



Uganda Bureau of Statistics



THE UGANDA NATIONAL PANEL SURVEY 2018/19 ***COMMUNITY/FACILITY QUESTIONNAIRE***

[To be answered by Community members and Heads of Selected facilities]

SECTION 1A: IDENTIFICATION PARTICULARS				
1. District name and code				
2. County/Municipality				
3. Sub-County/Division/Town Council				
4. Parish/Ward				
5. EA				

Response Status by Sector

Sector	Title of Officer answering	Response Status 1= Completed 2= Partially Completed 3=Not filled
(1)	(2)	(3)
1. Service Availability in LC1		
2. Education		
3. Health		
4. Road Infrastructure		

**This survey is being conducted by the Uganda Bureau of Statistics
under the authority of the Uganda Bureau of Statistics Act, 1998.**

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SECTION 1B: STAFF DETAILS AND SURVEY TIME

3. EDUCATION

3A. Date of Interview (DD/MM/YYYY):													/				/												
3B. Start Time (HH:MM):												:		3C. End Time:												:			
3D. Response Code (First Visit):																				1=Completed 2=Partially Done 3=Not Done (Reason)									
3E. Response Code (Second Visit):																													
3F. GPS Coordinates (for facility):																													
		N=1		S=2		D				M																			
LAT																													
LONG																													

4. HEALTH

4A. Date of Interview (DD/MM/YYYY):													/				/												
4B. Start Time (HH:MM):												:		4C. End Time:												:			
4D. Response Code (First Visit):																				1=Completed 2=Partially Done 3=Not Done (Reason)									
4E. Response Code (Second Visit):																													
4F. GPS Coordinates (for facility):																													
		N=1		S=2		D				M																			
LAT																													
LONG																													

5. ROAD INFRASTRUCTURE

5A. Date of Interview (DD/MM/YYYY):													/				/												
5B. Start Time (HH:MM):												:		5C. End Time:												:			
5D. Response Code (First Visit):																				1=Completed 2=Partially Done 3=Not Done (Reason)									
5E. Response Code (Second Visit):																													
5F. GPS Coordinates (for sub-country office):																													
		N=1		S=2		D				M																			
LAT																													
LONG																													

1. NAME OF INTERVIEWER: COD E:

2. SERVICE AVAILIBITY IN LC1

2A. Date of Interview (DD/MM/YYYY):

2B. Start Time (HH:MM):

2C. End Time:

2D. Response Code (First Visit):

2E. Response Code (Second Visit):

1=Completed
2= Partially Done
3=Not Done (Reason)

2F. GPS Coordinates (for community centre):

N=1

S=2

D

M

LAT

LONG

SECTION 1C: ROSTER OF INFORMANTS

ID CODE	NAME	Sex 1=Male 2=Female	How old is [NAME]? Complete years	What position does [NAME] currently have in this community? 1= Chairperson 2=Representative Women 3= Representative Youth 3= Elderly 4= School Headmaster 5= School Teacher 6= Agricultural Extension officer 7= Health worker 8= Business man/woman 9= Religious leader 10 = Police 11 = Local community member 96= Other Specify	For how many years have [NAME] lived in this community? Cumulative years	What is the highest educational qualification [NAME] has attained? 1= Never attended 2= Some Primary 3= Completed primary 4=Some secondary 5=Completed secondary 6=Beyond Secondary
CR00	CR01	CR02	CR03	CR04	CR05	CR06

SECTION 2: SERVICE AVAILABILITY IN LC1

To be answered by community officials

Sr. No	Item	Is [SERVICE] available to members of the LC1 (even if they must travel to use it?) 1 = Yes, within the LC1 2 = Yes, outside the LC1 3= No (>> NEXT ITEM)	What is the name of the provider to which community members most often go to use [SERVICE]?	What is the distance from village center to [SERVICE] (i.e. geographical middle - in kms)?	What is the most common means of transport to [SERVICE]? 1= walking 2=Taxi (car) 3=Pickup/truck 4=Bus/Minibus 5=Boda-boda (bicycle) 6= Boda-boda (Motorcycle) 7=Own motorcycle 8=Own bicycle 9=Boat 10=Own car 96= Other (specify)	What is the time taken to get to [SERVICE] from village center using common means of transport (in minutes)?	How do you rate the quality of service offered by [SERVICE]? 1= Good 2= Average 3= Poor
			NAME				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Government Primary School						
2	Private Primary School						
3	Government Secondary School						
4	Private Secondary School						
5	Technical/Vocational School						
6	Alternative Basic Education for Karamoja (ABEK)						
7	Functional Adult Literacy (FAL) Centre						
8	Government Health Centre						
9	Government Hospital						
10	Private (NGO) Clinic						
11	Private Hospital						
12	Pharmacy						
13	Bank/Financial Institution						
14	Post Office						
15	Market Selling Agricultural Inputs						
16	Market Selling Agricultural Produce						

SECTION 2: SERVICE AVAILABILITYCONT'D

Sr. No	Item	Is [SERVICE] available to members of the LC1 (even if they must travel to use it?) 1= Yes, within the LC1 2= Yes, outside the LC1 3= No (>> NEXT ITEM)	What is the name of the provider to which community members most often go to use [SERVICE]?	What is the distance from village center to [SERVICE] (i.e. geographical middle - in kms)?	What is the most common means of transport to [SERVICE]? 1= walking 2=Taxi(car) 3=Pickup/truck 4=Bus/Minibus 5=Boda-boda (bicycle) 6= Boda-boda (Motorcycle) 7=Own motorcycle 8=Own bicycle 9=Boat 10=Own car 96= Other(specify)	What is the time taken to get to [SERVICE] from village center using common means of transport (in minutes)?	How do you rate the quality of service offered by [SERVICE]? 1= Good 2= Average 3= Poor
			NAME				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
17	Market Selling Non-Agricultural Produce						
18	Primary Market for Livestock						
19	Trunk Road (Tarmac)						
20	Trunk Road (Murrum)						
21	Feeder/District Road						
22	Community Road						
23	Traditional Healer						
24	Agricultural Extension Services						
25	Veterinary Services						
26	Slaughter Slabs						
27	Dip Tank						
28	Crushes						
29	Charcos Dam						
30	Hides & Skins Bandas						
31	Fisheries Extension Services						
32	Police Station/Police post						
33	Army Detach/Barracks						

SECTION 2A: LAND USE PLANNING AND OTHER LAND RELATED ISSUES

Does this village have a land use plan? 1=Yes 2=No (>>4)	In which year was the plan last updated? YEAR	Who approved the plan? 1=Sub-County 2=District 3=Central Gov't (Min. of Lands, Housing & Urban Dev't) 96=Other (specify)	Has any land been expropriated by gov't or local authorities from this village during the past 5 years? 1=Yes 2=No (>>7)	In total, how much land was expropriated or taken away? 1= Square Metres 2= Hectares 3= Acres 4= Square feet 96=Other (specify) ARE A UNIT		What was the main purpose for which the land was expropriated? 1=State project above the village 2=Village project (Public Good) 3=Private project (Enterprise use) 96=Other (specify)	Is there any formal institution or office that handles registration of land sales and/or inheritance transaction in the village? 1=Yes (>>11) 2=No	Where is the office/institution that deals with registration of land sales and/or inheritance transaction located? 1=County HQ 2=District Town 3=Regional City 4=Capital City	What is the distance of this location from the center of the village in km? KM	Is there an informal institution that help resolve disputes in this village? 1=Yes 2=No	What happens to a women's agricultural land rights if her husband passes away intestate (without a will)? 1=Inherits all 2=Inherits upto 25% 3=Inherits upto 50% 4=Inherits upto 75% 5=Inherits none
1	2	3	4	5a	5b	6	7	8	9	10	11

