

FOREWORD

This FIELD OPERATIONS MANUAL for the 2016 Listing of Dairy Farms (LDF) and Profiling of Dairy Farms in selected provinces was crafted to serve as guide to both central office and field office personnel for the smooth implementation and uniformity of instructions for the various phases of the 2016 LDF operation.

It presents the objectives, scope and coverage, and the data items to be collected. It also discusses the field operations procedures and instructions in accomplishing the LDF forms.

All users are required to carefully read and follow the instructions stated in this manual to ensure the success of the 2016 LDF undertaking.

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CHAPTER 1

INTRODUCTION

1.1 OVERVIEW

2016 LISTING OF DAIRY FARMS (LDF) IN SELECTED PROVINCES

The Listing of Dairy Farms (LDF) in selected provinces is one of the special activities of the Livestock and Poultry Statistics Division (LPSD) under the Economics Sector Statistics Service (ESSS) of the Philippine Statistics Authority (PSA) undertaken to provide an updated and reliable sampling frame and improved methodology in generating dairy statistics. This is also a collaborative activity between the PSA, Philippine Carabao Center (PCC) and National Dairy Authority (NDA). The LDF involves: (1) capturing “new” dairy farms and their characteristics; (2) updating the status and characteristics of “existing” dairy farms; and (3) de-listing of dairy farms that no longer exists.

The 2016 LDF covers household and commercial dairy farms in priority provinces such as Cagayan, Isabela, Bulacan, Nueva Ecija, Batangas, Laguna, Bohol and Misamis Oriental. The priority provinces were determined by PCC and NDA which are part of the impact zones¹ of the two agencies. Dairying activity in these provinces is extensive thus the percentage share in the total milk production of these provinces in the country is high.

This undertaking utilizes LDF Form 1 (List of Dairy Farms) and LDF Form 2 (Dairy Farm Questionnaire) and other administrative forms.

The enumeration, updating and field editing activities shall be the responsibility of the field offices including the manual and machine processing of data. The Central Office shall be in-charge in the consolidation of the data files and preparation of final report as output of the 2016 LDF.

1.2 HISTORICAL BACKGROUND

The current Semi-Annual Survey of Dairy Enterprises (SSDE) has been regularly conducted in forty six (46) provinces where dairying exists. Out of the 46 provinces, 38 were identified to have commercial farms and were completely enumerated. The sampling frame of the current SSDE was based on the results of the 2002 Dairy Enterprise Inventory Profiling (DEIP) activity, a collaborative undertaking of the Philippine Carabao Center (PCC), National Dairy Authority (NDA), Dairy Training and Research Institute (DTRI) and the former Bureau of Agricultural Statistics now Philippine Statistics Authority (PSA).

In 2010, another activity was undertaken - the Livestock Population Survey (LPS) which, among other data items, it generated an updated list of commercial dairy farms. Around 154 commercial farms were listed in forty-two (42) provinces including those 38 provinces previously identified.

¹Impact zones -this refer to places where PCC field offices are located and most of its programs are situated. For NDA, the term used is “NDA-assisted areas”

In 2014, in view of the current efforts of LPSD to validate the Dairy Inventory and Raw Milk Production estimates, the PSA in collaboration with PCC and NDA joined forces to update the list of existing dairy farms in selected provinces. The activity was planned to be implemented in two (2) phases. In Phase 1, the instruments and methodology were reviewed through a hired consultant. Field visits were conducted to gather information on how the dairy farms operate and for the staff and consultant to be familiarized on the structure of the industry. In Phase 2, the improved instruments and proposed methodology was planned to be pilot tested in 2015 in selected provinces. However, it was recommended by the consultant to have an updated frame prior to the pilot testing. Through the collaborative activity between the PCC, NDA and PSA, a listing of dairy farms was conducted in selected barangays of the priority provinces in November to December 2015. To complete and update the list of dairy farms in the priority provinces, it was planned to continue the listing activity in 2016 to cover the remaining barangays with dairy farms in the priority provinces.

1.3 OBJECTIVES

The objectives of the 2016 LDF is to update the characteristics of dairy farms through complete listing of barangays in selected provinces where dairying exists.

Specifically, it aims to generate a profile of dairy farms by farm type. Information to be gathered includes farm capacity, legal status of the dairy farm and type of assistance received from the government. Moreover, it seeks to generate information on the type of dairy animals, breed of dairy animals, ownership of the dairy animal, purpose of dairy animal, number of animals on the milk line, and average milk production per head per day.

1.4 USES OF LDF

The LDF is an important activity that serves as an input in the generation of dairy statistics. Its uses are:

1. to provide statistical frame for surveys related to dairy;
2. to provide information on the dairy animal inventory in backyard and commercial farms;
3. information derived can be used as inputs for the implementation of PCC and NDA projects; and
4. preparation of marketing plans, opportunities and prospects for the industry.

1.5 LEGAL AUTHORITY

The conduct of the LDF is authorized by:

Republic Act No. 10625 known as the **Philippine Statistical Act of 2013** dated September 12, 2013 – (Reorganizing and strengthening the Philippine Statistical System (PSS) and its agencies and instrumentalities). It shall be the policy of the State to effect the necessary and proper changes in the

organizational and functional structures of the PSS in order to rationalize and promote efficiency and effectiveness in the delivery of statistical services.

Section 25 of RA 10625 declares that all respondents shall be liable to reply to the statistical inquiry or survey. The respondents under this Act are required to give truthful and complete answers to statistical inquiries or surveys of the PSA and other statistical offices of the PSS.

Section 27 of RA 10625 states that:

“...Respondents of primary data collection activities such as censuses and sample surveys are obliged to give truthful and complete answers to statistical inquiries. The gathering, consolidation and analysis of such data shall likewise be done in the most truthful and credible manner. Any violation of this Act shall result in the imposition of the penalty of one (1) year imprisonment and a fine of One hundred thousand pesos (P100,000.00). In cases where the respondent fails to give truthful and complete answers to such statistical inquiries is a corporation, the above penalty shall be imposed against the responsible officer, director, manager and/or agent of said corporation. In addition, such erring corporation, enterprise or business concerned, shall be imposed a fine ranging from One hundred thousand pesos (P100,000.00) to Five hundred thousand pesos (P500,000.00)...”

