				
l.				

**Attachment 2C. By-school budget information**School code: 

School name:

How much money was requested, approved and provided additionally as budget amendment to this school during the full fiscal year 2004 for the budget posts listed on this sheet? Please fill out in as much detail as possible. If you don't have the exact budget lines available, only fill out the larger budget lines (staff expenses total, goods and services total, etc.) and the total amount for fiscal year 2004

Budget Categories	FY 2004 school proposal	FY 2004 aimak/ city budget proposal	FY 2004 approved budget	FY 2004 Budget amendment
DATE OF THE DOCUMENT				Fill out the amendment dates below in section 10
<b>1. STAFF EXPENSES TOTAL (A)</b>				
Salaries and wages TOTAL				
Base salary				
Additional salary				
Employer liability to the Social Insurance TOTAL				
Pension and Compensations Insurance Total				
Retirement Insurance				
Compensation Insurance				
Workplace accident/ professional illness insurance				
Unemployment Insurance				
Health Insurance				
<b>2. GOODS AND SERVICES TOTAL (B)</b>				
Stationary				
Postal and communication service				
Domestic business travel				
Purchase of books and periodicals				
Lessons and practical training				
Purchase of furniture				
Uniforms and soft apparel				
Drugs				
Small repairs and maintenance				
Sports and other competitions				
One-time allowances and bonuses				
Other expenses				
Fees and charges				
Research work				
<b>3. FIXED COSTS (C)</b>				
Electricity				



Heating and Fuel				
Transportation (gas)				
Water and sewage				
<b>4. DORMITORY FOOD EXPENSES (D)</b>				
<b>5. TOTAL OF ALL EXPENSES (A+B+C+D)</b>				
<b>6. SOURCES OF FUNDING</b>				
Self-generated income from the primary activities				
Self-generated income from the auxiliary activities				
From the state budget				
<b>7. Student number</b>				
Primary grades				
Secondary grades				
High school grades				
<b>8. Staff</b>				
Administrative staff				
Executive staff (teachers)				
Support staff				
<b>9. To the enumerator:</b> If there are any differences between the approved budget and transferred/ disbursed budget under any budget line, please ask the respondent for an explanation of why the difference happened				
<b>10. Budget amendments in FY 2004: reason for requesting</b>	<b>Date requested by school</b>	<b>Date approved</b>	<b>Amount requested</b>	<b>Amount approved</b>
a.				
b.				
c.				
d.				
e.				
f.				
g.				
h.				
i.				
g.				
k.				
l.				

**Attachment 2D. By-school budget information**School code: 

School name:

How much money was requested, approved and provided additionally as budget amendment to this school during the full fiscal year 2004 for the budget posts listed on this sheet? Please fill out in as much detail as possible. If you don't have the exact budget lines available, only fill out the larger budget lines (staff expenses total, goods and services total, etc.) and the total amount for fiscal year 2004

Budget Categories	FY 2004 school proposal	FY 2004 aimak/ city budget proposal	FY 2004 approved budget	FY 2004 Budget amendment
DATE OF THE DOCUMENT				Fill out the amendment dates below in section 10
<b>1. STAFF EXPENSES TOTAL (A)</b>				
Salaries and wages TOTAL				
Base salary				
Additional salary				
Employer liability to the Social Insurance TOTAL				
Pension and Compensations Insurance Total				
Retirement Insurance				
Compensation Insurance				
Workplace accident/ professional illness insurance				
Unemployment Insurance				
Health Insurance				
<b>2. GOODS AND SERVICES TOTAL (B)</b>				
Stationary				
Postal and communication service				
Domestic business travel				
Purchase of books and periodicals				
Lessons and practical training				
Purchase of furniture				
Uniforms and soft apparel				
Drugs				
Small repairs and maintenance				
Sports and other competitions				
One-time allowances and bonuses				
Other expenses				
Fees and charges				
Research work				
<b>3. FIXED COSTS (C)</b>				
Electricity				

[illegible]

Attachment **ED1**

**\*\*Cards\*\***

Aimak/ district ECD Budget officer questionnaire

Section 2 Question 8

QUESTION 8: Did you personally make changes in the budget proposals submitted to you?

Instructions: Please hand the cards out to the respondent and ask him/her to select the response

yes, I made changes myself without discussing them with the schools	yes and discussed changes with the schools
yes, I made changes that the aimak/ district treasury requested	yes, I made changes requested by the Ministry of Education, Culture and Science
no, I did not make any changes	no, I did not make any changes because it Is the role/ responsibility of the aimak/ district treasury officer
other, please specify	

## Attachment **ED2**

### **\*\*Cards\*\***

Aimak/ district ECD Budget officer questionnaire

Section 3 Questions 9 and 10

QUESTION 9: Who did you consult when developing the monthly disbursement plan for FY 2004 school budget disbursement?

QUESTION 10: Who did you consult when developing the monthly disbursement plan for FY 2005 school budget disbursement?

Instructions: Please hand the cards out to the respondent and ask him/her to select the response

consult no-one and develop and plan all by myself	school principal
school accountant	school principal and accountant
soum/ district treasury officer in charge of schools	accountant-general of the soum/ district treasury office
aimak/ city treasury officer in charge of schools	accountant-general of the aimak/ city treasury office
accountant general of the soum/ district governor's officer	accountant-general of the aimak/ city governor's office
finance officer of the Economics and Finance Dept, Ministry of Education	other, please specify



Attachment **ED3**

**\*\*Cards\*\***

Aimak/ district ECD Budget officer questionnaire

Section 3 Questions 11

QUESTION 11: In general, what are the 3 main reasons for requesting budget amendments?

Instructions: Please hand the cards out to the respondent and ask him/her to select up to 3 responses

calculation error	full requested budget was not approved in the original budget proposal
unexpected expenses (please explain)	emergency situation at the school (please explain)
increase in the student number	increase in school's working staff
other, please specify	