Land rental and sales price					
	Type of land	What is the current rental price of [...] in this village? UGX	What was the rental price of [...] in this village 5 years ago? UGX	What is the current sales price of [...] in this village? UGX	What was the sales price of [...] in this village 5 years ago? UGX
		12.1	12.2	12.3	12.4
1	1 ha of agricultural land				
2	200 sq. metres of residential land				

Common property resources					
		Does this village have [...]? 1=Yes 2=No	Who manages access to the [...]? 1=Village Elders 2=Village Council 3=District Council 4=Government 96=Other (specify)	Has there been problem of encroachment over this [...] during the past 5 years? 1=Yes 2=No	Has there been any use related dispute over the [...] during the past 5 years? 1=Yes 2=No
		13.1	13.2	13.3	13.4
1	Common grazing land				
2	Common forest land				

SECTION 2B: CLIENT SATISFACTION WITH HEALTH FACILITIES (WITH REFERENCE TO THE HEALTH FACILITY ABOVE)

What is the most commonly used type of health facility? 1=Gov't Health Centre 2=Gov't Hospital 3=Private (NGO) clinic 4=Private hospital 5=Pharmacy	Are patients well received in the health facility? 1=Yes 2=No	Is it easy for patients to find [SERVICE]? 1= Yes 2=No				How are patients normally handled/ treated by the health staff? A=With Respect B=Easing of fear and anxiety C=Privacy and confidentiality D=Client's expectations are met by provider E=Disrespectful F=Negligence Z=Other (specify) (RECORD ALL MENTIONED)
		Reception	Information and Instructions	Flow of care	Sign posts	
9	10	11A	11B	11C	11D	12
What are the major concerns you have regarding accessing services at the health facility? A=Long distance B=No means of transport available C=Open hours not convenient D=Long waiting time E=Medicines/supplies not available F=Expensive/not affordable G=Culture related issues H=Limited range of services Z= Other (specify) (Record all mentioned)				How can these concerns be minimized? A=Increase local access to government health services / maternity care B=Increase hours of operation at night C=Increase staff levels at local facilities D=Government subsidies for private medical care E=Government subsidies for medicines/supplies F= Increased community involvement in maintaining supplies G=Increase availability / functioning of ambulance services H=Sensitization campaigns related to health services Z=Other (specify)		
13				14		

SECTION 2C: WATER AND SANITATION

[illegible]

	Which of the following types of toilet facilities are used in your community?			What percentage of households use each of the listed facilities?
		1=Yes 2=No (>>NEXT ROW)		
	23(a)	23(b)		24
1	Flush toilet	1	2	
2	VIP Latrine	1	2	
3	Covered Pit latrine with slab	1	2	
4	Covered Pit latrine without slab	1	2	
5	Uncovered Pit latrine with slab	1	2	
6	Uncovered Pit latrine without slab	1	2	
7	Ecosan (Compost toilet)	1	2	
8	No facility/Bush/Polythene	1	2	
9		1	2	
				Total: ENSURE TOTAL=100%

<p>IF YES IN COL 23(a) FOR 'NO TOILET/ BUSH':</p> <p>What is the major reason for incomplete latrine/toilet coverage?</p> <p>1=Low Income</p> <p>2=Negative attitude</p> <p>3=Poor landscape/terrain</p> <p>4=Ignorance</p> <p>5=Poor soil type</p> <p>6=Tenants</p> <p>7=No land</p> <p>8= Other (specify)</p>
25

SECTION 3.0: EDUCATION (PRIMARY EDUCATION)

1 What is the name of this school? _____

2 What is the school's EMIS number? _____

3 What is the name of the respondent? _____

What is the function of the respondent? 1=Headmaster 2=Deputy Headmaster 3=Teacher 4=Teacher Assistant 96= Other (specify)	How long has the respondent been at the school? YEARS	Who manages this school? 1=Government 2= Private 3=NGO/Religious Association 96=Other (specify)	INTERVIEWER: IS IT A SCHOOL DAY OR WEEKEND/HOLIDAY? 1= School Day 2= Weekend/Holiday
4	5	6	7

SECTION 3A: Availability of facilities at the school

Facility	Are [FACILITIES] available at the school? 1=Yes 2=No (>> NEXT FACILITY)	Is the [FACILITY] adequate? 1=Yes 2=No	What type of buildings does the school have? 1=Permanent 2=Semi-permanent 3=Both permanent & Semi-permanent 4=Temporary 96= Other (Specify)	What is the condition of the [FACILITY]? 1=Good 2=Fair 3= Poor	How many of the [FACILITY] were constructed in the last 12 months?
8	9	10	11	12	13
1 Classrooms					
2 Teachers' houses					
3 Library					
4 Toilets/Latrines					
5 Others(specify)					

SECTION 3B: Condition of Toilet facilities

How many latrine stances/toilets does the school have for students?	Are there any hand washing facilities with soap for the pupils at the toilets/latrines? 1=Yes, water only 2=Water and soap 3=None (SPOT CHECK TOILET/LATRINES)	Are there separate toilet/latrine facilities for teachers? 1=Yes 2=No (>> 18)	How many latrine stances does the school have for teachers?	Do the toilet/latrine facilities cater for the physically impaired children? 1= Yes 2=No	Are there First Aid facilities at the school premises? 1= Yes 2= No (>> 21)	Who mainly administers First Aid at the school? 1= School Nurse 2= Teachers 3= School Matron 96= Other (specify)			
BOYS GIRLS			MEN WOMEN BOTH						
14A	14B	15	16	17A	17B	17C	18	19	20

SECTION 3C:Water facilities at the school

	What is the MAIN source of drinking water at the school?	RANK UP TO 3 SOURCES BY IMPORTANCE 1=Main source 2=2 nd alternative 3=3 rd Alternative	What is the distance to each important source (KM)? (IF WITHIN PREMISES, RECORD 00.0)	How reliable are these important water sources? 1=Available throughout the year 2= Not Reliable (Seasonal) 96= Other (specify)
	21	22	23	24
1	Piped water at school			
2	Piped water outside school			
3	Bore hole at school			
4	Bore hole outside school			
5	Rain water			
6	Protected spring/well			
7	Lake/river/stream/dam/pond			
8	None			
9	Other (specify)			

SECTION 3D: Payment for services by parents/guardians at the school

	Item	Does this school provide [ITEM] to students? 1=Yes 2=No (>> NEXT)	Does the school charge for [ITEM]? 1=Yes 2=No (>> NEXT)	What is the average amount charged per child for [ITEM]? SHILLINGS	What is the frequency of payment for [ITEM]? 1= Annual 2= Per term 3= Monthly 4= When required 96= Other (specify)
	25	26	27	28	29
1	Development/building fees				
2	Lunch				
3	School uniform				
4	Exercise books				
5	Text books				
6	Pens and Pencils				
7	Geometry sets				
8	Rulers				
9	Coaching Services				
10	Others (specify)				

SECTION 3E: Academic performance of the pupils in PLE (SKIP IF P7 NOT AVAILABLE)									
Year		Total Number of candidates examined		Number who passed with grade one (1)		Number who passed with grade two (2)		Number who passed with grade three (3)	
(THIS IS A DROP DOWN IN SURVEYBE)		BOYS	GIRLS	BOYS	GIRLS	BOYS	GIRLS	BOYS	GIRLS
		30A	30B	31A	31B	32A	32B	33A	33B
1	2017								
2	2016								