1.6 CONFIDENTIALITY OF INFORMATION

Republic Act No. 10625 (Philippine Statistical Act of 2013), Section 26 states that:

“...all data furnished by a respondent to statistical inquiries, surveys and censuses of the PSA shall be considered privileged communication and as such shall be inadmissible as evidence in any proceeding. The PSA may release aggregated information from statistical inquiries, surveys and censuses in the form of summaries or statistical tables in which no reference to an individual, corporation, association, partnership, institution or business enterprise shall appear.”

Further, Section 27 of RA 10625 states that:

“...Any person, including parties within the PSA Board and the PSA, who breach the confidentiality of information, whether by carelessness, improper behavior, behavior with malicious intent, and use of confidential information for profit, are considered guilty of an offense and shall be liable to fines as prescribed by the PSA Board which shall not be less than Five thousand pesos (P5,000.00) nor more than Ten thousand pesos (P10,000.00) and/or imprisonment of three (3) months but not to exceed one (1) year, subject to the degree of breach of information...”

Republic Act 6713 (Code of Conduct and Ethical Standards for Public Officials and Employees) dated February 20, 1989, Section 7 states that:

“...(c) Disclosure and/or misuse of confidential information. Public officials and employees shall not use or divulge confidential or classified information officially known to them by reason of their office and not made available to the public, either: (1) to further their private interest, or give undue advantage of anyone, or (2) to prejudice the public interest...”

CHAPTER 2

LDF ECONOMIC UNITS

This chapter defines the units to be enumerated. It identifies the economic units to be listed and discusses how to characterize these units in terms of farm type, legal status, geographic location, and other characteristics.

2.1 ECONOMIC UNITS TO BE ENUMERATED

The units of enumeration for the 2016 LDF are the households, establishments and enterprises that operate a dairy farm.

1. Backyard Household- refers to a dairy farm operated by a household that raises:
 - Less than 21 heads of adult and zero head of young
 - Less than 41 heads of young animals
 - Less than 10 heads of adult and 22 heads of young
2. Commercial Household – refers to a dairy farm operated by a household that raises:
 - At least 21 heads of adult and zero head of young
 - At least 41 heads of young animals
 - At least 10 heads of adult and 22 heads of young
3. Commercial Establishment/Enterprise –refers to a dairy farm operated by an establishment/enterprise that raises:
 - At least 21 heads of adult and zero head of young
 - At least 41 heads of young animals
 - At least 10 heads of adult and 22 heads of young

2.2 TAXONOMY OF DAIRY FARMS

Dairy Farm refers to a farm raising animals with dairy bloodline. It also includes farm raising native animals that are used as: (1) draft animals and at the same time producing milk for home consumption or for sale; and (2) into full-time dairying.

A dairy farm is categorized by its **type, legal status, and geographic classification**.

2.2.1 TYPES OF DAIRY FARM

The type of a dairy farm is determined by the number of dairy animals raised in the farm. It is classified into **backyard** and **commercial farm**.

1. Backyard Farms
 - Less than 21 heads of adult and zero head of young
 - Less than 41 head of young animals
 - Less than 10 heads of adult and 22 heads of young
2. Commercial Farms
 - At least 21 heads of adult and zero head of young
 - At least 41 head of young animals
 - At least 10 heads of adult and 22 heads of young

2.2.2 LEGAL STATUS OF THE DAIRY FARM

This refers to the legal form of organization that owns the dairy farm. This provides the legal basis for ownership.

For the purpose of the 2016 Listing of Dairy Farms (LDF), legal status of the dairy farm is any of the following:

1. **Individual Proprietor** is *when the dairy farm/s is/are owned by a person on his/her own account who may be the landowner, lessee, tenant or owner/lessee with hired manager.*
2. **Partnership** is *a form of business organization and ownership, whether or not registered with the Securities and Exchange Commission (SEC), that results from a contract between two or more competent persons to associate themselves in a common ownership and management of a lawful business enterprise for profit.*
3. **Corporation** is *an organization formed for a definite purpose, under authority obtained from the government, treated as an artificial person, separate and apart from its owners/stockholders. Thus, it can own property, make contracts, borrow money, sue and be sued, all in its name, without involving its unlimited number of owners/stockholders in any liability more than the money they have invested in it. Note that this refers to private corporations only.*
4. **Cooperative** is *an organization composed primarily of small producers and consumers who voluntarily join together to form a business enterprise, which they themselves own, control, and patronize.*
5. **Other private institution** refers to *an organization owned and operated by a group of persons with the same interest and who bonded themselves together.* This excludes private corporations. Examples are charitable institutions, and private schools.
6. **Government corporation/institution** refers to *an organization owned and operated by the government.* Examples are penal colonies, agricultural schools, correctional institutions, National Development Corporation, University of the Philippines Los Baños Experimental Station, and Bureau of Animal Industry.
7. **Others**— other than mentioned above.

2.2.3 GEOGRAPHICAL CLASSIFICATION

Dairy farms are also classified by geographic area using the Philippine Standard Geographic Code (PSGC), as of June 30, 2016. This version of the PSGC contains the latest updates on the official number of regions, provinces, cities, municipalities and barangays in the Philippines. There are 81 provinces, 145 cities, 1,489 municipalities and 42,036 barangays based on this version.

For the purpose of the 2016 LDF, the selected regions and provinces are listed in Table 1.

