



# 2017 Survey on Costs and Returns of Tomato Production



## DATA PROCESSING PROGRAM MANUAL

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July 2017



REPUBLIC OF THE PHILIPPINES

**PHILIPPINE STATISTICS AUTHORITY**

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# 1. Rationale

One of the major activities of a statistical survey is the development of computerized data processing system. It will facilitate quick generation of the data tables which are necessary in the preparation of technical report.

As in other data processing systems, this manual contains comprehensive instructions and procedures on the following activities:

- Data encoding/capture
- Data review/cleaning of microdata files
- Data tables generation

## 2. Objectives

This data processing manual aims to provide the users, particularly the Provincial Statistics Office (PSO) staff with detailed instructions on how to use the customized data processing system for the 2017 Survey on Costs and Returns of Tomato Production. Specifically, this manual aims to provide detailed procedures for the data encoding activity, data review and cleaning of the microdata files and generation of data tables.

## 3. The Application Software

The data processing system for the 2017 SCR Tomato Production is developed using Microsoft Excel. **Microsoft Excel** is a spreadsheet application developed by Microsoft for Microsoft Windows. It has the basic features of all spreadsheets using a grid of *cells* arranged in numbered *rows* and letter-named *columns* to organize data manipulations like arithmetic operations. It has different functions designed to answer statistical needs. It has a programming aspect, *Visual Basic for Applications*, allowing the user to employ a wide variety of numerical methods, for example, for solving mathematical and statistical equations. It is very helpful for doing calculation, graphing, tabulations (e.g. pivot tables) and macro programming.

## 4. General Instructions

1. Make sure that all questionnaires were edited.
2. Sort / Arrange the questionnaires by QC Number to check for completeness.



**Completeness** – means that the number of samples in the list of sample matches with the number of questionnaires edited and there are no missing entries across all blocks of questionnaire.

3. Encode the data from Block A to Block N of each questionnaire in the corresponding data entry files: SCRT\_DataEntry\_01-25, SCRT\_DataEntry\_26-50 and SCRT\_DataEntry\_51-75. Refer to specific encoding instructions for each Block. For open ended questions in the questionnaire, encode the verbatim answer on the space provided. If there is no answer or the answer is “NONE”, leave the cell blank. **Do not encode the word “NONE”.**
4. After encoding all the questionnaires, open the SCRT\_FlatFile and copy the data from block A to N then paste in SCRT\_ErrorList.
5. Review the SCRT\_ErrorList (i.e. those **red-colored cells**) to check for consistency. Re-encode the correct data if any.

**Consistency** – means that one data item is supported or consistent with other data items. The consistency checks provided in the editing guidelines are used and translated into computer program which is equivalent to Error Listing Program.

6. After correcting all the errors, review the **data tables** to check for accuracy and validate the data.

**Accuracy** – measures the closeness of the estimates to the actual (true) value.

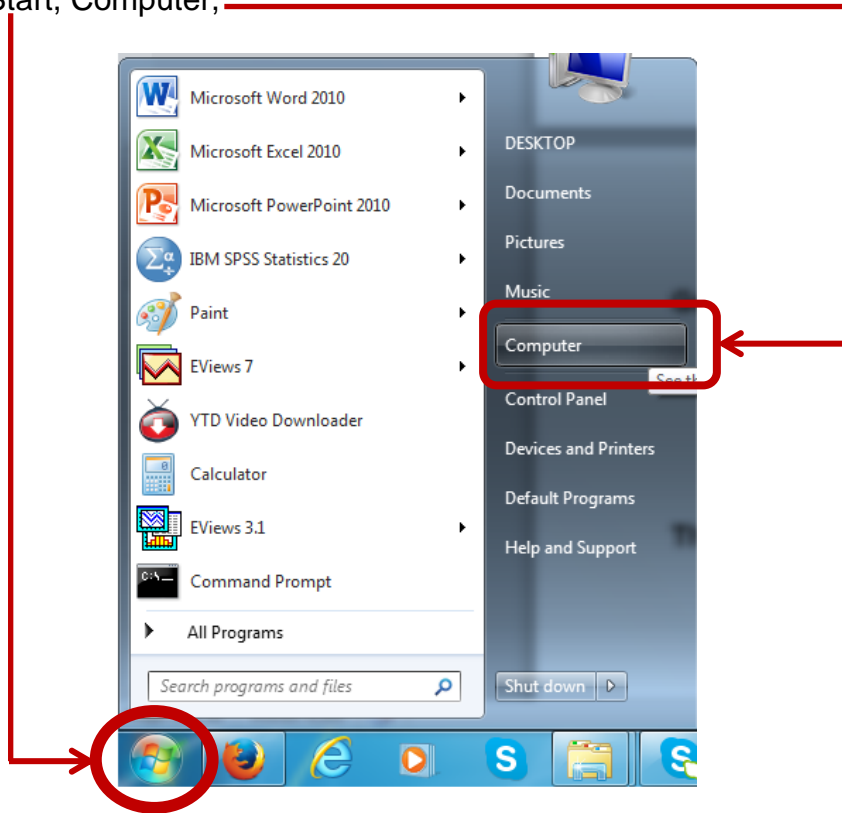
**Validation** – indicators like production per hectare, labor input per hectare, gross returns per kilogram, seeding rate etc. generated from the survey results are comparable with existing data checks.

7. Submit the copy of the data files to the Agricultural Accounts Division (AAD) for consolidation.

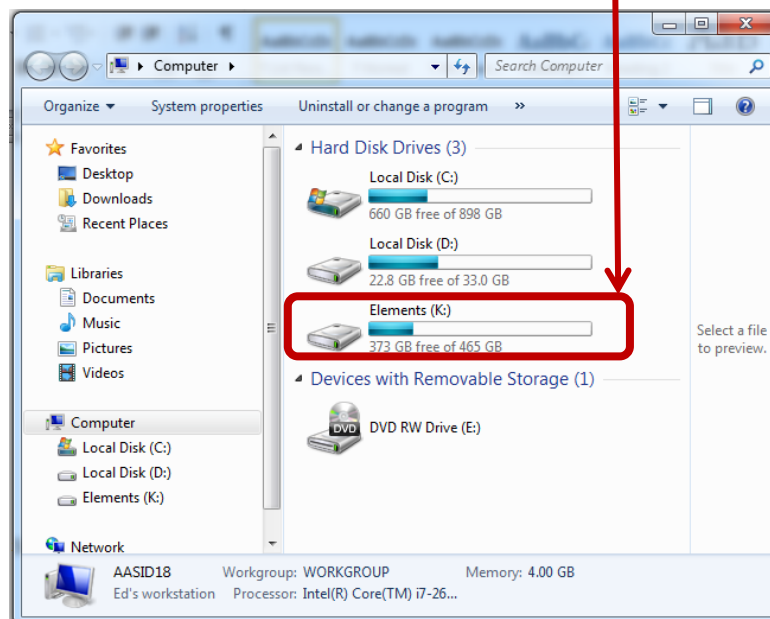
## 5. Getting Started

1. Copy the data processing system files

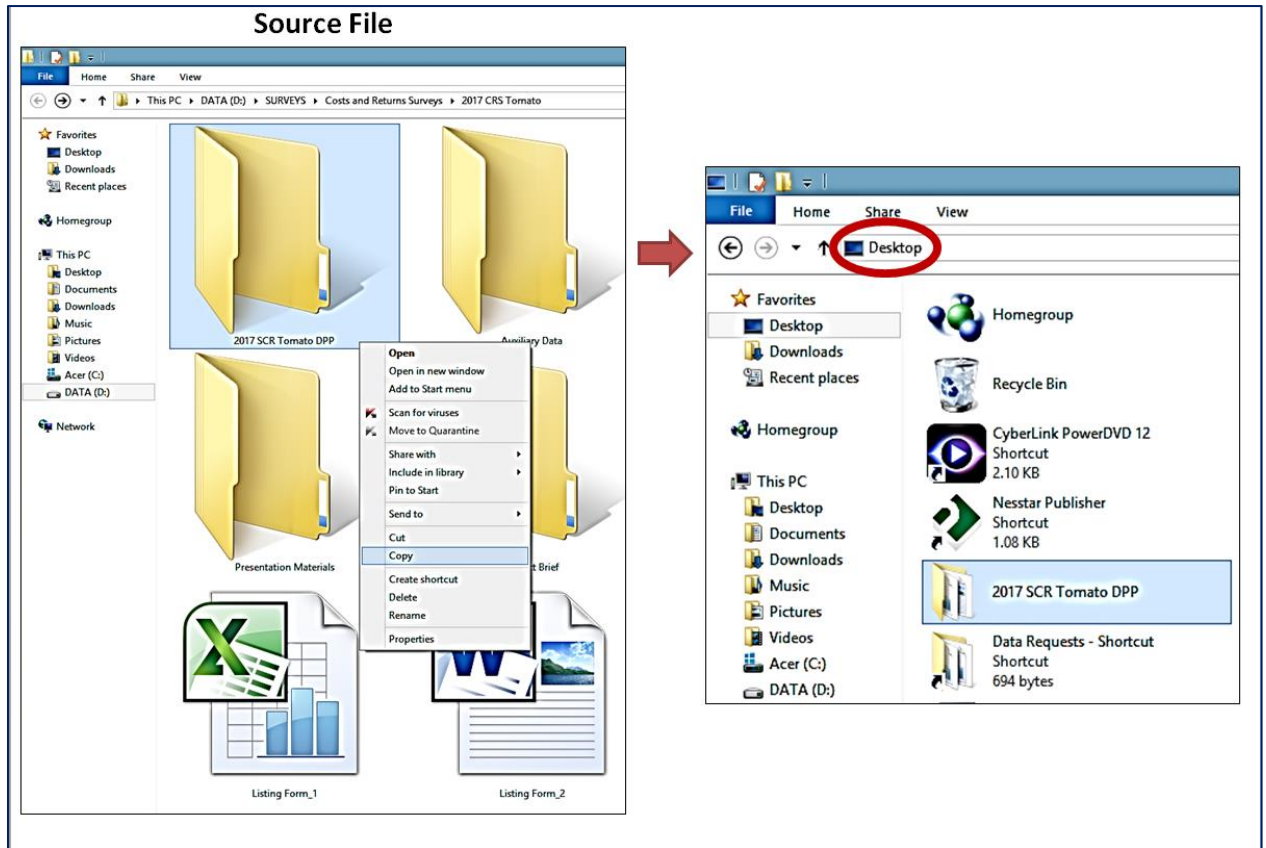
- Click Start, Computer,



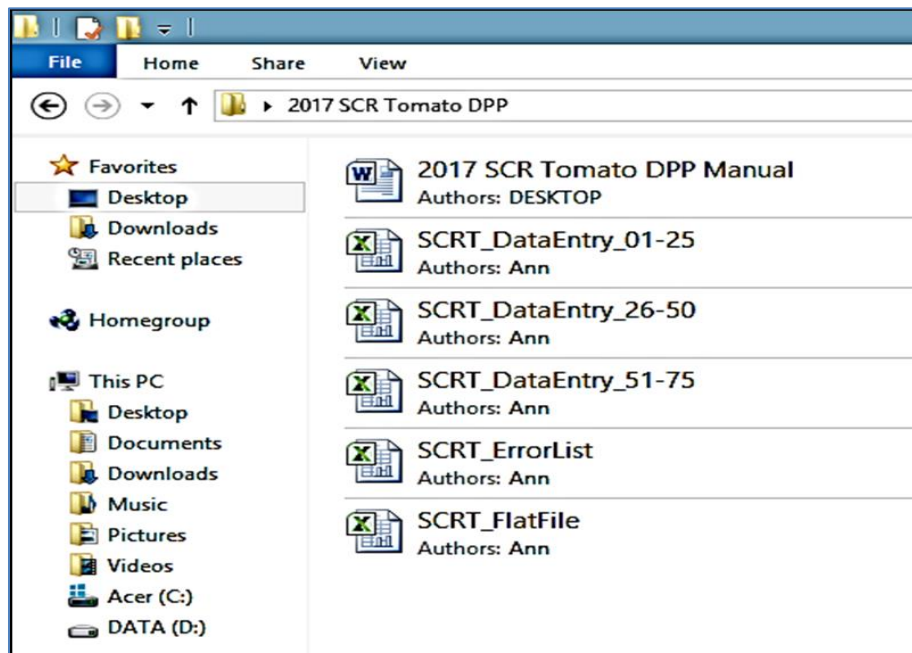
2. Select the drive where the files are located (Elements K:).









3. Copy the folder **2017 SCR Tomato DPP** from the source file to the desktop or a USB






The folder contains the following files:



File Name	Description
 2017 SCR Tomato DPP Manual	This file contains the detailed instructions and procedures on how to use the data processing system. Refer to this manual from time to time.
 SCRT_DataEntry_01-25	This file is the data entry template for samples 1 to 25. This is where all the data of QCN 01 to 25 should be encoded.
 SCRT_DataEntry_26-50	This file is the data entry template for samples 26 to 50. This is where all the data of QCN 26 to 50 should be encoded.
 SCRT_DataEntry_51-75	This file is the data entry template for samples 51 to 75. This is where all the data of QCN 51 to 75 should be encoded.
 SCRT_FlatFile	This is the <b>Version 1</b> of the raw data file (unedited). No further processes shall be done in this file to preserve the original data.
 SCRT_ErrorList	This is the <b>Version 2</b> of the raw data file from which data cleaning and validation shall be done. It also contains preliminary data tables that will be subjected to provincial and regional data reviews.

## 6. Instructions on Data Encoding

Open the following files:

 SCRT_DataEntry_01-25	This is the data entry template for samples 1 to 25.
 SCRT_DataEntry_26-50	This is the data entry template for samples 26 to 50.
 SCRT_DataEntry_51-75	This is the data entry template for samples 51 to 75.

Each worksheet contains the data entry for Block A to Block N which is identical to the pages of questionnaire. The data entry template is designed as the mirror image of the questionnaire to facilitate data encoding.

# The Data Entry Template

## Illustration 1

Do not Copy Paste / Cut and Paste

**DO NOT COPY PASTE / CUT AND PASTE** QC. No.: 01

**A. FARM LOCATION**

1. Region: CENTRAL VISAYAS 07 2. Province: CEBU 22 3. City/Municipality: CEBU CITY 17 4. Barangay: TAPTAP 082

**B. SAMPLE IDENTIFICATION**

1. Name of sample farmer/operator : CABUENAS, JUNRY R.  
(LAST NAME) (FIRST NAME) (MI)

2. Residential address of the sample farmer/operator : SITIO PROPER, TAPTAP, CEBU CITY  
(STREET NO./PUROK/SITIO) (BARANGAY) (MUNICIPALITY)

3. Age (as of last birthday) : 36 years old

4. Sex (encircle code) : 1 - Male 2 - Female 1

5. Level of education completed : GRADE 4 1

6. Main occupation : TOMATO FARMER 600

7. (gainful work or activity that provides the major source of income)

8. Number of years engaged in Tomato farming (as operator) 18 YEARS

9. Name of respondent : CABUENAS, JUNRY R. / CABUENAS JERALYN

10. Respondent's relationship to the sample farmer/operator : SELF (FARM OPERATOR) / WIFE

11. Respondent's contact number/s : 09474972940

**C. BASIC CHARACTERISTICS OF THE FARM**

1. Using the matrix below, define the characteristics of each farm parcel operated during the reference period.

1.1 Parcel	1.2 Total Physical Area of the Parcel (indicate the physical area in hectare)	1.3 Area Planted to Tomato (indicate the physical area in hectare)	1.4 Area Planted to Other Crops (if any, indicate the physical area in hectare)	1.5 Area of Other Structure (if any, indicate the physical area in hectare)
1	0.1000	0.0864	0.0136	
2				
3				
4				
5				
6				
7				
8				
9				
10				
Total Area	0.1000	0.0864	0.0136	0.0000

2. Among the areas planted to tomato, what is the focus parcel? (indicate the parcel number) 1  
(focus parcel is the farm parcel where the last harvest is completed within reference period)

**For focus parcel only:**

3. What is the tenurial status? (specify code) 3  
If code 8, specify the tenurial status:

**For focus parcel only:**

4. How many times did you plant tomato in a year? 4

5. What is the usual cropping pattern? TOMATO - STRINGBEANS 2

6. What was the area planted? 0.0864

7. What was the area harvested? 0.0864

8. What month and year was it last planted? DECEMBER 2016

9. What month and year was it last harvested? APRIL 2017

10. How many times did you harvest in the focus parcel? 16

11. What was the type of tomato planted? (encircle code/s)

1 - Bush 1 2 - Vine

12. What was the variety of seeds planted? (encircle code/s)

1 - Diamante 6 - Apollo  
2 - Diamante Max 7 - Semenes  
3 - Harabas 8 - Rose Pink  
4 - Ilocos Red 9 - Native (kimmara-basa)  
5 - Maharika 10 - Others (specify):

13. Who/What was/were the source/s of planting materials? (encircle code/s)

1 - Agri Supply Store 4 - Co-Farmer  
2 - DA/LGU 5 - Own produced  
3 - Cooperative 6 - Others (specify):

Each sheet corresponds to the sample farmer which contains color-coded cell.

- **White-colored** – cells are open for data entry.
- **Green-colored** – cells are locked.

**Note: Copy-Paste and/or Cut and Paste are strictly not allowed in this processing system so as not to break the Excel links that are attached within the white-colored cells.**

**QC. No.**

## Illustration 2

Consistency of QC No. and Worksheet No.

**DO NOT COPY PASTE / CUT AND PASTE** QC. No.: 01

**A. FARM LOCATION**

1. Region: CENTRAL VISAYAS 07 2. Province: CEBU 22 3. City/Municipality: CEBU CITY 17 4. Barangay: TAPTAP 082

**B. SAMPLE IDENTIFICATION** **C. BASIC CHARACTERISTICS OF THE FARM**

01 02 03 04 05 06 07 08 09 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25

- Before proceeding with data encoding, make sure that the survey returns are arranged according to the QC. No. (Questionnaire Control) appearing on the upper right portion of the second page of the questionnaire. That is from 01 to the 75<sup>th</sup> sample farmer in the province.
- Enter the QC. No. as it appears in the questionnaire. In encoding, start with an apostrophe (') followed by the number, example: '01, '02...'75. It should be consistent with the worksheet number that corresponds to the sample.

## **Block A**

### **Illustration 3**

#### **Sample of data entry for Block A**

**DO NOT COPY PASTE / CUT AND PASTE** QC. No.: 01

**A. FARM LOCATION**

1. Region: CENTRAL VISAYAS 07 2. Province: CEBU 22 3. City/Municipality: CEBU CITY 17 4. Barangay: TAPTAP 082

*Region and province automatically enters in the succeeding worksheets.*

**DO NOT COPY PASTE / CUT AND PASTE** QC. No.: 02

**A. FARM LOCATION**

1. Region: CENTRAL VISAYAS 07 2. Province: CEBU 22 3. City/Municipality: CEBU CITY 17 4. Barangay: TISA 085

- **Items 1 & 2** - encode the name of region and province and the corresponding codes in the first worksheet. These items are linked in other sheets (samples 2-25, 27-50 and 52-75), hence, no need for inputting.

**Note:** Before encoding the city/municipality and province in the succeeding worksheets, encode the corresponding QC No. for each worksheet.

- **Items 3 & 4** - encode the name of City/Municipality and Barangay and the corresponding codes.

## **Block B**

### **Illustration 4**

#### **Sample of data entry for Block B**

<b>B. SAMPLE IDENTIFICATION</b>		
1. Name of sample farmer/operator :	<div>CABUENAS, JUNRY R.</div> <div>(LAST NAME) , (FIRST NAME) , (M.I.)</div>	
2. Residential address of the sample farmer/operator :	<div>SITIO PROPER, TAPTAP, CEBU CITY</div> <div>(STREET NO./PUROK/SITIO) (BARANGAY) (MUNICIPALITY)</div>	
3. Age (as of last birthday) :	<div>36</div>	years old
4. Sex (encircle code) : 1 - Male 2 - Female	<div>1</div>	
5. Level of education completed :	<div>GRADE 4</div>	<div>1</div>
6. Main occupation :	<div>TOMATO FARMER</div> <div>(gainful work or activity that provides the major source of income)</div>	<div>600</div>
7. Number of years engaged in Tomato farming (as operator)	<div>18</div>	
8. Name of respondent :	<div>CABUENAS, JUNRY R. / CABUENAS JERALYN</div>	
9. Respondent's relationship to the sample farmer/operator :	<div>SELF (FARM OPERATOR) / WIFE</div>	
10. Respondent's contact number/s :	<div>09474972940</div>	

- **Item 1** – encode the complete name of the sample farmer/operator (*LAST NAME, FIRST NAME, M.I.*).
- **Item 2** – encode the exact residential address of the sample farmer/operator. Indicate the street number if there is any or the particular purok/sitio then the barangay and city or municipality.
- **Item 3** – encode the age as of last birthday of the sample farmer/operator.



- **Item 4** – encode the encircled sex code. Only **1** for male or **2** for female is accepted.
- **Item 5** – encode the highest level of education attained by the sample farmer/operator (**verbatim answer and code**). Below are the acceptable codes for the level of education:

Code	Level of Education	Code	Level of Education
01	Elementary level	06	College graduate
02	Elementary graduate	07	Post-graduate
03	High school level	08	Vocational
04	High school graduate	09	Pre-school
05	College level	10	No-schooling

- **Item 6** - encode the main occupation of the sample farmer/operator (verbatim answer and code). The codes used for main occupation should be as follows:

Main Occupation			
Code	Item	Code	Item
<b>100</b>	Managers	<b>600</b>	Skilled Agricultural, Forestry and Fishery Workers
<b>200</b>	Professionals	<b>700</b>	Craft and Related Trades Workers
<b>300</b>	Technicians and Associate Professionals	<b>800</b>	Plant and Machine Operators and Assemblers
<b>400</b>	Clerical Support Workers	<b>900</b>	Elementary Occupations: Unskilled Workers
<b>500</b>	Service and Sales Workers	<b>010</b>	Armed Forces Occupations

*Take note of the changes in the code for Armed Forces Occupations from 000 to 010. Upon encoding, enter first an apostrophe (') followed by the number example: '010. This is to allow the system to process the data for the said occupation.*

- **Item 7** – encode the number of years engaged in Tomato farming as operator. Prior to encoding, **check the difference between the age and years engaged in Tomato farming. It should be greater than or equal (>=) to 15.**
- **Item 8** – encode the name/s of respondent/s (**LAST NAME, FIRST NAME, M.I.**).



- **Item 9** – encode the relationship of the respondent to the sample farmer/operator. If the respondent is the sample farmer/operator himself, simply write SELF (FARM OPERATOR). Other relationships may be spouse, son/daughter, brother/sister, parent, etc.
- **Item 10** – encode the contact number/s of the respondent. For mobile/cellular phone numbers, it should be eleven (11) digits. *Upon encoding, enter first an apostrophe (') followed by the contact number example: '09474972940.*

## **Block C**

### **Illustration 5**

#### **Sample of data entry for Block C**

C. BASIC CHARACTERISTICS OF THE FARM				
1. Using the matrix below, define the characteristics of each farm parcel operated during the reference period.				
1.1 Parcel	1.2 Total Physical Area of the Parcel (indicate the physical area in hectare)	1.3 Area Planted to Tomato (indicate the physical area in hectare)	1.4 Area Planted to Other Crops (if any, indicate the physical area in hectare)	1.5 Area of Other Structure (if any, indicate the physical area in hectare)
1	0.1000	0.0864	0.0136	
2				
3				
4				
5				
6				
7				
8				
9				
10				
Total Area	0.1000	0.0864	0.0136	0.0000
2. Among the areas planted to tomato, what is the focus parcel? (indicate the parcel number) <input type="text" value="1"/> (focus parcel is the farm parcel where the last harvest is completed within reference period)				
<b>For focus parcel only:</b>				
3. What is the tenurial status? (specify code) <input type="text" value="3"/> if code 8, specify the tenurial status : <input type="text"/>				
<b>For focus parcel only:</b> 4. How many times did you plant tomato in a year? <input type="text" value="4"/> 5. What is the usual cropping pattern? <input type="text" value="TOMATO - STRINGBEANS"/> <input type="text" value="2"/> 6. What was the area planted? <input type="text" value="0.0864"/> 7. What was the area harvested? <input type="text" value="0.0864"/> 8. What month and year was it last planted? <input type="text" value="DECEMBER 2016"/> 9. What month and year was it last harvested? <input type="text" value="APRIL 2017"/> 10. How many times did you harvest in the focus parcel? <input type="text" value="16"/> 11. What was the type of tomato planted? (encircle code/s) <input type="checkbox"/> 1 - Bush <input checked="" type="checkbox"/> 1 2 - Vine 12. What was the variety of seeds planted? (encircle code/s) <input type="checkbox"/> 1 - Diamante <input type="checkbox"/> 6 - Apollo <input checked="" type="checkbox"/> 1 2 - Diamante Max <input type="checkbox"/> 7 - Semenes <input type="checkbox"/> 3 - Harabas <input type="checkbox"/> 8 - Rose Pink <input type="checkbox"/> 4 - Ilocos Red <input type="checkbox"/> 9 - Native (kimmarabasa) <input type="checkbox"/> 5 - Maharlika <input type="checkbox"/> 10 - Others (specify): <input type="text"/> 13. Who/What was/were the source/s of planting materials? (encircle code/s) <input checked="" type="checkbox"/> 1 1 - Agri Supply Store <input type="checkbox"/> 4 - Co-Farmer <input type="checkbox"/> 2 - DA/LGU <input type="checkbox"/> 5 - Own produced <input type="checkbox"/> 3 - Cooperative <input type="checkbox"/> 6 - Others (specify): <input type="text"/>				

- **Item 1** - encode characteristics of the farm parcels operated by the sample farmer/operator.
  - **Item 1.1 Parcel** – refers to the parcel ID. Since it is green-colored, there is no need for data entry.
  - **Item 1.2 Total physical area of the parcel** – encode the total physical area of the parcel as it appears in the questionnaire. It should be in four (4) decimal places. Prior to encoding **check whether the data is equal to the sum of the data under Items 1.3, 1.4 and 1.5.**
  - **Item 1.3 Area planted to tomato** – encode the physical area planted to tomato as it appears in the questionnaire. It should be in four (4) decimal places.
  - **Item 1.4 Area planted to other crops** – encode the physical area planted to other crops as it appears in the questionnaire. It should be in four (4) decimal places.
  - **Item 1.5 Area of other structure** – encode the physical area of other structure as it appears in the questionnaire. It should be in four (4) decimal places.
  - **Total Area** – the sum of areas under each item automatically appears on screen. There is no need for data entry.
  
- **Item 2** – encode the parcel number as it appears in the questionnaire. It should be within numbers 1 to 10. Check whether the encoded parcel number has corresponding area planted to tomato in Item 1.3.
  
- **Item 3** – encode the tenurial status of the focus parcel. If code 8 was indicated inside the box, encode the verbatim answer in the corresponding cell. Below are the acceptable codes for tenurial status.

Code	Tenurial Status
01	Fully Owned
02	Leased/Rented
03	Tenanted
04	Amortized
05	Rent Free
06	Owner-like Possession
07	Held under CLT/CLOA
08	Others (specify)

- **Item 4** – encode the number of times the sample farmer/operator planted tomato in a year. Considering that the usual cropping of tomato is up to three (3) months, the maximum number of times that tomato can be planted in a year is 4.
- **Item 5** – encode the cropping pattern (verbatim answer). Likewise, encode in the corresponding box the number of crops regardless of how many times the same crop was planted.
- **Item 6** – encode the area planted of the focus parcel. It should be in four (4) decimal places.
- **Item 7** – encode the area harvested of the focus parcel. It should be in four (4) decimal places.
- **Items 8 & 9** – encode the month and year of planting and harvesting. Upon encoding, enter first an apostrophe (') followed by the month and year. Example: '**DECEMBER 2016**'. Check the period between planting to harvesting. It should be at least three (3) months and within the reference period:
  - September 2016 to May 2017 for Luzon and Visayas provinces
  - January 2017 to September 2017 for Mindanao provinces
- **Item 10** – encode the number of times the sample farmer/operator harvested tomato in the focus parcel.
- **Item 11** – encode the encircled code/s for the type/s of tomato planted. **Enter number 1** inside the box corresponding to the type/s of tomato planted.
- **Item 12** – encode the encircled variety of seeds planted. **Enter number 1** inside the box corresponding to the variety of seeds planted. For Others (specify), encode the verbatim answer.
- **Item 13** – encode the encircled source/s of planting materials. **Enter number 1** inside the box corresponding to the source/s of planting materials. For Others (specify), encode the verbatim answer.