SECTION 3F: Incidence of leaving school pre-maturely							
Year (THIS IS A DROP DOWN IN SURVEYBE)		Are there any pupils who left school before completing P.7 in [YEAR]? 1=Yes 2= No (>>NEXT YEAR)	What was the number in [YEAR]? 		What is the MOST common reason for leaving school? <i>USE CODES AT RIGHT</i>		CODES FOR 36A, 36B 1= Harassment at home 2= Harassment at school 3=Traditions/culture 4= Pregnancies 5= Marriages 6= Search for jobs 7= Orphan hood 8=Transfer to another school 9= Lack of interest by pupil 10= Indiscipline and expelled 11= Parental decision 12= Insecurity 96= Other (specify)
					BOYS	GIRLS	
		34	35A	35B	36A	36B	
1	2017						
2	2016						
3	2015						

SECTION 3H: Staffing position of the school			
Staffing Position		How many additional teachers are required in this school to meet the government ceilings?	
		NUMBER OF TEACHERS	ADDITIONAL NUMBER REQUIRED
42		43(a)	43(b)
1	Grade V and above		
2	Grade III		
3	Untrained / unlicensed		

SECTION 3I: Supervision/Monitoring of the school during the last 12 months

Supervisor/Monitor		Did [SUPERVISOR] supervise/ Monitor this school? 1=Yes 2= No (>> NEXT)	Which month and year was the last visit? MONTH YEAR		What was the frequency of supervision/monitoring by [SUPERVISOR]? 1= Monthly 2= Quarterly 3= Twice a year 4= Annually 96=Other(specify)
44		45	46A	46B	47
1	District Education Officer (DEO)				
2	District Inspector of Schools (DIS)				
3	Center Coordinating Tutors (CCT)				
4	Other 1 (Specify)				
5	Other 2 (Specify)				

SECTION 3J: Problems/Constraints faced by the School

	What are the MAJOR constraints/problems faced by the school? <i>(SHOULD NOT BE READ TO RESPONDENT)</i>	RANK UP TO 3 SOURCES BY IMPORTANCE 1=Most serious 2=Serious 3=Least serious	How has the situation changed in the last 12 months? 1= Improved 2= Same 3= Worsened
	48	49	50
1	Delayed remittance of funds		
2	Inadequate buildings		
3	Inadequate number of staff		
4	Inadequate number of qualified teachers		
5	Insufficiency of funds		
6	Long distances covered by pupils		
7	Pupils are hungry		
8	Bad behavior/strikes by pupils		
9	Irregular attendance by pupils		
10	Inadequate/lack of teachers accommodation		
11	Teacher absenteeism		
12	Bad behavior/strikes by teachers		
13	Lack of parental interest in school affairs		
14	Insecurity		
15	Other (specify)		

SECTION 3G: School Meetings						
Type of Meeting		Does the school hold [MEETING]? 1=Yes 2=No (>> NEXT)	Which month and year was the last meeting held? MONTH YEAR		Were minutes kept from this meeting? 1=Yes 2=No	How often are [MEETING] held? 1= Weekly 2= Monthly 3= Once a term 4= Half Yearly 5= Yearly 6= Ad hoc 96= Other (specify)
37		38	39A	39B	40	41
1	Staff meeting					
2	PTA					
3	School Management Committees					
4	One-to-one: Parent-Class teacher					
5	Student leader-staff meetings					

SECTION 3k : Learner Attendance, Teacher Presence and Qualifications and Other Classroom Elements																	
INTERVIEWER: THIS SECTION MAPS EACH CLASS IN THE SCHOOL. SOME ELEMENTS WILL BE COMPLETED BASED ON CONVERSATIONS WITH THE SECTION RESPONDENT AND SOME BASED ON YOUR OWN OBSERVATIONS. IT IS IMPORTANT THAT YOU COMPLETE EACH SECTION WITH INFORMATION FROM THE APPROPRIATE SOURCE.SELECT A STREAM PER CLASS AT RANDOM																	
REPORTED BY RESPONDENT									BASED ON INT ERVIEWER OBSERVAT ION								
Clas s	Teacher Name	Sex 1=M 2=F	Grade 1=Grade V and above 2=Grade III 3=Untrained, unlicensed	What is the official enrollment in the stream?	Are there arrangement s for pupils in this stream to borrow text books for use outside the classroom, including at home? 1=Yes 2=No	What percentage of pupils have access to text books in the classroom? USE CODES BELOW	Is a teacher present in the classroom ? 1=yes (>> 62) 2=no	Was the teache r's absen ce formall y approv ed? 1=Yes 2=No (>> 61)	If teacher' s absence was approve d: Why was the teacher absent? Use codes below	If teacher's absence was not formally approved: why do you think the teacher is absent? Use codes below	Is the teacher officially registered on the governme nt pay roll? 1=Yes 2= No 3=Don't know	How many pupils are actually in attendance today?	What percentage of the pupils are seated in desks? Use codes below	What percent- age of pupils have scholastic materials (pens, pencils, exercise books, etc.) Use codes below	Does the class- room display materials on the walls or in corners of the class- room? 1= Yes 2= No		
				BOYS	GIRLS												
	51	52	53	54	55A	55B	56	57	58	59	60	61	62	63	64	65	63
1	P1																
2	P2																
3	P3																
4	P4																
5	P5																
6	P6																
7	P7																

CODES FOR 57, 64 and 65

- 1=All have access
- 2=75% have access
- 3=50% have access
- 4=25% have access
- 5= none have access

CODES FOR 60 and 61

- 1=Sick
- 2=Being trained

3=At workshop

4=Picking up salary

5=Working at another job

6=Study leave

7=Annual/maternity leave

8=On school errand

9=Exams

10=Poor pay

11= Weak supervision

12= Lack of interest in job

13=Absent without reason

14=Lack of accommodation

15=Lack of transport

96=Other (specify)

SECTION 3L: Accountability in the School				
SN	What is the major mode of ensuring accountability in this school? 1= Auditor 2= School management/ Board of Governor 3= PTA. 4= Head teacher rules 96= Other, specify	Have there been any cases of misuse of funds in last financial year? 1= Yes 2= No (>> NEXT SECTION)	Who was implicated? 1= School management Committee member 2= Head teacher 96= Other, specify	What action was taken on culprits? 1= Interdicted/suspended 2= Dismissed 3= Reprimanded/Recovered 4= None 96= Other (specify)
(1)	(2)	(3)	(4)	(5)
	1 2 3 4 96	1 2	1 2 96	1 2 3 4 96

3M: THIS SECTION IS TO BE ANSWERED BY THE ADMINSTRATOR OR HUMAN RESOURCE OFFICER AT THE FACILITY
How has Management of [NAME OF FACILITY] responded to curbing absenteeism in your organization?

