SURVEY OF FOOD DEMAND FOR AGRICULTURAL COMMODITIES
November 2008 Survey Round

SUPPLEMENTARY   GUIDELINES

A. Data collection

1. Be reminded of the need to observe protocol. Conduct the usual courtesy call to the Barangay Official in getting permission for the conduct of SFDAC in the barangay. Afterwards, locate the <u>residential addresses</u> of the sample households using the provided list of sample households as reference (see attached template). Look for the respondent interviewed in the previous round's survey (the target respondent) and proceed with the interview based on the instructions in the SFDAC Manual of Operations and this Supplementary Guidelines. It is understood that the respondents interviewed last round met the following criteria set for the survey:

   - An adult household member, not necessarily the household head
   - Knowledgeable on the quantity of food consumption and consumption patterns of the household members
   - Willing to provide the information needed for the survey

2. During the visit, several scenarios may happen. Below are some tips that can aid the CDC in handling the following situations:

Situation	Action to be taken
Target respondent refuses to cooperate this time	Exert efforts to elicit respondent's cooperation. If he/she still refuses to cooperate, ask if there is <u>anyone else</u> in the household who is knowledgeable on the quantity of food consumption and consumption patterns of the household members and is willing to be interviewed. If none, politely thank that person and indicate on the list of samples the code for refusal (code 30) and the name of the uncooperative respondent.

Target respondent is not available at the time of visit, no other household member qualifies as respondent, or the entire household is temporarily away but is expected to be back within the survey period.	Indicate code '41' on the list of samples, and write the name of informant or the person who gave the information. Ask also when a call back can be made to the sample household. A maximum of three (3) callbacks (or 4 visits) will be allowed for this survey. Indicate result of the last callback on the list of samples. Here, possible answers are: 10 – completed 20 – not completed 30 – refused to be interviewed 41 – no qualified respondent/ household temporarily away 42 – area temporarily not accessible
Area is temporarily not accessible	Whenever applicable, ask the informant when the area is most likely to be accessible so that a callback can be made. If the area still cannot be accessed within the survey period, indicate so on the list of samples by writing code '42' as well as the name of the person who gave the information.
Sample household resides in another barangay	This happens when the entire sample household moved to another barangay after last round's survey period. In this case, indicate code '43' as well as the name of informant on the list of samples.

Household head transfers to another household which is not a sample household. Other household members remain in the sample household	Ask the name of the new household and indicate it in the list of samples right above the name of former household head as shown below:
	
	Name of former household head:
	   CLOSTER SAMPING
	Name of new household head:
	   JOHN OLIVO
	
	How to reflect correction in the list of samples:
	
	   JOHN OLIVO
	   ~~CLOSTER SAMPING~~

3. Replacement of sample households will not be allowed because PANEL data should be generated. This will be used for the construction of demand function and elasticities of demand for major commodities.

4. CDCs will be compensated only for the sample households that are <u>successfully enumerated.</u>

5. Spotchecking and backchecking will be conducted during and after the data collection period, respectively, by field supervisors and selected Central Office personnel. Information indicated in the <u>Result of Visit</u> portion of the list of samples will serve as one of the inputs in the backchecking activity.

B. Filling-up of the questionnaire

1. Accomplish Blocks A and B of the questionnaire before going to the sample households by copying the information from the list of sample households to be provided.

A. GEOGRAPHIC INFORMATION	B. SAMPLE HOUSEHOLD IDENTIFICATION
1. Region: _____ ☐☐	1. Name of household head: _____
2. Province: _____ ☐☐	2. Residential address : _____
3. City/Municipality: _____ ☐☐	3. Name of respondent: _____
4. Barangay: _____ ☐☐☐	4. Household socio-economic classification:
4.1 Classification: 1 - Urban 2 - Rural	1 - AB (upper class) 3 - D (lower class) 2 - C (middle class) 4 - E (extremely lower class)

2. Once the target sample has been identified, start the interview. Be polite and courteous in asking questions. Begin with Block C of the questionnaire. Though this information were already asked in the first survey round, there is still a need to ask them again to ensure that any addition/subtraction in the household membership will be captured.