## Block D

### Illustration 6.1 Sample of data entry for Block D

D. FARM INVESTMENTS (owned and used in the focus parcel during SEPTEMBER 2016 to MAY 2017)									
Item	How many units were used? (Area / Number)	What year was it acquired / constructed?	How much was the cost of acquisition / construction? (Pesos)	How much was spent for minor repair / maintenance / improvement? (Pesos)	How many years will it be useful / serviceable? (from the date of interview)	Was the item used in another parcel? (indicate code) 1 - YES 2 - NO	Was the item used for other crops or activities in the focus parcel? (indicate code) 1 - YES 2 - NO	Was the item rented or lent to other farmers? (indicate code) 1 - YES 2 - NO	What was its percentage of use in the focus parcel?
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
1. Farm land owned (hectare)	0.5000	2000	350,000.00						
<b>2. Work animals</b>									
2.01 Carabao	1	2010	20,000.00	5,000.00		2	2	2	100.00
2.02 Cattle									
2.03 Horse									
<b>3. Farm buildings and other structures</b>									
3.01 Farm house									
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
3.02 Warehouse / Storage									
3.03 Others (specify) :									
<b>4. Farm machinery and transport facilities</b>									
4.01 Two-wheel tractor (Hand Tractor)									
4.02 Four-wheel tractor									
4.03 Water pump	1	2010	10,000.00		10	2	1	2	75.00
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
4.04 Farm vehicles									
4.05 Trailer									
4.06 Others (specify) :									
<b>5. Farm tools and implements</b>									
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
5.01 Plow (aram)									
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
5.02 Others (specify) :									
5.26 PICK	1	2012	200.00	50.00	20	2	1	2	75.00

- Encoding shall be done in horizontal manner (one data item at a time). The data entry template is guided by the column numbers similar to the questionnaire. ←
- **Column 1** – listed in this column are the different farm investments. Except for farm land owned, there are multiple rows (open cells) for other investment items to accommodate data entry for more than one unit of a particular investment item which were acquired in different years or have different percent of use.
- **Columns 2 to 10** – encode the corresponding data on investment items **owned and used in the focus parcel**.

## Illustration 6.2

### Sample of data entry for investment items separated by a slash (/) in the questionnaire

D. FARM INVESTMENTS (owned and used in the focus parcel during SEPTEMBER 2016 to MAY 2017)									
Item	How many units were used? (Area / Number)	What year was it acquired / constructed?	How much was the cost of acquisition / construction? (Pesos)	How much was spent for minor repair / maintenance / improvement? (Pesos)	How many years will it be useful / serviceable? (from the date of interview)	Was the item used in another parcel? (indicate code) 1 - YES 2 - NO	Was the item used for other crops or activities in the focus parcel? (indicate code) 1 - YES 2 - NO	Was the item rented or lent to other farmers? (indicate code) 1 - YES 2 - NO	What was its percentage of use in the focus parcel?
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
1. Farm land owned (hectare)	0.5000	2000	350,000.00						
<b>2. Work animals</b>									
2.01 Carabao	1	2010	20,000.00	5,000.00		2	2	2	100.00
2.01 Carabao	1	2012	50,000.00	3,000.00		2	1	2	75.00
2.01 Carabao									
2.01 Carabao									
2.02 Cattle									
2.02 Cattle									
2.02 Cattle									
2.02 Cattle									
2.03 Horse									
2.03 Horse									
2.03 Horse									
2.03 Horse									

In this example, two records for carabao were encoded because these were acquired in different years and had different percent of use. In the questionnaire, these are separated by a slash but must be encoded in this manner.

Multiple rows are open for each investment items

- For investment items whose records in the questionnaire are separated by a slash (/), encode the data separately on the additional rows (open cells) provided.

## Illustration 6.3

### Sample of data entry for Others (specify)

D. FARM INVESTMENTS (owned and used in the focus parcel during SEPTEMBER 2016 to MAY 2017)									
Item	How many units were used? (Area / Number)	What year was it acquired / constructed?	How much was the cost of acquisition / construction? (Pesos)	How much was spent for minor repair / maintenance / improvement? (Pesos)	How many years will it be useful / serviceable? (from the date of interview)	Was the item used in another parcel? (indicate code) 1 - YES 2 - NO	Was the item used for other crops or activities in the focus parcel? (indicate code) 1 - YES 2 - NO	Was the item rented or lent to other farmers? (indicate code) 1 - YES 2 - NO	What was its percentage of use in the focus parcel?
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
<b>3. Farm buildings and other structures</b>									
3.03 Others (specify):									
3.03 FARM SHED	1	2015	5,000.00		5	2	2	2	100.00
3.04 GREEN HOUSE	2	2016	50000.00		10	2	2	2	100.00
<b>4. Farm machinery and transport facilities</b>									
4.06 Others (specify):									
4.06 ENGINE	1	2012	25,000.00	1,500.00	10	1	1	2	35.00
4.07 MOTORBIKE	1	2007	75,000.00		5	2	2	2	100.00
<b>5. Farm tools and implements</b>									
5.26 Others (specify):									
5.26 PICK	1	2012	200.00	50.00	20	2	1	2	75.00
5.26 PICK	1	2016	350.00		25	2	1	2	75.00
5.27 ENGINE BELT	1	2016	400.00		3	2	2	2	100.00

For the same investment items acquired in different years and encoded in different rows, use the same item code (ex. Pick -coded as 5.26)


Code and Verbatim Answer.

- For Others (specify) under Items 3, 4 and 5, encode the corresponding item code and the verbatim answer in Column 1.
- For the same investment items acquired in different years and encoded in different rows, use the same item code (ex. Pick- coded as 5.26).

## Block E

**Illustration 7.1**  
**Sample of data entry for Block E**

E. MATERIAL INPUTS (used in focus parcel during SEPTEMBER 2016 to MAY 2017)								
Item	How many units were used / applied?	What was the name of local unit?	If solid input, what was the weight of one local unit in kilogram?	If liquid input, what was the volume of one local unit in liter?	What was the mode of acquisition? (enter code/s)	If purchased and discounted, what was the discount rate?	If purchased, what was the price of one local unit? (Pesos)	If not purchased, what was the prevailing price in the locality? (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>1. Seeds / Planting Materials</b>								
1.01 Seeds	12.000	CAN	0.002		11		105.00	
1.01 Seeds								
1.01 Seeds								
1.02 Seedlings		PIECES						
1.02 Seedlings		PIECES						
1.02 Seedlings		PIECES						
<b>2. Fertilizers</b>								
2.01 Urea (45-0-0)								
2.01 Urea (45-0-0)								
2.02 Urea (46-0-0)								
2.02 Urea (46-0-0)								
2.03 Ammonium Sulfate (21-0-0)								
2.03 Ammonium Sulfate (21-0-0)								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
2.04 Ammonium Phosphate (16-20-0)								
2.04 Ammonium Phosphate (16-20-0)								
2.05 Complete (12-12-12)								
2.05 Complete (12-12-12)								
2.06 Complete (14-14-14)	60.000	KG	1.000		11		30.00	
2.06 Complete (14-14-14)								
2.07 Complete (16-16-16)								
2.07 Complete (16-16-16)								
2.08 Zinc Sulfate (Zinc 21%)								
2.08 Zinc Sulfate (Zinc 21%)								
2.09 Muriate of Potash (0-0-60)								
2.09 Muriate of Potash (0-0-60)								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
2.10 Crop Giant								
2.10 Crop Giant								

- Encoding shall be done in horizontal manner (one data item at a time). The data entry template is guided by the column numbers similar to the questionnaire. 
- **Column 1** – listed in this column are the different material inputs. There are multiple rows (open cells) allocated for each material input to accommodate data entry for more than one unit of a particular item which have different local units, weight of local units, modes of acquisition and price.
- **Columns 2 to 5 and 7 to 9** – encode the corresponding data on material inputs *used in the focus parcel*.

- **Column 6** – enter the code for the mode of acquisition. Listed below are the corresponding codes for the mode of acquisition:

CODE	ITEM
	<b>Purchased</b>
11	Self-financed (paid in cash)
12	Self-financed (paid in kind)
13	Discounted
	<b>Produced</b>
21	Own produced
	<b>Received</b>
31	From government ( DA, LGU, etc.)
32	From private individual / organization (Trader, Co-farmer, Cooperative, etc.)

### **Illustration 7.2**

**Sample of data entry for material inputs separated by a slash (/) in the questionnaire**

E. MATERIAL INPUTS (used in focus parcel during SEPTEMBER 2016 to MAY 2017)								
Item	How many units were used / applied?	What was the name of local unit?	If solid input, what was the weight of one local unit in kilogram?	If liquid input, what was the volume of one local unit in liter?	What was the mode of acquisition? (enter code/s)	If purchased and discounted, what was the discount rate?	If purchased, what was the price of one local unit? (Pesos)	If not purchased, what was the prevailing price in the locality? (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>1. Seeds / Planting Materials</b>								
1.01 Seeds	12.000	CAN	0.002		11		105.00	
1.01 Seeds	3.000	CAN	0.002		32			105.00
1.01 Seeds								
1.01 Seeds								
1.01 Seeds								

The seeds were acquired in different manners: 1) Code 11 – self-financed paid in cash and 2) Code 32 – received from private individual..., thus encoding was done separately.

- For material inputs whose records in the questionnaire are separated by a slash (/), encode the data separately on the additional rows (open cells) provided.

## Illustration 7.3

### Sample of data entry for Others (specify)

E. MATERIAL INPUTS (used in focus parcel during SEPTEMBER 2016 to MAY 2017)								
Item	How many units were used / applied?	What was the name of local unit?	If solid input, what was the weight of one local unit in kilogram?	If liquid input, what was the volume of one local unit in liter?	What was the mode of acquisition? (enter code/s)	If purchased and discounted, what was the discount rate?	If purchased, what was the price of one local unit? (Pesos)	If not purchased, what was the prevailing price in the locality? (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>2. Fertilizers</b>								
2.13 Others (specify):								
2.13 18-46-0 (DIAMMONIUM PHOSPHATE)	30,000	KG	1,000		11		35.00	
2.14 PLANT VITAMINS	30,000	KG	1,000		11		100.00	
<b>3. Soil Ameliorants</b>								
3.01 Lime (apog)								
3.02 Others (specify):								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>4. Mulching Materials</b>								
4.01 Rice Hay (dayami)								
4.02 Others (specify):								

Code and Verbatim Answer.

- For Others (specify) under Items 2, 3, and 4, encode the corresponding item code and the verbatim answer in Column 1.
- For similar material inputs acquired in different modes, use the same code (Example: **2.14** Plant Vitamins – purchased and **2.14** Plant Vitamins – received).

## Illustration 7.4

### Sample of data entry for Pesticides

E. MATERIAL INPUTS (used in focus parcel during SEPTEMBER 2016 to MAY 2017)								
Item	How many units were used / applied?	What was the name of local unit?	If solid input, what was the weight of one local unit in kilogram?	If liquid input, what was the volume of one local unit in liter?	What was the mode of acquisition? (enter code/s)	If purchased and discounted, what was the discount rate?	If purchased, what was the price of one local unit? (Pesos)	If not purchased, what was the prevailing price in the locality? (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>5. Pesticides (specify product name):</b>								
<b>5.01 Herbicides / Weedicides</b>								
5.01 SLASH	1,000	LITER		1,000	11		395.00	
5.01 MAGNUM	2,000	BOTTLE		0.250	11		350.00	
5.01 ONECIDE	2,000	BOTTLE		0.250	11		350.00	
<b>5.02 Insecticides</b>								
5.02 PREVATHION	2,000	BOTTLE		0.250	11		900.00	
5.02 KARTAP	10,000	PACK	0.100		11		120.00	
5.02 SOLOMON	5,000	BOTTLE		0.100	11		280.00	
5.02 LANATE	250,000	GRAM	0.001		11		295.00	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>5.03 Fungicides</b>								
5.03 MANAGER	1,000	KG	1,000		11		440.00	
5.03 ANTRACOL	2,000	PACK	1,000		11		600.00	
5.03 DITHANE	2,000	PACK	1,000		11		600.00	
<b>5.04 Other Pesticides (specify product name):</b>								

Code and Verbatim Answer.



- For pesticides, enter the corresponding codes and verbatim answers. Herbicides/Weedicides are all coded as 5.01, Insecticides are all coded as 5.02, Fungicides are all coded as 5.03 and Other Pesticides are all coded as 5.04.

## Block F

### Illustration 8.1

#### Sample of data entry for Block F: Seedling Preparation to Replanting

F. LABOR INPUTS (In focus parcel during SEPTEMBER 2016 to MAY 2017)														
Farm Activity	Operator Labor		Family Labor			Exchange Labor			How much was the prevailing wage rate per day in the locality? (Pesos)	Hired Labor				
	On the average...		How many persons worked in the farm?	On the average...		How many persons worked in the farm?	On the average...			On the average...		Total payment		
	how many days did they work	how many hours per day were spent?		how many days did they work	how many hours per day were spent?		how many days did they work	how many hours per day were spent?		how many days did they work	how many hours per day were spent?	How much was paid in Cash? (Pesos)	How much was paid in Kind? (Pesos)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1. Seedling preparation														
1.01 Plowing of seedbed (man-animal)														
1.02 Plowing of seedbed (man-machine, 2-w heel)														
1.03 Seedbed preparation	1	8.0							300.00					
1.04 Sowing of seeds	1	8.0							300.00					
1.05 Fertilizer application (basal)	1	8.0							300.00					
1.06 Chemical application	1	8.0							300.00					
1.07 Mulching														
2. Land preparation														
2.01 Plowing (man-animal)														
2.02 Plowing (man-machine, 2-wheel)	3	8.0							300.00					
2.03 Plowing (man-machine, 4-wheel)														
2.04 Rotavating (man-machine, 2-wheel)														
2.05 Rotavating (man-machine, 4-wheel)														
2.06 Harrowing (man-animal)														
2.07 Harrowing (man-machine, 2-wheel)	1	8.0							300.00					
2.08 Harrowing (man-machine, 4-wheel)														
2.09 Furrowing (man-animal)														
2.10 Furrowing (man-machine, 2-wheel)														
2.11 Furrowing (man-machine, 4-wheel)														
2.12 Liming / Application of soil ameliorants														
2.13 Fertilizer Application (basal)	2	8.0							300.00					
3. Hauling of planting materials														
4. Planting / Transplanting														
5. Replanting														

List of farm activities

Encode number of days and hours for OPERATOR LABOR

Encode number of days and hours for FAMILY LABOR

Encode number of days and hours for EXCHANGE LABOR

Encode pre-vailing wage per day

Encode number of days and hours for HIRED LABOR

Encode Total Payment for HIRED LABOR either in cash and/or in kind

- Encoding shall be done in horizontal manner (one data item at a time). The data entry template is guided by the column numbers similar to the questionnaire.

**Sample of data entry for Block F: Care of Crops to Others (Specify)**

Code for other activity. Start with code 7.01 and so on.

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### Illustration 8.3

#### Sample of data entry for Block F: Harvesting to Sorting

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
<b>8. Harvesting</b>														
8.01 1st Harvest														
8.02 2nd Harvest														
8.03 3rd Harvest														
8.04 4th Harvest														
8.05 5th Harvest														
8.06 6th Harvest														
8.07 7th Harvest														
8.08 8th Harvest														
8.09 9th Harvest														
8.10 10th Harvest														
8.11 11th Harvest														
8.12 12th Harvest														
<b>9. Hauling of produce (man)</b>														
9.01 1st Hauling of produce														
9.02 2nd Hauling of produce														
9.03 3rd Hauling of produce														
9.04 4th Hauling of produce														
9.05 5th Hauling of produce														
9.06 6th Hauling of produce														
9.07 7th Hauling of produce														
9.08 8th Hauling of produce														
9.09 9th Hauling of produce														
9.10 10th Hauling of produce														
9.11 11th Hauling of produce														
9.12 12th Hauling of produce														
<b>10. Sorting</b>														
10.01 1st Sorting														
10.02 2nd Sorting														
10.03 3rd Sorting														
10.04 4th Sorting														
10.05 5th Sorting														
10.06 6th Sorting														
10.07 7th Sorting														
10.08 8th Sorting														
10.09 9th Sorting														
10.10 10th Sorting														
10.11 11th Sorting														
10.12 12th Sorting														

Encode  
number of  
days and  
hours for  
**OPERATOR  
LABOR**

Encode  
number of  
days and  
hours for  
**FAMILY  
LABOR**

Encode  
number of  
days and  
hours for  
**EXCHANGE  
LABOR**

Encode  
pre-  
vailing  
wage  
per day

Encode  
number of  
days and  
hours for  
**HIRED LABOR**

Encode Total  
Payment for  
**HIRED LABOR**  
either in cash  
and/or in  
kind

- **Columns 1 to 15** – Observe column numbers during encoding of corresponding data on labor costs for the harvesting, hauling and sorting activities.

### Illustration 8.4

#### Sample of data entry for Block F: Hired labor by Contract

Hired Labor by Contract					
Farm Activity	How many persons worked in the farm?	On the average...		Total payment	
		how many days did they work	how many hours per day were spent?	How much was paid in Cash? (Pesos)	How much was paid in Kind? (Pesos)
(1)	(16)	(17)	(18)	(19)	(20)
<b>11. Contract Labor (specify the farm activities included per contract):</b>					
<b>11</b> Seedling Prep: Seedbed preparation	2	1	8.0	19200.00	
<b>11</b> Seedling Prep: Sowing of seeds	2	1	8.0		
<b>11</b> Seedling Prep: Fertilizer application (basal)	2	1	8.0		
<b>11</b> Seedling Prep: Chemical application	2	1	8.0		
<b>11</b> Land Prep: Fertilizer application (basal)	2	3	8.0		
<b>11</b> Care of Crops: Fertilizer application (side dressing)	2	2	8.0		
<b>11</b> Care of Crops: Fertilizer application (top dressing)	2	8	8.0		
<b>11</b> Care of Crops: Chemical application/spraying	2	8	8.0		
<b>11</b> Care of Crops: Off-barring	2	7	8.0		
<b>12</b> Harvesting, Hauling and Sorting	6	10	8.0	18000.00	

Contract 1

Contract 2

Use different codes for different contracts

Total payment for Contract labor should be recorded once.

- **Columns 1 and 16 to 20** – Observe column numbers during encoding of corresponding data on labor costs for contract activities.
  - Encode different codes for different contracts (Example: **Code 11** – seedling preparation to care of crops and **Code 12** – harvesting, hauling and sorting).
  - For every contract, encode the total payment (either in cash and/or in kind) once (in a single row) preferably in the cell/s corresponding to the first activity within a given contract.
  - In this illustration, Contract 1 was encoded in multiple rows since the number of days worked per activity varies. In the same manner, this should be the method of encoding when the number of persons and/or average number of hours worked vary (*See Illustration 8.5*). Meanwhile, Contract 2 was encoded in a single row as harvesting, hauling and sorting since it employed the same number of persons and number of hours for the entire number of days to complete the activities.

### Illustration 8.5

#### Sample of data entry for Block F: Hired labor by Contract

Farm Activity		Hired Labor by Contract					
		How many persons worked in the farm?	On the average...		Total payment		
			how many days did they work	how many hours per day were spent?	How much was paid in Cash? (Pesos)	How much was paid in Kind? (Pesos)	
(1)		(16)	(17)	(18)	(19)	(20)	
11. Contract Labor (specify the farm activities included per contract):							
Contract 1	11	Seedling Prep: Seedbed preparation	2	1	8.0	19200.00	
	11	Seedling Prep: Sowing of seeds	2	1	8.0		
	11	Seedling Prep: Fertilizer application (basal)	2	1	8.0		
	11	Seedling Prep: Chemical application	2	1	8.0		
	11	Land Prep: Fertilizer application (basal)	2	3	8.0		
	11	Care of Crops: Fertilizer application (side dressing)	2	2	8.0		
	11	Care of Crops: Fertilizer application (top dressing)	2	8	8.0		
	11	Care of Crops: Chemical application/spraying	2	8	8.0		
	11	Care of Crops: Off-barring	2	7	8.0		
Contract 2	12	1st Harvest, 1st Hauling, 1st Sorting	2	1	8.0	600.00	
Contract 3	13	2nd Harvest, 2nd Hauling, 2nd Sorting	5	1	8.0	1500.00	
Contract 4	14	3rd Harvest, 3rd Hauling, 3rd Sorting	8	1	8.0	2400.00	
Contract 5	15	4th Harvest, 4th Hauling, 4th Sorting	8	1	8.0	2400.00	
Contract 6	16	5th Harvest, 5th Hauling, 5th Sorting	8	1	8.0	2400.00	
Contract 7	17	6th Harvest, 6th Hauling, 6th Sorting	8	1	8.0	2400.00	
Contract 8	18	7th Harvest, 7th Hauling, 7th Sorting	5	1	8.0	1500.00	
Contract 9	19	8th Harvest, 8th Hauling, 8th Sorting	5	1	8.0	1500.00	
Contract 10	20	9th Harvest, 9th Hauling, 9th Sorting	3	1	8.0	900.00	
Contract 11	21	10th Harvest, 10th Hauling, 10th Sorting	2	1	8.0	600.00	

Use Different codes for different contracts

Separate records for every time of harvest, hauling and sorting since the number of persons varies.

## Block G

### Illustration 9 Sample of data entry for Block G

Encode in the box the number of years leased

Encode in the box the quantity of fuel and/or oil

Encode the verbatim answer and code for other production cost items in this column

Encode cash costs in this column

Encode imputed costs in this column

Encode Non-cash costs in these columns

G. OTHER PRODUCTION COSTS (in focus parcel during SEPTEMBER 2016 to MAY 2017)			Non-Cash					
Item	Cash (Pesos)	Imputed (Pesos)	What was the crop / commodity paid?	How many local units?	What was the name of local unit?	What was the weight of one local unit in kilogram?	What was the total quantity in kilogram?	How much was the total value? (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1. Land Tax - owned farm (annual)		10,000.00						
2. Caretaker/overseer's share/wages (per cropping)								
3. Other permanent employee's salary (monthly)								
4. Lease / Rentals of:								
4.01 Land (annual) if lease agreement, indicate number of years leased								
4.02 Machine (per cropping)		2,000.00						
4.03 Animals (per cropping)								
4.04 Tools and equipment (per cropping)								
5. Rental value of owned land (annual)								
6. Rental value of owned animals (per cropping)								
7. Fuel (quantity: 117.00 liter/s, per cropping)	4,000.00							
8. Oil (quantity: 100.00 liter/s, per cropping)	1,200.00							
9. Transport cost of inputs (per cropping)	500.00							
10. Transport cost of produce from farm to first point of sale (per cropping)	3,000.00							
11. Interest payment on crop loan (per cropping)								
12. Storage fee (per cropping)								
13. Water expense (monthly)		2,000.00						
14. Electricity cost (monthly)								
15. Food expense for hired and exchange labor (per cropping)	15,000.00							
16. Landowner's share (per cropping)								
17. Financier's share (per cropping)								
18. Sack / Crate / Box / Kang	11,800.00							
19. Seeding bag								
20. Wood stakes								
21. Straw twine								
22. Others (specify):								
22 FLAT YARN	550.00							
23 TARPAULINE (TRAPAL)	590.00							

- Encoding shall be done in horizontal manner (one data item at a time).
- **Column 1** – listed in this column are the other production cost items.
  - For Item 4.01, encode the number of years leased inside the white cell/box next to the production cost item. In case the tenure of the land is rent free and the rent was accounted under imputed cost, there is no need to impute the number of years.
  - For Items 7 and 8, encode the quantity of fuel and oil used per cropping in the white cell/box in between the words “quantity:” and “liter/s”.
  - For Others (specify), encode the verbatim answers and corresponding codes in this column starting from Code 22 and so on.
- **Column 2** – encode the data for cash costs.
- **Column 3** – encode the data for imputed costs.
- **Columns 4 to 9** – encode the corresponding data for non-cash costs.

## Block H

### Illustration 10.1

Sample of data entry for Block H: Quantity of Production and Disposition was given per time of harvest

Encode quantity of production, disposition and price per local unit here.

Validation for Total Production in Kg and Weighted Price per Kg.

H. PRODUCTION AND DISPOSITION (in focus parcel during SEPTEMBER 2016 to MAY 2017)													Weighted Total Production in Kilogram
Item	1st Harvest	2nd Harvest	3rd Harvest	4th Harvest	5th Harvest	6th Harvest	7th Harvest	8th Harvest	9th Harvest	10th Harvest	11th Harvest	12th Harvest	
	Units	Units	Units	Units	Units	Units	Units	Units	Units	Units	Units	Units	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
<b>1. Production</b>													
1.01 Quantity in local unit	4.00	3.00	3.00	5.00									1275.00
1.02 Name of local unit (LU)	BAKAT	BAKAT	BAKAT	BAKAT									kilogram
1.03 Weight of one LU in kilogram	85.00	85.00	85.00	85.00									1275.00
<b>2. Disposition (quantity in local unit)</b>													
2.01 Sold / To be sold to:													
2.01.1 Trader	4.00	3.00	3.00	5.00	?								#VALUE!
2.01.2 Processor													0.00
2.01.3 Direct Consumer													0.00
<b>Price per local unit</b> <small>(required whether the produce was sold or not sold)</small>	3400.00	2975.00	2125.00	1700.00									29.33
2.02 Harvesters' share													0.00
2.03 Other laborers' share													0.00
2.04 Landowner's share													0.00
2.05 Financier's share													0.00
2.06 Land lease / Rental													0.00
2.07 For home consumption													0.00
2.08 For home - based processing													0.00
2.09 Given away													0.00
2.10 Paid to creditor													0.00
2.11 Used / To be used for planting materials													0.00
2.12 Wastage													0.00
2.13 Others (specify):													0.00
													0.00
													0.00
													0.00
<b>Total Disposition</b>	4.00	3.00	3.00	5.00									#VALUE!

Total Disposition is automatically computed.

Encode verbatim answer and code for other disposition items.

A special character or space will result to error in the validation for the total production in Kg and weighted price per Kg.

- Encoding shall be done in horizontal manner (one data item at a time).
- A built-in data validation for total production in kilogram and weighted price per kilogram can be seen on the right side after the column for the 12<sup>th</sup> harvest. This will allow the analysts to check the accuracy of the encoded quantity of

- **Column 1** – listed in this column are the production and disposition items.
  - For Others (specify), encode the verbatim answers and corresponding codes in this column starting from Code 2.13 and so on.
- **Columns 2 to 13** – encode the corresponding data for production, disposition and ***price per local unit*** (whether the produce was sold or not sold).
  - **Total Disposition** is automatically computed by the system thus, there is no need for encoding.

**Sample of data entry for Block H: Quantity of Production and Disposition was lumped in the 1<sup>st</sup> Harvest**

- In this case, the sample farmer/operator had difficulty recalling the details per time of harvest but was able to give the information for the total harvest and its disposition. Encoding of data should be under Column 2 – 1<sup>st</sup> Harvest.



## Block I

### Illustration 11 Sample of data entry for Block I

**I. PRODUCTION RELATED INFORMATION (in focus parcel)**

1. How would you compare your production **in the focus parcel** during the reference period with the previous cropping?  
(encircle code)

<input type="checkbox"/>	1 - Higher
<b>1</b>	2 - Lower
<input type="checkbox"/>	3 - About the same (go to Item 3)
<input type="checkbox"/>	4 - No point of comparison (go to Item 3)

2. What was/were the reason/s for the change in production?  
(encircle code/s and specify verbatim answer)

Higher Production	Lower Production
<input type="checkbox"/> 1 - Increase in area	<input type="checkbox"/> 1 - Decrease in area
<input type="checkbox"/> 2 - Good weather	<b>1</b> 2 - Bad weather
<input type="checkbox"/> 3 - Good quality of seeds	<input type="checkbox"/> 3 - Low quality of seeds
<input type="checkbox"/> 4 - Use of fertilizers	<input type="checkbox"/> 4 - Poor quality of produce
<input type="checkbox"/> 5 - Adequate water supply	<input type="checkbox"/> 5 - Inadequate water supply
<input type="checkbox"/> 6 - Others (specify) :	<input type="checkbox"/> 6 - Pests and Diseases
<input type="text"/>	<input type="checkbox"/> 7 - Others (specify) :
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

3. What were the tomato production related problems you have encountered during the reference period?  
(encircle code/s or specify if necessary)

<input type="checkbox"/>	1 - Pests and diseases
<b>1</b>	2 - High cost of inputs
<b>1</b>	3 - Bad weather / calamities
<input type="checkbox"/>	4 - Lack of capital
<input type="checkbox"/>	5 - Rough or poor road / inadequate transport facilities
<input type="checkbox"/>	6 - Inadequate supply of water
<input type="checkbox"/>	7 - Poor soil condition
<input type="checkbox"/>	8 - Others (specify) :
<input type="text"/>	
<input type="text"/>	

**For the encircled code in the questionnaire, encode 1 in the corresponding cell/box**

**For the encircled code/s in the questionnaire, encode 1 in the corresponding cells/boxes. Additionally, for Others (specify) encode the corresponding verbatim answers in the cells/boxes below 6 or 7**

**For the encircled code/s in the questionnaire, encode 1 in the corresponding cells/boxes. Additionally, for Others (specify) encode the corresponding verbatim answers in the cells/boxes below 8**

- **Item 1** – encode 1 inside the corresponding white cell/box for the comparison of tomato production during the reference period with the same period of the previous year.
- **Item 2** – encode 1 inside the corresponding white cells/boxes for the reasons on the change in production. For Others (specify) – reason # 6 or 7, enter the verbatim answer/s in the white cells/boxes below it.
- **Item 3** – encode 1 inside the corresponding white cells/boxes for the production related problems. For Others (specify) – production problem #8, enter the verbatim answer/s in the white cells/boxes below it.