Table 1. Geographic Classification of the Selected Provinces, Philippines

PSGC Code	Region		PSGC Code	Provinces
02	Region II	Cagayan Valley	15 31	CAGAYAN ISABELA
03	Region III	Central Luzon	14 49	BULACAN NUEVA ECIJA
04	Region IV-A	CALABARZON	10 34	BATANGAS LAGUNA
07	Region VII	Central Visayas	12	BOHOL
10	Region X	Northern Mindanao	43	MISAMIS ORIENTAL

2.3 DAIRY FARMS TO BE COVERED

The 2016 LDF covers all operating dairy farms in the selected provinces as classified in Chapter 2.1 of this manual. All barangays identified with presence of dairy farming activities during the initial field verifications in different cities/municipalities of selected provinces as discussed in Chapter 5.2.1 shall be enumerated. Barangays identified as Least Accessible Barangays (LABs) and barangays with Peace and Order Problems (POPs) are excluded.

Dairy Farm refers to a farm raising animals with dairy blood. It also includes farm raising native animals that are used as: (1) draft animals and at the same time producing milk for home consumption or for sale; and (2) into full-time dairying.

Dairy Animals refer to animals producing milk such as carabao, cattle and goat for calf and human consumption. Specifically, these are animals with dairy bloodline and native animals that are raised partially if not primarily to produce milk.

For the purpose of 2016 LDF, dairy farms raising the following dairy animals are to be included:

1. **Animals with Dairy Bloodline** –refer to animals usually of foreign breed - having dairy bloodline, capable of producing relative amount of milk for calf feeding and home consumption or for sale. Dairy animals are further classified according to its purpose:
 - a. **for milk production only** – animals are raised solely to produce milk for their calves and for home consumption or for sale.
 - b. **for breeding-** animals are used to produce purebred, upgraded and cross-bred stocks.

- i. full time breeding – animals are engaged in propagating purebred and crossbred stocks. This type of activity intends to improve the dairy blood line of animals which are used primarily for milk production.
 - ii. breeding and milk production – animals raised are utilized for breeding dairy animals and at the same time being milked for calf and human consumption.
 - c. **for work** – animals are raised predominantly for work and are occasionally producing milk after giving birth.
 - i. full time work – animals with dairy bloodline that are used as draft animals.
 - ii. work and milk production – animals are kept usually if not primarily for work but are also producing milk incidentally.
- 2. **Animals without Dairy Bloodline** –refer to animals usually of native breed that do not possess dairy bloodline. These animals are able to produce milk after giving birth but to a limited or small amount only and are usually raised for work and/or slaughter.
 - a. **Native**– animals that are indigenous in the country. Native animals are usually kept by raisers as draft animals. Other purpose are the following:
 - i. work and milk production – animals are raised both for work and incidental milk production.
 - ii. Full time milk production – although no case of this has ever been reported, information of a possibility of having this case may exist.
- 3. **Type of Dairy Animals** –refers to dairy animals such as carabao, cattle and goat producing milk for their calves and for human consumption.
- 4. **Incidental Milk Production** - dairying occasionally and/or is incidental to the giving birth of female breeders. The milk produced is used to feed calves, for sale to generate extra income and/or for home consumption.

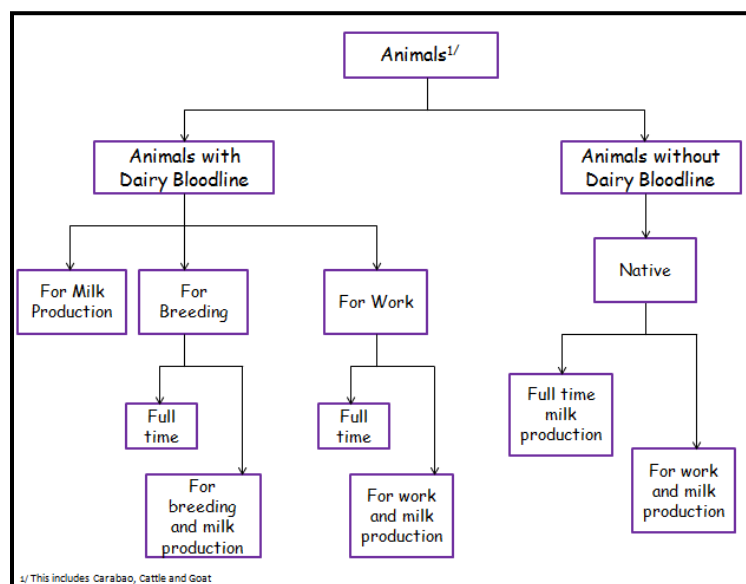


Figure 1. Dairy Farm Animals to be Included in the 2016 LDF

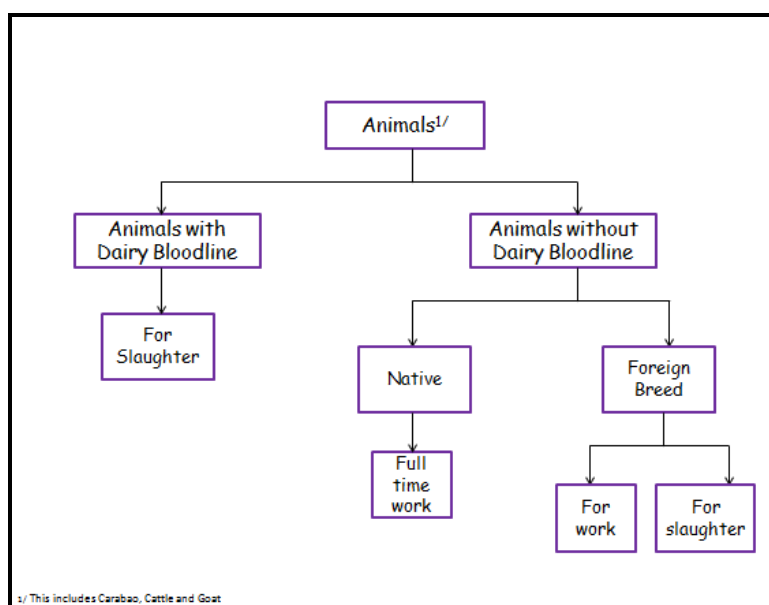


Figure 2. Dairy Farm Animals not to be Included in the 2016 LDF

For the purpose of 2016 LDF, dairy farms raising the following dairy animals are not to be enumerated:

- 1 ***Animals without dairy bloodline for slaughter*** - animals are neither for milk production, breeding or work but are raised for slaughter – meat production.
- 2 ***Native animals for work*** – animals are fully-utilized as draft animals.
- 3 ***Foreign breed without dairy bloodline***– animals are kept for work and/or slaughter.