No.	Initiative	Tick the appropriate box if this initiative is being practiced in your work place	Of those initiatives being practiced in your work place, which control(s) is/was most effective in reducing absenteeism (Rank the first three starting with most effective using letters A, B and C in that order)
1	Clearly written attendance policy		
2	Disciplinary action – stern warning		
3	Disciplinary action – dismissal/termination		
4	Increase in allowances		
5	Salary increment		
6	Provision of housing		
7	Provision of transport		
8	Introduction of daily attendance registers		
9	Improving the work environment through ICT		
10	Improving the work environment through Favorable policies and work safety improvements		
11	Close supervision		
12	More staff recruited		
13	Capacity built in leadership , Mgt/ attendance control		
14	Flexible work schedule		
15	Inclusion of absenteeism rate on job performance appraisal		
16	Recognise staff with outstanding attendance record (employee bonus, award)		
17	Job enrichment/enlargement/rotation to reduce absenteeism		
18	Others, please specify		
19	Others please specify		
20	Others please specify		

4.0 HEALTH SERVICES

1 What is the name of this facility? _____

2 What is the code of this facility? _____

3 What is the name of the respondent? _____

What is the function of the respondent? 1=In Charge 2=Medical Doctor 3=Nurse 4=Midwife 5=Administrator 96= Other (specify)	How long has the respondent been at the facility? YEARS	Who owns this facility? 1= Government 2=Private 3=NGO/Religious Association 96=Other (specify)	What is the level of this health facility? 1= Health Center II 2= Health Center III 3= Health Center IV 96= Other (specify)
4	5	6	7

SECTION 4A:Work at Night

Do you work during the night in this health facility? 1=Yes (>>10) 2=No	Why not? 1=No night services provided by facility 2=Live far away 3=Insecurity in the night 96=Others (Specify) [>>15]	Did you work during the night yesterday? 1=Yes 2=No (>>14)	For how long? HOURS	Were you on call or night duty? 1=Yes (>>14) 2=No	Why did you work? 1=Too few staff 2=Patient came at night 3=Was only one around 4=Live near health facility 96=Others (Specify)	How many times did you work at night in the last 7 days? DAYS
8	9	10	11	12	13	14

SECTION 4B :Availability of equipment/services at the facility

What is the total number of inpatient medical beds at this facility? IF NONE, ENTER '0'	What is the total number of inpatient maternity beds at this facility?) IF NONE, ENTER '0'	Does this facility have electricity from the grid? 1=Yes Hydro 2=Yes Thermo 3=No (>>19)		How many days last week did this facility experience power shortages that lasted longer than 30 minutes? NUMBER	Does the health facility have a functioning generator? 1=Yes 2=No	Does the health facility have a solar panel? 1= Yes 2= No
15	16	17		18	19	20
Does the health facility have a functioning ambulance? 1=Yes (>>24) 2=No	Is an ambulance available for use by this facility? 1=Yes 2=No (>>24)	What is the distance from this health facility to the nearest ambulance? KILOMETERS	Does the health facility provide food for staff? 1=Yes 2=No	Does the health facility provide food for inpatients? 1=Yes 2= No	What is the distance from this facility to the nearest bank/micro-finance institution? KILOMETERS	What is the distance from this facility to the District Health Office/ Health Sub District Office? KILOMETERS
21	22	23	24	25	26	27

Does this facility have the following items...?							
...functioning computer for general use by the health centre or only for a specific project? 1=Yes 2=No	... official telephone (land line or mobile phone)? 1= Yes, landline 2=Yes, mobile 3= No	...functioning radio call for communication? 1= Yes 2=No 3=NA	... laboratory? 1=Yes 2=No	... CD - 4 machines ? (for HC IV and above) 1=Yes 2=No	...working refrigerator for vaccines? 1=Yes 2=No	...an icebox for transporting vaccines? 1=Yes 2=No	...a working microscope? 1= Yes 2= No
29	30	31	32	33	34	35	36
Does this facility have the following items...?							
...a delivery bed? 1=Yes 2=No	...a BP machine? 1=Yes 2=No	...sterilization equipment? 1=Yes 2=No	...a functioning bicycle? 1=Yes 2=No	...a functioning motorcycle? 1=Yes 2=No	...functioning standing weighing scales? 1=Yes 2=No	...functioning hanging weighing scales? 1=Yes 2=No	... functioning height measurement equipment? 1= Yes 2= No
37	38	39	40	41	42	43	44

SECTION 4C:Services offered by this health facility			
Service		Is [SERVICE] offered at this health facility? 1=Yes 2=No (>NEXT SERVICE)	Do patients have to pay for [SERVICE]? 1= Yes 2= No
45		46	47
1	General outpatient		
2	Immunization for children		
3	Antenatal care		
4	Family planning		
5	Tuberculosis treatment		
6	STIs treatment		
7	Community and Outreach Services		
8	Laboratory		
9	Dental services		
10	General inpatient-medical		
11	General inpatient-surgical		
12	Deliveries		
48. How has the quality of [SERVICE] offered in this facility changed compared to the year 2015?			
		1= Improved 2= Same 3= Worsened 4= Not Applicable	<div style="border: 1px solid black; width: 50px; height: 50px; margin: 0 auto;"></div>

SECTION 4D: Common diseases reported at health facility

How do you rate the frequency of the following diseases at your health facility during the last 12 months?

49	50	51	52	53	54	55
Malaria?	TB?	Injuries?	Measles?	Birth related?	Diarrhea?	Acute Respiratory Infections?
1=High 2=Average 3=Low 4=None	1=High 2=Average 3=Low 4=None	1=High 2=Average 3=Low 4=None	1=High 2=Average 3=Low 4=None	1=High 2=Average 3=Low 4=None	1=High 2=Average 3=Low 4=None	1= High 2= Average 3= Low 4= None

How do you rate the frequency of the following diseases at your health facility during the last 12 months?

56	57	58	59A	59B	59C
STI/HIV/AIDS?	Diabetes?	Cardiovascular diseases?	Other (specify)?	Other (specify)?	Other (specify)?
1=High 2=Average 3=Low 4=None	1=High 2=Average 3=Low 4=None	1=High 2=Average 3=Low 4=None	1=High 2=Average 3=Low 4=None	1=High 2=Average 3=Low 4=None	1= High 2= Average 3= Low 4= None

SECTION 4E: Common stock outs reported at health facility

Has the health facility experienced stock outs of the following drugs/supplies in the last 2 months?

How often have you had stock outs of [DRUG/SUPPLY] in the last two months?

Is drug available today?

Drugs/Supplies		1=Yes 2=No (>>NEXT DRUG/SUPPLY)	1=Frequently 2=Occasionally	1= Yes 2= No
	60	61	62	63
1	Artemether/lumefantrine			
2	Sulfadoxine Pyrimethamine tab			
3	Cotrimoxazole 480mg tab			
4	Oral Rehydration Salts (sachet)			
5	Medroxyprogesterone inj ("Depo")			
6	Phenyton 100mg			
7	Metronidazole			
8	Measles vaccine			
9	Examination gloves			
10	Ferrous/folic			
11	HIV testing kits			
12	Other (specify)			

SECTION 4F: Items brought by patients visiting the Health facility						
Do patients have to bring any of the following items for a visit to the health facility, including when this item is out of stock?						
USE CODE S AT RIGHT						
Syringes/ needles?	Drip/IV fluids?	Gloves?	Exercise books for writing prescriptions?	Cotton wool?	Paraffin?	CODES FOR 64-79 1= Yes, always 2=Yes, when item is out of stock 3= No 4= Not Applicable
64	65	66	67	68	69	
Soap?	Medicines (e.g. ergometrin)?	Other (specify)		Other (specify)		CODES FOR 65-78 1= Yes, always 2=Yes, when item is out of stock 3= No 4= Not Applicable
70	71	72		73		

SECTION 4G: Deliveries at this facility (SKIP IF NO DELIVERIES AT THE HEALTH CENTRE)						
Do women who come for delivery have to bring the following items to the health facility?						
1= Yes <input type="checkbox"/> 2 = No <input type="checkbox"/> IF NO DELIVERIES AT THIS FACILITY SKIP TO 80 USE CODES AT RIGHT						
Gloves?	Cotton wool?	Jik?	Razor blade?	Plastic sheet?	CODES FOR 64-78 1= Yes, always 2=Yes, when item is out of stock 3= No 4= Not Applicable	
74	75	76	77	78		