## Block J

### Illustration 12

#### Sample of data entry for Block J

**J. MARKETING RELATED INFORMATION (in focus parcel)**

1. Who was / were the buyer/s of produce during the reference period? (encircle code/s)  
Indicate the percent of production sold to the encircled buyer/s.

2. What were the marketing related problems you have encountered during the reference period? (encircle code/s or specify if necessary)

For the encircled code/s in the questionnaire, encode 1 in the corresponding cells/boxes. Additionally, for Others (specify) encode the corresponding verbatim answers in the cells/boxes below 8

Type of Buyer	% Sold
1 - Agent	
1 2 - Wholesaler	70.00
3 - Wholesaler-retailer	
4 - Assembler	
5 - Processor	
6 - Cooperative	
1 7 - Consumer	30.00
8 - Others (specify) :	

1 - Unstable prices  
2 - Rough roads / High transport cost  
3 - Low price of produce  
4 - No buyer / market outlet  
5 - Lack of marketing information  
6 - Others (specify) :

Encode the corresponding percent of production sold to the buyer marked with code 1 on the left side.

If there are no answers indicated in the questionnaire, do not encode anything in the white cells/boxes.

- **Item 1** - encode 1 inside the corresponding white cells/boxes for the buyer of produce and the percent of production sold to the marked buyer. For Other buyers, encode the verbatim answer and the corresponding percent of production in the white cells/boxes.
- **Item 2** - encode 1 inside the corresponding white cells/boxes for the marketing related problems. For Others (specify) – marketing problem #6, enter the verbatim answer/s in the white cells/boxes below it. If there are no answers indicated in the questionnaire, do not encode anything in the white cells/boxes.

## Block K

### Illustration 13.1

#### Sample of data entry for Block K: Those who availed of loan

**K. ACCESS TO CREDIT (in focus parcel)**

1. Have you availed of loan for tomato production during the reference period? (encircle code) **1**

1 - Yes  
2 - No, go to Block L

2. How much loan did you avail of? P **20,000.00**

3. How much was the interest rate? (check box and indicate percent rate)

☐ per annum ☐ %  
☐ per month ☐ %  
☒ 1 per cropping **5.00** %  
☐ no interest

4. Who / What was your major source of loan? (encircle code or specify if necessary)

**1** 1 - Cooperative  
☐ 2 - Bank  
☐ 3 - Microfinance / Credit Associations  
☐ 4 - Trader  
☐ 5 - Private individual (e.g. family, friends, relatives, store/shop owners)  
☐ 6 - Informal lenders (e.g. "5-6")  
☐ 7 - Others (specify):

Encode the loan amount in the box.

Encode 1 inside the white cell/box which corresponds to the checked box in the questionnaire.

For those who availed of loan, enter code 1 in the box.

Encode the corresponding interest rate in the box.

Encode 1 inside the white cell/box which corresponds to the encircled source of loan in the questionnaire. For Others (specify), encode the verbatim answers in the white cells/boxes below 7.

### Illustration 13.2

#### Sample of data entry for Block K: Those who did not avail of loan

**K. ACCESS TO CREDIT (in focus parcel)**

1. Have you availed of loan for tomato production during the reference period? (encircle code) **2**

1 - Yes  
2 - No, go to Block L

2. How much loan did you avail of? P

3. How much was the interest rate? (check box and indicate percent rate)

☐ per annum  %  
☐ per month  %  
☐ per cropping  %  
☐ no interest

4. Who / What was your major source of loan? (encircle code or specify if necessary)

☐ 1 - Cooperative  
☐ 2 - Bank  
☐ 3 - Microfinance / Credit Associations  
☐ 4 - Trader  
☐ 5 - Private individual (e.g. family, friends, relatives, store/shop owners)  
☐ 6 - Informal lenders (e.g. "5-6")  
☐ 7 - Others (specify):

For those who did not avail of loan, enter code 2 in the box.

If Item 1 is already coded as 2, no other entries shall be made in the succeeding items in this block.

- **Item 1** – enter either code 1 or 2 only. This should correspond to the encircled number in the questionnaire.
- **Item 2** – if Item 1 was coded as 1, encode the amount of loan.
- **Item 3** – if Item 1 was coded as 1, encode **1** inside the white cell/box that corresponds to the checked box in the questionnaire. Additionally, encode the corresponding interest rate inside the white cell/box beside the mode of payment (per annum / per month / per cropping) marked with code 1.
- **Item 4** – if Item 1 was coded as 1, encode **1** inside the white cell/box corresponding to the source of loan that was encircled in the questionnaire. For Others (specify), encode the verbatim answer/s in the white cells/boxes below 7.

## **Block L**

### **Illustration 14**

#### **Sample of data entry for Block L**

**L. FARMER'S PARTICIPATION IN TOMATO PROGRAMS / PROJECTS**

1. Are you aware of any government program / intervention on tomato production? (*encircle code*)

1 - Yes    2 - No

2. Have you availed of any benefit from government program / intervention? (*encircle code*)

1 - Yes    2 - No, go to Block M

3. What benefits have you availed of? (*encircle code/s*)

☐ 1 - Planting materials

☐ 2 - Fertilizer and other inputs

☐ 3 - Training on farming technology

☐ 4 - Post harvest facilities

☐ 5 - Marketing support

☐ 6 - Farm to market roads

☐ 7 - Irrigation Facilities

☐ 8 - Others (specify):

4. Did you use the benefit/s in your production during the last completed cropping? (*encircle code*)

1 - Yes    2 - No, go to Block M

5. Did the benefit/s receive helped increase your income from tomato farming? (*encircle code*)

1 - Yes    2 - No

**Encode 1 inside the white cell/box which corresponds to the encircled item/s in the questionnaire. For Others (specify), encode the verbatim answers.**

**Encode either 1 or 2 in these cells/boxes.**

**Encode either 1 or 2 in these cells/boxes.**

- **Item 1** – enter code 1 or 2 only. This corresponds to the encircled number in the questionnaire.
- **Item 2** – enter code 1 or 2 only. This corresponds to the encircled number in the questionnaire. If code 2 was encoded in the white cell/box, no other entries should be made in the succeeding items in this block.

- **Item 3** - if Item 2 was coded as 1, encode **1** inside the white cell/box that corresponds to the encircled benefits in the questionnaire. For Others (specify), encode the verbatim answer/s in the white cells/boxes below 8.
- **Item 4** – enter code 1 or 2 only. This corresponds to the encircled number in the questionnaire. If code 2 was encoded in the white cell/box, no other entries should be made in Item 5.
- 
- **Item 5** – if Item 4 was coded as 1, encode **1** inside the white cell/box that corresponds to the encircled number in the questionnaire.

## **Block M**

### **Illustration 15**

#### **Sample of data entry for Block M**

<b>M. OTHER INFORMATION</b>	
1. Has <i>Climate Change</i> affected your farming practices? (encircle code)	
1 - Yes    2 - No, go to Item 2	<b>1</b>
1.01 What was/were the effect/s? (encircle code/s or specify if necessary)	
<input type="checkbox"/> 1 - Change in cropping pattern <input checked="" type="checkbox"/> 2 - Increase in input usage <input checked="" type="checkbox"/> 3 - Decrease in yield <input type="checkbox"/> 4 - Decrease in frequency of plowing <input type="checkbox"/> 5 - Others (specify): <div></div>	
2. Are you a member of farmers' organization? (encircle code)	
1 - Yes    2 - No, go to Block N	<b>2</b>
2.01 What is the name of the organization?	
<div></div>	
2.02 What was/were the benefit/s received from the organization related to tomato production? (encircle code/s or specify if necessary)	
<input type="checkbox"/> 1 - Training / Seminars <input type="checkbox"/> 2 - Financial / Credit support <input type="checkbox"/> 3 - Inputs support <input type="checkbox"/> 4 - Marketing support <input type="checkbox"/> 5 - None <input type="checkbox"/> 6 - Others (specify): <div></div>	

Encode 1 inside the white cell/box which corresponds to the encircled item/s in the questionnaire. For Others (specify), encode the verbatim answers below 5.

Enter code 1 or 2 in the box.

Enter code 1 or 2 in the box.

Encode the name of farmers' organization in the box.

Encode 1 inside the white cell/box which corresponds to the encircled item/s in the questionnaire. For Others (specify), encode the verbatim answers below 6.

**Item 1** – enter code 1 or 2 only. This corresponds to the encircled number in the questionnaire. If code 2 was encoded in the white cell/box, no other entries should be made in Item 1.01.

- **Item 1.01** – if Item 1 was coded as 1, encode **1** inside the white cell/box that corresponds to the encircled effects of climate change in the

questionnaire. For Others (specify), encode the verbatim answer/s in the white cells/boxes below 5.

- **Item 2** – enter code 1 or 2 only. This corresponds to the encircled number in the questionnaire. If code 2 was encoded in the white cell/box, no other entries should be made in Items 2.01 to 2.02.
  - **Item 2.01** – if Item 2 was coded as **1**, encode the name of farmers' organization.
  - **Item 2.02** – if Item 2 was coded as **1**, encode **1** inside the white cell/box that corresponds to the encircled benefits received from the farmers' organization in the questionnaire. For Others (specify), encode the verbatim answer/s in the white cells/boxes below 6.

## **Block N**

### **Illustration 16**

#### **Sample of data entry for Block N**

Encode 1 inside the white cell/box which corresponds to the encircled item in the questionnaire. For Others (specify), encode the verbatim answers below 5.

**N. PLANS AND RECOMMENDATIONS**

1. What is your plan regarding tomato farm operation?  
(encircle code or specify if necessary)

1	1 - Maintain current operation
1	2 - Expansion of area
3	3 - Reduction of area
4	4 - Shift to other crops
5	5 - Others (specify):

2. What are your recommendations in order to improve your tomato production?

PROVIDE CROP LOANS WITH LOWER INTEREST RATE TO INCREASE CAPITAL

PROVIDE FARM EQUIPMENT

Encode the recommendations of the farmers in these boxes.

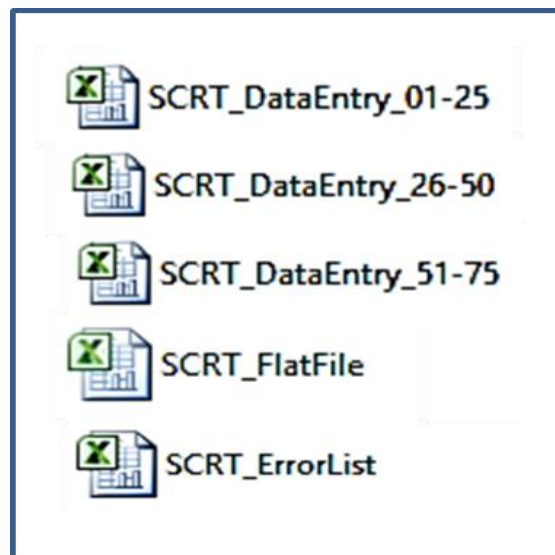
- **Item 1** - enter code 1 inside the white cell/box which corresponds to the encircled number in the questionnaire. For Others (specify), encode the verbatim answer/s in the white cells/boxes below 5.
- **Item 2** – encode the recommendations to improve tomato production as indicated in the questionnaire.

## 7. Instructions on Data Review and Data Cleaning

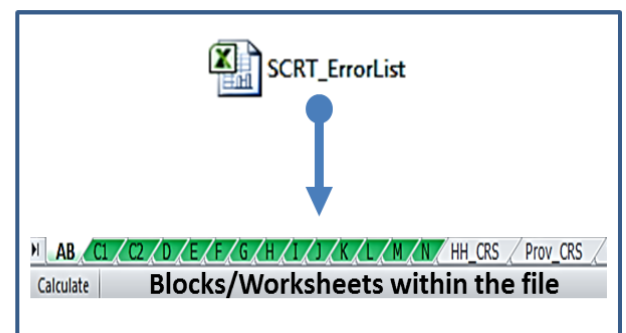
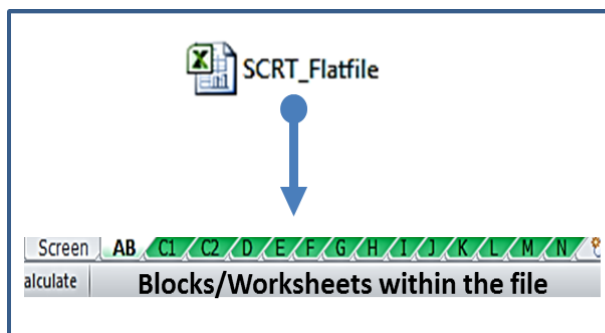
This activity is necessary to ensure the quality of data. The errors that were overlooked during the manual editing are captured by MS Excel using formulas and conditional formats. This is designed for the user of this processing system to easily observe the errors. Hence, these errors can be addressed immediately.

### A. Accessing the flat file and error list (household level data):

1. Open the following MS Excel Files:



2. Copy the data from **SCRT\_FlatFile** (*by block: AB to N*) and paste in the **SCRT\_ErrorList**. This should be done per Block/Worksheet.



*Copy and paste by block*



## Illustration 17

### Sample of Copying and Pasting the data from SCRT\_FlatFile to SCRT\_ErrorList

**HIGHLIGHT ONLY THE CELLS WITH DATA AND NOT ALL ROWS AND/OR COLUMNS.**

QC	A1_Reg	A2_Prov	A3_Mun	A4_Brgy	A1_Region	A2_Province	A3_Municipality	A4_Barangay	B1_Name of Sample Farmer/Operator	B2_Residential Address	B3_Age	B4_Sex	B5_Level of Education Verbatim	B5_Level of Education Code	B6_Occup Verbatim	B6_Occup Code	B7_Years engaged in Tomato Farming	B8_Respondent Name	B9_Re
1	01	28	05	006	ILOCOS REGION	ILOCOS NORTE	BATAK	BADA WEST	PITPIT, RICARDO L.	SITIO 1, BADA WEST, BATAK	65	1	ELEMENTARY GRADUATE	2	CORN FARMER	600	20	PITPIT, RICARDO L.	SELF (FARN
2	01	28	05	004	ILOCOS REGION	ILOCOS NORTE	BATAK	TABUG	ISAGUIRRE, ARNEL L.	17 SURGUI, TABUG, BATAK	40	1	ASSOCIATE IN MARINE TRANSPORT	8	TOMATO FARMER	600	5	ISAGUIRRE, ARNEL L.	SELF (FARN
3	01	28	12	004	ILOCOS REGION	ILOCOS NORTE	LAAG CITY	BACIL SOUTH	PASQUAL, DIOSDADO P.	PUROK 1, BACIL SOUTH, LAAG CITY	49	1	2YRS BS INDUSTRIAL TECHNOLOGY	8	PALAY FARMER	600	5	PASQUAL, DIOSDADO P.	SELF (FARN
4	01	28	12	004	ILOCOS REGION	ILOCOS NORTE	LAAG CITY	BACIL SOUTH	SAHAGON, ROMEO C.	PUROK 3, BACIL SOUTH, LAAG CITY	44	1	HIGH SCHOOL GRADUATE	4	TOMATO FARMER	600	18	SAHAGON, ROMEO C.	SELF (FARN
5	01	28	14	088	ILOCOS REGION	ILOCOS NORTE	CEBU CITY	SUDLON 2	TRANZONA, ANTONIO R.	LUPA, SUDLON 2, CEBU CITY	57	1	ELEMENTARY LEVEL	1	FARMING	600	27	TRANZONA, ANTONIO R.	SELF (FARN
6	01	28	10	029	ILOCOS REGION	ILOCOS NORTE	BARIL	MAYANA	BUSTAMANTE, DOMINADOR A.	SITIO LAMAM, MAYANA, BARIL	34	1	SECOND YEAR HIGH SCHOOL	3	TOMATO FARMER	600	10	BUSTAMANTE, DOMINADOR A.	SELF (FARN
7	01	28	05	015	ILOCOS REGION	ILOCOS NORTE	ARGAO	CANSUE	CARILLO, WILDELINO C.	CABUNGBUNGAN, CANSUE, ARGAO	63	1	GRADE SIX	2	FARMING	900	5	DURAN, ENRIQUETA C.	DAUGHTER
8	01	28	46	005	ILOCOS REGION	ILOCOS NORTE	SIBONGA	BANLOT	MANOS, ORLANDO S.	PUROK MANGA, BANLOT PROPER, S	34	1	HIGH SCHOOL GRADUATE	4	FARMING	600	14	MANOS, OSCAR JR.	BROTHER
9	01	28	05	015	ILOCOS REGION	ILOCOS NORTE	BARASAN	BARASAN	CAUBAS, BERNARD C.	BARASAN, LEON	47	1	PALAY FARMING	4	PALAY FARMING	600	7	CAUBAS, BERNARD C.	OPERATOR
10	01	28	05	015	ILOCOS REGION	ILOCOS NORTE	LEON	BARASAN	CELI, LORENZO T.	BARASAN, LEON	51	1	VEGETABLE FARMER	2	VEGETABLE FARMER	600	25	CELI, LORENZO T.	SELF (FARN
11	01	28	05	015	ILOCOS REGION	ILOCOS NORTE	LEON	BARASAN	CANGAS, LORENZO P.	ZONE 5, BARASAN, LEON	52	1	TOMATO FARMER	4	TOMATO FARMER	600	30	CANGAS, LORENZO P.	SELF (FARN
12	01	28	18	034	ILOCOS REGION	ILOCOS NORTE	DUMANGAS	PALOC SOOL	BAYONA, RENE D.	KAWAYANAN, PALOC SOOL, DUMANGAS	42	1	HIGH SCHOOL GRADUATE	4	PALAY FARMER	600	10	BAYONA, RENE D.	SELF (FARN

- From **SCRT\_FlatFile**, click sheet **"AB"** and highlight the data to be copied (start from Row 2, Column A up to the last row and column with data).
- Press **Ctrl C** or right click the mouse, then click **copy**.

**1. Cursor Here: (Row 2, Column B)**

**2. Press Alt E, S on the keyboard. A dialogue box like this should appear on the screen. Then click Values.**

QC	A1_Reg	A2_Prov	A3_Mun	A4_Brgy	A1_Region	A2_Province	A3_Municipality	A4_Barangay	B1_Name of Sample Farmer/Operator	B2_Residential Address	B3_Age	B4_Sex	B5_Level of Education Verbatim	B5_Level of Education Code	B6_Occup Verbatim	B6_Occup Code	B7_Years engaged in Tomato Farming	B8_Respondent Name	B9_Re
1	01	28	05	006	ILOCOS REGION	ILOCOS NORTE	BATAK	BADA WEST	PITPIT, RICARDO L.	SITIO 1, BADA WEST, BATAK	65	1	ELEMENTARY GRADUATE	2	CORN FARMER	600	20	PITPIT, RICARDO L.	SELF (FARN
2	01	28	05	004	ILOCOS REGION	ILOCOS NORTE	BATAK	TABUG	ISAGUIRRE, ARNEL L.	17 SURGUI, TABUG, BATAK	40	1	ASSOCIATE IN MARINE TRANSPORT	8	TOMATO FARMER	600	5	ISAGUIRRE, ARNEL L.	SELF (FARN
3	01	28	12	004	ILOCOS REGION	ILOCOS NORTE	LAAG CITY	BACIL SOUTH	PASQUAL, DIOSDADO P.	PUROK 1, BACIL SOUTH, LAAG CITY	49	1	2YRS BS INDUSTRIAL TECHNOLOGY	8	PALAY FARMER	600	5	PASQUAL, DIOSDADO P.	SELF (FARN
4	01	28	12	004	ILOCOS REGION	ILOCOS NORTE	LAAG CITY	BACIL SOUTH	SAHAGON, ROMEO C.	PUROK 3, BACIL SOUTH, LAAG CITY	44	1	HIGH SCHOOL GRADUATE	4	TOMATO FARMER	600	18	SAHAGON, ROMEO C.	SELF (FARN
5	01	28	14	088	ILOCOS REGION	ILOCOS NORTE	CEBU CITY	SUDLON 2	TRANZONA, ANTONIO R.	LUPA, SUDLON 2, CEBU CITY	57	1	ELEMENTARY LEVEL	1	FARMING	600	27	TRANZONA, ANTONIO R.	SELF (FARN
6	01	28	10	029	ILOCOS REGION	ILOCOS NORTE	BARIL	MAYANA	BUSTAMANTE, DOMINADOR A.	SITIO LAMAM, MAYANA, BARIL	34	1	SECOND YEAR HIGH SCHOOL	3	TOMATO FARMER	600	10	BUSTAMANTE, DOMINADOR A.	SELF (FARN
7	01	28	05	015	ILOCOS REGION	ILOCOS NORTE	ARGAO	CANSUE	CARILLO, WILDELINO C.	CABUNGBUNGAN, CANSUE, ARGAO	63	1	GRADE SIX	2	FARMING	900	5	DURAN, ENRIQUETA C.	DAUGHTER
8	01	28	46	005	ILOCOS REGION	ILOCOS NORTE	SIBONGA	BANLOT	MANOS, ORLANDO S.	PUROK MANGA, BANLOT PROPER, S	34	1	HIGH SCHOOL GRADUATE	4	FARMING	600	14	MANOS, OSCAR JR.	BROTHER
9	01	28	05	015	ILOCOS REGION	ILOCOS NORTE	BARASAN	BARASAN	CAUBAS, BERNARD C.	BARASAN, LEON	47	1	PALAY FARMING	4	PALAY FARMING	600	7	CAUBAS, BERNARD C.	OPERATOR
10	01	28	05	015	ILOCOS REGION	ILOCOS NORTE	LEON	BARASAN	CELI, LORENZO T.	BARASAN, LEON	51	1	VEGETABLE FARMER	2	VEGETABLE FARMER	600	25	CELI, LORENZO T.	SELF (FARN
11	01	28	05	015	ILOCOS REGION	ILOCOS NORTE	LEON	BARASAN	CANGAS, LORENZO P.	ZONE 5, BARASAN, LEON	52	1	TOMATO FARMER	4	TOMATO FARMER	600	30	CANGAS, LORENZO P.	SELF (FARN
12	01	28	18	034	ILOCOS REGION	ILOCOS NORTE	DUMANGAS	PALOC SOOL	BAYONA, RENE D.	KAWAYANAN, PALOC SOOL, DUMANGAS	42	1	HIGH SCHOOL GRADUATE	4	PALAY FARMER	600	10	BAYONA, RENE D.	SELF (FARN

- Go to sheet **"AB"** of the **SCRT\_ErrorList**, then press **Alt E, S**, click **Values**.



- Do the copying and pasting one block/worksheet at a time (from block AB to block N).
- After copying the household level data from SCRT\_FlatFile to SCRT\_ErrorList, **begin the data review.**

## **B. Components of the Data Review Process**

1. **Completeness check** – this activity ensures that all accomplished questionnaires have been encoded. The number of records in the data files should match the number of edited questionnaires. If not, check the encoded **QC No** to determine the missing questionnaire or the questionnaire that was not encoded. Meanwhile, missing entries can easily be detected as the cell automatically turns red.
2. **Consistency check** – this activity ensures that the encoded data items are correct based on other data items. Furthermore, it means that one data item is supported or consistent with other data items (Example of an inconsistent data: age of the sample farmer is 25 years old while the years of experience in tomato farming as operator is 15 which implies that the farmer started operating the farm at the age of 10).
3. **Accuracy check** – this activity ensures that the encoded data are logical and within the range or acceptable values.
  - a. **Accuracy** – measures the closeness of the estimates to the actual (true) value.
  - b. **Validation** – examines the validity of the data if it is consistent with existing data series and if it hangs together with other auxiliary information. For instance, production costs and input usage generated from the survey results are compared with existing data checks (e.g. result of the previous SCR Tomato, production data, results of the Agricultural Labor Survey for the labor costs, prices of fertilizers and pesticides, etc.).

### **NOTE:**

- If the cell turned **RED**, this means that there was an **ERROR** (**missing or inconsistent data**). Verify and correct the data.
- When the error has been verified and corrected, fill the cell with color **GREEN** to indicate that the data has been changed.

## Illustration 18

### Sample of inconsistent data (with Red Cells) and How to correct the data

SCRT\_ErrorList - Microsoft Excel

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
	QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	A1_Region Name	A2_Province Name	A3_Municipality Name	A4_Barangay Name	B1_Name of Sample Farmer/Operator	B2_Residential Address	B3_Age	B4_Sex	B5_Level of Education	
1															
2	1	01	28	05	006	ILOCOS REGI	ILOCOS NORTE	BATAAC	BAOA WEST	PITPIT, RICARDO L.	SITIO 1, BAOA WEST, BATAAC	65		ELEMENTARY GRAD	
3	2	01	28	05	044	ILOCOS REGI	ILOCOS NORTE	BATAAC	TABUG	ISAGUIRRE, ARNEL L.	17 SUKGUI, TABUG, BATAAC	40	1	ASSOCIATE IN MAR	
4	3	01	28	12	004	ILOCOS REGI	ILOCOS NORTE	LAOAG CITY	BACSA SOUTH	PASCUAL, DIOSDADO P.	PUROK 1, BACSA SOUTH, LAOAG CI	49	1	2YRS BS INDUSTRIA	
5	4	01	28	12	004	ILOCOS REGI	ILOCOS NORTE	LAOAG CITY	BACSA SOUTH	SAHAGON, ROMEO C.	PUROK 3, BACSA SOUTH, LAOAG CI	44	1	HIGH SCHOOL GRAI	
6	5	01	28	14	088	ILOCOS REGI	ILOCOS NORTE	CEBU CITY	SUDLON 2	TRANZONA, ANTONIO R.	LUPA, SUDLON 2, CEBU CITY	57	1	ELEMENTARY LEVEL	
7	6	01	28	10	029	ILOCOS REGI	ILOCOS NORTE	BARILI	MAYANA	BUSTAMANTE, DOMINAD	SITIO LAMAM, MAYANA, BARILI	34	1	SECOND YEAR HIGH	
8	7	01	28	05	015	ILOCOS REGI	ILOCOS NORTE	ARGAO	CANSUJE	CARILLO, WILDELINO C.	CABUNGBUNGAN, CANSUJE, ARGAC	63	1	GRADE SIX	
9	8	01	28	46	005	ILOCOS REGI	ILOCOS NORTE	SIBONGA	BANLOT	MANOS, ORLANDO S.	PUROK MANGA, BANLOT PROPER, S	34	1	HIGH SCHOOL GRAI	
10	9	01	28	28	015	ILOCOS REGI	ILOCOS NORTE	LEON	BARASAN	CALIBAR, BERNARD C.	BARASAN, LEON	47	1	HIGH SCHOOL GRAI	
11	10	01	28	28	015	ILOCOS REGI	ILOCOS NORTE	LEON	BARASAN	CELIS, LORENZO T.	BARASAN, LEON	51	1	ELEMENTARY GRAD	
12	11	01	28	28	015	ILOCOS REGI	ILOCOS NORTE	LEON	BARASAN	CANGAS, LORETO P.	ZONE 5, BARASAN, LEON	52	1	HIGH SCHOOL GRAI	
13	12	01	28	18	034	ILOCOS REGI	ILOCOS NORTE	DUMANGAS	PALOC SOOL	BAYONA, RENE D.	KAWAYANAN, PALOC SOOL	42	1	HIGH SCHOOL GRAI	
14	13			1	1			a	a	a	a	1	5	a	
15	14			1	1			a	a	a	a	1	1	a	
16	15			1	1			a	a	a	a	1	1	a	
17	16			1	1			a	a	a	a	1	1	a	
18	17			1	1			a	a	a	a	1	1	a	
19	18			1	1			a	a	a	a	1	1	a	
20	19			1	1			a	a	a	a	1	1	a	
21	20			1	1			a	a	a	a	1	1	a	
22	21			1	1			a	a	a	a	1	1	a	
23	22			1	1			a	a	a	a	1	1	a	
24	23			1	1			a	a	a	a	1	1	a	
25	24			1	1			a	a	a	a	1	1	a	
26	25			1	1			a	a	a	a	1	1	a	
27	26	1	1	1	1	a	a	a	a	a	a	1	1	a	
28	27			1	1			a	a	a	a	1	1	a	
29	28			1	1			a	a	a	a	1	1	a	

There is missing data (sex was not encoded), thus the cells turned RED. To correct, encode the proper sex code then highlight the corrected cell with color GREEN.

Microsoft Excel

File Home Insert Page Layout Formulas Data Review View

Clipboard Font Theme Colors Standard Colors No Fill More Colors...

Calibri 11 A A

B I U

N2 1

	A	B	C
1		QC No.	A1_Reg Code
2	1	1	01

14 13 1 1

15 14 1 1

16 15 1 1

17 16 1 1

18 17 1 1

19 18 1 1

20 19 1 1

21 20 1 1

22 21 1 1

23 22 1 1

24 23 1 1

25 24 1 1

26 25 1 1

27 26 1 1 a a

28 27 1 1 a a

29 28 1 1 a a

## 7.1 COMPLETENESS CHECK

- There should be 75 records for each data item, except for item that requires multiple responses.
- To facilitate fast completeness check, use **data filter buttons** located in each **cell/column on the first row of each worksheet**.