CHAPTER 3

LDF STRATEGY, UNITS INVOLVED AND PHASES OF OPERATION

The overall strategy, the units involved, the phases of operation, timetable of activities and the duties and responsibilities of the field personnel are discussed below.

3.1 OVERALL STRATEGY

The 2016 LDF covers all dairy farm types that are present in the identified barangays of the priority provinces. The listing shall take-off using the result of 2015 LDE. New farms shall be identified using Key Informants and Snowball Approach (as discussed in Chapter 5.2.1). For the purpose of the 2016 LDF, **new farm is defined as newly-established dairy farms in 2016 and existing dairy farms that were not covered in the 2015 LDE.** PSO staff shall interview the selected Key Informants at the province and city/municipal level two weeks prior to the conduct of the 3rd level training.

The pre-enumeration activity is the responsibility of the Central Office. Each region/province will designate a regional/provincial focal person for the 2016 LDF as supervisors. The enumeration and data processing shall be done by hired Statistical Researchers (SRs) and Data Processors (DPs), respectively. Moreover, the distribution and collection of LDF Form 1 and enumeration of dairy farms in identified LDF barangays using LDF Form 2 will be done by the hired SRs.

This activity shall utilize eight (8) forms: the List of Dairy Farms (LDF Form 1); the Dairy Farm Questionnaire (LDF Form 2); the Monitoring Forms (LDF Form 3 and 3a); the Narrative Report (LDF Form 4); the Appointment Slip (Form 5); the List of City/Municipality/Barangays (LDF Form 6 and 6a); Bundle Cover (LDF Form 7); and Cover Letter (LDF Form 8). The guidelines/instructions on how to fill-out the different forms to be utilized in the 2016 LDF are discussed in Chapter 6 of this manual.

The LDF Form 1 shall be used in updating the status of the dairy farms obtained from the 2015 LDE, and in listing new farms. If the status of the dairy farm is operational based on the LDF Form 1, the hired SRs shall administer the LDF form 2. Other forms shall be utilized for administrative purposes.

Since the 2016 LDF also covers the barangays that are not listed in 2015 LDE, the SRs shall also do a snowball approach (as discussed in Chapter 5.2.1) in identifying other barangays where dairying exists. All the activities of the hired SRs that will be undertaken shall be coordinated to the Punong Barangay prior to enumeration so that the hired SRs will have an idea on the number of dairy farms to be enumerated and where these dairy farms are located.

3.2 THE UNITS INVOLVED

The 2016 LDF is a collaborative activity between the PSA, PCC, and NDA. The PSA as the lead implementer organized three (3) major groups, the Project Management (PM), the Key Responsibility Center (KRC) and the Implementation Team (IT), to facilitate smooth implementation of all activities under the project. The Project Management Team headed by the National Statistician (NS) shall provide

the overall direction and guidance for the project. Overall planning, implementation and supervision are, however, delegated to the Assistant National Statistician of the Economic Sector Statistics Service (ESSS) under the supervision of the Deputy National Statistician of the Sectoral Statistics Office (SSO). The responsibilities of the Central Office and Field Offices are enumerated in the succeeding subsections.

3.2.1 CENTRAL OFFICE

The LPSD shall be the Key Responsibility Center and shall oversee the development, processes and timely completion of the outputs of the project in coordination with the different sub-teams under it. These sub-teams are the Survey Methods and Instruments Team (SMIT), Information and Communications Support Team (ICT), Data Analysis and Report Preparation Team (DARPT) and Administrative and Other Support Services Team (AOSST).

3.2.2 FIELD OFFICES

Focal persons and selected staff of the Regional Statistical Services Offices (RSSOs) and Provincial Statistical Offices (PSOs) shall serve as supervisors during enumeration. They shall monitor and submit status report of the field operations until its completion using the LDF Form 3. They shall also be in-charge in training the hired SRs and DPs prior to actual listing. The PSOs shall also be responsible in the conduct of back-checking and spot-checking activity during enumeration.

3.3 MAJOR PHASES OF THE 2016 LDF

The 2016 LDF consists of the following major phases:

1. Planning and Preparatory Activities
2. Training
3. Enumeration and Field Editing
4. Data Processing and Generation of Outputs
5. Monitoring
6. Data Review and Validation (Provincial and Regional)
7. Consolidation, Data Analysis, Review and Validation at the Central Office
8. Preparation of Report
9. Presentation of Report to PSA Management, PCC and NDA
10. Publication and Dissemination

3.3.1 PLANNING AND PREPARATORY ACTIVITIES

The planning and preparatory activities are undertaken by the staff of LPSD and SDD. These activities include preparation of the over-all plan, budget estimates, timetable of activities; determination of the coverage; identification of data items to be gathered; design of forms; preparation of manual for field operations; preparation of output tables; plans for training; enhancement of data processing system including the manual for data processing; and reproduction of survey instruments.

Part of the preparatory activity is the request for clearance for the conduct of the 2016 LDF. As approved by the Statistical Standards Division of Standards Service, the clearance number assigned to

the 2016 LDF Form 1 and LDF Form 2 are PSA-1636-01 and PSA-1636-02, respectively, with expiration date MMDDYYYY.

Preparatory Activity at the Field Offices

PSOs shall hire SRs and DPs. This strategy shall be done to be able to meet the requirements of the project. They shall undergo training on LDF concepts and definitions, proper accomplishing, and data processing of the 2016 LDF forms. They shall submit the necessary outputs on time and provide updates regularly to their supervisors until the enumeration and data processing is completed. They shall be paid in accordance with the guidelines in the wage rates of SRs stipulated as per Office Memorandum Number 2015-135.

