

GUIDELINES FOR FEMALE SHURA QUESTIONNAIRE – NRVA 2003

This questionnaire will be asked from the Female Shura through a focus group discussion. This will be the first entry point into the village, and the stage where you will be making your introductions to the community, explaining the purpose of the assessment.

You will be trying to get a number of information sets through this interview, most notably an understanding of the community and village that you are in, in terms of women's livelihood possibilities. Most of the questionnaire explores what is happening with female-headed households – how they get to the markets, what they own, and so on.

At the Shura, you will need to conduct a wealth group breakdown, to understand the different socio-economic or wealth group stratifications that occur within the village.

The Female Shura questionnaire is divided into 8 sections – from Section A to Section H - and guidance notes will be provided through this document at the start of every section.

The first two sections – SECTION A & B – cover general village information.

The remaining sections – SECTION C to H – should ONLY be asked about FEMALE-HEADED HOUSEHOLDS in the community.

SECTION A - COMMUNITY IDENTIFICATION

Objective: In Section A, we need to code the questionnaire, so that we can link all the information for this village in the database for the analysis that will be done later on. It is important that you fill in these numbers clearly, and, before leaving the village, the Team Leader must ensure that all the codes on all the questionnaires for this village match up.

Questions must be filled as follows:

A1. Name of the surveyor: Record the name of the surveyor that has conducted this interview.

A2. Date: Record the date of the interview (date/month/year) in the 2003 calendar year. That is, do not record the date in the Afghani year of 1382.

A3. Village name. Use the same village name that is written on the Male Shura questionnaire.

A4. Village code: Use the same village code that is written on the Male Shura questionnaire.

A5. Official District Code: Use the same district code that is written on the Male Shura questionnaire.

A6. Official Province Code: Use the same province code that is written on the Male Shura questionnaire.

SECTION B – GENERAL COMMUNITY INFORMATION

Objective: In Section I, you will have to conduct a wealth group breakdown and start collecting community information on the different wealth groups.

As you now know, there are different groups of people in a community that will have different socio-economic status. For example, some households in a community will be very poor and may own a donkey, whilst others will be better-off and may have a good house and a car.

The following sections in the questionnaire required to be answered at wealth group levels. Here, we will give a reminder to refresh your memory of wealth groups that you would have received during the training.

There are different ways to define wealth groups, and usually in rural communities, people have strong views about wealth differentiations. What you need to do is understand what these differentiations are, and to ask the Shura to conduct the breakdown based on the criteria that the community uses to determine socio-economic status.

As a reminder, you will be conducting the wealth breakdown to determine 4 different wealth stratifications, namely **BETTER-OFF, MEDIUM, POOR** and **VERY POOR** families. Previous work in Afghanistan on these four wealth groups give the following **TYPICAL** characteristics – but, take special care as this is a broad description, and you may find that the situation could be very different in the village that you are in. Nonetheless, this is what we have found so far:

- **Who is better off?**

Typically, they are the big landowners in the village, that have more livestock than anybody else, and that usually hire people to work for them. They can also be the large traders in the community. They are usually able to give *khairat* to the poor, can lend money to others, and generally are the influential households in the community. They are likely to have or be able to access better assets than others, such as a tractor or a car. They also tend to have more money and resources than others. However, take note that **BETTER-OFF** does **NOT** mean **RICH**. It is a relative term, as what may be a better-off

household in one community could be a poor household in another. Usually, the better-off will only be a few households within the community, and typically make up 5% to 10% of the households in the village, though sometimes they can be more or less.

- **Who is medium?**

Typically, these households have medium sized land and livestock holdings, with fairly good assets and the ability to find work – usually with more than one person in the household that can work. They can hire others, or may work for others. Typically they can meet all their needs through their own agricultural production together with their labour needs and other small business opportunities such as trade. They usually have traction animals for plowing. Typically, this wealth group can make up 40% to 60% of the households in a village, though sometimes they can be more or less.

- **Who is poor?**

Typically, they are small-land holders, sharecroppers, or landless, and have a small number of livestock. They will not have too many assets, very little savings if any, are likely to have one person in the household that can work, and usually labour for others in the village. Typically, this wealth group can also make up 40% to 60% of the households in a village, though sometimes they can be more or less.

- **Who is very poor?**

Typically, they are landless, sharecroppers, households that have no members that can work, and female-headed households that are receiving little to no support. These households rely heavily on the rest of the community for support through charity, and often struggle on a day-to-day basis to make ends meet. They have very little assets and usually no savings. Typically, this wealth group can make up 5% to 15% of the households in a village, though sometimes they can be more or less.