**Illustration 19**

**Filter Button**

SCRT\_ErrorList - Microsoft Excel

	A	B	C	D	E	F	G	H	I	J
1		QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	A1_Region Name	A2_Province Name	A3_Municipality Name	A4_Barangay Name
2		01	28	05	006	ILOCOS REGION	ILOCOS NORTE	BATAVIA		BACAB WEST
3		01	28	05	044	ILOCOS REGION	ILOCOS NORTE	BATAVIA		TABUG
4		01	28	12	004	ILOCOS REGION	ILOCOS NORTE	LAOAG CITY		BACAB SOUTH
5		01	28	12	004	ILOCOS REGION	ILOCOS NORTE	LAOAG CITY		BACAB SOUTH

SCRT\_ErrorList - Microsoft Excel

	A	B	C	D	E	F	G	H	I
1		QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	A1_Region Name	A2_Province Name	A3_Municipality Name
2					05	006	ILOCOS REGION	ILOCOS NORTE	BATAVIA
3					05	044	ILOCOS REGION	ILOCOS NORTE	BATAVIA
4					12	004	ILOCOS REGION	ILOCOS NORTE	LAOAG CITY
5					12	004	ILOCOS REGION	ILOCOS NORTE	LAOAG CITY

Search

☒ (Select All)

☒ 1

☒ 2

☒ 3

☒ 4

☒ 5

☒ 6

☒ 7

☒ 8

☒ 9

☒ 10

☒ 11

☒ 12

☒ (Blanks)

OK Cancel

Upon filtering the QC No., it can be seen that there are only twelve (12) records. Check whether all the data from SCRT\_FlatFile have been copied and pasted in SCRT\_ErrorList.

## 7.2 CONSISTENCY and ACCURACY CHECKS

### BLOCK B

1. **Age** - farmer / operator should be 15 years and above.

#### Illustration 20

SCRT\_ErrorList - Microsoft Excel

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Clipboard

Calibri11A

</

- The cell turned **RED** indicating that the AGE is not 15 years old and above.
- Verify in the questionnaire and encode the correct data. Once corrected, fill the cell with color **GREEN**

2. **Sex** - acceptable code is either 1 (MALE) or 2 (FEMALE) only.

#### Illustration 21

The screenshot shows an Excel spreadsheet titled 'SCRT\_ErrorList'. The data table has columns: B2\_Residential Address, B3\_Age, B4\_Sex, B5\_Level of Education Verbatim, and B5\_Level of Education Code. Row 2 is highlighted, showing a value of 3 in the B4\_Sex column, which is highlighted in red. A callout box points to this cell.

	B2_Residential Address	B3_Age	B4_Sex	B5_Level of Education Verbatim	B5_Level of Education Code
1					
2	SITIO 1, BAOA WEST, BATA	65	3	ELEMENTARY GRADUATE	2
3	17 SUKGUI, TABUG, BATA	40	1	ASSOCIATE IN MARINE TRANSPORT	8
4	PUROK 1, BACSIL SOUTH, LAOAG CITY		1	2YRS BS INDUSTRIAL TECHNOLOGY	8
5	PUROK 3, BACSIL SOUTH, LAOAG CITY		1	HIGH SCHOOL GRADUATE	4

- The cell turned **RED** indicating that the SEX code is not accepted.
- Check the name of the sample farmer and encode the correct data. Once corrected, fill the cell with color **GREEN**



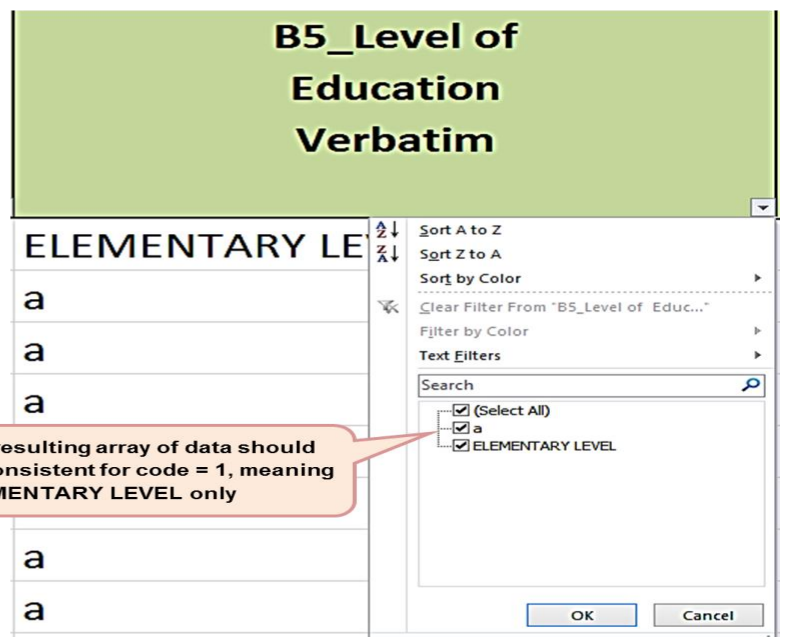
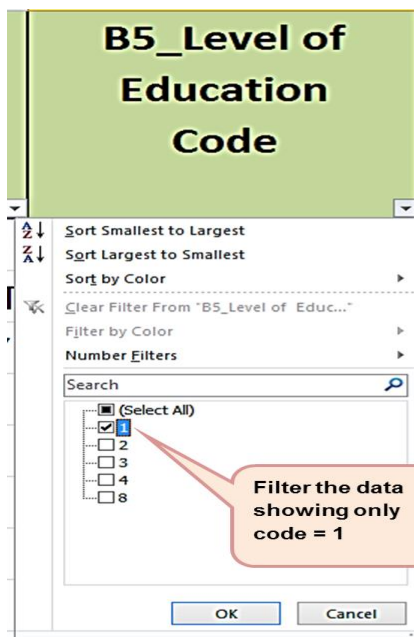
3. **Level of education completed** - acceptable code for level of education completed is any number from 1 to 10 only. Verbatim answer should correspond to the code.

### Illustration 22

	A	N	O	P	Q
		B4_Sex	B5_Level of Education Verbatim	B5_Level of Education Code	B6_Occpn Verbatim
1					
2	1	1	ELEMENTARY GRADUATE	12	CORN FARMER
3	2	1	ASSOCIATE IN MARINE TRANSPORTA	8	TOMATO FARMER
4	3	1	2YRS BS INDUSTRIAL TECHNOLO	8	PALAY FARMER
5	4	1	HIGH SCHOOL GRADUATE	4	TOMATO FARMER

- The cell turned **RED** indicating that the EDUCATION code is not accepted.
- The education code should be any number from 1 to 10 and should correspond with the verbatim answer for education. Once corrected, fill the cell with color **GREEN**

- To check whether the verbatim answer for education is consistent with the education code, filter first the column for education code starting from Code 1 then filter the column for verbatim answer on education. The resulting array of data under the verbatim answers should be consistent with the selected education code. Repeat these steps until all education codes have been validated.



4. **Main Occupation** - verbatim answer should be consistent with the code. The codes used for main occupation should be as follows:

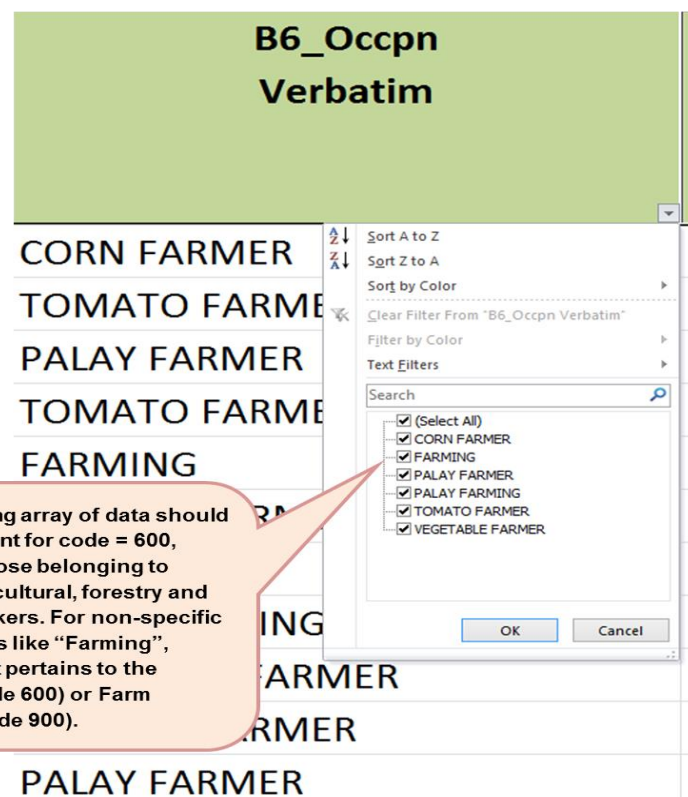
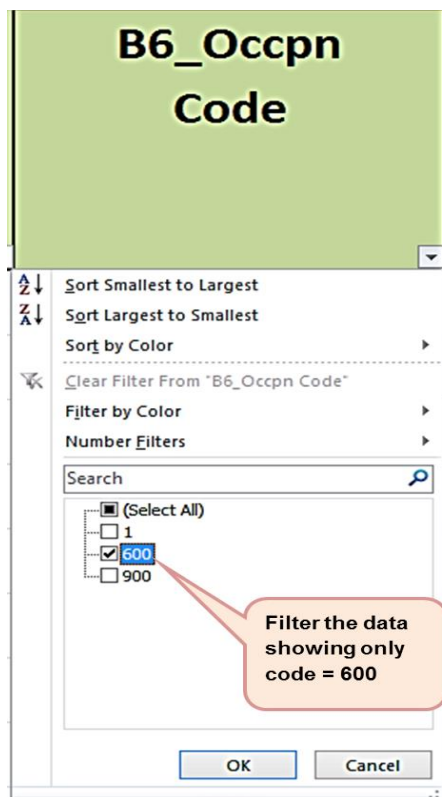
Main Occupation			
Code	Item	Code	Item
100	Managers	600	Skilled Agricultural, Forestry and Fishery Workers
200	Professionals	700	Craft and Related Trades Workers
300	Technicians and Associate Professionals	800	Plant and Machine Operators and Assemblers
400	Clerical Support Workers	900	Elementary Occupations: Unskilled Workers
500	Service and Sales Workers	010	Armed Forces Occupations

**Illustration 23**

	A	P	Q	R	S	T
		B5_Level of Education Code	B6_Occpn Verbatim	B6_Occpn Code	B7_Years engaged in Tomato Farming	B8_Response Name
1						
2	1	2	CORN FARMER	600	20	PITPIT, RICAR
3	2	8	TOMATO FARMER	6000	15	ISAGUIRRE, A
4	3	8	PALAY FARMER	600	5	PASCUAL, DIC
5	4	4	TOMATO FARMER	600	18	SAHAGON, R
6	5	1	FARMING	600	27	TRANZONA, A
7	6	3	TOMATO FARMER	600	10	BUSTAMANT
8	7				5	DURAN, ENRI
9	8				14	MANOS, OSC
10	9				7	CALIBAR, BER
11	10				25	CELIS, LOREN
12	11				30	CANGAS, LOR
13	12				10	BAYONA, REN
14	13				1	a

• The cell turned **RED** indicating that the **OCCUPATION** code is not accepted.  
 • The **OCCUPATION** code should correspond with the verbatim answer for occupation. Once corrected, fill the cell with color **GREEN**.

- To check whether the verbatim answer for occupation is consistent with the occupation code, filter first the column for occupation code starting from Code 100 (if any) then filter the column for verbatim answer on occupation. The resulting array of data under the verbatim answers should be consistent with the selected occupation code. Repeat these steps until all occupation codes have been validated.



5. **Number of years engaged in farming as operator** when subtracted to **Age**, the difference must be 15 and above.

## Illustration 24

		M	N	O	P	Q	R	S
		B3_Age	B4_Sex	B5_Level of Education Verbatim	B5_Level of Education Code	B6_Occpn Verbatim	B6_Occpn Code	B7_Years engaged in Tomato Farming
1								
2	1	65	1	ELEMENTARY GRADUATE	2	CORN FARMER	600	20
3	2	40	1	ASSOCIATE IN MARINE TRANSPORT	8	TOMATO FARMER	600	30
4	3	49	1	2YRS BS INDUSTRIAL TECHNOLOGY	8	PALAY FARMER	600	5
5	4	44	1	HIGH SCHOOL GRADUATE	4	TOMATO FARMER	600	18
6	5	57	1	ELEMENTARY LEVEL	1	FARMING	600	27

- The cell turned **RED** indicating that the difference between Age and farming experience is less than 15.
- Verify in the questionnaire the correct age and/or years engaged in tomato farming. Once the correct data was encoded, fill the cell with color **GREEN**.

## BLOCK C

1. **Total Physical Area** should be equal to the sum of area planted to tomato, area planted to other crops and area of other structure.

**Illustration 25**

	A	B	C	D	E	F	G	H	I	J	K
		QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	C1.1_Parcel ID	C1.2_Total Physical Area of the Parcel	C1.3_Area Planted to Tomato	C1.4_Area Planted to Other Crops	C1.5_Area of Other Structure
24	3	3	01	28	12	004	1	0.3500	0.1750	0.1750	
25	3	3	01	28	12	004	2	0.4200	0.2000	0.2200	
26	3	3	01	28	12	004	3	0.0150	0.0500	0.1000	
27	3	3	01	28	12	004	4	0.1200		0.1200	
28	3	3	01	28	12	004	5	0.0750		0.0750	
29	3	3	01	28	12	004					
30	3	3	01	28	12	004					
31	3	3	01	28	12	004	8				
32	3	3	01	28	12	004	9				
33	3	3	01	28	12		10				
34	3	3	01	28	12		Total	1.1150	0.4250	0.6900	

- The cells turned **RED** indicating that the encoded Total Physical Area of the parcel is not equal to sum of area planted to tomato and the area planted to other crops (*horizontal summation*). Likewise, the TOTAL physical area of all parcels operated (parcels 1 to 5) by the farmer is not equal to the sum of all the individual parcels (*vertical summation*).
- Verify in the questionnaire and check the sum. Encode the correct data and fill the corrected cell with color **GREEN**.

H	I	J	K
C1.2_Total Physical Area of the Parcel	C1.3_Area Planted to Tomato	C1.4_Area Planted to Other Crops	C1.5_Area of Other Structure
0.3500	0.1750	0.1750	
0.4200	0.2000	0.2200	
0.1500	0.0500	0.1000	
0.1200		0.1200	
0.0750		0.0750	
1.1150	0.4250	0.6900	



- Each of the **TOTAL area** under columns C1.2, C1.3, C1.4 and C1.5 should be equal to the sum of the individual areas within the said columns.

### Illustration 26

	A	B	C	D	E	F	G	H	I	J	K
		QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	C1.1_Parcel ID	C1.2_Total Physical Area of the Parcel	C1.3_Area Planted to Tomato	C1.4_Area Planted to Other Crops	C1.5_Area of Other Structure
1											
35	4	4	01	28	12	004	1	1.0000	1.0000		
36	4	4	01	28	12	004	2	0.5000	0.5000	0.1000	
37	4	4	01	28	12	004	3	0.5000	0.5000		
38	4	4	01	28	12	004	4				
39	4	4	01	28	12	004	5				
40	4	4	01	28	12	004	6				
41	4	4	01	28	12	004	7				
42	4	4	01	28	12	004	8				
43	4	4	01	28	12	004	9				
44	4	4	01	28	12	004	10				
45	4	4	01	28	12	004	Total	2.0000	1.9000	0.1000	

	G	H	I	J	K
	C1.1_Parcel ID	C1.2_Total Physical Area of the Parcel	C1.3_Area Planted to Tomato	C1.4_Area Planted to Other Crops	C1.5_Area of Other Structure
1	1	1.0000	1.0000		
2	2	0.5000	0.4000	0.1000	
3	3	0.5000	0.5000		
4					
5					
6					
7					
8					
9					
10					
Total		2.0000	1.9000	0.1000	

- The cells turned **RED** since horizontal summation (C1.2) for Parcel 2 is incorrect. Likewise, the vertical summation for Area Planted to Tomato (C1.3) is incorrect.
- Verify in the questionnaire, encode the correct data and fill the corrected cell with color **GREEN**.

- The **focus parcel** number indicated in Block/Worksheet C2 should have an area planted to tomato indicated in Block/Worksheet C1 (See illustration 27 on the next page).

### Illustration 27

	A	B	C	D	E	F	G	H
		QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	C2_Focus Parcel	C3_Tenure Code
1								
2	1	1	01	28	05	006	1	3
3	2	2	01	28	05	044	2	3

	A	B	C	D	E	F	G	H	I	J	K
		QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	C1.1_Parcel ID	C1.2_Total Physical Area of the Parcel	C1.3_Area Planted to Tomato	C1.4_Area Planted to Other Crops	C1.5_Area of Other Structure
1											
2	1	1	01	28	05	006	1	0.1000		0.1000	
3	1	1	01	28	05	006	2	0.2000	0.2000		
4	1	1	01	28	05	006	3	0.0500		0.0500	
5	1	1	01	28	05	006	4	0.1000		0.1000	
6	1	1	01	28	05	006	5	0.0500		0.0500	
7	1	1	01	28	05	006	6				
8	1	1	01	28	05	006	7				
9	1	1	01	28	05	006	8				
10	1	1	01	28	05	006	9				
11	1	1	01	28	05	006	10				
12	1	1	01	28	05	006	Total	0.5000	0.2000	0.3000	

- The cell turned **RED** since the encoded focus parcel number (1) has no corresponding area planted to tomato in block/worksheet C1.
- To correct, encode the proper focus parcel number (in this example, input 2) and fill the corrected cell with color **GREEN**.

4. For **Tenurial status**, acceptable codes are 1 to 8 only. If there is code 8, there should be a corresponding verbatim answer.

### Illustration 28

	A	B	C	D	E	F	G	H	I	J
		QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	C2_Focus Parcel	C3_Tenure Code	C3_Other Tenure Verbatim	C4_ Times Plant
1										
2	1	1	01	28	05	006	2	3		
3	2	2	01	28	05	044	2	3		
4	3	3	01	28	12	004	2	3		
5	4	4	01	28	12	004	2	10		
6	5	5	01	28	14	088	1	6		
7	6	6	01	28	10	029	1	5		
8	7	7	01	28	05	015	1	3		
9	8	8	01	28	46	005	1	5		
10	9	9	01	28	28	015	1	8		
11	10	10	01	28	28	015	1	5		

- The cell turned **RED** since the encoded tenure code is incorrect.

- Verify in the questionnaire, encode the correct code and fill the corrected cell with color **GREEN**.

- The cell turned **RED** since the encoded tenure code is 8 (Others – specify). However, verbatim answer is missing.
- Verify in the questionnaire, encode the correct code/enter the corresponding verbatim answer and fill the corrected cell with color **GREEN**.

5. Check the **number of times the farmer/operator planted tomato** in the focus parcel in a year. Considering that tomato can be cultivated within three (3) months (from planting to harvesting), the maximum number of times tomato can be planted in a year would be four (4). To check, filter the column C4\_Number of times tomato was planted in a year.

### Illustration 29

	A	F	G	H	I	J
		A4_ Brgy Code	C2_Focus Parcel	C3_Tenure Code	C3_Other Tenure Verbatim	C4_Number of Times Tomato was Planted in a year
1						
2	1	006	2	3		1
3	2	044	2	3		2
4	3	004	2	3		3
5	4	004	2	1		3
6	5	088	1	6		1
7	6	000	1	6		6
8	7	000	1	6		3
9	8	000	1	6		3
10	9	000	1	6		3
11	10	000	1	6		3

- Upon filtering the column for the number of times tomato was planted in a year, the array of data showed the following numbers: 1, 2 and 6.
- Verify in the questionnaire the data indicating number 6 since the maximum number of times tomato can be planted in a year is only 4.
- Encode the correct data and fill the corrected cell with **GREEN**.

6. Check whether the **cropping pattern** is consistent with the **number of crops planted in the cropping pattern**. Filter first the column for number of crops planted starting from number one (1) then filter the column for cropping pattern. The resulting array of data under the cropping pattern should be consistent with the selected number of crops planted. Repeat these steps until all number of cropping pattern and number of crops planted have been validated.

**Illustration 30.1**

**Step 1**

- Filter 1 in the number of crops planted.
- Check the resulting array of data in cropping pattern.
- In this example, notice that the filtered data are consistent.

**Step 2**

- Filter 2 in the number of crops planted.
- Check the resulting array of data in cropping pattern.
- In this example, notice that the filtered data are consistent.

**Illustration 30.2**

C5_Cropping Pattern	C5_Number of Crops Planted in the cropping pattern
PALAY-TOMATO	2
PALAY-TOMATO	2
PALAY-TOMATO	2
TOMATO-PALAY	2
TOMATO-BELL PEPPER	2
TOMATO-SILI	2
TOMATO-BAGUIO BEANS	2
TOMATO-AMPALAYA	2
PALAY-TOMATO	2
TOMATO	1
TOMATO-PEPPER FINGER	2
TOMATO-PALAY	2

**Step 3**

- Filter 3 in the number of crops planted.
- Check the resulting array of data in cropping pattern.
- In this example, notice that the filtered data are inconsistent. There are only two commodities indicated in the cropping pattern (tomato & pepper finger).

**Step 4**

- Verify in the questionnaire and encode the correct data. Afterwards, fill the corrected cell with **GREEN**.

7. **Area planted of the focus parcel** should be equal to the physical area planted to tomato in column C1.3 in block/worksheet C1. It should be the identified focus parcel area.

**Illustration 31**

	A	B	M
		QC No.	C6_Area planted to tomato focus parcel
1			
2	1	①	0.1000
3	2	2	0.5000
4	3	3	0.2000
5	4	4	0.4000
6	5	5	0.2500

	A	B	G	H	I	J	K
		QC No.	C1.1_Parcel ID	C1.2_Total Physical Area of the Parcel	C1.3_Area Planted to Tomato	C1.4_Area Planted to Other Crops	C1.5_Area of Other Structure
1							
2	1	1	1	0.1000		0.1000	
3	1	①	2	0.2000	0.2000		
4	1	1	3	0.0500		0.0500	
5	1	1	4	0.1000		0.1000	
6	1	1	5	0.0500		0.0500	
7	1	1	6				
8	1	1	7				
9	1	1	8				
10	1	1	9				
11	1	1	10				
12	1	1	Total	0.5000	0.2000	0.3000	

- Cell color turned **RED** indicating that the area planted to tomato of the focus parcel (0.1000) is not equal to the area planted to tomato indicated in column C1.3 in block/worksheet C1 (that is 0.2000).
- Encode the correct data and fill the cell with color **GREEN**.

8. **Area harvested of the focus parcel** should be equal or less than area planted of the focus parcel.

**Illustration 32**

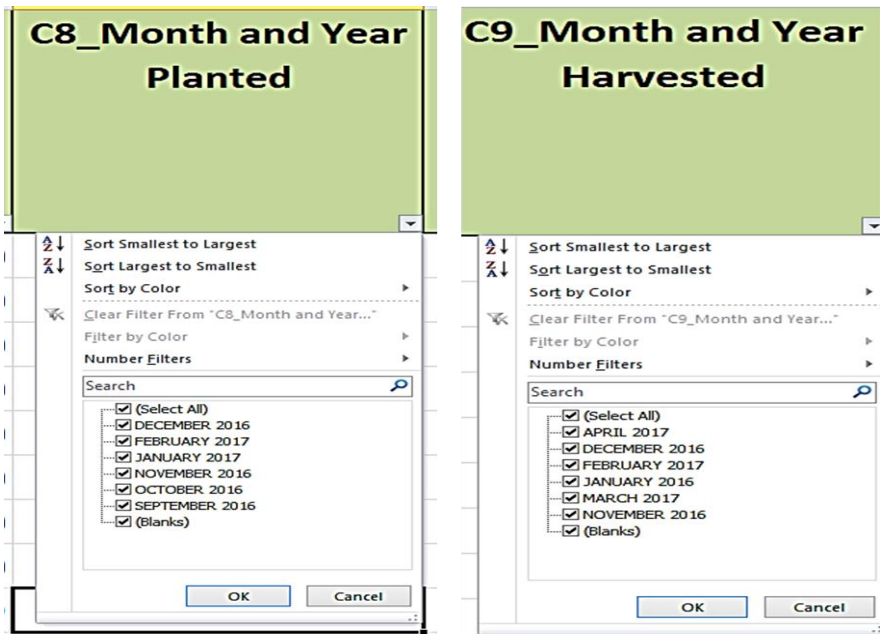
C6_Area planted to tomato focus parcel	C7_Area harvested to tomato focus parcel
0.2000	0.2000
0.5000	0.5000
0.2000	0.2000
0.4000	0.5000
0.2500	0.2500
0.2500	0.2500
0.2000	0.2000
0.1000	0.1000
0.2500	0.1589
0.2500	0.2500
0.5000	0.5000
0.5000	0.5000

- Cell color turned **RED** indicating that the area harvested of the focus parcel (0.5000) is greater than the area planted of focus parcel (0.4000).
- Encode the correct data and fill the cell with color **GREEN**.



9. Check the **Month of planting and harvesting** by filtering the corresponding columns for the said data items. Look carefully on the array of data within the filtered column. *The latest month of planting (to complete a 3-month cropping period) should be March 2017 while the latest harvesting month should be May 2017 for Luzon and Visayas provinces while it is July 2017 (latest planting) and September 2017 (latest harvesting) for Mindanao provinces.*

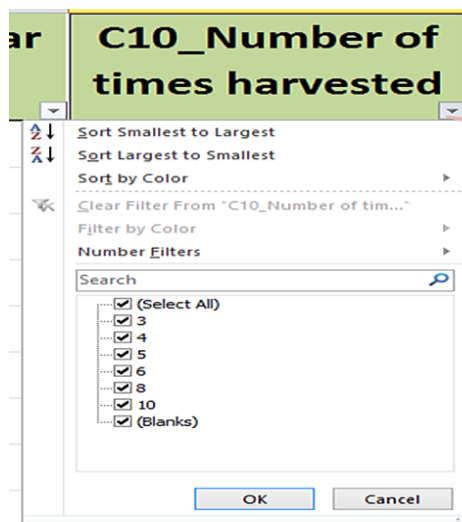
**Illustration 33**



- Using the data for Luzon and Visayas provinces, notice in this illustration that the array of data in the filtered columns are within the reference period.
- In case there is an incorrect data, verify in the questionnaire and encode the correct data followed by filling of the corrected cell with color **GREEN**.

10. Check the acceptability of the data on the **number of times the farmer/operator harvested tomato** in the focus parcel. Look out for extremely high numbers.

**Illustration 34**



- Filter and check the array of data.
- In this illustration, the highest number of times tomato was harvested by the farmer/operator is ten (10). This is still within the acceptable range of the frequency of harvesting tomato.

11. **Type of tomato planted** – there should be at least one type of tomato encoded (either bush or vine). Acceptable code under each type is 1 only.

**Illustration 35**

	A	Q	R	S	C1
1		C10_Number of times harvested	C11_Bush Type	C11_Vine Type	C1
2	1	4			
3	2	6	1		
4	3	3	1		
5	4	3	1		
6	5	6		2	
7	6	5	1		
8	7	6	1		
9	8	8	1		
10	9	2	1		

- Cell color turned **RED** because of missing data for type of tomato planted.

- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because the encoded data is not accepted.

- Encode number one (1) and fill the corrected cell with color **GREEN**.

12. **Variety of seeds planted** - there should be at least one variety of seeds planted. Acceptable code under each seed variety is 1 only.

**Illustration 36**

	T	U	V	W	X	Y	Z	AA	AB	AC	AD
n	C12_1_ Diamante	C12_2_ Diamante Max	C12_3_ Harabas	C12_4_ Ilocos Red	C12_5_ Maharlika	C12_6_ Apollo	C12_7_ Semen	C12_8_ Rose Pink	C12_9_ Native (kimmara basa)	C12_10_ Other seed variety	C12_10_ Other Seed variety Vebatim
				1							
				1							
				1							
	1									1	
	1										
	2										
	1										
	1										

- Cell color turned **RED** because of missing data for variety of seeds planted.

- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because of missing data for other seed variety. There should be a corresponding verbatim answer if Other seed variety is coded.

- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because the encoded data is not accepted.
- Encode number one (1) and fill the corrected cell with color **GREEN**.

13. **Source/s of planting materials** - there should be at least one source of planting materials. Acceptable code under each source is 1 only.