The hired SRs and DPs should be:

1. preferably college graduate, with experience as enumerator/processor in PSA surveys;
2. physically fit;
3. able to deal tactfully with the dairy farm owner/operator or with the respondent;
4. neat and presentable; and
5. with good moral character.

3.3.2 TRAINING

The training on data collection shall be conducted in three (3) levels as follows:

- **First Level Training** – This is a two-day training which shall be conducted on August 25-26, 2016 in the PSA-Central Office. Participants shall be the LPSD chief and staff, selected SDD staff, selected NCS staff, and selected Statistical Methodology Unit (SMU) staff.
- **Second Level Training** – This shall be conducted in Sequoia Hotel on September 15-16, 2016 and to be participated in by the 2016 LDF focal persons and selected staff and officers of the Provincial Statistical Office (PSOs) and Regional Statistical Services Offices (RSSOs). They shall serve as trainers for the third level training.
- **Third Level Training** – This shall be conducted at the participating provincial offices on October 4-5, 2016. Participants are provincial staff involved in 2016 LDF and hired SRs/DPs. Selected CO staff may come to assist in the training.

For all levels of training, the first day will be devoted to the discussion of the overview of the survey, the concepts and definitions, proper way of accomplishing the LDF forms, mock interview and manual editing. This is done for all the participants to have a uniform understanding of instructions involved in the survey.

The second day, on the other hand, will be allotted to training on data processing and generation of output tables.

3.3.3 ENUMERATION AND FIELD EDITING

Enumeration involves updating the list of dairy farms and listing of new farms in the barangay using LDF Form 1 - List of Dairy Farms. For all farms that are operational, LDF Form 2 – 2016 Dairy Farm Questionnaire shall be utilized to record the characteristics of the dairy farms. The LDF focal persons or the hired SRs shall visit the dairy farm and shall conduct a face-to-face interview with any of the qualified respondent.

A **qualified respondent** refers to the person to be interviewed preferably the owner/operator who operates the dairy farm and takes the managerial responsibility for the day-to-day operation of the farm. In case the owner/operator is not present, other contact person who is knowledgeable about the dairy farm operation can be interviewed.

An integral part of data collection is the field editing defined as the process of scrutinizing the accomplished questionnaires as to completeness of required data items and consistency of data between items before concluding the interview with the respondent.

Accomplished LDF Form 1 and LDF Form 2 must be reviewed and edited by the SRs before leaving the premise of the dairy farm.

The PSO or RSSO regular staff shall serve as supervisors during enumeration. They shall monitor and submit status report of the field operations to LPSD until its completion. Likewise, selected LPSD staff may provide assistance to PSOs in the supervision of the survey activity and in the conduct of back-checking and spot-checking activity during enumeration, if necessary.

Detailed instructions on accomplishing and field editing of LDF Form 1 and LDF Form 2 are discussed in Chapters 6 and Chapter 7, respectively.

3.3.4 DATA PROCESSING AND GENERATION OF OUTPUTS

Processing of the accomplished LDF forms shall be done at the PSOs. This includes manual processing and machine processing. Manual processing involves editing and checking for consistency of answers to the data items and codes provided. Machine processing, on the other hand, includes encoding of data, validation of encoded data and generation of output tables.

GENERATION OF OUTPUTS

Provincial output tables will be generated after validation of encoded data. Outputs of the LDF are the following:

1. 2016 List of Dairy Farms in selected provinces
2. 2016 Profile of Dairy Farms in selected provinces

All data files and the outputs mentioned above shall be submitted by PSOs to their respective RSSOs in preparation for the regional data review. The RSSOs will be responsible in sending the final data files to the central office thru e.cabrera@psa.gov.ph and ssde.lpsd@gmail.com.

3.3.5 MONITORING

Monitoring is an important activity of the 2016 LDF to keep track of the status on the distribution, enumeration and data processing of LDF Form 1 and LDF Form 2. For this purpose, LDF Form 3 and LDF Form 3a will be utilized by the field and central office to facilitate the monitoring of the said forms. It will be submitted on the set reporting dates indicated in the form. Instructions on the submission of LDF Form 3 and Form 3a is discussed in Chapter 5.2.2.

Further, all collected LDF Form 1 and LDF Form 2 will remain at the respective provincial offices for filing.

3.3.6 DATA REVIEW AND VALIDATION (PROVINCIAL AND REGIONAL)

To ensure the quality of data, the generated outputs shall undergo data review and validation. **Data review** involves internal checks of the data collected, consistency and completeness check of data items and detection and correction of identified errors. **Data validation**, on the other hand, ensures that the estimates generated are truly reflective of the current industry situation. It involves thorough analysis of the generated estimates with auxiliary information.

3.3.7 CONSOLIDATION, DATA ANALYSIS, REVIEW AND VALIDATION AT THE CENTRAL OFFICE

All the outputs sent by the RSSOs shall be consolidated by the LPSD staff to generate the final output tables as input in the preparation of report.

The same procedure shall be followed in the conduct of the data review and validation at the Central Office. This time, it involves spatial analysis of the data comparing the outputs of selected provinces. The dynamics of the dairy industry will be considered in comparing and relating the true picture of the situation at the national & sub-national level.

3.3.8 PREPARATION OF REPORT

The preparation of report of the 2016 LDF shall be done by LPSD. This includes finalization of output tables and preparation of write-ups on the profile of dairy farms in the selected provinces.

3.3.9 PRESENTATION OF REPORT

The output of the 2016 LDF shall be first presented to the PSA Management for comments and recommendations. The final report shall then be presented to PCC and NDA on the scheduled date indicated in the timetable of activities (Chapter 3.4).

3.3.10 PUBLICATION AND DISSEMINATION

The generated outputs will be packaged for publication and dissemination. The concerned field offices, PCC and NDA will be provided with the final outputs upon the approval of the PSA Management for dissemination purposes.

3.4 TIMETABLE OF ACTIVITIES

The timetable for the detailed activities is presented in Table 2.