Conduct the wealth group breakdowns, and proceed with remainder of the questionnaire.

Questions must be filled as follows:

B1. Record the total number of households in the village, and how many households there are in each wealth group. Make sure that the total number **INCLUDES** all returnees and kuchis that have been living in the village **SINCE** the last harvest, or same time last year. For the kuchi, the question refers to those that are living **INSIDE** the village and not in the **dasht** or elsewhere.

B2. We need to know how many **FEMALE-HEADED HOUSEHOLDS** there are in the village. By this, we mean households run by women – such as widows – and whose sons are too young to take over the responsibility of running the household. Typically in Afghanistan, this is regarded as boys under 14 years old. If there are women that fall into this category, yet they are living in the home of another relative that is supporting and looking after them, then do **NOT** include them as female-headed households.

B3. We want to know if women from the different wealth groups can make money through doing work in the home, such as carpet weaving. Answer yes or no.

B4. If they can earn income in the home, we want to know how many households have women that are earning income through these activities, in each wealth group. Write down the number of **HOUSEHOLDS** that have working women.

B5. We want to know if women from the different wealth groups can make money through doing work outside of the home but still in the village, such as collecting and selling firewood. For Kuchi women, the area surrounding the village can be called the area surrounding the community, and they can collect firewood and dung collection.

B6. If they can earn income outside of the home, we want to know how many households have women that are earning income through these activities, in each wealth group. Write down the number of **HOUSEHOLDS** that have working women outside of the home. For Kuchi women, the area surrounding the village can be called the area surrounding the community.

B7. We want to know if women from the different wealth groups can work outside of the village, such as teachers. Answer yes or no. For Kuchi women, the area surrounding the village can be called the area surrounding the community.

B8. If they can work outside of the village, we want to know how many households have women that are working and earning income through these activities, in each wealth group. Write down the number of **HOUSEHOLDS** that have working women outside of the village. For Kuchi women, the area surrounding the village can be called the area surrounding the community.

B9. Record the total of how **MANY** women **OVER 14** years old can read and write, and how many there are in each wealth group.

B10. We need to know how many women died through childbirth in the village the last year. Record the total number of deaths through childbirth, and how many there were from each wealth group.

B11. We want to know if any women in each of the wealth groups **WORKED** on **CASH** for work projects in the last year.

B12. We want to know if any women in each of the wealth groups **WORKED** on **FOOD** for work projects in the last year.

ASK SECTIONS C TO H ONLY FOR FEMALE-HEADED HOUSEHOLDS

SECTION C – MARKETS AND HEALTH

Objective: In Section C, we are trying to get information on how often, and by what means, **FEMALE-HEADED** households go to the permanent food markets. We also need to know which health facilities female-headed households can go to if they are sick.

Questions must be filled as follows:

C1. Frequency of going to the market: Record the number of how often female-headed households will go to the market.

C2. Use of vehicles to the market: Record whether female-headed households can go to the market by vehicle.

C3. How do female-headed households go to the market: We want to know how female-headed households can go to the market, whether they can go by themselves or if they have to be accompanied by someone else. It is important to know this, as it will have an impact on how often they can go, or if there are additional costs for them associated with going to markets, for example whether they have to pay some-one else. Once you have the information, record the appropriate number.

Example: If the typical female-headed household sends her children and does not go herself to the market, then write down number 4.

C4. Health facilities that female-headed households use: Which facilities can be used by members of female-headed households if they get sick? Record the appropriate number in the box next to each health facility type, and make sure that **EVERY** box has been filled.

Definitions of health facilities are as follows:

- **Health Post:** At the community level, basic health services will be given by community health workers and traditional birth attendants out of their own homes, which function as community health posts. Community health workers may offer limited curative care, including: diagnosis and treatment of malaria, diarrhoea and acute respiratory infections; distribution of condoms and oral contraceptives; and micronutrient supplementation. One female or male community health worker, and one traditional birth attendant should staff a health post.
- **Basic Health Centre:** The basic health centre is a small facility, offering the same services as a health post, but with more complex outpatient care. Services offered may include: antenatal, delivery, and postpartum care; family planning; routine extended programme of immunisation (EPI); growth monitoring; management of childhood diseases; treatment of malaria and TB, including DOTS; and distribution of essential drugs. A basic health centre would usually be staffed by a nurse, a midwife or auxiliary midwife, and vaccinators, covering a population of 15,000 to 30,000 people.
- **Comprehensive Health Centre:** The comprehensive health centre usually covers a larger catchment area of 30,000 to 60,000 people, and offers a wider range of services than the basic health centre. In addition to assisting normal deliveries, the comprehensive health centre can handle some complications; grave cases of childhood illness; treatment of complicated cases of malaria; and inpatient and outpatient physiotherapy for disability. The facility should have space for inpatient care, as well as a laboratory. The staff of a comprehensive centre will also be larger than that of a basic centre, and is more likely to include both male and female doctors, male and female nurses, midwives, and laboratory and pharmacy technicians.
- **District Hospital (First-Referral Hospital):** The first-referral or district hospital, which usually serves up to four districts, will handle all services in the “Basic Package of Health Services”, including the most complicated cases. Cases referred to the district hospital level include major surgery under general anaesthesia; X-rays; comprehensive emergency obstetric care, including Caesarean sections; and family planning methods relevant for Afghanistan. The hospital will also provide a wider range of essential drugs and laboratory services than the health centres. The hospital will be staffed with doctors, often including female OB/GYNs, surgeon, anaesthetist, and paediatrician; midwives; laboratory and X-ray technicians; pharmacist; and dentist and dental technician.
- **Traditional Healer:** A practitioner using traditional means and local knowledge, cures and remedies to assist people that are ill and / or need medical assistance.
- **Traditional birth attendant:** A mid-wife that uses traditional means and local knowledge to assist women during their pregnancies, and before, during, and after child delivery.
- **Private doctors:** Medical practitioners that see and assist people after office hours, typically from their own homes.

SECTION D - LIVESTOCK

Objective: In Section D, we are trying to get information on the typical range of animal ownership of female-headed households (for a reminder on typical and ranges, refer to the introductory guidelines of the Male wealth group).

Questions must be filled as follows:

D1 to D8. Record the TYPICAL RANGE of the number of the different animal types owned by female-headed households in this village.

SECTION E – LAND TENURE

Objective: In Section E, you are going to try and understand how much land female-headed households have. There are 3 main types of land they could have – what they own, what they sharecrop with others, and what they can rent from others. You will be asking the ranges that typical female-headed households will be able to access from each of these three categories, and how this has changed compared to last year. If there are changes, what could be the reasons for this?

Questions must be filled as follows:

You must fill in the table from left to right, and column-by-column.

E1. Range of land: You have to ask what the ranges – in **JERIBS** - of the different types of land that a **TYPICAL** female-headed household has through ownership, sharecropping, and renting.

E2. Changes to previous years: Record how this has changed this year compared to previous years – is it more, remained the same, or less than then before?

If it has remained the same, go to SECTION E.

E3. Reasons for change? Record what has been the **MAIN** reason for the change in access or ownership of land for the typical female-headed household.

SECTION F - DEBTS

Objective: In Section F, we want to know what the debt levels are - both food and cash - for the **TYPICAL** female-headed households, and how this has changed compared to the previous year.

Questions must be filled as follows:

F1. Record the number of female households with debts, both of food and cash.

F2. Change in levels of debt: Write down how levels of debt have changed from the same time last year to the current time.

SECTION G –COPING STRATEGIES

Objective: In Section G, we are trying to understand what coping strategies female-headed households have used in the last year to make ends meet, if they had to. You need to be very sensitive here as this question can be upsetting for people.

Questions must be filled as follows:

G1: Coping strategies: Record the 5 most **TYPICAL** and common coping strategies used by female-headed households in this village.

Note: If NO coping strategies were used, then proceed to SECTION H without completing the table in this section.

G2: Ranking of coping strategies: Once you have identified what the 5 most typical coping strategies were, rank them from 1 to 5 in order of the most typically used coping strategy, with 1 being the most typically used, 2 the next most used, and so on.

Example: under 01, you may have listed coping strategies 3 - 17 – 11 - 15 - 2. However, you may have found that 17 was used first, so you would write 1 next to that. Maybe 3 was used next, so you would write 2 next to that. Then 15 could have been used third, so you would write 3 next to that, and so on.

G3: Use of coping strategies in the coming year: After having recorded the 5 most typical coping strategies in 01, ask whether female-headed households would be able to use these coping strategies again – yes or no – in the coming year **only** if they had to.

SECTION H – PRIORITIES

Objective: In Section H, we want to know what the main priorities are for female-headed households that they would like the Government to address.

Questions must be filled as follows:

Q1: Priorities: Once you have identified what the three main priorities are for this group, write them down in the spaces provided. Make sure that when you record these, you write the **most important priority next to number 1**, the second most important priority next to number 2, and the third next important priority next to number 3.