SECTION 4H: Validation of HMIS							
Data Validation tool - Health Facility Level							
District Name:					HSD Name:		
Health Facility :			Code:		Date:		
No.	80	81	82	83	84	85	86
	Data element	Period (drop down in SURVEYBE with applicable months and years)	HMIS 105 district	Database /facility report	Register	Variance/ mismatch (Yes/No)***	Comments
1	OPD	Mar-17					
		Jun-17					
2	Deliveries in Health Units	Mar-17					
		Jun-17					
3	DPT 3 Given to Children Under 1yr	Mar-17					
		Jun-17					
*** If the figures in the report , database, or register are different indicate "Yes"							
Other Comments							

SECTION 4H: Validation of HMIS (VISIT TWO ONLY)

Data Validation tool - Health Facility Level							
District Name:						HSD Name:	
Health Facility :			Code:			Date:	
No.	80	81	82	83	84	85	86
	Data element	Period (drop down in SURVEYBE with applicable months and years)	HMIS 105 district	Database /facility report	Register	Variance/ mismatch (Yes/No)***	Comments
1	OPD	Sept-17					
		Dec-17					
2	Deliveries in Health Units	Sept-17					
		Dec-17					
3	DPT 3 Given to Children Under 1yr	Sept-17					
		Dec-17					
*** If the figures in the report , database, or register are different indicate "Yes"							
Other Comments							

SECTION 4I: Epidemic Reporting

Did any member of this community report any epidemic outbreak since 2017? 1=Yes 2=No (Not reported) (>>90) 3=NA (no epidemic) (>>90)	Did you notify the district within 24 hours? 1=Within 24 hours 2=Within 7 days 3=After 7 days	How long did it take for the district to respond? 1=Within 24 hours 2=Within 7 days 3=After 7 days
87	88	89

SECTION 4J: General Operations

On average, for how many hours is the facility open to the public in a week? HOURS	Has the facility been faced with absenteeism of its staff in the last 12 months? 1=Yes 2=No (>> 93)	What is the major cause of absenteeism? 1= Lack or morale due to poor payment 2= Delays in payment of salaries 3= Not much work 4= Too much work 5= Lack of equipment 6= Lack of accommodation 96= Other (specify)
90	91	92

SECTION 4K : Sanitary facilities available at the health facility

Does the health facility have public toilets/latrines? 1=Yes 2=No (>>100)	What is the main type of toilet available? 1=Flush water 2=VIP pit latrine 3=Ordinary pit latrine 96=Other (specify)	What is the condition of the toilet? 1=Good 2=Fair 3=Poor 4=Not in Use	Are the toilets/latrines adequate? 1=Yes 2=No 3= Not Applicable	Are there hand washing facilities to be used in this facility? 1=Present with soap 2=Present without soap 3= No hand washing facilities		Does the facility have separate sanitary facilities for women and men? 1= Yes 2= No (>> 100)	How many toilet/latrine stances are for females and males?	
				TOILETS	BATHROOMS		MALE	FEMALE
93	94	95	96	97A	97B	98	99A	99B
Are there garbage or medical waste disposal facilities? 1=Yes 2=No (>>102)				What is the type of facility used? 1= Pit 2= Skip 3= Bush 96= Other (specify)				
GARBAGE WASTE	MEDICAL WASTE	BOTH						
100A	100B	100C		101				

SECTION 4L: Access to water at the health facility

	What is the MAIN source of water at the facility?	RANK UP TO 3 SOURCES BY IMPORTANCE 1=Main source 2=2 nd alternative 3=3 rd alternative	What is the distance to each important source (KM)? (IF WITHIN PREMISES, RECORD 00.0)	How reliable are these important water sources? 1= Available throughout the year 2= Not Reliable (Seasonal) 96=Other (specify)
	102	103	104	105
1	Piped water			
2	Bore hole			
3	Protected spring/well			
4	Rain water			
5	Lake/river/stream/dam/pond			
6	Spring			
7	Other (specify)			

SECTION 4M: Factors limiting provision of health services			
What are the MAJOR limiting factors faced by the health facility? <i>(DO NOT READ LIST OUT TO RESPONDENTS)</i>		RANK UP TO 3 SOURCES BY IMPORTANCE 1=Most serious 2=2 nd most serious 3=3 rd most serious	For those important limiting factors, how do you rate the change in the situation compared to 12 months ago? 1= Improved 2= Same 3= Worsened 4= Not applicable
106		107	108
1	Delayed remittance of funds		
2	Inadequate funding		
3	Inadequate facilities		
4	Inadequate drugs		
5	Inadequate clinical equipment		
6	Inadequate number of staff		
7	Inadequate staff skills		
8	Long distances from service users		
9	Negative attitudes of some service users		
10	Low pay to staff		
11	Insecurity		
12	Low staff morale		
13	Other (specify)		

SECTION 4N: Supervision/ Monitoring of Health Facility					
Supervisor/Monitor Level from which the supervisor came		Did the supervisor from [LEVEL] supervise/ monitor this health facility in the last 3 months? 1=Yes 2=No 3=N/A (>>Next level)	Which month and year did supervisor from [LEVEL] last visit? MONTH YEAR		What is the annual frequency of supervision/monitoring by [SUPERVISOR]? 1= Monthly 2= Quarterly 3= Twice a year 4= Annually
	109	110	111A	111B	112
1	Health Sub-District (HC IV/hospital)				
2	District				
3	Ministry of Health				

SECTION 40: Village Health Teams

113. Do the villages in the catchment area of this facility have established (selected and trained) Village Health Teams (VHT)?

1= Yes
2=No (>>115)

114. Are the Village Health Teams (VHT) functional?

FUNCTIONALITY MEANS PROVIDING REPORTS TO THE HEALTH FACILITY AND HOLDING QUARTERLY MEETINGS

1= Yes
2= No

SECTION 4P: Staffing at the facility**Vacant positions in health facility**

	Positions	How many positions have not been filled/are vacant (consider the official ceiling required)?	
		NU MBER	
		Filled	Vacant
	115	116(a)	116(b)
1	Doctors		
2	Nurses		
3	Allied medical workers		
4	Laboratory technicians		
5	Nursing assistants		
6	Support staff		
7	Midwives		
8	Dispenser/pharmacist		

SECTION 4P continued: List of all medical staff who work at this facility (Visit One)

If this is a HCII or HCIII ask to be shown around the health facility. While doing so, introduce yourself to each of the medical staff/support staff **who are present**, and record the required information about them.