### Illustration 37

	A	AE	AF	AG	AH	AI	AJ	AK
		C13_1_ Agri Supply Store	C13_2_ DA/LGU	C13_3_ Cooperative	C13_4_ CO-Farmer	C13_5_ Own produced	C13_6_ Other source of planting materials	C13_6_Other source of planting materials Verbatim
1								
2	1							NORTHERN FOODS CORP.
3	2						1	NORTHERN FOODS CORP.
4	3						1	NORTHERN FOODS CORP.
5	4						1	NORTHERN FOODS CORPORATION
6	5							
7	6	1						
8	7	1						
9	8	1						
10	9						1	
11	10		2					
12	11	1						
13	12	1						

- Cell color turned **RED** because the encoded data is not accepted.
- Encode number one (1) and fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because of missing data for source of seeds planted.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is verbatim answer for other source while code 1 is not encoded under C13\_6 Other source of planting materials.

- To make it consistent, encode 1 under C13\_6 and then fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is Code 1 under C13\_6 Other source of planting materials while there is no corresponding verbatim answer encoded.

- To make it consistent, verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

## Block D

1. Column D2\_Area/Number of Units Owned and Used up to Column D10\_percent of use in the focus parcel - if one column has an entry, the rest of the columns must have entry except in the case of owned farm and work animals. Likewise, column D5\_cost of minor repair/maintenance/improvement may or may not have entry.

### Illustration 38

SCRT_Errorlist - Microsoft Excel										
D1_Investment Item Code	D1_Investment Item	D2_Area/Number of Units Owned and Used	D3_year acquired / constructed	D4_cost of acquisition / construction (Pesos)	D5_cost of minor repair / maintenance / improvement (Pesos)	D6_years useful / serviceable (from the date of interview)	D7_Usage in another parcel 1 - YES 2 - NO	D8_Usage in other crops / activities 1 - YES 2 - NO	D9_rented / lent to other farmers 1 - YES 2 - NO	D10_percent of use in the focus parcel
100	Farm land owned (hectare)	2.0000								
201	Carabao									
201	Carabao									
201	Carabao									
201	Carabao									
201	Carabao									
202	Cattle									
202	Cattle									
202	Cattle									
202	Cattle									
202	Cattle									
203	Horse									
203	Horse									
203	Horse									
203	Horse									
203	Horse									
301	Farm house									
301	Farm house	1	2000	1,500.00		4	1	1	2	40.00
301	Farm house					2		1	1	
301	Farm house									
301	Farm house									
301	Farm house									

- Cells turned **RED** because of missing data.
- Verify in the questionnaire and encode the missing data. Then, fill the corrected cell/s with color **GREEN**.



- Farm land owned (hectare)** - must have entry if the tenurial status of the focus parcel is coded as “1” Fully owned; “6” Owner-like possession and “7” Held under CLT/CLOA in **Block/worksheet C2**, otherwise this item must be blank.

### Illustration 39

**Step 1**

- To check the consistency of data on farm land owned, filter column D1 and select code 100. This way, the array of data on Farmed land owned will appear on the screen.

**Step 2**

- Check for **RED**-colored cells. If there are **RED**-colored cells, go back to Block/worksheet C2, Column C2\_Tenure Code and check the tenure code that was encoded.
- Verify data in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

QC No.	C3_Tenure Code
1	1
2	6
3	7

In here, the tenurial status codes of the land for QC Nos. 1, 2 & 3 are 1-fully owned; 6-owner-like & 7-held under CLT/CLOA. Thus, it will require data in Block/Worksheet D.

- Year acquired/constructed** - year must be in **YYYY** format and should not exceed “2017”.

### Illustration 40

D1_Investment Item	D2_Area/ Number of Units Owned and Used	D3_year acquired / constructed	D4_cost of acquisition / construction (Pesos)	D5_cost of minor repair / maintenance/ improvement (Pesos)	D6_years useful / serviceable (from the date of interview)	D7_Usage in another parcel 1 - YES 2 - NO	D8_Usage in other crops/ activities 1 - YES 2 - NO	D9_rented/ lent to other farmers 1 - YES 2 - NO	D10_percent of use in the focus parcel
Four-wheel tractor									
Four-wheel tractor									
Four-wheel tractor									
Four-wheel tractor									
Water pump	1	20001	11,500.00	5,000.00	5	1	1	2	40.00
Water pump	1	10	15,000.00		8	2	2	2	100.00
Water pump	1	2018	25,000.00		10	2	2	2	100.00
Water pump									
Water pump									
Farm vehicles									

Cells turned **RED** because the year is not in YYYY format and exceeded “2017”.

Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Check the acceptability of the data on the **cost of acquisition/construction** of each farm investment. Take into consideration the number of units, year of acquisition/construction and useful/serviceable years. Look out for extreme values.

### Illustration 41

**Step 1**

- To check the accuracy of acquisition cost of each investment item, filter column D1\_Investment Item Code starting from code 100.

**Step 2**

- Filter column D4\_cost of acquisition / construction.
- Uncheck "Blanks" to start comparing the data

D1_Investment Item Code	D1_Investment Item	D2_Area/ Number of Units Owned and Used	D3_year acquired / constructed	D4_cost of acquisition / construction (Pesos)	D5_cost of minor repair / maintenance / improvement (Pesos)	D6_years useful / serviceable (from the date of interview)
521	Drum	1	2010	1,500.00		5
521	Drum	1	2010	1,000.00		5
521	Drum	1	1998	1,000.00		20
521	Drum	1	2016	1,100.00		10
521	Drum	1	2013	500.00		2
521	Drum	2	2016	1,200.00		5
521	Drum	1	2014	600.00		7
521	Drum	4	2016	750.00		15

### Step 3

- Once the said columns (D1 and D4) were filtered, start with the review of the acceptability/accuracy of the cost of acquisition/construction of each investment item.
- Verify the values from the questionnaire or the SR if necessary.
- For any changes/updates made in the values, do not forget to fill the corrected/updated cell with color **GREEN**.

- Check the acceptability of the data on the **minor repair, maintenance and improvement** of each farm investment. Take into consideration the number of units, year of acquisition/construction, acquisition cost and useful/serviceable years. It should be less than 50 percent of the acquisition cost. Look out for extreme values.

### Illustration 42

#### Step 1

- To check the accuracy of repairs, maintenance and improvement cost of each investment item, filter column D1\_Investment Item Code starting from code 100.

#### Step 2

- Filter column D5\_cost of minor repair/maintenance/improvement.
- Uncheck "Blanks" to start comparing the data

D1_Investment Item Code	D1_Investment Item	D2_Area/ Number of Units Owned and Used	D3_year acquired / constructed	D4_cost of acquisition / construction (Pesos)	D5_cost of minor repair / maintenance / improvement (Pesos)	D6_years useful / serviceable (from the date of interview)
503	Shovel / Spade (pala)	1	2010	340.00	20.00	2
503	Shovel / Spade (pala)	1	2012	600.00	100.00	2
503	Shovel / Spade (pala)	1	2015	600.00	100.00	2

#### Step 3

- Once the said columns (D1 and D5) were filtered, start with the review of the acceptability/accuracy of the cost of minor repair/maintenance/improvement of each investment item.
- Verify the values from the questionnaire or the SR if necessary.
- For any changes/updates made in the values, do not forget to fill the corrected/updated cell with color **GREEN**.

- Check the acceptability of the data on the **useful/serviceable years** of each farm investment. Look out for extreme values. It should be in whole number.

### Illustration 43.1

- To check the accuracy of useful/serviceable years, filter column D6.
- Click on the extreme value and verify in the questionnaire or SR if necessary.
- For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.

**Extreme value: 200**

- Verify in the questionnaire or SR if necessary. This could be an encoding error.
- For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.

### Illustration 43.2

A	H	I	J	K	L	M	D7_Usage in another parc
1	D1_Investment Item	D2_Area/ Number of Units Owned and Used	D3_year acquired / constructed	D4_cost of acquisition / construction (Pesos)	D5_cost of minor repair / maintenance/ improvement (Pesos)	D6_years useful / serviceable (from the date of interview)	1 - YES 2 - NO
1721	9 Basket / Kaing	50	2016	45.00		6 months	

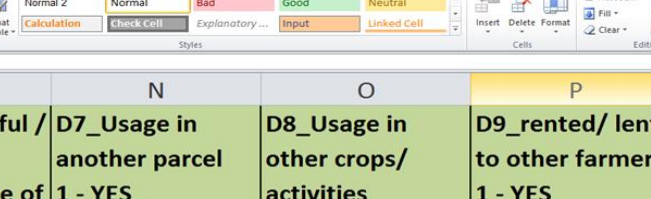
- Cell turned **RED** because the encoded data is not acceptable (text format / not whole number).
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell/s with color **GREEN**.
- In this illustration, the number of units and cost of acquisition should be transferred to Block/Worksheet G – Other production costs.



**7. Columns D7 to D9 – acceptable codes are 1 and 2 only.**

### Illustration 44

SCRT\_Errorlist - Microsoft Excel



Conditional Formatting as Table

Normal 2 Normal Bad Good Neutral Calculation Check Cell Explanatory Input Linked Cell

Styles

Insert Delete Format AutoSum Fill Sort & Filter Find & Select Editing

M	N	O	P	D10_P
Years useful / available the date of (new)	D7_Usage in another parcel 1 - YES 2 - NO	D8_Usage in other crops/ activities 1 - YES 2 - NO	D9_rented/ lent to other farmers 1 - YES 2 - NO	D10_P use in parcel
4	1	1	2	
5	1	1	2	
5	1	1	2	
2	3	4	i	
4	1	1	2	
15	1	1	2	
3	1	1	2	

- The color of the cells turned **RED** because the encoded data are not acceptable.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

8. Check the acceptability of the data on the **percent of use** of the reported farm investments. When validating the results, take into consideration the data under Columns D7 to D9 and Block/worksheet C1 (physical area of the farm parcels operated by the farmer/operator). Look out for extreme values.

### Illustration 45

[illegible]

- To check the accuracy of percent of use, filter column D10.
- Click on the extreme value/s. Verify using the data on columns D7 to D9 and Block/Worksheet C1 (physical areas of the farm parcels operated by the farmer/operator). Additionally, verify in the questionnaire or SR if necessary.
- For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.

## Block E

### 1. Column E2\_Number of units used/applied up to Column E9\_Prevaling price per local unit in the locality\_if not purchased –

- For Seeds, if Column E2\_Number of units used/applied has entry, columns E3, E4, E6, E7 and E8 or E9 must have entries.
- For Seedlings, if Column E2\_Number of units used/applied has entry, columns E6, E7 and E8 or E9 must have entries.
- For Fertilizers, Soil ameliorants, Mulching materials and Pesticides, if Column E2\_Number of units used/applied has entry, columns E3, E4, E5, E6, E7 and E8 or E9 must have entries.

### Illustration 46

SCRT\_Errorlist - Microsoft Excel

G	H	I	J	K	L	M	N	O	P
E1_Material Inputs Code	E1_Material Inputs	E2_Number of units used / applied	E3_Name of local unit	E4_SOLID weight of one local unit in kilogram	E5_LIQUID weight of one local unit in liter	E6_Mode of acquisition 11-self-fin.cash 21-OwnProd 12-self-fin.kind 31-fromGovt 13-discounted 32-fromPrivate	E7_Discount rate_if purchased & discounted	E8_Price per Local Unit_if purchased (pesos)	E9_Prevaling Price per local unit in the locality_if not purchased (pesos)
101	Seeds		PACK	0.040				680.00	
203	Ammonium Sulfate (21-0-0)	2.000	BAG	50.000		11		500.00	
206	Complete (14-14-14)	1.000	BAG	50.000		11		1200.00	
209	Muriate of Potash (0-0-60)	0.500	BAG	50.000		11		1100.00	
401	Rice Hay (dayami)	10.000		2.000		21			
501	ONECIDE	1.000	BOTTLE		0.250	11			
502	PREVATHON	1.500	BOTTLE			11		250.00	
502	ALIKA	1.000	BOTTLE		0.250	11		250.00	
101	Seeds	5.000	PACK	0.040		11		680.00	
202	Urea (46-0-0)	1.000	BAG			11		850.00	
203	Ammonium Sulfate (21-0-0)	2.000	BAG	50.000		11		500.00	
204	Ammonium Phosphate (16-20-0)	2.000	BAG	50.000		13		860.00	
206	Complete (14-14-14)	1.000	BAG	50.000		11		1200.00	

- Cells turned **RED** because of missing data.
- Verify in the questionnaire and encode the missing data. Then, fill the corrected cell/s with color **GREEN**.

2. Check the acceptability of the data on the **quantity of inputs** used in the focus parcel (*in Kilogram or in Liter*). To validate the data, use the Columns for validation of the total quantity in Kilogram per Hectare (Validation 1 & 2) and total volume in Liter per Hectare (Validation 5 & 6) located after Column *E9\_Prevailing Price per local unit in the locality\_if not purchased*. Look out for extreme values.
  - a. **Check the Seeding rate** – quantity of planting materials per hectare. Seeding rate may vary by province or depending on the variety/type of seeds.
  - b. **Check the Fertilizer application rate** – quantity of fertilizer per hectare. Fertilizer use varies depending on the fertility of the soil. Too much fertilizer can damage the crop.

### Illustration 47

	QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	E1_Material Inputs Code	E1_Material Inputs	E2_Number of units used / applied	E3_Name of local unit	E4_SOLID weight of one local unit in kilogram	E5_LIQUID weight of one local unit in liter	E6_Mode of acquisition 11-self-fin.cash OwnProd 12-self-fin.kind fromGovt 13-discounted fromPrivate	E7_Discount rate_if purchased & discounted	E8_Price per Local Unit_if purchased (pesos)	E9_Prevailing Price per local unit in the locality_if not purchased (pesos)
1															
2	1						Seeds	2.000	PACK	0.040		11		680.00	
3	1						Seeds								
4	1						Seeds								
5	1						Seeds								
6	1						Seeds								
125	2						Seeds	5.000	PACK	0.040		11		680.00	
126	2						Seeds								
127	2						Seeds								
128	2						Seeds								
129	2						Seeds								
248	3						Seeds	1.000	GRAM	0.001		11		17.00	
249	3						Seeds								
250	3						Seeds								
251	3						Seeds								
252	3						Seeds								
371	4						Seeds	1.000		0.100		11		900.00	
372	4						Seeds								
373	4						Seeds								
374	4						Seeds								
375	4						Seeds								
494	5						Seeds	1.000	CAN			11		105.00	
495	5						Seeds								
496	5						Seeds								
497	5						Seeds								
498	5						Seeds								
617	6						Seeds	3.000	CANS						
618	6						Seeds								
619	6						Seeds								
620	6						Seeds								
621	6						Seeds								
740	7						Seeds	4.000	CANS						
741	7						Seeds								
742	7						Seeds								
743	7						Seeds								
744	7						Seeds								
863	8						Seeds	20.000	CANS	0.002		11		108.00	
864	8						Seeds								
865	8						Seeds								
866	8						Seeds								
867	8						Seeds								

#### Step 1

- Filter column E1\_Material Inputs Code starting from code 101 (Seeds).
- Continue filtering the codes after reviewing the first material input.

E1_Material Inputs Code	E1_Material Inputs	E2_Number of units used / applied	E3_Name of local unit	E4_SOLID weight of one local unit in kilogram	E5_LIQUID weight of one local unit in liter	E6_Mode of acquisition 11-self-fin.cash 12-self-fin.kind 13-discounted OwnProd fromGovt fromPrivate	E7_Discount rate_if purchased & discounted 21 31 32	E8_Price per Local Unit_if purchased (pesos)	E9_Prevaling Price per local unit in the locality_ if not purchased (pesos)
101		Sort Smallest to Largest	PACK	0.040		11		680.00	
101		Sort Largest to Smallest	PACK	0.040		11		680.00	
101		Sort by Color	GRAM	0.001		11		17.00	
101		Clear Filter From "E2_Number of uni..."	PACK	0.100		11		900.00	
101		Filter by Color	CAN	0.002				105.00	
101		Number Filters	CANS	0.002					
101		Search	CANS	0.002					
101		(Select All)	CANS	0.002					
101		1.000	CAN	0.025					
101		2.000	CAN	0.025					
101		3.000	CAN	0.002					
101		4.000	CAN	0.025					
101		5.000	CAN	0.025					
101		20.000	CAN	0.002					
101		35.000	CAN	0.025					
101		50.000	CAN	0.025					
101		(Blanks)							

### Step 2

- Filter column E2\_Numer of units used/applied.
- Unclick (Blanks) so that only those with encoded data shall appear on the screen and it will be easier to facilitate the review and validation.

E1_Material Inputs	E2_Number of units used / applied	E3_Name of local unit	E4_SOLID weight of one local unit in kilogram	E5_LIQUID weight of one local unit in liter	E6_Mode of acquisition 11-self-fin.cash 12-self-fin.kind 13-discounted OwnProd fromGovt fromPrivate	E7_Discount rate_if purchased & discounted 21 31 32	E8_Price per Local Unit_if purchased (pesos)	E9_Prevaling Price per local unit in the locality_ if not purchased (pesos)	VALIDATION 1_TotalQty_Kg	VALIDATION 2_TotalQty_Kg PER_HECTARE	VALIDATION 3_TotalValue_Kg	VALIDATION 4_TotalValue_Kg PER_HECTARE	VALIDATION 5_TotalVol_Liter	VALIDATION 6_TotalVol_Liter PER_HECTARE	VALIDATION 7_TotalValue_Liter	VALIDATION 8_TotalValue_Liter PER_HECTARE
1																
2	1	Seeds	2.000	PACK	0.040	11	680.00		0.080	0.4	1,360.00	6800				
125	2	Seeds	5.000	PACK	0.040	11	680.00		0.200	0.4	3,400.00	6800				
248	3	Seeds	50.000	GRAM	0.001	11	17.00		0.050	0.25	850.00	4250				
371	4	Seeds	1.000	PACK	0.100	11	900.00		0.100	0.25	900.00	2250				
494	5	Seeds	1.000	CAN	0.002	11	105.00		0.002	0.008	105.00	420				
617	6	Seeds	3.000	CANS	0.002	11	115.00		0.006	0.024	345.00	1380				
740	7	Seeds	4.000	CANS	0.002	11	115.00		0.008	0.04	460.00	2300				
863	8	Seeds	20.000	CANS	0.002	11	108.00		0.040	0.4	2,160.00	21600				
986	9	Seeds	1.000	CAN	0.025	11	220.00		0.025	0.1	2,200.00	8800				
1109	10	Seeds	1.000	CAN	0.025	11			0.025	0.1	2,200.00	8800				
1232	11	Seeds	35.000	CAN	0.002	11			0.070	0.14	4,550.00	9100				
1355	12	Seeds	1.000	CAN	0.025	11			0.025	0.05	2,300.00	4600				

### Step 3

- Filter each column for validation simultaneously and review the acceptability of the data.
- For any changes/updates in the values, do not forget to fill the updated cell/s with color GREEN. Updating should be applied in Columns E2\_ to E9\_.

Note: The columns for validation are built-in computations of the total quantity in Kg, total value in Kg, Total Value in Kg per Hectare, Total Volume in Liter, Total Value in Liter and Total Value in Liter per Hectare. This will facilitate the review and validation of the data on input usage using standardized values. These columns are locked and cannot be changed during the review and validation of data.



- Check and review the consistency of the **form (solid or liquid)** of material input and the reported **name of local unit**.

#### Illustration 48

##### Step 1

- Filter column E1\_Material Inputs Code starting from code 101 (Seeds).
- Continue filtering the codes after reviewing the first material input.

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	E1_Material Inputs Code	E2_Number of units used / applied	E3_Name of local unit	E4_SOLID weight of one local unit in kilogram	E5_LIQUID weight of one local unit in liter	E6_Mode of acquisition	E7_Discount rate_if purchased & discounted	E8_Price per Local Unit_if purchased (pesos)	E9_Pre Price p unit in localit purcha
1													
2	1	1			Seeds			0.040		11		680.00	
125	2	2			Seeds			0.040		11		680.00	
248	3	3			Seeds			0.040					
371	4	4			Seeds			0.040					
494	5	5			Seeds			0.040					
617	6	6			Seeds			0.040					
740	7	7			Seeds			0.040					
863	8	8			Seeds			0.040					
986	9	9			Seeds			0.040					
1109	10	10			Seeds			0.040					
1232	11	11			Seeds			0.040					
1355	12	12			Seeds			0.040					
9227													
9228													
9229													
9230													
9231													
9232													

##### Step 2

- Filter column E3\_Name of local unit
- Unclick (Blanks) so that only those with encoded data shall appear on the screen and it will be easier to facilitate the review and validation.
- Check whether the encoded local unit is appropriate for the material inputs used.
- In this illustration, the local units used for seeds such as can/s, gram and pack are appropriate. Proceed with the review of the next material input.
- For any changes/updates, do not forget to fill the updated cell/s with color **GREEN**.

- Check and review the consistency of the **name of local unit** and the **weight of one local unit in kilogram (if in solid form) or in liter (if in liquid form)**.

#### Illustration 49

##### Step 1

- Filter column E3\_Name of local unit. Click on the first local unit from the array of data.
- Continue filtering the names local unit until the last name of local unit has been reviewed.

E1_Material Inputs	E2_Number of units used / applied	E3_Name of local unit	E4_SOLID weight of one local unit in kilogram	E5_LIQUID weight of one local unit in liter	E6_Mode of acquisition	E7_Discount rate_if purchased & discounted	E8_Price per Local Unit_if purchased (pesos)	E9_Pre Price p unit in localit purcha
203 Ammoni			50.000		11			
206 Complet			50.000					
209 Muriate			50.000					
202 Urea (46			50.000					
203 Ammoni			50.000					
204 Ammoni			50.000					
206 Complet			50.000					
206 Complet			50.000					
209 Muriate			50.000					
213 PLANT V			0.125					

##### Step 2

- Check the array of data within Column E4\_SOLID weight of one local unit in kilogram or E5\_LIQUID weight of one local unit in Liter.
- Review the consistency and look out for outliers.
- The error can either be in the name of local unit or the weight of the local unit.
- Verify in the questionnaire. For any changes/updates, do not forget to fill the updated cell/s with color **GREEN**.

5. **Column E6\_Mode of acquisition** – acceptable codes are 11-self-financed paid in cash; 12-self-financed paid in kind; 13-discounted; 21-own-produced; 31-received from the government; and 32-received from private individuals/organizations.

#### Illustration 50

E1_Material Inputs	E2_Number of units used / applied	E3_Name of local unit	E4_SOLID weight of one local unit in kilogram	E5_LIQUID weight of one local unit in liter	E6_Mode of acquisition 11-self-fin.cash 21-OwnProd 12-self-fin.kind 31-fromGovt 13-discounted 32-fromPrivate	E7_Discount rate_if purchased & discounted	E8_Price per Local Unit_if purchased (pesos)	E9_Prevaling Price per local unit in the locality_ if not purchased (pesos)
Seeds	2.000	PACK	0.040		10		680.00	
Ammonium Sulfate (21-0-0)	2.000	BAG	50.000		11		500.00	
Complete (14-14-14)	1.000	BAG	50.000		11		1200.00	
Muriate of Potash (0-0-6)	0.500	BAG	50.000		11		1100.00	
Rice Hay (dayami)	10.000	BUNDLE	2.000		21			7.00
ONECIDE	1.000	BOTTLE		0.250	11		250.00	

- Cell color turned **RED** because the encoded data is not acceptable.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell/s with color **GREEN**.

6. **Column E7\_Discount rate\_if purchased and discounted** – if the mode of acquisition in Column E6 is in code 13 (discounted), there should be a corresponding discount rate that is in **whole number** under column E7.

#### Illustration 51

E1_Material Inputs	E2_Number of units used / applied	E3_Name of local unit	E4_SOLID weight of one local unit in kilogram	E5_LIQUID weight of one local unit in liter	E6_Mode of acquisition 11-self-fin.cash 21-OwnProd 12-self-fin.kind 31-fromGovt 13-discounted 32-fromPrivate	E7_Discount rate_if purchased & discounted	E8_Price per Local Unit_if purchased (pesos)	E9_Prevaling Price per local unit in the locality_ if not purchased (pesos)
Seeds	5.000	PACK	0.040		11		680.00	
Urea (46-0-0)	1.000	BAG	50.000		11		850.00	
Ammonium Sulfate (21-0-0)	2.000	BAG	50.000		11		500.00	
Ammonium Phosphate (14-14-14)	2.000	BAG	50.000		11		860.00	
Complete (14-14-14)	1.000	BAG	50.000		13	0.5	1200.00	
Complete (14-14-14)	1.000	BAG	50.000		31			1200.00
Muriate of Potash (0-0-6)	1.000	BAG	50.000		11		1800.00	
Rice Hay (dayami)	20.000	BUNDLE	2.000		21			7.00

- Cell color turned **RED** because discount rate is not in whole number.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell/s with color **GREEN**.

7. Check the acceptability of the data on **prices of inputs** used in the focus parcel. To validate the data, use the Columns for validation of the total value in Kilogram per Hectare (Validation 3 & 4) and total value in Liter per Hectare (Validation 7 & 8) located after Column *E9\_Prevailing Price per local unit in the locality\_if not purchased*. Look out for extreme values.
  - a. **Check the value of material input per unit** – it is the total value of material input divide by total quantity. A good example is the price per unit of seeds or seedlings. A hybrid seed costs higher than that of traditional one.

**Note:** To review the data on prices of inputs, follow the same steps as in *Illustration 46, pages 56 to 57 of this manual*.

## Block F

1. **Column F2\_Optr\_Days to Column F15\_F20\_Payment in Kind** – For **Operator Labor**, if there is entry in Column F2\_Optr\_Days, there should be corresponding entry in Column F3\_Optr\_Hours and F10\_Prevailing Wage Rate per Day;
  - a. For **Family Labor**, if there is entry in Column F4\_Fam\_Persons, there should be corresponding entry in Column F5\_Fam\_Days, Column F6\_Fam\_Hours and F10\_Prevailing Wage Rate per Day;
  - b. For **Exchange Labor**, if there is entry in Column F7\_Exc\_Persons, there should be corresponding entry in Column F8\_Exc\_Days, Column F9\_Exc\_Hours and F10\_Prevailing Wage Rate per Day; and
  - c. For **Hired Labor**, if there is entry in Column F11\_F16\_Hired\_Persons, there should be corresponding entry in Column F12\_F17\_Hired\_Days, Column F13\_F18\_Hired\_Hours and F14\_F19\_Payment in Cash and/or F15\_F20\_Payment in Kind

**Illustration 52**

F1_Farm Activity	F2_Optr_Days	F3_Optr_Hours	F4_Fam_Persons	F5_Fam_Days	F6_Fam_Hours	F7_Exc_Persons	F8_Exc_Days	F9_Exc_Hours	F10_Prevailing Wage Rate per day	F11_F16_Hired_Persons	F12_F17_Hired_Days	F13_F18_Hired_Hours	F14_F19_Payment in Cash	F15_F20_Payment in Kind
Plowing of seedbed (man-animal)														
Plowing of seedbed (man-machine, 2-wheel)														
Seedbed preparation		1.0							200.00					
Sowing of seeds	1	1.0							200.00					
Fertilizer application (basal)										3				
Chemical application									200.00					
Mulching	1													
Plowing (man-animal)														
Plowing (man-machine, 2-wheel)														
Plowing (man-machine, 4-wheel)			2											
Rotavating (man-machine, 2-wheel)														
Rotavating (man-machine, 4-wheel)										1	1	1.0		
Harrowing (man-animal)						5								
Harrowing (man-machine, 2-wheel)														
Harrowing (man-machine, 4-wheel)														
Furrowing (man-animal)										1	1	4.0	200.00	
Furrowing (man-machine, 2-wheel)														
Furrowing (man-machine, 4-wheel)														
Liming / Application of soil ameliorants														
Fertilizer Application (basal)														
Hauling of planting materials														
Planting / Transplanting														
Replanting	1	1.0												
Trellising / Staking / Tying														

- Cells turned **RED** because of missing data.
- Verify in the questionnaire and encode the missing data. Then, fill the corrected cell/s with color **GREEN**.

## 2. Check for the **CONSISTENCY** of Farm Activities with data in other **Blocks/Worksheets**

1. **Plowing (man-animal)** - If this item has entry in Block F, then **either** the farm operator has work animal in **Block D (owned and used work animals)** **or** the farm operator has **rent (cash/imputed/non-cash) for work animal in Block G** **or** the operator hired man and animal to do the task. The same will be applied to other activities done using man-animal labor for consistency check.
2. **Plowing (man-machine)** - If this item has entry in Block F, then **either** the farm operator has two-wheel or four-wheel tractor in **Block D (owned and used two-wheel tractor or four-wheel tractor)** **or** the farm operator has **rent (cash/imputed/non-cash) for the machine in Block G** **or** the operator hired man and machine to do the task. The same will be applied to other activities done using man-machine labor for consistency check.