Table 2. Timetable of Activities of 2016 LDF

Activity	Duration		Responsible Unit
	Start	End	
1. Planning and Preparatory Activities			
Preparation of Instruments (Listing Sheet, Manual of Operations and other forms)	August 1, 2016	August 15, 2016	LPSD
Enhancement of Data Processing System	August 16, 2016	August 24, 2016	LPSD, SDD
Reproduction of Instruments	August 16, 2016	August 24, 2016	LPSD, SDD
2. Training			
1st Level Training	August 25, 2016	August 26, 2016	LPSD, SDD
2nd Level Training	September 15, 2016	September 16, 2016	LPSD, SDD
3rd level Training	October 4, 2016	October 5, 2016	RSSOs, PSOs
3. Field Operations			
Identification of Barangays with Dairy Farms using KI Approach	September 19, 2016	September 30, 2016	PSOs, RSSOs
Enumeration and Field Editing	October 10, 2016	November 25, 2016	PSOs, RSSOs
4. Data Processing and Tabulation	October 17, 2016	November 30, 2016	PSOs
5. Data Review and Validation			
Provincial Data Review and Validation	December 1, 2016	December 2, 2016	PSOs
Regional Data Review and Validation	December 5, 2016	December 6, 2016	PSOs, RSSOs
Submission of reports from RSSO to CO	December 9, 2016	December 9, 2016	RSSOs
National Data Consolidation, Review and Validation	December 12, 2016	December 16, 2016	LPSD, SDD
6. Preparation of Report	December 14, 2016	December 20, 2016	LPSD, SDD
7. Presentation of reports to:			
PSA Management	December 22, 2016	December 22, 2016	LPSD
PCC and NDA	January 2017		LPSD
8. Dissemination	January 2017		LPSD

3.5 DUTIES AND RESPONSIBILITIES OF FIELD PERSONNEL

3.5.1 Regional Directors

Monitor the conduct of the 2016 LDF operations in selected provinces of their region. Ensure the prompt submissions of expected outputs discussed in Chapter 3.3.4 to ESSS-LPSD thru the mentioned email address on or before December 9, 2016.

3.5.2 SOCD Head/Regional Statisticians/Regional Focal Person

1. Attend the second level training.
2. Assist the RD in all 2016 LDF-related activities.
3. Assist the RD in monitoring the conduct of LDF operation in selected provinces of the region.
4. Take the lead in the conduct of data review and validation in the region.
5. Prepare and submit a consolidated data files, output and Narrative Reports for the region to ESSS-LPSD thru the mentioned email address in Chapter 3.3.4 on or before December 9, 2016.

3.5.3 Provincial Statistics Officers/OICs

1. Attend the second level training.
2. Serve as trainer and ensure smooth conduct of the third level training/briefing.
3. Ensure the successful conduct of the operation (100 percent verification of 2016 LDF barangays, enumeration of these barangays with dairy farms and distribution and collection of LDF Form 1 and LDF Form 2).
4. Take the lead in the conduct of data review and validation in the province.
5. Prepare and submit the expected outputs as discussed in Chapter 3.3.4 to their respective RSSOs on or before the data review schedule.

3.5.4 Provincial Statisticians/Provincial Focal Person

1. Attend the second level training.
2. Serve as trainer for the third level training.
3. Assist the PSO in the successful conduct of the LDF operation.
4. Assist in the conduct of data review and validation in the province.
5. Prepare and submit narrative reports on or before the set deadline.

3.5.5 Statistical Specialist/Statistical Analyst/Other Statistical Staff

1. Attend the third level training.
2. Supervise and monitor daily accomplishment of SRs.
3. Manual edit all collected questionnaires and submit weekly to the PSO.
4. Assist in the conduct of data review and validation in the province.

3.5.6 Hired Statistical Researchers (SRs)

1. Attend the third level training.
2. Distribute, collect and field edit LDF Form 2 and enumerate dairy farms in the LDF barangays using LDF Form 2 to ensure that 100% response rate is achieved.
3. Inform the supervisor immediately of any problem encountered during field operation using LDF Form 3a.
4. Field-edit all other LDF forms.
5. Submit field edited LDF forms to supervisor.

3.5.7 Hired Data Processor (DPs)

1. Attend the third level training.
2. Process the listing forms obtained by the hired SRs using the developed data processing system.
3. Inform the supervisor immediately of any problem encountered during data processing using LDF Form 3a.
4. Submit the generated data files to the immediate supervisor.

CHAPTER 4

LDF FORMS

The 2016 LDF utilizes different forms in capturing basic characteristics of the dairy farms and issues and observations experienced during field operations. The different forms are introduced in this chapter.

4.1 LDF FORMS

The following forms/questionnaires will be utilized for the field operation. Sample of these forms are shown in Appendices. The detailed instructions on how to accomplish these forms are discussed in Chapter 6.

Table 3. Form-type, Title and Use/Purpose of Forms used in the 2016 LDF Activity

Form-Type	Title	Use/Purpose
LDF Form 1	List of Dairy Farm	To update the status of dairy farms based on the result of the 2015 listing and include new farms covered in 2016
LDF Form 2	Dairy Farm Questionnaire	To gather the basic characteristics of operational dairy farms in LDF barangays
LDF Forms 3 and 3a	Monitoring Form	To monitor the progress of field operation
LDF Form 4	Narrative Report Form	To summarize all the activities undertaken during field operations
LDF Form 5	Appointment Slip	To schedule an appointment when farm cannot be interviewed during the time of visit
LDF Forms 6 and 6a	List of Cities/Municipalities/Barangays	To serve as checklist in the identification of dairy farms in the cities/municipalities/barangays.
LDF Form 7	Bundle Cover	To serve as label for a set of folio containing LDF Form 1 and LDF Form 2.
LDF Form 8	Cover Letter	To introduce the activity to the Punong Barangay and dairy farm owner/operator.