	Name of staff	Sex 1=Male 2=Female	Function <i>USE CODES AT RIGHT</i>	Was this health worker found working? 1=Yes (>>123) 2=No	Was the staff's absence formally approved? 1=Yes 2=No	If the absence was approved: Why is staff not present today? <i>USE CODES AT RIGHT</i>	If the absence was not approved: Why is staff not present today? <i>Use codes at right</i>	Is the staff officially registered on the government pay roll? 1=Yes 2=No 3=Don't Know	CODES FOR 119 1=Clinical officer /medical assistant 2=Medical doctor 3=Enrolled midwife 4=Registered midwife 5=Comprehensive midwife-nurse 6=Enrolled nurse 7=Registered nurse 8=Nursing aide/ assistant 9=Facility administrator 10=Accountant 11=Records clerk 12=Health assistant 13=Dentist/dental assistant 14=Laboratory technician/assistant 15=Pharmacist/dispenser 16=Cleaner/sweeper/etc 96=Other (specify) CODES FOR 122A & 122B 1=Sick 2=Conducting outreach 3=At HSD/DHO/MOH 4=Being trained 5=At workshop 6=Picking up salary 7=Picking up drugs/supplies 8=Working at another job 9=Study leave 10=Annual/maternity leave 11=Off-duty/night duty 12=Exams 13=Absent without reason 14=Lack of accommodation 96=Other (specify)
	117	118	119	120	121	122A	122B	123	
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

SECTION 4P continued: List of all medical staff who work at this facility (Visit TWO ONLY)

If this is a HCII or HCIII ask to be shown around the health facility. While doing so, introduce yourself to each of the medical staff/support staff **who are present**, and record the required information about them.

	Name of staff	Sex 1=Male 2=Female	Function <i>USE CODES AT RIGHT</i>	Was this health worker found working? 1=Yes (>>123) 2=No	Was the staff's absence formally approved? 1=Yes 2=No	If the absence was approved: Why is staff not present today? <i>USE CODES AT RIGHT</i>	If the absence was not approved: Why is staff not present today? <i>Use codes at right</i>	Is the staff officially registered on the government pay roll? 1=Yes 2=No 3=Don't Know	CODES FOR 119 1=Clinical officer /medical assistant 2=Medical doctor 3=Enrolled midwife 4=Registered midwife 5=Comprehensive midwife-nurse 6=Enrolled nurse 7=Registered nurse 8=Nursing aide/ assistant 9=Facility administrator 10=Accountant 11=Records clerk 12=Health assistant 13=Dentist/dental assistant 14=Laboratory technician/assistant 15=Pharmacist/dispenser 16=Cleaner/sweeper/etc 96=Other (specify) CODES FOR 122A & 122B 1=Sick 2=Conducting outreach 3=At HSD/DHO/MOH 4=Being trained 5=At workshop 6=Picking up salary 7=Picking up drugs/supplies 8=Working at another job 9=Study leave 10=Annual/maternity leave 11=Off-duty/night duty 12=Exams 13=Absent without reason 14=Lack of accommodation 96=Other (specify)
	117	118	119	120	121	122A	122B	123	
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

SECTION 4Q: THIS SECTION IS TO BE ANSWERED BY THE ADMINSTRATOR OR HUMAN RESOURCE OFFICER AT THE FACILITY How has Management of [NAME OF FACILITY] responded to curbing absenteeism in your organization?

No.	Initiative	Tick the appropriate box if this initiative is being practised in your work place	Of those initiatives being practiced in your work place, which control(s) is/was most effective in reducing absenteeism (Rank the first three starting with most effective using letters A, B and C in that order)
1	Clearly written attendance policy		
2	Disciplinary action – stern warning		
3	Disciplinary action – dismissal/termination		
4	Increase in allowances		
5	Salary increment		
6	Provision of housing		
7	Provision of transport		
8	Introduction of daily attendance registers		
9	Improving the work environment through ICT		
10	Improving the work environment through Favorable policies and work safety improvements		
11	Close supervision		
12	More staff recruited		
13	Capacity built in leadership, Management/ attendance control		
14	Flexible work schedule		
15	Inclusion of absenteeism rate on job performance appraisal		
16	Recognise staff with outstanding attendance record (employee bonus, award)		
17	Job enrichment/enlargement/rotation to reduce absenteeism		
18	Others, please specify		
19	Others please specify		
20	Others please specify		

SECTION 4R: Accountability in the Health facility															
SN	What are the major modes of ensuring accountability in this health facility? 1= Auditors 2= Health management/ committee 96= Other, (specify)	Have there been any cases of misuse of funds in last financial year? 1= Yes 2= No (>> NEXT SECTION)	IF YES, how much money was involved in the most recent case? Ushs.	Who was implicated? 1= Health management Committee member 2= Head of facility 96= Other, specify	What action was taken on culprits? 1= Interdicted/ suspended 2= Dismissed 3= Reprimanded/Recovered 4= None. 96= Other (specify)										
(1)	(2)	(3)	(4)	(5)	(6)										
	1 2 6	1 2	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>											1 2 6	1 2 3 4 6

PLEASE RECORD END TIME IN SECTION 1B.

SECTION 5.0: WORKS AND TRANSPORT

TO BE ANSWERED BY SUB-COUNTY CHIEF

1 What is the name of the respondent? _____

2 What is the function of the respondent? _____

3 How long has the respondent held this post? |_|_| YEARS |_|_| MONTHS

SECTION 5A: Infrastructure (roads/bridges/culverts) availability and condition							
Type of road/bridge/culvert COMPLETE COLUMN 5 BEFORE MOVING ON TO FOLLOW UP QUESTIONS		Does this sub-county have any [ROAD]? 1=Yes 2=No (>>NEXT ROAD)	What is the commonest mode of transport used to reach the nearest [ROAD]? 1= Walking 2= Taxi (car) 3= Boda-boda 4= Bus/minibus 5= Motorcycle 6= Bicycle 7= Boat 8= Other (Specify)	What is the total length of [ROAD] within sub-county (km)? (FOR BRIDGES/CULVERTS RECORD NUMBER)	INTERVIEWER: IS THIS NUMBER BASED ON RECORDS OR SUBCOUNTY CHIEF ESTIMATIONS? 1=Based on written records 2=Based on respondent estimation	What is the current state of the [ROADS]/bridges? 1=Good (>>NEXT) 2=Usable (>>NEXT) 3=Poor	In your opinion, what is the main reason for the poor roads? 1= Bad weather 2= Lack of equipment 3= Poor maintenance 4= Lack of engineers 8= Other
4		5	5.1	6	7	8	9
1	Trunk roads (Tarmac)			_ _ _ . _ _			
2	Trunk roads (Murram)			_ _ _ . _ _			
3	Feeder roads			_ _ _ . _ _			
4	Community roads			_ _ _ . _ _			
5	Bridges/culvert crossings			_ _ _ _ _			

SECTION 5B : Maintenance and Repair of Infrastructure									
FOR THOSE ROADS INDICATED IN COLUMN 5		Who is responsible for maintaining [ROAD]/bridge? A=Sub-county B=District C= Ministry of Works (>> NEXT ROAD) D=Other	Number of km of [ROAD] maintained (KM EXECUTED) (FOR BRIDGES/ CULVERTS RECORD NUMBER)	Do you contract maintenance of [ROAD] to the private sector? 1=Yes 2=No	How do you rate the quality of work for [ROAD]? 1=Good 2=Average 3=Poor	What is the frequency of repairs for [ROAD]? 1=Routine-manual 2=Routine-mechanized 3=Regular-manual 4=Regular-mechanized 8=Other (specify)	Have there been any new [ROAD] constructed in sub-county in the last 12 months? 1=Yes 2=No (>>17)	What is the length in km of [ROAD] constructed? (FOR BRIDGES/ CULVERTS RECORD NUMBER) [>>18]	What are the reasons? 1= No need 2= Lack of funds 3=Lack of equipment 4= Insecurity 8=Other (specify)
		10	11	12	13	14	15	16	17
1	Trunk roads (Tarmac)		_ _ _ . _ _ _					_ _ _ . _ _ _	1 2 3 4 8
2	Trunk roads (Murrum)		_ _ _ . _ _ _					_ _ _ . _ _ _	1 2 3 4 8
3	Feeder roads		_ _ _ . _ _ _					_ _ _ . _ _ _	1 2 3 4 8
4	Community roads		_ _ _ . _ _ _					_ _ _ . _ _ _	1 2 3 4 8
5	Bridges/culvert crossings		_ _ _ _ _ _					_ _ _ _ _ _	1 2 3 4 8