**Illustration 53.1**

The screenshot shows a data entry form with columns for QC No., A1\_Reg Code, A2\_Prov Code, A3\_Mun Code, A4\_Brgy Code, F1\_Farm Activity, F2\_Optr Days, F3\_Optr Hours, F4\_Fam Persons, F5\_Fam Days, F6\_Fam Hours, F7\_Exc Persons, F8\_Exc Days, F9\_Exc Hours, F10\_Prevailing Wage Rate per, and F11\_Pers. A filter menu is open for the 'F1\_Farm Activity' column, showing options like 'Sort A to Z', 'Sort Z to A', 'Sort by Color', 'Clear Filter From "F1\_Farm Activity"', and 'Filter by Color'. The 'Filter by Color' option is selected, and a sub-menu is open showing a list of activities with checkboxes. The activities include 10th Harvest, 10th Hauling of produce, 10th Sorting, 11th Harvest, 11th Hauling of produce, 11th Sorting, 12th Harvest, and 12th Hauling of produce. The 'Filter by Cell Color' sub-menu is also open, showing a blue color selection.

- To check the consistency of man-animal and/or man-machine labor, Filter column F1\_Farm Activity by Color.
- Click color **blue** so that only the data with inconsistencies will appear on the screen.
- Take note of the Column for QC No. then start checking the data that should be consistent in Block D (work animals and/or 2-wheel or 4-wheel tractor) and in Block G (rent for animal and/or machine).
- For any data that will be corrected/updated in either of the said blocks/worksheets, do not forget to fill the updated cell/s with color **GREEN**.

### Illustration 53.2

Sample inconsistencies in the data of Block F (farm activities), Block D (owned and used farm animals and tractors) and Block G (rent for animal/machine)

QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	F1_Farm Activity	F2_Optr Days	F3_Optr Hours	F4_Fam Persons	F5_Fam Days	F6_Fam Hours	F7_Exc Persons	F8_Exc Days	F9_Exc Hours	F10_Prevail Rate per day	F11_F16 Hired Persons	F12_F17 Hired Days	F13_F18 Hired Hours	F14_F19 Payment in Cash	F15_F20 Payment in Kind
1	01	28	05	006	205 Rotavating (man-machine, 4-wheel)										1	1	1.0	1000.00	
1	01	28	05	006	209 Furrowing (man-animal)										1	1	4.0	200.00	

- In this illustration, farm activities for QC No. 1 turned **BLUE**, since there are data under Hired Labor but likely no corresponding data in either Block D or Block G.
- If there are no corresponding data in Block D and Block G, validate whether the total payment in cash or in kind for these activities already include the payment for the animal and/or machine.
- Verify also in the questionnaire, encode the correct data across blocks to make it consistent. Do not forget to fill the updated/corrected cell with color **GREEN**.

QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	D1_ Investm ent Item Code	D1 Investment Item	D2_Area/ Number of Units Owned and Used	D3_year acquired / constructed	D4_cost of acquisition / construction (Pesos)	D5_cost of minor repair / maintenance/ improvement (Pesos)	D6_years useful / serviceable (from the date of interview)	D7_Usage in another parcel 1- YES 2- NO	D8_Usage in other crops/ activities 1- YES 2- NO	D9_rented/ lent to other farmers 1- YES 2- NO	D10_percent of use in the focus parcel
1	01	28	05	006	201	Carabao									
1	01	28	05	006	201	Carabao									
1	01	28	05	006	201	Carabao									
1	01	28	05	006	201	Carabao									
1	01	28	05	006	201	Carabao									
1	01	28	05	006	202	Cattle									
1	01	28	05	006	202	Cattle									
1	01	28	05	006	202	Cattle									
1	01	28	05	006	202	Cattle									
1	01	28	05	006	202	Cattle									
1	01	28	05	006	203	Horse									
1	01	28	05	006	203	Horse									
1	01	28	05	006	203	Horse									
1	01	28	05	006	203	Horse									
1	01	28	05	006	203	Horse									
1	01	28	05	006	401	Two-wheel tractor (Hand Tractor)									
1	01	28	05	006	401	Two-wheel tractor (Hand Tractor)									
1	01	28	05	006	401	Two-wheel tractor (Hand Tractor)									
1	01	28	05	006	401	Two-wheel tractor (Hand Tractor)									
1	01	28	05	006	401	Two-wheel tractor (Hand Tractor)									
1	01	28	05	006	402	Four-wheel tractor									
1	01	28	05	006	402	Four-wheel tractor									
1	01	28	05	006	402	Four-wheel tractor									
1	01	28	05	006	402	Four-wheel tractor									
1	01	28	05	006	402	Four-wheel tractor									

For QC No. 1, there is no data for work animal or two-wheel and four-wheel tractor in Block D. Thus, it is inconsistent with the farm activities in Block F.



QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash_Commodity paid	G5_Non-cash_Num ber of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weigh t of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
1	01	28	05	006	1	Land Tax - owned farm (annual)									
1	01	28	05	006	2	Caretaker/overseer's share/wages (per									
1	01	28	05	006	3	Other permanent employee's salary (monthly)									
1	01	28	05	006	401	Land (annual) if lease agreement, indicate									
1	01	28	05	006	402	Machine (per cropping)									
1	01	28	05	006	403	Animals (per cropping)									
1	01	28	05	006	404	Tools and equipment (per cropping)									
1	01	28	05	006	5	Rental value of owned land (annual)									
1	01	28	05	006	6	Rental value of owned animal/s (per cropping)									
1	01	28	05	006	7	Fuel (quantity:liter/s, per cropping)	40	1600.00							
1	01	28	05	006	8	Oil (quantity:liter/s, per cropping)	1	160.00							
1	01	28	05	006	9	Transport cost of inputs (per cropping)									
1	01	28	05	006	10	Transport cost of produce from farm to first									
1	01	28	05	006	11	Interest payment on crop loan (per cropping)		160.00							
1	01	28	05	006	12	Storage fee (per cropping)									
1	01	28	05	006	13	Water expense (per cropping)			175.00						
1	01	28	05	006	14	Electricity cost (monthly)									
1	01	28	05	006	15	Food expense for hired and exchange labor		4000.00							
1	01	28	05	006	16	Landowner's share (per cropping)		2000.00							
1	01	28	05	006	17	Financier's share (per cropping)									
1	01	28	05	006	18	Sack / Crate / Box / Kaing		500.00							
1	01	28	05	006	19	Seedling bag									
1	01	28	05	006	20	Wood stakes									
1	01	28	05	006	21	Straw twine									

For QC No. 1, there is no Machine or Animal Rent in Block G. Thus, it is inconsistent with the farm activities in Block F.

- Sowing of seeds** - If this item has entry, then there should be acquisition of planting materials (seeds/seedlings) in **Block E**.
- Fertilizer application (basal/side-dress/top-dress)** - If this item has entry, then there should be acquisition of fertilizer in **Block E**.
- Liming application** - If this item has entry, then there should be acquisition of soil ameliorant in **Block E**.
- Mulching** - If this item has entry, then there should be acquisition of mulching materials in **Block E**.
- Chemical application/spraying** - If this item has entry; there should be acquisition of any of the pesticides (herbicide/insecticide/fungicide/other pesticides) in **Block E**.
- Watering** – If this item has entry, there should be water expense (paid in cash or imputed) in **Block G**.

**Illustration 54.1**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	F1_Farm Activity Code	F1_Farm Activity	F2_Optr Days	F3_Optr Hours	F4_Fam Persons	F5_Fam Days	F6_Fam Hours	F7_Exc	F8
1	01	28	05				1						
9	01	28	28				1						
10	01	28	28				1	1.0					

Sort A to Z  
Sort Z to A  
Sort by Color  
Clear Filter From "F1\_Farm Activity"  
**Filter by Color**  
Text Filters  
Search  
☐ (Select All)  
☐ 10th Harvest  
☐ 10th Hauling of produce  
☐ 10th Sorting  
☐ 11th Harvest  
☐ 11th Hauling of produce  
☐ 11th Sorting  
☐ 12th Harvest  
☐ 12th Hauling of produce  
☒ No Fill

**Filter by Cell Color**  
☒ No Fill  
☐ No Fill

- To check the consistency of Sowing of seeds to Watering, Filter column F1\_Farm Activity by Color.
- Click color **RED** so that only the data with inconsistencies will appear on the screen.
- Take note of the Column for QC No. then start checking the data that should be consistent in Block E (material inputs) in Block G (water expense).
- For any data that will be corrected/ updated in either of the said blocks/ worksheets, do not forget to fill the updated cell/s with color **GREEN**.

**Illustration 54.2**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	F1_Farm Activity Code	F1_Farm Activity	F2_Optr Days	F3_Optr Hours	F4_Fam Persons	F5_Fam Days	F6_Fam Hours	F7_Exc Persons	F8_Exc Days	F9_Exc Hours	F10_Preval ling Wage Rate per day	F11_F16_Hired_ Persons	F12_F17_Hired_D ays	F13_F18_Hired_ Hours	F14_F19_Payment in Cash	F15_F20_Payment in Kind
1	01	28	05	006	608	Watering	1	8.0							200.00	1	4	8.0	800.00	
9	01	28	28	015	107	Mulching	1	1.0							250.00					
10	01	28	28	015	107	Mulching	1	1.0							200.00					

Ready 3 of 10350 records found

- In this illustration, the farm activities turned **RED** for QC Nos. 1, 9 and 10.
- Check if there are no corresponding data in Block E (Mulching Material) and Block G (Water Expense).
- Verify in the questionnaire, encode the correct data across blocks to make it consistent. Do not forget to fill the updated/corrected cell with color **GREEN**.

QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Impute d (Pesos)	G4_Non-cash_Commodity paid	G5_Non-cash_Num ber of Local Uni	G6_Non-cash_Nam e of Local Unit	G7_Non-cash_Weig ht of Local Unit in K	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
1	01	28	05	006	13	Water expense (per									
Ready 1 of 2550 records found															

• In Block G, QC No. 1 has no data for water expense. Thus, it is inconsistent with the farm activity – Watering in Block F.

QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	E1_Material Inputs Code	E1_Material Inputs	E2_Number of units used / applied	E3_Name of local unit	E4_SOLID weight of one local unit in kilogram	E5_LIQUID weight of one local unit in liter	E6_Mode of acquisition 11-self-fin.cash 12-self-fin.kind 13-discounted	E7_Discount rate_if purchased & discounted	E8_Price per Local Unit_if purchased (pesos)	E9_Prevailing Price per local unit in the locality_if not purchased (pesos)
9	01	28	28	015	401	Rice Hay (dayami)								
10	01	28	28	015	401	Rice Hay (dayami)								
Ready Filter Mode														

• In Block E, QC Nos. 9 and 10 have no data for Rice Hay (dayami) or any other material under code 401 (Mulching Materials). Thus, it is inconsistent with the farm activity – Mulching in Block F.

9. **Harvesting paid in Kind** - If the harvesters of tomato were paid in kind, then, the payment should be consistent in **Block H, Code 202 (harvesters' share)**. The value of payment in kind should be equivalent to the *quantity paid to the harvesters x farm gate price*.
10. **Other activities paid in Kind** - If the hired tomato laborers in farm activities other than harvesting were paid in kind, then, the payment should be consistent in **Block H, Code 203 (Other laborers' share)**. The value of payment in kind should be equivalent to the *quantity paid for other laborers x farm gate price*.



**Illustration 55.1**

• To check the consistency of Harvesting and Other Farm Activities paid in kind, Filter column F1\_Farm Activity by Color.

• Click color **ORANGE** so that only the data with inconsistencies will appear on the screen.

• Take note of the Column for QC No. then start checking the data that should be consistent in Block H (Production and Disposition).

• For any data that will be corrected/ updated in either of the said blocks/ worksheets, do not forget to fill the updated cell/s with color **GREEN**.

**Illustration 55.2**

**Sample inconsistencies in the data of Block F (farm activities) and Block H (production and disposition)**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	F1_Farm Activity Code	F1_Farm Activity	F2_Optr Days	F3_Optr Hours	F4_Fam Persons	F5_Fam Days	F6_Fam Hours	F7_Exc Persons	F8_Exc Days	F9_Exc Hours	F10_Prevail ling Wage Rate per day	F11_Hired Persons	F12_Hired_D ays	F13_Hired Hours	F14_Payment in Cash	F15_Payment in Kind
1	01	28	05	006	801	1st Harvest			3	2	6.0				200.00					
1	01	28	05	006	802	2nd Harvest			3	2	6.0				200.00					
1	01	28	05	006	803	3rd Harvest			3	2	6.0				200.00					
1	01	28	05	006	804	4th Harvest			3	2	6.0				200.00					
1	01	28	05	006	805	5th Harvest														
1	01	28	05	006	806	6th Harvest														
1	01	28	05	006	807	7th Harvest														
1	01	28	05	006	808	8th Harvest														
1	01	28	05	006	809	9th Harvest														
1	01	28	05	006	810	10th Harvest														
1	01	28	05	006	811	11th Harvest														
1	01	28	05	006	812	12th Harvest														

- In this illustration, the farm activities (1<sup>st</sup> Harvest to 12<sup>th</sup> Harvest) turned **ORANGE** for QC No. 1.
- Check the corresponding data in Block H (Harvesters' Share).
- Verify in the questionnaire, encode the correct data across blocks to make it consistent. Do not forget to fill the updated/corrected cell with color **GREEN**.

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	H1_Prod& Disp_Code	H1_Prod& Disp_Item	H2_1st Harvest	H3_2nd Harvest	H4_3rd Harvest	H5_4th Harvest
1	01	28	05	006	101	Quantity in local unit	1000.00	1000.00	350.00	250.00
1	01	28	05	006	102	Name of local unit (LU)	KG	KG	BASKET	BASKET
1	01	28	05	006	103	Weight of one LU in kilogram	1.00	1.00	10.00	10.00
1	01	28	05	006	2011	Trader	990.00	990.00		
1	01	28	05	006	2012	Processor			349.00	250.00
1	01	28	05	006	2013	Direct Consumer				
1	01	28	05	006	300	Price per local unit	14.00	7.00	38.50	38.50
1	01	28	05	006	202	Harvesters' share		5.00		
1	01	28	05	006	203	Other laborers' share				
1	01	28	05	006	204	Landowner's share				
1	01	28	05	006	205	Financier's share				

• In Block H, QC 1 have data for Harvesters' share particularly for 2<sup>nd</sup> Harvest. However, there is no corresponding payment in kind in Block F. Thus, the two data items are inconsistent.

3. Check the acceptability of the data on **mandays and wages by source of labor**. To validate the data, filter each farm activity code starting from Code 101. Then, filter and review the array of data in the following columns which are located after Column F15\_F20\_Payment in Kind:

- a. For **OPERATOR LABOR** – V1\_Mandays, V1\_Mandays per Hectare, V1\_Wage/Day and V1\_Wage/Day per Hectare

#### Illustration 56

F1_Farm Activity Code	F1_Farm Activity	F15_F20_Payment in Kind	V1_Mandays OPERATOR	V1_Mandays per Hectare OPERATOR	V1_Wage/Day OPERATOR	V1_Wage/Day per Hectare OPERATOR
101	Plowing of seedbed (man-animal)					
101	Plowing of seedbed (man-animal)					
101	Plowing of seedbed (man-animal)					
101	Plowing of seedbed (man-animal)					
101	Plowing of seedbed (man-animal)		11.25	45.00	2,250.00	9,000.00
101	Plowing of seedbed (man-animal)		1.50	6.00	600.00	2,400.00
101	Plowing of seedbed (man-animal)		2.00	10.00	800.00	4,000.00
101	Plowing of seedbed (man-animal)					
101	Plowing of seedbed (man-animal)					
101	Plowing of seedbed (man-animal)		0.13	0.50	31.25	125.00
101	Plowing of seedbed (man-animal)		0.13	0.50	25.00	100.00
101	Plowing of seedbed (man-animal)		0.03	0.05	5.00	10.00
101	Plowing of seedbed (man-animal)					

- These columns have built-in computations of the total **operator labor** mandays and wages. This will facilitate the review and validation of the data on labor inputs using standardized values (*per hectare*) for comparability.
- Filter each column simultaneously and review the acceptability of the data.
- For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.
- These columns are locked and cannot be changed during the review and validation of data. Updating should be applied in Columns F2\_ (days), F3\_ (hours) and F10\_ (prevailing wage).

- b. For **FAMILY LABOR** – V2\_Mandays, V2\_Mandays per Hectare, V2\_Wage/Day and V2\_Wage/Day per Hectare

**Illustration 57**

F1_Farm Activity Code	F1_Farm Activity	V2_Mandays FAMILY	V2_Mandays per Hectare FAMILY	V2_Wage/Day FAMILY	V2_Wage/Day per Hectare FAMILY
101	Plowing of seedbed (man-animal)				
101	Plowing of seedbed (man-animal)				
101	Plowing of seedbed (man-animal)				
101	Plowing of seedbed (man-animal)				
101	Plowing of seedbed (man-animal)	5.25	21.00	1,050.00	4,200.00
101	Plowing of seedbed (man-animal)	1.50	6.00	600.00	2,400.00
101	Plowing of seedbed (man-animal)				
101	Plowing of seedbed (man-animal)				

- These columns have built-in computations of the total **family labor** mandays and wages. This will facilitate the review and validation of the data on labor inputs using standardized values (per hectare) for comparability.
- Filter each column simultaneously and review the acceptability of the data.
- For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.
- These columns are locked and cannot be changed during the review and validation of data. Updating should be applied in Columns F4\_ (persons), F5\_ (days), F6\_ (hours) and F10\_ (prevailing wage).

- c. For **EXCHANGE LABOR** – V3\_Mandays, V3\_Mandays per Hectare, V3\_Wage/Day and V3\_Wage/Day per Hectare

**Illustration 58**

A4_Brgy Code	F1_Farm Activity Code	F1_Farm Activity	V3_Mandays EXCHANGE	V3_Mandays per Hectare EXCHANGE	V3_Wage/Day EXCHANGE	V3_Wage/Day per Hectare EXCHANGE
006	101	Plowing of seedbed (man-animal)				
044	101	Plowing of seedbed (man-animal)				
004	101	Plowing of seedbed (man-animal)				
004	101	Plowing of seedbed (man-animal)				
088	101	Plowing of seedbed (man-animal)				
029	101	Plowing of seedbed (man-animal)				
015	101	Plowing of seedbed (man-animal)				

- The columns have built-in computations of the total **exchange labor** mandays and wages. This will facilitate the review and validation of the data on labor inputs using standardized values (per hectare) for comparability.
- Filter each column simultaneously and review the acceptability of the data.
- For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.
- These columns are locked and cannot be changed during the review and validation of data. Updating should be applied in Columns F7\_ (persons), F8\_ (days), F9\_ (hours) and F10\_ (prevailing wage).

- d. For **HIRED LABOR** – V4\_Mandays, V4\_Mandays per Hectare, V4\_Total Cash, V4\_Total Cash per Hectare, V4\_Total InKind, V4\_Total InKind per Hectare, V5\_Cash Per day, V5\_Cash per day Per Hectare, V5\_In Kind Per day, V5\_In Kind Per day per Hectare

### Illustration 59.1 and 59.2

F1_Farm Activity Code	F1_Farm Activity	V4_Mandays HIRED	V4_Mandays per Hectare HIRED	V4_Total Cash HIRED	V4_Total Cash per Hectare HIRED	V4_Total InKind HIRED	V4_Total InKind per Hectare HIRED
400	Planting / Transplanting						
400	Planting / Transplanting	4.00	8.00	2,000.00	4,000.00		
400	Planting / Transplanting						
400	Planting / Transplanting						
400	Planting / Transplanting						
400	Planting / Transplanting						
400	Planting / Transplanting						
400	Planting / Transplanting						
400	Planting / Transplanting	3.00	12.00	800.00	3,200.00		
400	Planting / Transplanting	3.00	12.00	750.00	3,000.00		
400	Planting / Transplanting	11.25	22.50	3,000.00	6,000.00		
400	Planting / Transplanting	25.00	50.00	6,250.00	12,500.00		
400	Planting / Transplanting						

- The columns have built-in computations of the total **hired labor** mandays and wages. This will facilitate the review and validation of the data on labor inputs using standardized values (per hectare) for comparability.
- Filter each column simultaneously and review the acceptability of the data.
- For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.
- These columns are locked and cannot be changed during the review and validation of data. Updating should be applied in Columns F11\_F16\_ (persons), F12\_F17\_ (days), F13\_F18\_ (hours), F14\_F19\_ (in cash) and F15\_F20\_ (in kind).

F1_Farm Activity Code	F1_Farm Activity	V5_Cash Per day HIRED	V5_Cash Per day per Hectare HIRED	V5_In Kind Per day HIRED	V5_In Kind Per day per Hectare HIRED
400	Planting / Transplanting				
400	Planting / Transplanting	500.00	1,000.00		
400	Planting / Transplanting				
400	Planting / Transplanting				
400	Planting / Transplanting				
400	Planting / Transplanting				
400	Planting / Transplanting				
400	Planting / Transplanting				
400	Planting / Transplanting	266.67	1,066.67		
400	Planting / Transplanting	250.00	1,000.00		
400	Planting / Transplanting	266.67	533.33		
400	Planting / Transplanting	250.00	500.00		

- Additional validation columns for **hired labor** were created to further facilitate the review and validation of the data on labor inputs using standardized values (per day and per hectare).
- Filter each column simultaneously and review the acceptability of the data.
- For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.
- These columns are locked and cannot be changed during the review and validation of data. Updating should be applied in Columns F11\_F16\_ (persons), F12\_F17\_ (days), F13\_F18\_ (hours), F14\_F19\_ (in cash) and F15\_F20\_ (in kind).

- e. For **ALL SOURCES of LABOR** – V6\_All Sources Mandays, V6\_All Sources Mandays per Hectare, V6\_All Sources Cost, V6\_All Sources Cost per Hectare, V6\_All Sources Cost per Manday, V6\_All Sources Cost Per Manday Per Hectare

### Illustration 60

F1_Farm Activity	V6_All Sources_Mandays	V6_All Sources_Mandays per Hectare	V6_All Sources_Costs	V6_All Sources_Costs per Hectare	V6_All Sources_Costs per Manday	V6_All Sources_Costs per Manday per Hectare
1st Harvest	4.50	22.50	900.00	4,500.00	200.00	1,000.00
1st Harvest	6.00	12.00	1,500.00	3,000.00	250.00	500.00
1st Harvest	1.00	2.50	200.00	500.00	200.00	500.00
1st Harvest	1.13	4.50	225.00	900.00	200.00	800.00
1st Harvest	1.00	4.00	200.00	800.00	200.00	800.00
1st Harvest	0.25	1.25	50.00	250.00	200.00	1,000.00
1st Harvest	2.00	20.00	300.00	3,000.00	150.00	1,500.00
1st Harvest	4.00	16.00	1,000.00	4,000.00	250.00	1,000.00
1st Harvest	3.00	6.00	800.00	1,600.00	266.67	533.33
1st Harvest	6.00	12.00	1,500.00	3,000.00	250.00	500.00

- These columns for **all sources of labor** were created to have a big picture of the total labor costs using standardized values (per hectare and per manday).
- Filter each column simultaneously and review the acceptability of the data.

**Note:** Labor utilization rate – number of mandays per hectare (by activity and by type of labor). The number of mandays depends heavily on the type of labor. Man-machine labor can finish the same task with less number days/time compared to man-animal. Likewise man-animal labor can finish the same task with less number days/time compared to man labor only.

The number of mandays also depends on the quantity of material inputs. For instance, eight (8) bags of fertilizer require two (2) mandays. It is logical to understand that the fertilizer application of 4 bags can be finished using one (1) manday. Follow similar analysis for different farm activities.



## Block G

**Note:** Before reviewing Columns G2 to G9, remember to filter Column G1\_Other Prod Cost Code first according to the code of the production cost item being reviewed.

### 1. Land Tax

- Accept the indicated land tax if the tenurial status is fully owned in **Block/Worksheet C2**. For those held under CLT / CLOA, there should be an imputed land tax.

### Illustration 61.1 and 61.2

**Step 1**

- To check, filter Column G1\_Other Prod Cost and select code 1.

**Step 2**

- Filter column G2\_Cash by cell color and select color RED so that only those with errors shall appear on the screen.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell/s with color GREEN.

The cells turned RED because there is land tax but the tenure code in Block C2 is 3-Tenanted.

Verify in the questionnaire and encode the correct data. Then, fill the corrected cell/s with color GREEN.

The cells turned RED because there is no land tax but the tenure code in Block C2 is 1-Fully Owned.

Verify in the questionnaire and encode the correct data. Then, fill the corrected cell/s with color GREEN.

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash_Commodity paid	G5_Non-cash_Number of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weight of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
1	01	28	05	006	1	Land Tax - owned farm (annual)		300.00							
2	01	28	05	044	1	Land Tax - owned farm (annual)									
3	01	28	12	004	1	Land Tax - owned farm (annual)									
4	01	28	12	004	1	Land Tax - owned farm (annual)									
5	01	28	14	088	1	Land Tax - owned farm (annual)		1,750.00							
6	01	28	10	029	1	Land Tax - owned farm (annual)									

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	C2_Focus Parcel	C3_Tenure Code	C3_Other Tenure Verbatim
1	01	28	05	006	2	3	
2	01	28	05	044	2	3	
3	01	28	12	004	2	3	
4	01	28	12	004	2	1	



- b. Check the acceptability of data on land tax (either in cash or imputed). To validate, filter Column G2\_Cash and review the array of data within the column. Thereafter, filter Column G3\_Imputed and review the array of data within the said column. In reviewing, take into consideration the area of the focus parcel and number of crops planted in Block/worksheet C2. Verify in the questionnaire when necessary, encode the correct data and fill the corrected cell/s with color **GREEN**.

### Illustration 62

Columns to be filtered in validating the data on land tax

QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Nor cash_Comm paid
1	01					Land Tax - owned farm (annual)				
2	01					Land Tax - owned farm (annual)				
3	01					Land Tax - owned farm (annual)				
4	01					Land Tax - owned farm (annual)				
5	01					Land Tax - owned farm (annual)				
6	01					Land Tax - owned farm (annual)				
7	01					Land Tax - owned farm (annual)				
8	01					Land Tax - owned farm (annual)				
9	01					Land Tax - owned farm (annual)				

Diagram illustrating the filtering process for land tax data validation:

- 1**: Filter Column G1\_Other Prod Cost Code (Land Tax - owned farm (annual)).
- 2**: Filter Column G2\_Cash (Pesos).
- 3**: Filter Column G3\_Imputed (Pesos).

## 2. Caretaker/overseer's share/wages, Other permanent employee's salary, Lease/rentals (land, machine, animals, tools and equipment), Landowner's share, Financier's share and other production costs – if payment was made in the form of **TOMATO**,

- there should be corresponding data encoded in **Block/Worksheet H – Other disposition**;
- the total quantity in Kilogram in Column G8 should be equal to the product of number of local units in Column G5 and Weight of one local unit in Column G7; and
- the total value indicated in Column G9\_Non-cash\_Total Value should be equivalent to the **quantity paid x price per local unit**;

### Illustration 63.1

#### Sample of consistent data for Caretaker/overseer's share/wages and Disposition

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash_Commodity paid	G5_Non-cash_Number of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weight of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
1	01	28	05	006	2	Caretaker/overseer's share/wages (per cropping)				TOMATO	50.00	BASKET	10.000	500.000	1,925.00
AB C1 C2 D E F G H I J K L M N HH_CRS Prov_CRS															

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	H1_Prod& Disp_Code	H1_Prod& Disp_Item	H2_1st Harvest	H3_2nd Harvest	H4_3rd Harvest	H5_4th Harvest
1	01	28	05	006	101	Quantity in local unit	1000.00	1000.00	350.00	250.00
1	01	28	05	006	102	Name of local unit (LU)	KG	KG	BASKET	BASKET
1	01	28	05	006	103	Weight of one LU in kilogram	1.00	1.00	10.00	10.00
1	01	28	05	006	2011	Trader	990.00	990.00		
1	01	28	05	006	2012	Processor			349.00	200.00
1	01	28	05	006	2013	Direct Consumer				
1	01	28	05	006	300	Price per local unit	14.00	7.00	38.50	38.50
1	01	28	05	006	202	Harvesters' share				
1	01	28	05	006	203	Other laborers' share				
1	01	28	05	006	204	Landowner's share				
1	01	28	05	006	205	Financier's share				
1	01	28	05	006	206	Land lease / Rental				
1	01	28	05	006	207	For home consumption	5.00	5.00		
1	01	28	05	006	208	For home - based processing				
1	01	28	05	006	209	Given away	5.00	5.00	1.00	
1	01	28	05	006	210	Paid to creditor				
1	01	28	05	006	211	Used / To be used for planting materials				
1	01	28	05	006	212	Wastage				
1	01	28	05	006	213	Payment to caretaker				50.00
AB C1 C2 D E F G H I J K L M N HH_CRS Prov_CRS										

$$50 \text{ (Quantity paid)} \times 38.50 \text{ (price per local unit)} = 1,925.$$

### Illustration 63.2

G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash_Commodity paid	G5_Non-cash_Number of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weight of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
2	Caretaker/overseer's share/wages (per cropping)				TOMATO	50.00	BASKET	10.000	5,000.000	1,925.00
<div> <div>AB C1 C2 D E F G H I J K L M N</div> <div>HH_CRS Prov_CRS</div> </div>										

- The cell turned **RED** because it is not equal to the product of the number of units in Column G5 and weight of local unit in kilogram in Column G8.
- Encode the correct data. Then, fill the corrected cell/s with color **GREEN**.