4.1.1 LDF Form 1 (List of Dairy Farms)

The LDF Form 1 is the list of dairy farms based on the result of 2015 listing activity in selected provinces. The information therein shall be updated during the 2016 LDF in terms of the status of the dairy farm whether operational, temporarily closed or permanently closed. Newly-identified dairy farms shall also

be included in the LDF form 1. Updating of dairy farms shall be done upon the conduct of field operations.

4.1.2 LDF Form 2 (Dairy Farm Questionnaire)

The LDF Form 2 is a one-page questionnaire that aims to gather basic characteristics of the dairy farm. This shall be utilized when the status of the dairy farm is operational. It is to be administered through personal interview to the owner or operator of the dairy farm or in their absence, to any person who is responsible or knowledgeable about the activity of the dairy farm.

4.1.3 LDF Form 3 -3a (Monitoring Form)

The LDF Form 3 shall be used to monitor the progress of the field operations. The LDF Monitoring Form shall have two (2) types:

- LDF Form 3a (Daily Monitoring Form) – this is a one page form that will be used by the hired SRs and DPs to monitor the progress of the field operations and data processing, respectively. Each SR and DP shall submit the form every Monday after the reference week.
- LDF Form 3 (PSO Monitoring Form) – this is a one page form that will be used by the PSOs to monitor the progress of the field operations. This comprises the consolidated daily monitoring forms submitted twice a month by the hired SRs and DPs and will be sent every Tuesday starting October 25, 2016 until the completion of the activity. The RSSOs shall then submit the monitoring form to Central Office through the email address mentioned in Chapter 3.3.4.

4.1.4 LDF Form 4 (Narrative Report Form)

The LDF Form 4 is a summarized report of all the activities undertaken during field operations. These shall be prepared by the PSOs and will be submitted to RSSOs right after the provincial data review. RSSO shall also submit the consolidated narrative report right after the regional data review.

4.1.5 LDF Form 5 (Appointment Slip)

The LDF Form 5 will be administered only if the respondent of dairy farm is not available for interview during the time of visit or preferred to be interviewed on specified time and date.

4.1.6 LDF Form 6-6a (List of LDF Cities/Municipalities/Barangays)

The LDF Form 6 is the list of all cities/municipalities while LDF Form 6a is the list of all barangays. These forms shall serve as checklist of PSO staff in identifying dairy barangays in the cities/municipalities through Key Informants Approach.

4.1.7 LDF Form 7 (Bundle Cover)

The LDF Form 7 will be used as label for a set of folio containing LDF Form 1 and LDF Form 2 of all barangays in each city/municipality.

4.1.8 LDF Form 8 (Cover Letter)

The LDF Form 8 will be used by the SRs to introduce the activity to the Punong Barangay and owner/operator of the dairy farm.

4.2 DATA ITEMS IN LDF FORMS 1 and 2

Below are the lists and description/use of data items in the 2016 LDF:

LDF Form 1 – List of Dairy Farms

Table 4. Data Items in LDF Form 1

Block No.	Item No	Data Item	Description/Use of data item
A		SHEET __ OF __ SHEETS	Dairy Farm Identification and Corresponding PSGC code of Region, Province, Municipality and Barangay locating the dairy farm
	1	REGION CODE	
		REGION NAME	
	2	PROVINCE CODE	
		PROVINCE NAME	
	3	CITY/MUNICIPALITY CODE	
		CITY/MUNICIPALITY NAME	
	4	BARANGAY CODE	
		BARANGAY NAME	
B	1	DAIRY FARM SERIAL NUMBER	
	2	DAIRY FARM NAME	
C		STATUS	For monitoring of dairy farm's status of operation
D	1	STATISTICAL RESEARCHER	For record of Statistical Researcher's Identification and date of accomplishment
	2	DATE ACCOMPLISHED	
	3	PSO SUPERVISOR	For record of Supervisor's Identification and date of review
	4	DATE REVIEWED	

LDF Form 2 – Dairy Farm Questionnaire

Table 5. Data Items in LDF Form 2

Block No.	Item No	Data Item	Description/Use of data item
A		Sheet __ of __ Sheets	Corresponding PSGC code of Region, Province, Municipality and Barangay locating the dairy farm
	1	Region	
	2	Province	
	3	City/Municipality	
	4	Barangay	
B	1	Name of Dairy Farm	For identification of dairy farm
	2	Dairy Farm Serial Number	
	3	Address of Dairy Farm (No. Street Sitio/Purok)	
	4	Contact Information	Telephone, Cellphone and/or Email Address
	5	Name of Owner/Operator	For identification of owner/operator and development of the list of dairy farms

Block No.	Item No	Data Item	Description/Use of data item
B	6	Legal Status of the Dairy Farm	For profiling of dairy farm
	7	Office Address	Corresponding PSGC code of Municipality and Barangay locating the office. Also for the purpose of linking the farm to office
	7.a	Province	
	7.b	City/Municipality	
	7.c	Barangay	
	7.d	No. Street/Sitio/Purok	
	8	Is the Owner/Operator a Member of Cooperative?	For profiling of dairy farm
	9	Name of Cooperative	
	10	Address of Cooperative	
	10.a	Province	
	10.b	Municipality	
	10.c	Barangay	
	10.d	No. Street/Sitio/Purok	
	11	Does the Dairy Farm has a Mother Company?	
	12	Name of Mother Company	
	13	Address of Mother Company	
	13.a	Province	
	13.b	Municipality	
	13.c	Barangay	
	13.d	No. Street/Sitio/Purok	
	14	Is the Dairy Farm engaged in Paiwi?	
	15	Who granted Paiwi of the Dairy Animals?	
	16	Did the farm receive any assistance from PCC and/or NDA?	
	17	What type of assistance did you receive from PCC and/or NDA?	
C	1	Farm Capacity	For profiling of dairy farms. This will also be used in the development of improved methodology for surveys related to dairy
	2	Type of Dairy Animals	
	3	Breed of the Dairy Animals	
	4	Specific Name of Breed of the Dairy Animals	
	5	Ownership of the Dairy Animals	
	6	Purpose of Dairy Animals	
	7	Total Inventory	
	8	Female Breeder	
	9	Number of Animals On The Milk line	
	10	Average Milk Production Per Head Per Day	
D		Remarks	Notes
E	1	Name of Respondent	Respondent's Information
	2	Designation of Respondent	

Block No.	Item No	Data Item	Description/Use of data item
F	1	Statistical Researcher	For record of Statistical Researcher's identification and date of accomplishment
	2	Date Accomplished	
	3	PSO Supervisor	For record of supervisor's identification and date of review
	4	Date Reviewed	

CHAPTER 5

FIELD OPERATION PROCEDURES

Discussed in this chapter are the instructions and procedures in the conduct of the 2016 LDF field operations. Discussed also are some of the important things that need to be done during pre-enumeration, enumeration and post-enumeration activities.