SECTION 5C : Funding for maintenance of Roads/Bridges/Culverts

Category of road FOR THOSE ROADS INDICATED IN COLUMN 5	On average, How much was required to maintain [ROAD] in the last financial year? SHILLINGS	How much was actually released to maintain [ROAD] in the last financial year? SHILLINGS	Were the funds that you requested for received in time? 1= Yes 2= No
	18	19	20
Trunk roads (Tarmac)			1 2
Trunk roads (Murrum)			1 2
Feeder roads			1 2
Community roads			1 2
Bridges/culvert crossings			1 2

SECTION 5D: Constraints faced in the Maintenance and Repairs of Roads

What are the MAJOR constraints faced by this sub-county in terms of the maintenance and repair of roads? (Do not read out these factors to respondent)		RANK UP TO 3 SOURCES BY IMPORTANCE 1=Most serious 2=2 nd most serious 3=3 rd most serious	How has the situation changed in the last 12 months? 1= Improved 2= Same 3= Worsened
	21	22	23
1	Delayed remittance of funds		
2	Inadequate facilities		
3	Inadequate staff		
4	Wide road network		
5	Lack of peoples' interest		
6	Inadequate funding		
7	Low pay to staff		
8	Insecurity		
9	Other		

SECTION 5E: ACCOUNTABILITY IN THE SUBCOUNTY

SN	What is the major mode of ensuring accountability in this sub- county? 1= Internal auditors 2= External auditors 3= Technical Planning committee 4= Chairperson rules 5= Finance office rules 96= Other (specify)	Have there been any cases of misuse of funds in last financial year? 1= Yes 2= No (>> NEXT SECTI ON)	IF YES , how much money was involved in the most recent case? Ushs.	Who was implicated? 1= Committee member 2= Head of dept. 3= Accounting officer 96= Other (Specify)	What action was taken on culprits? 1= Interdicted/ Suspended 2= Dismissed 3= Reprimanded/ recovered 4=None
(1)	(2)	(3)	(4)	(5)	(6)
	1 2 3 4 5 96	1 2		1 2 3 96	1 2 3 4

PLEASE RECORD END TIME IN SECTION

SECTION 6A: COMMUNITY CHARACTERISTICS

1. How many households reside in this community?

		2 . How much of the land in the community is used for...
		SHARE
1	Cultivation by villagers	
2	Agro-business/plantation farming by outsiders	
3	Forest	
4	Pasture (common access)	
5	Wetland	
6	Residential	
7	Other (Specify)	

SECTION 6B: COMMUNITY GROUPS

		1	2	3	4	5
		Which of the following organisations exist in the community? ASK FOR EACH GROUP BEFORE ASKING THE FOLLOWING QUESTIONS ON THOSE THAT EXIST IN THE COMMUNITY 1= Yes 2=No (>> NEXT ROW)	How many [GROUPS] are there in the community?	When did the [GROUP] begin?	How often do the members of the [GROUP] meet? IF MORE THAN ONE GROUP EXISTS ASK ABOUT THE ONE WITH THE LARGEST FOLLOWING IN THE COMMUNITY READ RESPONSES 1=Weekly 2=Monthly 3=Quarterly 4=Semi-annually 5=Annually 96=Other (specify)	How many female members does the [GROUP] have? REFERS NOT ONLY TO EXECUTIVE MEMBERS BUT OVERALL MEMBERSHIP WHENEVER INFORMATION PROVISION IS FEASIBLE IF MORE THAN ONE GROUP EXISTS ASK ABOUT THE ONE WITH THE LARGEST FOLLOWING IN THE COMMUNITY
GROUP	CODE		NUMBER	YEAR [4 DIGIT]		NUMBER
Agricultural Coop	301					
Farmers' Group	302					
Livestock Assoc.	303					
Savings and Credit Cooperative	304					
Business Assoc.	305					
Women's Group	306					
Youth Group	307					
Cultural Group	308					
Sports Group	309					
Community Police/Watch Group	310					
Disabled Assoc.	311					
Other (specify)_____	312					
Other (specify)_____	313					

SECTION 6C: NGOs IN THE COMMUNITY

PLEASE RECORD THE NAMES OF ALL NON-GOVERNMENTAL ORGANISATIONS (NGOs) THAT ARE CURRENTLY OPERATING IN THE COMMUNITY INCLUDING FARMER FIELD SCHOOLS. ASK QUESTIONS 1 – 5 ONE ROW AT A TIME	1	2	3	4	5
	What is the type of [NGO]? READ RESPONSES 1=Local 2=National 3=International 96=Other (specify)	When did the [NGO] begin?	What is the main purpose of the [NGO]? 1=Health/Sanitation 2=Domestic Water Sources 3=Maternal/Child Nutrition 4=Education 5=Crop Production (Gen1) 6=Irrigation 7=Sustainable Land Management 8=Forestry/Agroforestry 9=Livestock Production (Gen1) 10=Livestock Health 11=Fishing 96=Other (specify)	How many members does the [NGO] have? REFERS NOT ONLY TO ECECUTIVE MEMBERS BUT TO OVERALL MEMBERSHIP WHENEVER INFORMATION PROVISION IS FEASIBLE	How many female members does the [GROUP] have? REFERS NOT ONLY TO ECECUTIVE MEMBERS BUT TO OVERALL MEMBERSHIP WHENEVER INFORMATION PROVISION IS FEASIBLE
GROUP		NUMBER [4-DIGIT]		NUMBER	NUMBER

SECTION 6D: COMMUNITY NEEDS, ACTIONS & ACHIEVEMENTS

ITEM	CODE	1	2	3	4	5	6	7
		ENUMERATOR: ASK 1 AND 2 FOR ALL ITEMS ON THE LIST BEFORE MOVING ON TO 3		ENUMERATOR: IS THE ANSWER "YES" TO EITHER QUESTION 1 OR QUESTION 2 1= Yes (>> 5) 2=No	During the past 12 months, even if there was no communal or leadership action to express/ discuss the need for [ITEM], were there any investment projects that addressed the need for [ITEM]? 1= Yes 2=No (>> NEXT ROW)	During the past 12 months, did the community (besides LC1 and other local/political leaders) meet to address the need for [ITEM]? 1= Yes 2=No (>> 8)	Under whose leadership was the meeting(s) organized? SEE THE CODEBOOK	Was the meeting successful in determining the steps that were needed to be taken by the community for [ITEM]? 1= Yes 2=No
		During the past 12 months, has any of the community members ever approached the LC1, other village leaders or political leaders about expressing a need for [ITEM] in the community? 1= Yes 2=No	During the past 12 months, has the LC1 or other village leaders or political leaders organized the community members to address a need for [ITEM] in the community? 1= Yes 2=No					
Road: Construction/Improvement	101							
Bridge: Construction/Improvement	102							
Primary School: Construction/Improvement	103							
Secondary School: Construction/Improvement	104							
Health Centre/Clinic/Dispensary: Construction/Improvement	105							
Piped water/Boreholes/Wells: Construction/Improvement	106							
Maize Mill: Construction/Improvement	107							
Public Transportation: Initiation/Improvement	108							
Agricultural/Fishery/Livestock Extension Services: Initiation/Improvement	109							
Law Enforcement: Initiation/Improvement	110							
Other (Specify) _____	111							