### 3. Lease/Rental of Land

- There should be entry under Column G1\_Years Leased and Column G2\_Cash if land tenure in **Block/Worksheet C2** is code **2-Leased/rented**.
- There should be entry under Column G3\_Imputed if land tenure in **Block/Worksheet C2** is code **5- Rent-free**. In this case, the number of years leased in Column G1 may or may not have entry.

**Illustration 64**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash_Commodity paid	G5_Non-cash_Number of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weight of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
1	01	28	05	006	401	Land (annual) if lease agreement, indicate number of years leased									
2	01	28	05	044	401	Land (annual) if lease agreement, indicate number of years leased									
3	01	28	12	004	401	Land (annual) if lease agreement, indicate number of years leased		5,000.00							
4	01	28	12	004	401	Land (annual) if lease agreement, indicate number of years leased									
5	01	28	14	088	401	Land (annual) if lease agreement, indicate number of years leased									
6	01	28	10	029	401	Land (annual) if lease agreement, indicate number of years leased		3,750.00							
7	01	28	05	015	401	Land (annual) if lease agreement, indicate number of years leased									
8	01	28	46	005	401	Land (annual) if lease agreement, indicate number of years leased									

- Error 1:** For QC No. 2, the following cells turned **RED** because it has no data while the corresponding tenure code in Block/Worksheet C2 is 2-RENTED.
- Error 2:** For QC No. 3, the following cell turned **RED** because it has data while the corresponding tenure code in Block/Worksheet C2 is 3-TENANTED.
- Error 3:** For QC No. 6, the following cells turned **RED** because it has data under Column G3\_Imputed while the corresponding tenure code in Block/Worksheet C2 is 2-RENTED. The should be under Column G2\_Cash and there should be corresponding number of years leased.
- Error 4:** For QC No. 8, the following cell turned **RED** because it has no data while the corresponding tenure code in Block/Worksheet C2 is 5-RENT-FREE.
- Encode the correct data. Then, fill the corrected cell/s with color **GREEN**.

### 4. Lease/Rental of Machine/Animal

- There should be entry in any of Columns G2 to G9 if there is **Man-machine labor** and/or **Man-animal labor** in **Block/Worksheet F (individual farm activity or under contract)**.
- Ensure that there is no double-counting of the cost of animal and/or machine by validating the total payment for man-animal or man-machine labor (in cash or in kind) in **Block/Worksheet F** versus the rent for animal or machine in **Block/Worksheet G**.

**Illustration 65**  
**Sample of consistent data for Rental of Animal (Block G) and**  
**Man-Animal Labor (Block F)**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash_Commodity paid	G5_Non-cash_Number of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weight of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
1	01	28	05	006	402	Machine (per cropping)									
1	01	28	05	006	403	Animals (per cropping)									
1	01	28	05	006	404	Tools and equipment (per cropping)									
2	01	28	05	044	402	Machine (per cropping)									
2	01	28	05	044	403	Animals (per cropping)		250.00							
2	01	28	05	044	404	Tools and equipment (per cropping)									

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	F1_Farm Activity Code	F1_Farm Activity	F2_Optr Days	F3_Optr Hours	F4_Fam Persons	F5_Fam Days	F6_Fam Hours	F7_Exc Persons	F8_Exc Days	F9_Exc Hours	F10_Preval ling Wage Rate per day	F11_F16 _Hired_ Persons	F12_F17 _Hired_ Days	F13_F18 _Hired_ Hours	F14_F19_ Payment in Cash	F15_F20_ Payment in Kind
2	01	28	05	044	101	Plowing of seedbed (man-animal)														
2	01	28	05	044	102	Plowing of seedbed (man-machine, 2-wh														
2	01	28	05	044	103	Seedbed preparation														
2	01	28	05	044	104	Sowing of seeds	1	1.0							250.00					
2	01	28	05	044	105	Fertilizer application (basal)														
2	01	28	05	044	106	Chemical application														
2	01	28	05	044	107	Mulching	1	1.0							250.00					
2	01	28	05	044	201	Plowing (man-animal)										1	2	4.0	400.00	
2	01	28	05	044	202	Plowing (man-machine, 2-wheel)														
2	01	28	05	044	203	Plowing (man-machine, 4-wheel)														
2	01	28	05	044	204	Rotavating (man-machine, 2-wheel)														
2	01	28	05	044	205	Rotavating (man-machine, 4-wheel)														
2	01	28	05	044	206	Harrowing (man-animal)														
2	01	28	05	044	207	Harrowing (man-machine, 2-wheel)														
2	01	28	05	044	208	Harrowing (man-machine, 4-wheel)														
2	01	28	05	044	209	Furrowing (man-animal)										2	2	8.0	1000.00	
2	01	28	05	044	210	Furrowing (man-machine, 2-wheel)														
2	01	28	05	044	211	Furrowing (man-machine, 4-wheel)														

- For QC No. 2, entry for animal rent in Block G is consistent with the entries in Block F considering that there is Plowing (man-animal) and Furrowing (man-animal).
- Validate the amount of rent in Block G vis-à-vis the payment in cash for the man-animal labor in Block F.

**5. Rental Value of Owned Land and Rental Value of Owned Animal/s**

- There should be entries in Column G3\_Imputed for these items if there are entries in Block D: Owned Land and Owned Work Animal/s.
- Check the acceptability of the rental values by filtering and reviewing the array of data within Column G3. Take into consideration the focus parcel area and look out for extreme values.
- Verify in the questionnaire when necessary and update/encode the corrections. Fill the corrected cells with color **GREEN**.

**Illustration 66**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)
2	01	28	05	044	5	Rental value of owned land (annual)			10,000.00
4	01	28	12	004	5	Rental value of owned land (annual)			
5	01	28	14	088	5	Rental value of owned land (annual)			50,000.00

• The cells turned **RED** because of inconsistencies with the data in Block D where QC No. 2 has no farm land owned and QC No. 4 has farm land owned.

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	D1_Investm ent Item Code	D1_Investment Item	D2_Area/ Number of Units Owned and Used	D3_year acquired / constructed	D4_cost of acquisition / construction (Pesos)	D5_cost of minor repair / maintenance/ improvement (Pesos)
2	01	28	05	044	100	Farm land owned (hectare)				
4	01	28	12	004	100	Farm land owned (hectare)	0.4000	2010	160,000.00	
5	01	28	14	088	100	Farm land owned (hectare)	0.2500	1990	35,000.00	

## 6. Fuel and Oil

- Ensure that when there are entries for fuel and oil in any of Columns G1 to G9, there should be corresponding machineries used in **Block D** and man-machine labor (Ex. Plowing, man-machine-2-Wheel) or any farm activity requiring machine (ex. Watering using a water pump) in **Block F**.
- Check the acceptability of the data on costs of fuel and oil by filtering Columns G1 to G9 and reviewing the array of data within a particular column. Take into consideration the type of machine used and the focus parcel area. Look out for extreme values.
- Verify in the questionnaire when necessary and update/encode the corrections. Fill the corrected cells with color **GREEN**.



**Illustration 67.1**  
**Sample of consistent data for Fuel (Block G), Machineries (Block D) and**  
**Farm Activity requiring man-machine (Block F)**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Cash (Pesos)
1	01	28	05	006	7	Fuel (quantity:liter/s, per cropping)	40	1,600.00		
2	01	28	05	044	7	Fuel (quantity:liter/s, per cropping)	44	1,540.00		
3	01	28	12	004	7	Fuel (quantity:liter/s, per cropping)	30	900.00		
4	01	28	12	004	7	Fuel (quantity:liter/s, per cropping)	20	600.00		
5	01	28	14	088	7	Fuel (quantity:liter/s, per cropping)				
6	01	28	10	029	7	Fuel (quantity:liter/s, per cropping)	10	300.00		
7	01	28	05	015	7	Fuel (quantity:liter/s, per cropping)				

For QC No. 6, there are entries for fuel.

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	D1_Investm ent Item Code	D1_Investment Item	D2_Area/ Number of Units Owned and Used	D3_year acquired / constructed	D4_cost of acquisition / construction (Pesos)	D5_cost of minor repair / maintenance/ improvement (Pesos)	D6_year /service (from t interview)
6	01	28	10	029	402	Four-wheel tractor					
6	01	28	10	029	402	Four-wheel tractor					
6	01	28	10	029	403	Water pump	1	2016	9,000.00	300.00	
6	01	28	10	029	403	Water pump					
6	01	28	10	029	403	Water pump					
6	01	28	10	029	403	Water pump					
6	01	28	10	029	403	Water pump					

For QC No. 6, there are entries for Water pump.

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	F1_Farm Activity Code	F1_Farm Activity	F2_Optr Days	F3_Optr Hours	F4_Fam Persons	F5_Fam Days	F6_Fam Hours	F7_Exc Persons	F8_Exc Days	F9_Exc Hours	F10_Prevall ing Wage Rate per day	F11_Pe
6	01	28	10	029	608	Watering	1	4.0	1	1	2.0				200.00	
6	01	28	10	029	609	Mulching										
6	01	28	10	029	610	Pruning/Thinning										
6	01	28	10	029	611	Farm monitoring	60	1.0	1	60	0.5				200.00	
6	01	28	10	029												
6	01	28	10	029												

For QC No. 6, there is watering activity.

**Illustration 67.2**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	Brgy Code	Prod Cost Code	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)
1	01	28	05	006	7	Fuel (quantity:liter/s, per cropping)		
2	01	28	05	044	7	Fuel (quantity:liter/s, per cropping)		
3	01	28	12	004	7	Fuel (quantity:liter/s, per cropping)		
4	01	28	12	004	7	Fuel (quantity:liter/s, per cropping)		
5	01	28	14	088	7	Fuel (quantity:liter/s, per cropping)		
6	01	28	10	029	7	Fuel (quantity:liter/s, per cropping)		
7	01	28	05	015	7	Fuel (quantity:liter/s, per cropping)		
8	01	28	46	005	7	Fuel (quantity:liter/s, per cropping)		
9	01	28	28	015	7	Fuel (quantity:liter/s, per cropping)		
10	01	28	28	015	7	Fuel (quantity:liter/s, per cropping)		

Validate the costs of fuel by filtering Column G2\_Cash and reviewing the array of data.

Sort Smallest to Largest  
Sort Largest to Smallest  
Sort by Color  
Clear Filter From "G2\_Cash (Pesos)"  
Filter by Color  
Number Filters  
Search  
☒ (Select All)  
☒ 300.00  
☒ 450.00  
☒ 500.00  
☒ 600.00  
☒ 900.00  
☒ 1,480.00  
☒ 1,540.00  
☒ 1,600.00  
☒ (Blanks)  
OK Cancel



## 7. Interest Payment on Crop Loan

- There should be an entry either in Column G2\_Cash or Columns G4 to G9 (Non-cash) if there is an entry in **Block K – Columns K3\_Interest per annum to K3\_Interest Rate per cropping**.
- Check the acceptability of the data on interest payment by filtering Columns G2 and G9 and reviewing the array of data within a particular column. Take into consideration the **amount of loan, mode of payment and interest rate in Block K**. Look out for extreme values.
- Verify in the questionnaire when necessary and update/encode the corrections. Fill the corrected cells with color **GREEN**.

**Illustration 68**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Im (Pes)
1	01	28	05	006	11	Interest payment on crop loan (per cropping)		160.00	
2	01	28	05	044	11	Interest payment on crop loan (per cropping)			
3	01	28	12	004	11	Interest payment on crop loan (per cropping)			
4	01	28	12	004	11	Interest payment on crop loan (per cropping)		1,400.00	

QC No.	K1_Availed Loan 1-Yes 2-No (go to Block L)	K2_Loan Amount (pesos)	K3_Interest Per annum	K3_Interest Rate Per annum	K3_Interest Per month	K3_Interest Rate Per month	K3_Interest Per cropping	K3_Interest Rate Per cropping	K3_No interest
1	1	8000.00					1	2.00	
2	1	20000.00					1	2.00	
3	2								
4	1								
5	2								

For QC No. 2, the cell turned **RED** because there is no interest payment in Column G2 while there is loan with interest of 2% per cropping in Block K.

For QC No. 4, the cell turned **RED** because there is interest payment in Column G2 while there is no loan in Block K.

## 8. Water Expense

- There should be an entry either in Column G2\_Cash or Column G3\_Imputed if there is an entry in **Block F – Watering (code 608 and those in contract labor)**.
- Check the acceptability of the data on water expense by filtering Columns G2 and G3 and reviewing the array of data within a particular column. Look out for extreme values.
- Verify in the questionnaire when necessary and update/encode the corrections. Fill the corrected cells with color **GREEN**.

**Illustration 69**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	cas
1	01	28	05	006	13	Water expense (per cropping)			175.00	
2	01	28	05	044	13	Water expense (per cropping)		437.50		
3	01	28	12	004	13	Water expense (per cropping)			175.00	
4	01	28	12	004	13	Water expense (per cropping)			875.00	

- For QC Nos. 1 to 4, data for water expense in Blocks G2 and G3 are consistent with the data in the Block F (farm activity – watering).

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	F1_Farm Activity Code	F1_Farm Activity	F2_Optr Days	F3_Optr Hours	F4_Fam Persons	F5_Fam Days	F6_Fam Hours	F7_Ex Persons
1	01	28	05	006	608	Watering	1	8.0				
2	01	28	05	044	608	Watering	7	8.0				
3	01	28	12	004	608	Watering						
4	01	28	12	004	608	Watering	8	6.0				

## 9. Food Expense for Hired and Exchange Labor

- There should be an entry in Column G2\_Cash if there are entries in **Block F – under hired and exchange labor**.
- Check the acceptability of the data on food expense by filtering Column G2 and reviewing the array of data within. Look out for extreme values.
- Verify in the questionnaire when necessary and update/encode the corrections. Fill the corrected cells with color **GREEN**.

**Illustration 70**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)
1	01	28	05	006	15	Food expense for hired and exchange labor		4,000.00

- The cell turned **RED** because there is food expense in Column G2 while there is no data under hired and exchange labor.

## 10. Landowner's share and Financier share

- For landowner's share, there should be an entry in Column G2\_Cash or Columns G4 to G9 (Non-cash, commodity – TOMATO) if land tenure in **Block C2 is code 3 – TENANTED** or there is corresponding **disposition for landowner in Block H**.
- For financier's share, there should be entries in Columns G4 to G9 (Non-cash, commodity – TOMATO) if there is corresponding disposition **for financier in Block H**.
- Check the acceptability of the data on landowner's share and financier's share by filtering Columns G2 and G9 and reviewing the array of data within. Look out for extreme values.
- Verify in the questionnaire when necessary and update/encode the corrections. Fill the corrected cells with color **GREEN**.

**Illustration 71.1**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash_Commodity paid	G5_Non-cash_Number of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weight of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
8	01	28	46	005	16	Landowner's share (per cropping)									
9	01	28	28	015	16	Landowner's share (per cropping)									
11	01	28	28	015	16	Landowner's share (per cropping)									
12	01	28	18	034	16	Landowner's share (per cropping)									

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	C2_Focus Parcel	C3_Tenure Code
8	01	28	46	005	1	5
9	01	28	28	015	1	3
10	01	28	28	015	1	5
11	01	28	28	015	1	5
12	01	28	18	034	1	5

- For QC No. 9, the cells turned **RED** because there is no landowner's share in either Column G2 or Columns G4 to G9 but the tenure in Block C2, Column C3 is code 3 – TENANTED.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell/s with color **GREEN**.
- In case the tenant farmer is not required by his landlord to give a share of his/her produce, change the tenure code to 5 – Rent-free in Block C2, Column C3 and impute land rent in item 401, Column G3.



### Illustration 71.2

[illegible]

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	H1_Prod& Disp_Code	H1_Prod& Disp_Item	H2_1st Harvest	H3_2nd Harvest	H4_3rd Harvest	H5_4th Harvest
5	01	28	14	088	204	Landowner's share				
5	01	28	14	088	205	Financier's share				30.00
5	01	28	14	088	206	Land lease / Rental				
5	01	28	14	088	207	For home consumption				

- For QC No. 5, the cells turned **RED** because there is no financier's share in Columns G4 to G9 but there is disposition for financier in Block H, Column H5\_4<sup>th</sup> Harvest.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell/s with color **GREEN**.

## Block H

**1. Quantity in local unit (Code 101) and Total Disposition (Code 400)**

- a. This quantity in local unit should be equal to the total disposition.
- b. The total disposition should be equal to the sum of all disposition items.

### Illustration 72

[illegible]

- For the 1<sup>st</sup> Harvest and 3<sup>rd</sup> Harvest of QC No. 1, the cells turned **RED** because the quantity in local unit (code 101) is not equal to the total disposition (code 400) . Check the summation of all the disposition items for each harvest period.
- Verify in the questionnaire. For any changes/updates, do not forget to fill the updated cell/s with color **GREEN**.

2. **Name of Local unit (Code 102) and Weight of One Local Unit in Kilogram (Code 103)** - check and review the reported name of local unit vis-à-vis the weight of one local unit in kilogram.

**Illustration 73**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	H1_Prod& Disp_Code	H1_Prod& Disp_Item	H2_1st Harvest	H3_2nd Harvest	H4_3rd Harvest	H5_4th Harvest	H6_5th Harvest	H7_6th Harvest	H8_7th Harvest	H9_8th Harvest
1						Name of local unit (LU)	KG	KG	BASKET	BASKET				
1						Weight of one LU in kilogram	1.00	1.00	10.00	10.00				
2						Name of local unit (LU)	SACK	SACK	SACK	SACK	BASKET	BASKET		
2						Weight of one LU in kilogram	35.00	35.00	35.00	35.00	8.00	8.00		
3						Name of local unit (LU)	CRATE	CRATE	CRATE					
3						Weight of one LU in kilogram	25.00	25.00						
4						Name of local unit (LU)	CRATES	CRATES	CRATES					
4						Weight of one LU in kilogram	25.00	25.00	25.00					
5						Name of local unit (LU)	KG	KG	KG	KG	KG	KG	KG	KG
5						Weight of one LU in kilogram	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
6						Name of local unit (LU)	KAING	KAING	KAING	KAING	KAING			
6						Weight of one LU in kilogram	50.00	50.00	50.00	50.00	50.00			
7						Name of local unit (LU)	KG	KG	KG	KG	KG	KG	KG	KG
7						Weight of one LU in kilogram	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
8						Name of local unit (LU)	KG	KG	KG	KG	KG	KG	KG	KG
8						Weight of one LU in kilogram	1.00	1.00	1.00	1.00	1.00	1.00	1.00	10.00
9						Name of local unit (LU)	KAING	KAING	KAING					
9						Weight of one LU in kilogram	45.00	45.00	45.00					

**Step 1**

- To check the consistency of the name of local unit with the weight of local unit, filter Column H1\_Prod&Disp Code and select Codes 102 and 103

**Step 2**

- Filter QC No. Start by selecting 1 until the last sample (QC No. 75) has been checked.
- Review data within Columns H2\_1st Harvest to H13\_12th Harvest.
- Verify in the Questionnaire when necessary and encode the correct data. For any changes/updates, do not forget to fill the updated cell/s with color GREEN.

- For QC No. 8, notice that in Column H8\_7th Harvest, the name of local unit is KG but the weight of one local unit in KG is 10.00 (likely an encoding error).
- To correct, encode 1 in the weight of one local unit and fill the cell with color GREEN.

3. **Price per local unit** - check and review the price per local unit vis-à-vis the name of local unit.

**Illustration 74**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	H1_Prod& Disp_Code	H1_Prod& Disp_Item	H2_1st Harvest	H3_2nd Harvest	H4_3rd Harvest	H5_4th Harvest	H6_5th Harvest	H7_6th Harvest	H8_7th Harvest	H9_8th Harvest
1	01					Name of local unit (LU)	KG	KG	BASKET	BASKET				
1	01					Price per local unit	14.00	7.00	38.50	38.50				
2	01					Name of local unit (LU)	SACK	SACK	SACK	SACK	BASKET	BASKET		
2	01					Price per local unit	875.00	630.00	525.00	420.00	30.80	30.80		
3	01					Name of local unit (LU)	CRATE	CRATE	CRATE					
3	01					Price per local unit	75.00	75.00	75.00					
4	01					Name of local unit (LU)	CRATES	CRATES	CRATES					
4	01					Price per local unit	75.00	75.00	75.00					
5	01					Name of local unit (LU)	KG	KG	KG	KG	KG	KG	KG	KG
5	01					Price per local unit	15.00	12.00	15.00	12.00	10.00	10.00		
6	01					Name of local unit (LU)	KAING	KAING	KAING	KAING	KAING			
6	01					Price per local unit	500.00	500.00	500.00	600.00	600.00			
7	01					Name of local unit (LU)	KG	KG	KG	KG	KG	KG	KG	KG
7	01					Price per local unit	15.00	18.00	20.00	20.00	18.00	18.00		
8	01					Name of local unit (LU)	KG	KG	KG	KG	KG	KG	KG	KG
8	01					Price per local unit	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00
9	01					Name of local unit (LU)	KAING	KAING	KAING	KAING	KAING			
9	01					Price per local unit	600.00	600.00	600.00					
10	01					Name of local unit (LU)	KAING	KAING	KAING	KAING	KAING			
10	01					Price per local unit	900.00	900.00	800.00	800.00	800.00			
11	01					Name of local unit (LU)	KAING	KAING	KAING	KAING	KAING	KAING	KAING	KAING
11	01					Price per local unit	2,200.00	1,800.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,200.00
12	01					Name of local unit (LU)	KAING	KAING	KAING	KAING	KAING	KAING	KAING	KAING
12	01					Price per local unit	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	750.00		

**Step 1**

- To check the consistency of the name of local unit with the price per local unit, filter Column H1\_Prod&Disp Code and select Codes 102 and 300

**Step 2**

- Filter the Column for QC No. Then, select 1 until the last sample (QC No. 75) has been checked.
- Review data within Columns H2\_1st Harvest to H13\_12th Harvest.
- Verify in the Questionnaire when necessary and encode the correct data. For any changes/updates, do not forget to fill the updated cell/s with color GREEN.

4. **Dispositions** – check and review the consistency with other blocks/worksheets.  
If there are entries in any of these disposition items,

- **Landowner's share**
- **Financier's share**
- **Lease / rental**
- **Other disposition items**

the volume and value of share should be reflected in **Block G (Columns G4 to G9)**

- **Harvesters' share**
- **Other laborers' share**

the value of share should be reflected in **Block F (Column F15\_F20\_Payment in kind)**

**Illustration 75.1**

QC No.	A1_ Reg Code	A2_ Prov Code	A3_ Mun Code	A4_ Brgy Code	H1_Prod& Disp_Code	H1_Prod& Disp_Item	H2_1st Harvest
1	01	28	05	006	101	Quantity in local unit	1,000.00
1	01	28	05	006	102	Name of local unit (LU)	KG
1	01	28	05	006	103	Weight of one LU in kilogram	1.00
1	01	28	05	006	2011	Trader	840.00
1	01	28	05	006	2012	Processor	
1	01	28	05	006	2013	Direct Consumer	
1	01	28	05	006	300	Price per local unit	14.00
1	01	28	05	006	202	Harvesters' share	
1	01	28	05	006	203	Other laborers' share	
1	01	28	05	006	204	Landowner's share	150.00
1	01	28	05	006	205	Financier's share	
1	01	28	05	006	206	Land lease / Rental	
1	01	28	05	006	207	For home consumption	5.00
1	01	28	05	006	208	For home - based processing	
1	01	28	05	006	209	Given away	5.00
1	01	28	05	006	210	Paid to creditor	
1	01	28	05	006	211	Used / To be used for planting materials	
1	01	28	05	006	212	Wastage	
1	01	28	05	006			
1	01	28	05	006	400	Total Disposition	1,000.00

QC No.	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil Quantity	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash_Commodity paid	G5_Non-cash_Number of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weight of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
1		14 Electricity cost (monthly)									
1		15 Food expense for hired and exchange labor		4000.00							
1		16 Landowner's share (per cropping)		2000.00							
1		17 Financier's share (per cropping)									
1		18 Sack / Crate / Box / Kaing		500.00							

• For QC No. 1, the cells turned **RED** since data for landowner's share are inconsistent.

• Verify in the Questionnaire when necessary and encode the correct data. For any changes/updates, do not forget to fill the updated cell/s with color **GREEN**.



**Illustration 75.2**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	H1_Prod& Disp_Code	H1_Prod& Disp_Item	H2_1st Harvest	H3_2nd Harvest	H4_3rd Harvest	H5_4th Harvest	H6_5th Harvest	H7_6th Harvest
5	01	28	14	088		101 Quantity in local unit	100.00	300.00	200.00	100.00	50.00	30.00
5	01	28	14	088		102 Name of local unit (LU)	KG	KG	KG	KG	KG	KG
5	01	28	14	088		103 Weight of one LU in kilogram	1.00	1.00	1.00	1.00	1.00	1.00
5	01	28	14	088		2011 Trader	100.00	300.00	200.00	100.00	20.00	30.00
5	01	28	14	088		2012 Processor						
5	01	28	14	088		2013 Direct Consumer						
5	01	28	14	088		300 Price per local unit	15.00	12.00	15.00	12.00	10.00	10.00
5	01	28	14	088		202 Harvesters' share						
5	01	28	14	088		203 Other laborers' share						
5	01	28	14	088		204 Landowner's share						
5	01	28	14	088		205 Financier's share					30.00	
5	01	28	14	088		206 Land lease / Rental						
5	01	28	14	088		207 For home consumption						
5	01	28	14	088		208 For home - based processing						
5	01	28	14	088		209 Given away						
5	01	28	14	088		210 Paid to creditor						
5	01	28	14	088		211 Used / To be used for planting materials						
5	01	28	14	088		212 Wastage						
5	01	28	14	088		400 Total Disposition	100.00	300.00	200.00	100.00	50.00	30.00

QC No.	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash Commodit y paid	G5_Non-cash_Number of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weight of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
5		16 Landowner's share (per cropping)									
5		17 Financier's share (per cropping)									
5		18 Sack / Crate / Box / Kaing		800.00							
5		19 Seedling bag									
5		20 Wood stakes		1000.00							
5		21 Straw twine		800.00							

- For QC No. 5, the cells turned **RED** since data for financier's share are inconsistent.
- Verify in the Questionnaire when necessary and encode the correct data. For any changes/updates, do not forget to fill the updated cell/s with color **GREEN**.

**Illustration 75.3**

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	H1_Prod& Disp_Code	H1_Prod& Disp_Item	H2_1st Harvest	H3_2nd Harvest	H4_3rd Harvest	H5_4th Harvest	H6_5th Harvest
10	01	28	28	015		101 Quantity in local unit	30.00	30.00	38.00	28.00	17.00
10	01	28	28	015		102 Name of local unit (LU)	KAING	KAING	KAING	KAING	KAING
10	01	28	28	015		103 Weight of one LU in kilogram	60.00	60.00	60.00	60.00	60.00
10	01	28	28	015		2011 Trader	30.00	30.00	38.00	28.00	10.90
10	01	28	28	015		2012 Processor					
10	01	28	28	015		2013 Direct Consumer					
10	01	28	28	015		300 Price per local unit	900.00	900.00	800.00	800.00	800.00
10	01	28	28	015		202 Harvesters' share					
10	01	28	28	015		203 Other laborers' share					
10	01	28	28	015		204 Landowner's share					
10	01	28	28	015		205 Financier's share					
10	01	28	28	015		206 Land lease / Rental					3.00
10	01	28	28	015		207 For home consumption					0.10
10	01	28	28	015		208 For home - based processing					

QC No.	G1_Other Prod Cost Code	G1_Other Prod Cost Item	G1_Years Leased_Fuel and Oil	G2_Cash (Pesos)	G3_Imputed (Pesos)	G4_Non-cash Commodit y paid	G5_Non-cash_Number of Local Units	G6_Non-cash_Name of Local Unit	G7_Non-cash_Weight of Local Unit in Kg	G8_Non-cash_Total Quantity in Kg	G9_Non-cash_Total Value (pesos)
10		1 Land Tax - owned farm (annual)									
10		2 Caretaker/overseer's share/wages (per cropping)									
10		3 Other permanent employee's salary (monthly)									
10		401 Land (annual) if lease agreement, indicate number of years leased		2000.00							
10		402 Machine (per cropping)									
10		403 Animals (per cropping)									
10		404 Tools and equipment (per cropping)		270.00							

- For QC No. 10, the cells turned **RED** since data for Land Lease/Rentals (these may be land, machine, animals or tools and equipment) are inconsistent.
- Verify in the Questionnaire when necessary and encode the correct data. For any changes/updates, do not forget to fill the updated cell/s with color **GREEN**.