C. HOUSEHOLD MEMBERS PARTICULARS
Total household members: _____   Male:_____   Female:_____

Column 8. Household income. This information is very important particularly in the construction of the demand function. However, it was observed in the previous survey round that there were household members that reported employment but failed to provide information on income. Here are some tips and probing questions on how get information on income:

⇒ if the household member is employed in part time job
  o ask the number of days worked and the wage per day.
⇒ if the household member is a fixed salary earner:
  o ask the profession of the household member
  o what is his/her designation
  o how long (no. of years) the member worked in the present job
  o ask the monthly income
⇒ if the household member is self-employed:
  o ask the type of enterprise
  o ask also the daily or weekly income of the household member
⇒ if the household member is below 15 years of age and helping in the household enterprise e.g, farming, sari-sari store, special agricultural activities, etc. without compensation, there should be no entries on Columns 7 and 8.

4. Block D. Column 2. How many local units? – should be in two (2) decimal places

D. HOUSEHOLD FOOD CONSUMPTION AND BUYING PATTERN

Did your household consume any of the following commodities? *(if YES check box)*	How much was consumed **in** the household in the past week ?				Where did your household get the food that was eaten? *(encircle code/s)*	What was the price of one local unit? (Pesos)	What is your household's usual buying frequency? *(encircle code)*
	How many local units?	What is the name of local unit?	What is the weight of one local unit in kilogram?	What is the total quantity in kilogram? *(2) X (4)*			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
☐ 1. Rice and rice-based products							
1.1 Rice (plain)	. _ _		. _ _ _ _	. _ _ _ _	1 2 3	. _ _ _	1 2 3 4 5
1.2 _____	. _ _		. _ _ _ _	. _ _ _ _	1 2 3	. _ _ _	1 2 3 4 5

Columns 3 and 4. Do not leave these columns blank. Ask and record the name of local unit in Column 3 and weight of one local unit in kilogram (kg) in Column 4. The data will be used in the validation of entries recorded in Column 5.

Column 7. What was the price of one local unit? Another important variable needed in the construction of the demand function. Do not leave this column blank if the code in column 6 is 1-bought. The CDCs should ask probing question like what was the prevailing price of the commodity in the locality?

5. Block E. Number of Eaters

Where to record the number of eaters?
  a. members brought cooked rice "baon" and bought cooked dishes.
  ⇒ Record them in the number of members served meals, item 1

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b. members (students) who brought one week supply of food in the boarding house

⇒ Record them in the number of members served meals, item 1, if the one-week supply was included in Block D or total consumption of the household for the past week.

6. Block F. Rice and corn leftovers, wastage and consumption by animals

Consistency not observed in Block D and Block F

⇒ If there is rice reported in Block D, the reported rice consumption by pets (Block F) should be indicated under Rice as leftovers.

⇒ If the household is a corn eating household, then there should be no entry in Block F "rice leftovers". Instead, the entry should be indicated under purposely cooked for pets/animals.

⇒ How to convert from cooked to raw form. Depending on the local unit of rice and corn leftovers, convert the weight of one local unit to its raw form. For instance, 1 kilogram of uncooked rice can serve 8 cups of cooked rice. If the estimated rice leftovers was 1 cup, then the equivalent weight of rice in its uncooked (raw) form would be 1/8 or 0.125 kilogram.

7. Block G. Rice Substitution

G. RICE SUBSTITUTION

Should be "go to item 4"

1. In the past week, did your household substitute any food for rice in any meal?

    1 - YES   2 - NO   (If YES, continue. If NO, go to Block H)

2. What was the main reason for substitution? *(encircle code)*

    1 - Rice available but cannot afford to buy

    2 - Rice not available although can afford to buy

    3 - Rice not available and cannot afford to buy

4. Did your household mix / supplement rice with corn / other commodities?   1 - YES   2 - NO

    If **yes**, why? _____

Do not forget

After the interview, thank and inform the respondents that they will be enumerated again in February and May 2009.

TIMETABLE OF OPERATIONS
November 2008 Survey Round

Activity	Timeline
1. Briefing on C.O. trainers	24 Oct. 2008
2. Field training and data collection	4-18 Nov. 2008
3. Field editing and coding	6-21 Nov. 2008
4. Back checking	17-21 Nov. 2008
5. Field data encoding and validation	18-28 Nov. 2008
6. Submission to Central Office*	10 Dec. 2008
7. Generation of data tables	11-20 Dec. 2008
8. Data review and analysis	21 Dec. - Feb. 2009
9. Report preparation and presentation	March 2009
10. Finalization and submission of report	April 2009

*accomplished questionnaires, list of samples, and encoded raw data.