ITEM	CODE	8			9	10	11	12			13	14	15	16	17		
		To address the need for [ITEM], what actions did the community take? READ ALL POSSIBLE ACTIONS FROM THE CODEBOOK. LIST UP TO THREE IN ORDER OF IMPORTANCE			ENUMERATE OR: DID THE COMMUNITY TAKE ANY ACTION TO ADDRESS NEED FOR [ITEM] AS REPORTED IN QUESTION 8, COLUMNS A THROUGH C? 1=Yes 2=No	Was the need for [ITEM] addressed? READ RESPONSES FROM THE CODEBOOK. SKIP TO NEXT ROW IF THE RESPONSE IS 3, 4 OR 5	When was the need for the [ITEM] addressed?	What was/will be the source of the funds for [ITEM]? READ POTENTIAL RESPONSES FROM THE CODEBOOK. LIST UP TO 3 IN ORDER OF IMPORTANCE			What was/will be the total funding for [ITEM]? INCLUDE ALL SOURCES FROM OUTSIDE AND WITHIN THE COMMUNITY	What was/will be the total amount of money contributed by community members? IF NO MONEY WAS RAISED, RECORD ZERO AND SKIP TO 16.	How were/will the contributions be raised? READ RESPONSES 1=Voluntary 2=Compulsory 3=Other (specify)	To address the need for [ITEM], did the community members contribute in kind? 1= Yes 2=No (>> NEXT ROW)	How did the community members contribute in kind? READ POSSIBLE CONTRIBUTIONS FROM THE CODEBOOK. LIST UP TO THREE IN ORDER OF IMPORTANCE		
		a	b	c			YEAR [4-DIGIT]	1ST	2ND	3RD	USHS	USHS			a	b	c
Road: Construction/Improvement	101																
Bridge: Construction/Improvement	102																
Primary School: Construction/Improvement	103																
Secondary School: Construction/Improvement	104																
Health Centre/Clinic/Dispensary: Construction/Improvement	105																
Piped water/Boreholes/Wells: Construction/Improvement	106																
Maize Mill: Construction/Improvement	107																
Public Transportation: Initiation/Improvement	108																
Agricultural/Fishery/Livestock Extension Services: Initiation/Improvement	109																
Law Enforcement: Initiation/Improvement	110																
Other (Specify)	111																

SECTION 6E: COMMUNAL RESOURCE MANAGEMENT

RESOURCE	CODE	1	2	3	4	5	6	7		
		Does the community own any communal [RESOURCE]? 1= Yes 2=No (>> NEXT ROW)	Is the community able to determine independently the rules of access and use of its communal [RESOURCES]? 1= Yes 2=No	Is communal [RESOURCE] recognized by the District Council? 1= Yes 2=No	Is communal [RESOURCE] challenged or disputed by neighbouring villages or estates? 1= Yes 2=No	Is the communal [RESOURCE] sometimes used by outsiders or neighbouring villagers without consulting the LC1? 1= Yes 2=No	Does the community have any specific exclusion mechanism targeted at keeping outsiders from using communal [RESOURCE]? 1= Yes 2=No (>> 8)	How does the community manage to exclude outsiders from using communal [RESOURCE] without consulting LC1? READ RESPONSES. LIST UP TO 3 IN ORDER OF IMPORTANCE 1=Use guards 2=Use the threat of Fine 3=Religious sanctions 4=Physical punishment 96=Other (specify)		
								1ST	2ND	3RD
Crop Land	101									
Forest	102									
Pasture	103									
Water Body (Specify) _____	104									
Other (Specify) _____	105									

		8			9			10	11	12	13	14
		What forms of restriction does the community place on its members regarding access and use of communal [RESOURCE]? READ RESPONSES. LIST UP TO 3 IN ORDER OF IMPORTANCE. 1=Time restrictions 2=Limitations on number of users at a given time 3=Rotation among groups of families 4= No restrictions 9= Other (Specify)			How does community ensure among its members compliance with use rule s for communal [RESOURCE]? READ RESPONSES. LIST UP TO 3 IN ORDER OF IMPORTANCE. USE THREAT OF... 1=Fine 2=Confiscation of tools/ products 3=Taking away [RESOURCE] use rights 4= Religious sanctions 5=Social sanctions 6= Physical punishment 7=Discrimination at future handouts 8= Do nothing 9= Other (Specify)							
RESOURCE	CODE	1ST	2ND	3RD	1ST	2ND	3 RD					
Unallocated Arable Land	101											
Forest	102											
Pasture	103											
Water Body: Specify _____	104											
Other (Specify) _____	105											

PLEASE RECORD END TIME IN SECTION 1B.

SECTION 11: GOVERNMENT SAFETY NET PROGRAMMES

GS01: Are you aware of the Government Safety Net programmes? 1 = Yes 2= No (circle appropriately)

PROGRAMME	Do you Know about [PROGRAMME]? 1= Yes 2=No
GS02	GS03
A = S.A.G.E	
B= Operation Wealth Creation	
C= Youth Venture Capital Fund	
D= Youth Livelihood Program	

CODES FOR SECTION 6D, QUESTION 6:

LC1.....1
GROUP VILLAGE HEADMAN.....2
SCHOOL COMMITTEE.....3
HEALTH COMMITTEE.....4
AGRICULTURAL COOP/FARMERS' GROUP....5
AGRICULTURAL EXTENSION OFFICER.....6
NGO/RELIGIOUS OR INTERNATIONAL ORG..7
MP.....8
DISTRICT ASSEMBLY.....9
OTHER (SPECIFY).....96

CODES FROM SECTION 6D, QUESTION 8:

MOBILIZE MANPOWER AMONG COMMUNITY MEMBERS.....1
MOBILIZE FINANCIAL RESOURCES AMONG COMMUNITY MEMBERS.....2
SEEK RESOURCES THROUGH THE LOCAL FUNDING AGENCY.....3
SEEK RESOURCES THROUGH THE CITY/DISTRICT ASSEMBLY/COMMISSIONER....4
SEEK RESOURCES THROUGH THE RELEVANT MP.....5
SEEK RESOURCES THROUGH OTHER INFLUENTIAL PERSON.....6
SEEK RESOURCES THROUGH AN NGO OR RELIGIOUS/INTERNATIONAL ORG.....7
OTHER (SPECIFY).....9

CODES FOR SECTION 6D, QUESTION 10:

ADDRESSED/BEING ADDRESSED.....1
TO BE ADDRESSED/RESPONSE POSITIVE..2
PROMISED BUT NOT ADDRESSED.....3 >> NEXT ROW
NOT ADDRESSED, RESPONSE PENDING....4 >> NEXT ROW
NOT ADDRESSED, ATTEMPTS FAILED.....5 >> NEXT ROW

CODES FOR SECTION 6D, QUESTION 12:

COMMUNITY MEMBERS.....1
LOCAL FUNDING AGENCY.....2
DISTRICT/CITY ASSEMBLY.....3
CENTRAL GOVERNMENT.....4
NGO.....5
RELIGIOUS ORGANIZATION/INSTITUTION..6
INTERNATIONAL ORGANIZATION.....7
OTHER (SPECIFY).....9

CODES FOR SECTION 6D, QUESTION 17:

SUPPLY MANUAL LABOR.....1
SERVE IN THE PROJECT COMMITTEE.....2
PROVIDE MATERIAL INPUT SUCH AS BRICKS AND SAND..3
SUPPLY ANY OTHER IN-KIND CONTRIBUTION (SPECIFY).9