### Illustration 75.4

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	H1_Prod&Disp_Code	H1_Prod&Disp_Item	H2_1st Harvest	H3_2nd Harvest	H4_3rd Harvest	H5_4th Harvest	H6_5th Harvest
12	01	28	18	034	101	Quantity in local unit	20.00	20.00	20.00	20.00	20.00
12	01	28	18	034	102	Name of local unit (LU)	KAING	KAING	KAING	KAING	KAING
12	01	28	18	034	103	Weight of one LU in kilogram	50.00	50.00	50.00	50.00	50.00
12	01	28	18	034	2011	Trader	20.00	20.00	19.97	18.00	14.00
12	01	28	18	034	2012	Processor					
12	01	28	18	034	2013	Direct Consumer					
12	01	28	18	034	300	Price per local unit	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
12	01	28	18	034	202	Harvesters' share					5.00
12	01	28	18	034	203	Other laborers' share					

QC No.	A1_Reg Code	A2_Prov Code	A3_Mun Code	A4_Brgy Code	F1_Farm Activity Code	F1_Farm Activity	F11_F16_Hired Persons	F12_F17_Hired Days	F13_F18_Hired Hours	F14_F19_Payment in Cash	F15_F20_Payment in Kind
12	01	28	18	034	802	2nd Harvest	5	1	8.0	1250.00	
12	01	28	18	034	803	3rd Harvest	5	1	8.0	1250.00	
12	01	28	18	034	804	4th Harvest	5	1	8.0	1250.00	
12	01	28	18	034	805	5th Harvest	5	1	8.0	1250.00	
12	01	28	18	034	806	6th Harvest	5	1	8.0	1250.00	
12	01	28	18	034	807	7th Harvest					
12	01	28	18	034	808	8th Harvest					
12	01	28	18	034	809	9th Harvest					
12	01	28	18	034	810	10th Harvest					
12	01	28	18	034	811	11th Harvest					
12	01	28	18	034	812	12th Harvest					

- For QC No. 112, the cells turned **RED** (in Block H) and **ORANGE** (in Block F) since data for harvesters' share are inconsistent.
- Verify in the Questionnaire when necessary and encode the correct data. For any changes/updates, do not forget to fill the updated cell/s with color **GREEN**.

- Check the acceptability of the data on production (**quantity in local unit**). To validate the data, use the Columns for validation of the weighted total quantity in Kilogram per Hectare (**Validation1\_Weighted Total Qty\_Price in Kg** and **Validation2\_Weighted Total Qty\_Price in Kg PER HECTARE**) located after Column H13\_12th Harvest.
  - These validation columns have built-in computations of the weighted total quantity in kilogram and per hectare. This will facilitate the review and validation of the data on production quantity using standardized values (per kilogram and per hectare) for comparability.
  - Filter column H1\_Prod&Disp\_Code and select code 101. Then filter Validation1 and/or Validation2 and review the array of data within. Take into consideration the seed variety, planting and harvesting months, input usage, etc. Look out for extreme values.
  - For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.
  - These columns are locked and cannot be changed during the review and validation of data. Updating should be applied in Columns H2\_1st Harvest to H13\_12th Harvest.

**Illustration 76**

QC No.

A1\_Reg Code

A2\_Prov Code

A3\_Mun Code

A4\_Brgy Code

H1\_Prod& Disp\_Code

H1\_Prod& Disp\_Item

H13\_12th Harvest

Validation1\_Weighted Total Qty\_Price in Kg

Validation2\_Weighted Total Qty\_Price in Kg PER HECTARE

1

01

Sort Smallest to Largest

Sort Largest to Smallest

Sort by Color

Clear Filter From "H1\_Prod& Disp\_Code"

Filter by Color

Number Filters

Search

(Select All)

☒ 101

☐ 102

☐ 103

☐ 202

☐ 203

☐ 204

☐ 205

☐ 206

☐ 207

☐ 208

OK

Cancel

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6. Check the acceptability of the data on **price per local unit**. To validate the data, use the Columns for validation of the weighted price in Kilogram per Hectare (**Validation1\_Weighted Total Qty\_Price in Kg** and **Validation2\_Weighted Total Qty\_Price in Kg PER HECTARE**) located after Column H13\_12th Harvest.
  - a. These validation columns have built-in computations of the weighted price in kilogram and per hectare. This will facilitate the review and validation of the data on price using standardized values (per kilogram and per hectare) for comparability.
  - b. Filter column H1\_Prod&Disp\_Code and select code 300. Then filter Validation1 and/or Validation2 and review the array of data within. Take into consideration the planting and harvesting months. Look out for extreme values.
  - c. For any changes/updates in the values, do not forget to fill the updated cell/s with color **GREEN**.
  - d. These columns are locked and cannot be changed during the review and validation of data. Updating should be applied in Columns H2\_1<sup>st</sup> Harvest to H13\_12<sup>th</sup> Harvest.

**Illustration 77**

Filter the encircled buttons

## Block I

1. **Column I1 and I2** – check the consistency of data within each column. Acceptable code in each column is 1 only.
  - a. Column I1\_Compare must have entry.

**Illustration 78**

I1_Compare_1-Higher	I1_Compare_2-Lower	I1_Compare_3-About the same (go to Item 3)	I1_Compare_4-No point of comparison (go to Item 3)
1			
1	1		
		2	
			1

- Cell color turned **RED** because only one answer is accepted.
- Encode number one (1) and fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because the encoded data is not accepted.
- Encode number one (1) and fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is missing data.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- b. If column I1\_Compare\_1-Higher has entry, then column I2\_Higher Prod must have entry(ies).

**Illustration 79**

I1_Compare_1-Higher	I2_Higher Prod_1 - Increase in area	I2_Higher Prod_2 - Good Weather	I2_Higher Prod_3 - Good quality of seeds	I2_Higher Prod_4 - Use of fertilizers	I2_Higher Prod_5 - Adequate water supply	I2_Higher Prod_6 - Others (specify) :
1	1	1	1	1	1	1
1	2	1	1	1	1	1
2	1	1	1	1	1	1
1	1	1	1	1	1	1

- Cell color turned **RED** because the encoded data is not accepted.
- Encode number one (1) and fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because the encoded data is not accepted.
- Encode number one (1) and fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is missing data.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- c. If column I1\_Compare\_2-Lower has entry, then column I2\_Lower Prod must have entry(ies).

**Illustration 80**

I1_Compare_2-Lower	I2_Lower Prod_1 - Decrease in area	I2_Lower Prod_2 - Bad weather	I2_Lower Prod_3 - Low quality of seeds	I2_Lower Prod_4 - Poor quality of produce	I2_Lower Prod_5 - Inadequate water supply	I2_Lower Prod_6 - Pests and Diseases	I2_Lower Prod_7 - Others (specify) :
1	1	1	1	1	1	2	1
1	1	1	1	1	1	1	1
1	1	1	1	1	1	1	1
2	1	1	1	1	1	1	1

- Cell color turned **RED** because there is wrong data encoded.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is missing data.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because the encoded data is not accepted.
- Encode number one (1) and fill the corrected cell with color **GREEN**.



2. **Tomato production related problems** - it may or may not have entry(ies).  
Acceptable code under each problem is 1 only.

**Illustration 81**

I3_Prodn Prob_1 - Pests and diseases	I3_Prodn Prob_2 - High cost of inputs	I3_Prodn Prob_3 - Bad weather / calamities	I3_Prodn Prob_4 - Lack of capital	I3_Prodn Prob_5 - Rough or poor road / inadequate transport facilities	I3_Prodn Prob_6 - Inadequate supply of water	I3_Prodn Prob_7 - Poor soil condition	I3_Prodn Prob_8 - Others (specify) :	I3_Prodn Prob_8-Others_Verbatim1	I3_Prodn Prob_8-Others_Verbatim2
1	1	1			1				
1	1	1	1				Lack of Laborer to hire		
			1				1		
1									
1									
							1	NONE	
1									

- Cell color turned **RED** because there is verbatim answer for other production problem while code 1 is not encoded under I3\_Prodn Prob\_8 - Others.

- To make it consistent, encode 1 under I3\_Prodn Prob\_8 -Others and then fill the corrected cell with color **GREEN**.

- The verbatim answer "NONE" should not have been encoded.

- Delete the code and the word "NONE". To delete, filter all NONE verbatim answer in I3\_Prodn Prob\_8-Others\_Verbatim then delete the verbatim answer also the code 1 in I3\_prodn Prob\_8 - Others and fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is Code 1 under I3\_Prodn Prob\_8 - Others while there is no corresponding verbatim answer encoded.

- To make it consistent, verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.



## Block J

1. **Buyer/s of produce** – acceptable code under type of buyer is 1 only and should have a corresponding percentage. The sum must be 100 percent.

**Illustration 82**

J1_Type of Buyer_1 - Agent	J1_Percent Sold to Agent	J1_Type of Buyer_2 - Wholesaler	J1_Percent Sold to Wholesaler	J1_Type of Buyer_3 - Wholesaler-retailer	J1_Percent Sold to Wholesaler-Retailer	J1_Type of Buyer_4 - Assembler	J1_Percent Sold to Assembler	J1_Type of Buyer_5 - Processor	J1_Percent Sold to Processor	J1_Type of Buyer_6 - Other	J1_Percent Sold to Other
1	10.00	1	10.00	1	5.00			1	75.00		
1	20.00	1	20.00	1	10.00			1	50.00		
								1	100.00		
								1	100.00		
		1	100.00			1					
		1	100.00								
		1	98.98								
				1	100.00						
				1	100.00						
	100.00										
				1	100.00						

- Cell color turned **RED** because there is no type of buyer encoded.

- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because the data is less than 100 percent. The same thing happens if the encoded data is more than 100 percent.

- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is no percent encoded.

- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

2. **Marketing related problems** - it may or may not have entry(ies). Acceptable code under each marketing problem is 1 only.

**Illustration 83**

J2_Mktg Prob_1 - Unstable prices	J2_Mktg Prob_2 - Rough roads / cost	J2_Mktg Prob_3 - Low price of produce	J2_Mktg Prob_4 - No buyer / market outlet	J2_Mktg Prob_5 - Lack of marketing information	J2_Mktg Prob_6 - Other Mktg Prob (specify)	J2_Mktg Prob_6 - Other Mktg Prob_Verbatim1	J2_Mktg Prob_6 - Other Mktg Prob_Verbatim2	J2_Mktg Prob_6 - Other Mktg Prob_Verbatim3	J2_Mktg Prob_6 - Other Mktg Prob_Verbatim4	J2_Mktg Prob_6 - Other Mktg Prob_Verbatim5
1					1 UNSTABLE PRICE					
1	1				1					
1	1	1			1					
1					1					

- If verbatim answer that is already specified in the choices, delete the records under others then input code 1 under the specified column for Marketing Problem.

- Fill the corrected cells with color **GREEN**.

- The verbatim answer "NONE" should not have been encoded.

- Delete the code and the word "NONE". To delete, filter all NONE verbatim answer in J2\_Mktg Prob\_6- Other Mktg Prob\_Verbatim then delete the verbatim answer also the code 1 in I3\_prodn Prob\_8 - Others and fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is Code 1 under J2\_Mktg Prob\_6 – Other Mktg Prob (specify) while there is no corresponding verbatim answer encoded.

- To make it consistent, verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is verbatim answer for other production problem while code 1 is not encoded under J2\_Mktg Prob\_6 – Other Mktg Prob (specify).

- To make it consistent, encode 1 under J2\_Mktg Prob\_6 – Other Mktg Prob (specify) and then fill the corrected cell with color **GREEN**.

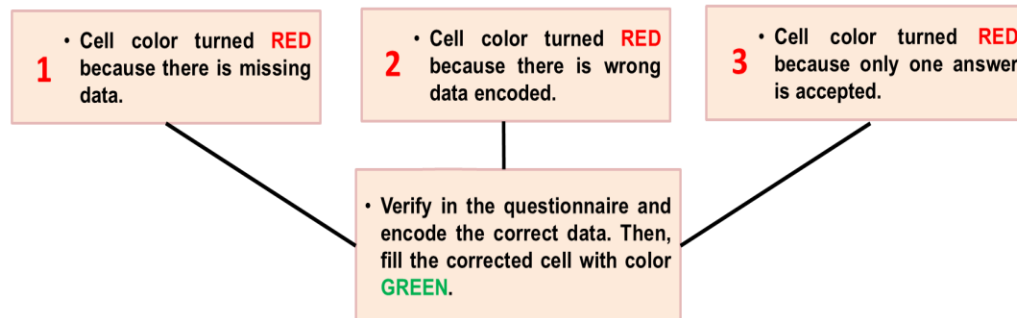
## Block K

1. **Column K1\_Availed Loan up to K4\_Srce of Loan** – check the consistency of data within each column.

- a. If column K1\_Availed Loan has entry of code 1 (Yes), then there should be corresponding entries in columns K2, K3 and K4.

**Illustration 84**

K1_Availed Loan 1-Yes 2-No (go to Block L)	K2_Loan Amount (pesos)	K3_Interest Per annum	K3_Interest Rate Per annum	K3_Interest Per cropping	K3_Interest Rate Per cropping	K4_Srce of Loan_1 - Cooperative	K4_Srce of Loan_2 - Bank	K4_Srce of Loan_3 - Microfinance / Credit Associations
1	8000.00					1		
2								1
1	50000.00	1					1	
1				1		7.00		
2								
1	25000.00	1	12.00			1	1	
1	10000.00				2.00	1		
2								



## Block L

1. **Column L1\_Aware of Govt Program** – acceptable codes are 1 and 2 only.

**Illustration 85**

<ul style="list-style-type: none"> <li>• Cell color turned <b>RED</b> because there is wrong data encoded.</li> <li>• Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color <b>GREEN</b>.</li> </ul>	L1_Aware of Govt Program 1-Yes 2-No
	1
	2
	1
	3

2. **L2\_Availed Benefit from Govt up to L4\_Used the Benefit** – check the consistency of data within each column.
  - a. If column L2\_Availed Benefit from Govt is code 1 (Yes), then column L3\_Type of Benefits Availed must have entry(ies).
  - b. If column L2\_Availed Benefit from Govt is code 2 (No), then there should be no entry in column L3\_Type of Benefits Availed.
  - c. For column L3\_Type of Benefits Availed, acceptable code under each column for is 1 only.

**Illustration 86**

L2_Availed Benefit from Govt 1-Yes 2-No (go to Block M)	L3_Type of Benefits Availed_ 1- Planting materials	L3_Type of Benefits Availed_ 2 - Fertilizer and other inputs	L3_Type of Benefits Availed_ 3 - Training on farming technology	L3_Type of Benefits Availed_ 4 - Post harvest facilities
1	1	1		
2		1	1	
2				
1				
2				

- Cell color turned **RED** because there is wrong data encoded.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is missing data encoded.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- d. If column L2\_Availed Benefit from Govt is code 1 (Yes), then column L4\_Used the Benefit must have entry.
- e. If column L2\_Availed Benefit from Govt is code 2 (No), then there should be no entry in column L4\_Used the Benefit.
- f. For column L4\_Used the Benefit, acceptable codes are 1 and 2 only.

**Illustration 87**

L2_Availed Benefit from Govt 1-Yes 2-No (go to Block M)	L4_Used the Benefit 1-Yes 2-No (go to Block M)
1	1
2	1
1	2
2	2
2	

- Cell color turned **RED** because there is wrong data encoded.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

3. **L4\_Used the Benefit and L5\_Did the Benefit received Help Increase income** – check the consistency of data within each column. The acceptable codes are 1 and 2 only.
  - a. If column L4\_Used the Benefit is code 1 (Yes), then column L5\_Did the Benefit received Help Increase income must have entry.
  - b. If column L4\_Used the Benefit is code 2 (No), then there should be no entry in column L5\_Did the Benefit received Help Increase income.

**Illustration 88**

L4_Used the Benefit 1-Yes 2-No (go to Block M)	L5_Did the Benefit received Help Increase income 1-Yes 2-No
1	1
2	1
1	3
2	

- Cell color turned **RED** because there is wrong data encoded.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

## Block M

1. **M1\_Climate Change affected and M1.01\_Effect** – check the consistency of data within each column.
  - a. For column M1\_Climate Change affected, acceptable codes are 1 and 2 only.
  - b. For column M1.01\_Effect, acceptable code under each effect is 1 only.
  - c. If column M1\_Climate Change affected is code 1, then column M1.01\_Effect must have entry(ies).

**Illustration 89**

M1_Climate Change affected 1-Yes 2-No (go to Item 2)	M1.01_Effect 1 - Change in cropping pattern	M1.01_Effect 2 - Increase in input usage	M1.01_Effect 3 - Decrease in yield	M1.01_Effect 4 - Increase in frequency of ploughing
2	1	1		
2				
1				
1		1	1	
			1	

- Cell color turned **RED** because there is missing data.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is wrong data encoded.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

2. **M2\_Member of Farmers' Organization up to M2.02\_Benefit from the Org** – check the consistency of data within each column.
  - a. For column M2\_Member of Farmers' Organization, acceptable codes are 1 and 2 only.
  - b. If column M2\_Member of Farmers' Organization is code 1, then column M2.01\_Name of the Organization must have corresponding verbatim answer and column M2.02\_Benefit from the Org must have entry. The acceptable code under each benefit is 1 only.

### Illustration 90

M2_Member of Farmers' Organization 1-Yes 2-No (go to Block N)	M2.01_Name of the Organization	M2.02_Benefits from the Org 1- Training / Seminars	M2.02_Benefits from the Org 2- Financial / Credit support	M2.02_Benefits from the Org 3- Inputs support	M2.02_Benefits from the Org 4- Marketing support
1	MATOK SANJERA	1		1	
3					
1		1			
1	BARASAN IRRIGA	1	1	1	1
2			1		
2					

- Cell color turned **RED** because only code 1 and 2 are accepted.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is wrong data encoded.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

- Cell color turned **RED** because there is missing data encoded.
- Verify in the questionnaire and encode the correct data. Then, fill the corrected cell with color **GREEN**.

### Block N

- Plan on tomato farm operation** – the acceptable code under each plan is 1 only. If verbatim answer “NONE” was encoded, delete the word and the corresponding code under column N1\_Plan\_5-Others (specify) and fill the corrected cell with color **GREEN**.

### Illustration 91

N1_Plan_ 1- Maintain current operation	N1_Plan_ 2- Expansion of area	N1_Plan_ 3- Reduction of area	N1_Plan_ 4- Shift to other crops	N1_Plan_ 5- Others (specify):	N1_Plan_ 5- Others Verbatim1	N1_Plan_ 5- Others Verbatim2
1	1					
			1			
		1				

- Cell color turned **RED** because only one answer is accepted.
- Encode number one (1) and fill the corrected cell with color **GREEN**.

- Cells color turned **RED** because of missing data.
- Verify in the questionnaire. Encode number one (1) for any of the plan and fill the corrected cell with color **GREEN**.

- Recommendations to improve tomato production** – it should be a verbatim answer. If the verbatim answer “NONE” was encoded, delete the word and fill the corrected cell with color **GREEN**.



- After the review of household level data by block, start reviewing the household level costs and returns using the following worksheets:
  - HH\_SUMM – consists of summary of production costs and returns by individual farmer/operator;
  - HH\_CC – consists of all cash costs by individual farmer/operator;
  - HH\_NCC – consists of all non-cash costs by individual farmer/operator; and
  - HH\_IC – consists of all imputed costs by individual farmer/operator.

### Illustration 92.1

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U						
		Region	Province	ID	Area	Total_Prod_Qty (Kg)	Total_Prod_Qty (Kg per Hectare)	Total_Prod_Valu e (peso)	Total_Prod_Valu e Per Hectare (peso)	Total Costs (peso)	Total Costs Per Hectare	Total_Cash_Costs (peso)	Total_Cash_Costs Per Hectare (peso)	Total Non-Cash Costs (peso)	Total Non-Cash Costs Per Hectare (peso)	Total Imputed Costs (peso)	Total Imputed Costs Per Hectare (peso)	Gross Returns (peso)	Gross Returns Per Hectare (peso)	Returns above Cash Costs (peso)	Returns above Cash Costs Per Hectare (peso)						
1																											
2	1	01	28	1	0.200	8,000.00	40,000.00	44,100.00	220,500.00	28,689.79	143,448.95	21,270.00	106,350.00	2,100.00	10,500.00	5,319.79	26,598.95	44,100.00	220,500.00	22,830.00	114,150.00						
3	2	01	28	2	0.500	20,006.00	40,012.00	199,281.60	398,563.20	72,647.73	145,295.47	63,210.00	126,420.00			9,437.73	18,875.47	199,281.60	398,563.20	136,071.60	272,143.20						
4	3	01	28	3	0.200	6,175.00	30,875.00	18,525.00	92,625.00	20,221.17	101,105.86	13,718.00	68,590.00	1,496.00	7,480.00	5,007.17	25,035.86	18,525.00	92,625.00	4,807.00	24,035.00						
5	4	01	28	4	0.500	15,000.00	37,500.00	45,000.00	112,500.00	29,869.70	74,674.24	21,957.00	54,893.75			7,912.20	19,780.49	45,000.00	112,500.00	23,042.50	57,606.25						
6	5	01	28	5	0.250	780.00	3,120.00	10,100.00	40,400.00	80,458.52	321,834.00	13,116.00	52,464.00			67,342.52	269,370.00	10,100.00	40,400.00	-3,016.00	-12,064.00						
7	6	01	28	6	0.250	1,400.00	3,400.00	3,700.00	14,800.00	17,781.39	71,125.54	2,033.13	8,132.50			15,748.26	62,993.04	3,700.00	14,800.00	1,666.88	6,667.50						
8	7	01	28	7	0.200	915.00	3,075.00	11,580.00	57,900.00	24,537.71	122,688.55	7,701.00	38,505.00			16,836.71	84,183.55	11,580.00	57,900.00	3,879.00	19,395.00						
9	8	01	28	8	0.100	670.00	9,700.00	19,400.00	194,000.00	55,145.89	551,458.94	35,905.00	359,050.00			19,240.89	192,408.94	19,400.00	194,000.00	-16,505.00	-165,050.00						
10	9	01	28	9	0.159	2,205.00	13,876.65	29,400.00	185,022.03	31,016.79	195,196.90	14,032.00	88,307.11	8,673.00	54,581.50	8,311.79	52,308.29	29,400.00	185,022.03	15,368.00	96,714.92						
11	10	01	28	10	0.250	8,580.00	32,400.00	120,400.00	481,600.00	104,755.75	419,023.01	72,396.00	289,584.00			32,359.75	129,439.01	120,400.00	481,600.00	48,004.00	192,016.00						
12	11	01	28	11	0.500	20,540.00	41,080.00	482,000.00	964,000.00	239,218.75	478,437.50	216,992.00	433,984.00			22,226.75	44,453.50	482,000.00	964,000.00	265,008.00	530,016.00						
13	12	01	28	12	0.500	6,000.00	12,000.00	115,000.00	230,000.00	109,862.60	219,725.19	70,718.00	141,436.00			39,144.60	78,289.19	115,000.00	230,000.00	44,282.00	88,564.00						
						AB	C1	C2	D	E	F	G	H	I	J	K	L	M	N	HH	SUMM	HH	CC	HH	NCS	HH	IC

### Illustration 92.2

[illegible]

### Illustration 92.3

[illegible]

### Illustration 92.4

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA
	RegionProvince ID			Total Imputed Costs	Seeds_Rcvd_IC_Qty (kg)	Seeds_Rcvd_IC_Val (peso)	Seeds_Disc_IC_Qty (kg)	Seeds_Disc_IC_Val (peso)	Seeds_Own_Prod_IC_Qty (kg)	Seeds_Own_Prod_IC_Val (peso)	Seedlings_Rcvd_IC_Qty (kg)	Seedlings_Rcvd_IC_Val (peso)	Seedlings_Disc_IC_Qty (kg)	Seedlings_Disc_IC_Val (peso)	Own_Prod_IC_Qty (kg)	Own_Prod_IC_Val (peso)	Fertilizer_Solid_Rcvd_IC_Qty (kg)	Fertilizer_Solid_Rcvd_IC_Val (peso)	Fertilizer_Solid_Disc_IC_Qty (kg)	Fertilizer_Solid_Disc_IC_Val (peso)	Fertilizer_Solid_Own_Prod_IC_Qty (kg)	Fertilizer_Solid_Own_Prod_IC_Val (peso)	Fertilizer_Liquid_Rcvd_IC_Qty (Liter)	Fertilizer_Liquid_Rcvd_IC_Val (peso)	Fertilizer_Liquid_Disc_IC_Qty (Liter)	Fertilizer_Liquid_Disc_IC_Val (peso)	
1																											
2	1	01	28	1	5,319.79																						
3	2	01	28	2	9,437.73													50.00	1,200.00								
4	3	01	28	3	5,007.17																						
5	4	01	28	4	7,912.20																						
6	5	01	28	5	67,342.52																						
7	6	01	28	6	15,748.26																						
8	7	01	28	7	16,836.71																						
9	8	01	28	8	19,240.89																						
10	9	01	28	9	8,311.79																						
11	10	01	28	10	32,359.75																						
12	11	01	28	11	22,226.75																		50.00	350.00			
13	12	01	28	12	39,144.60																	900.00	825.00				
					AB C1 C2 D E F G H I J K L M N												HH_SUMM		HH_CC		HH_NCS		HH_IC				

- To review the data, start with worksheet HH\_SUMM. Filter each column and review the array (range) of data. Look for extreme values.
- Check the indicators of profitability (gross returns, returns above cash costs, etc.). Look for negative returns and check which specific cost item/s possibly contributed to the negative returns.
- Check the worksheets for HH\_CC, HH\_NCC and HH\_IC. Look for extreme values on the individual columns of each worksheet.
- It should be noted that not all negative returns are incorrect. Validate the negative results by checking other relevant data that may affect the cost of production (ex. *Material Input usage, labor efficiency, seed variety, prices, production related problems, etc.*).

***Note: The cells of these four (4) worksheets are locked. Upon validation of the individual costs and returns, corrections or updating should be done in the concerned data items on each block (Blocks AB to N). Any corrections done in the said blocks will automatically update the values in HH\_SUMM, HH\_CC, HH NCC and HH IC.***

## 7.4 REVIEW OF PROVINCIAL COSTS AND RETURNS TABLE

- After the review and updating of household level data by block (*Blocks AB to N*) and the individual costs and returns (*HH\_SUMM to HH\_IC*), review the provincial costs and returns table (*Prov\_CRS*).

**Illustration 93**

	A	B	C	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	Table . Average costs and returns of tomato production, Selected Provinces, 2016-2017																	
3																		
4	Item		Per Hectare			Per Kilogram (pesos)		Checking1_Percent Share to Total Cost by Major Cost Item		Checking2_Percent Share of Specific Cost Item to Major Cost Item		Percent Share to Total Cost by Major Cost Item, Province, 2016-2017						
5			Quantity	Unit	Value													
6																		
7	5	Production	25,427.06	KG	313,057.25	12.31												
8	5	Area planted (hectare): 3.5089																
9	5	Number of farms : 12																
10																		
11	1	CASH			158,097.59	6.22	67.99											
12																		
13	1	Seeds Cash	0.18	KG	5,805.24	0.23		3.67										
14		Seeds Discounted																
15		Seedlings Cash																
16		Seedlings Discounted																
17	1	Fertilizer Solid Cash			11,573.53	0.46	7.32											
18		Fertilizer Solid Discounted																
19	1	Fertilizer Liquid Cash			1,154.21	0.05	0.73											
20		Fertilizer Liquid Discounted																
21		Soil Solid Cash		KG														
22		Soil Solid Discounted		KG														
23		Soil Liquid Cash		Liter														
24		Soil Liquid Discounted		Liter														
25	1	Mulching material Cash	0.14	KG	25.65	0.00	0.02											
26		Mulching material Discounted		KG														
27	1	Pesticides Solid Cash	11.04	KG	2,389.99	0.09	1.51											
28		Pesticides Solid Discounted		KG														
29	1	Pesticides Liquid Cash	7.27	Liter	7,310.27	0.29	4.62											
30		Pesticides Liquid Discounted		Liter														

**Step 1**

- Filter this column and unclick blanks so that only those cost items with corresponding data will appear on the screen.

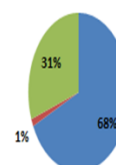
**Step 2**

- Filter these columns to check the percent contribution to total cost of each major cost item as well as the contribution of specific cost item to either Total Cash, Total Non-Cash or Total Imputed Costs.
- Check on the pie chart to easily see the share of each type of cost.

Percent Share to Total Cost by Major Cost Item, Province, 2016-2017

■ CASH ■ NON-CASH ■ IMPUTED

Percent Share to Total Cost by Major Cost Item, Province, 2016-2017



### Step 1

- Filter this column and unclick blanks so that only those cost items with corresponding data will appear on the screen.

### Step 2

- Filter these columns to check the percent contribution to total cost of each major cost item as well as the contribution of specific cost item to either Total Cash, Total Non-Cash or Total Imputed Costs.
- Check on the pie chart to easily see the share of each type of cost.

- Compare the survey results on production per hectare with the data on yield released by the Crops Statistics Division (CSD); and
- Compare the estimated gross returns per kilogram with the farm gate price released by the Price Statistics Division (PSD).

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/PSAgovph