5.1 PRE-ENUMERATION ACTIVITIES

Central Office (CO)

5.1.1 Shipment of LDF forms and other materials from Central Office to the Field Offices

The following LDF forms and materials (in printed and soft copy) shall be sent on time to the Field Offices to facilitate smooth conduct of the enumeration activity.

Table 6. Checklist of LDF Forms and Materials

LDF Forms and Materials	RSSO		PSO	
	In Flash Drive	Printed	In Flash Drive	Printed
LDF Form 1 (List of Dairy Farms)	√		√	√
LDF Form 2 (Dairy Farm Questionnaire)	√		√	√
LDF Form 3-3a (Monitoring Form)	√		√	√
LDF Form 4 (Narrative Report)	√		√	
LDF Form 5 (Appointment Slip)	√		√	
LDF Form 6-6a (List of Cities/Municipalities/Barangays)	√		√	
LDF Form 7 (Bundle Cover)	√		√	
LDF Form 8 (Cover Letter)	√		√	
Field Operations Manual	√	√	√	√
Data Processing Manual	√	√	√	√
LDF System and CSPro Installer	√		√	

LDF Forms and Materials	RSSO		PSO	
	In Flash Drive	Printed	In Flash Drive	Printed
PSGC as of June 30, 2016	√		√	
PCC and NDA List of Assisted Cooperatives/Farms	√		√	
Matrix of Breed of Dairy Animals	√		√	

Complete and sufficient number of these forms and materials will be provided to the field offices. Soft copies of these forms and materials are contained in a flash drive which will be given to all provinces and regions during the second level training.

In case the forms provided are not enough, the PSOs should reproduce the forms using the soft copy contained in the flash drive.

Regional Statistical Service Offices (RSSOs)

5.1.2. Designation of Regional Focal Person

1. The Regional Directors (RDs) shall designate a Regional Focal Person for the 2016 LDF and submit name to ESSS-LPSD;
2. The RDs should also recommend a participant for each region to attend the Second Level Training who later will serve as resource speaker and assist in the Third Level Training. Name of the representative shall be submitted to ESSS-LPSD; and
3. The regional focal person shall review the PSO narrative reports to be submitted to LPSD.

Provincial Statistical Offices (PSOs)

5.1.3. Activities at the PSOs

1. Designate a provincial focal person for the 2016 LDF operation and submit name of focal person to ESSS-LPSD copy furnished RSSO;
2. Recruit Statistical Researchers (SRs) who will conduct the field enumeration;
3. Prepare and implement work allocation plan;
4. Check if the forms and materials received from CO are complete per quantity indicated in the Transmittal Form; and
5. Provide the provincial staff/SRs with all the necessary forms and materials needed for the enumeration activity.

5.2 ENUMERATION ACTIVITIES

The enumeration activity of the 2016 LDF involves enumeration of all dairy farms in the barangays of priority provinces and updating the status of operation and characteristics of the identified dairy farms in the 2015 listing activity.

5.2.1 ENUMERATION OF DAIRY FARMS IN THE 2016 LDF BARANGAYS

Prior to actual listing/enumeration PSO staff should be able to gather information on where the dairy farms are situated in the province using LDF Forms 6 and 6a as discussed in Chapter 6.5. Specifically, at the city/municipality level; PSO staff should be able to identify barangays where dairy farms are present through the interview of Key Informants (KIs). A KI is a resident of the city/municipality or province who has a considerable degree of knowledge about the city/municipality or province and can provide reliable information on dairy activity in the area.

At the Province Level

The PSO staff shall coordinate with the Provincial Agriculture Office, Planning Office and Provincial Veterinary Office to gather information on the extent of dairy activity in the province. PSO staff shall be able to identify the city/municipality where dairy farms are located. Potential KIs to be interviewed are the provincial agriculturist, AI Technician, agribusiness and marketing officer, economic enterprise officer, planning officer, veterinarian, and leader/chairman of a federation, farmer association and cooperatives.

At the City/Municipal Level

All cities/municipalities will be enumerated to validate the initial information gathered from KIs at the provincial level. This activity shall be conducted by PSO staff since coordination with the different offices at the city/municipality, with the associations and cooperatives, is needed to accurately identify barangays where dairy farms are present. In addition, if there are milk processors located in the municipality, interview them to know the location of the suppliers of raw milk. This will complement the information provided by the KIs. At this point, the PSO staff can generate a list of barangays where dairy farms are present which can be validated further once these barangays are enumerated.

At the Barangay Level

All identified barangays with presence of dairy farms will be enumerated. This shall be conducted by the Statistical Researchers (SRs) who have completed the training on the data collection concepts and procedures for the conduct of listing of dairy farms. They shall be closely supervised by the PSO staff to ensure the quality of data collected.

During the listing operations, a courtesy call to the barangay officials, especially the Punong Barangay, shall be done to ensure safety during the data collection. The barangay officials can assist in identifying all dairy farms in the area and can help in planning the best strategy for the entire enumeration period.

Using the result of the 2015 listing activity and the information from the KIs and officials of the barangay as starting point, locate and interview all dairy farms in the barangay. Also, through the snowball approach, inquire from each of the dairy farm operators listed for other dairy farm operators that they know within or outside the barangay. Take note that these dairy farm operators shall also be interviewed and be included in the list.

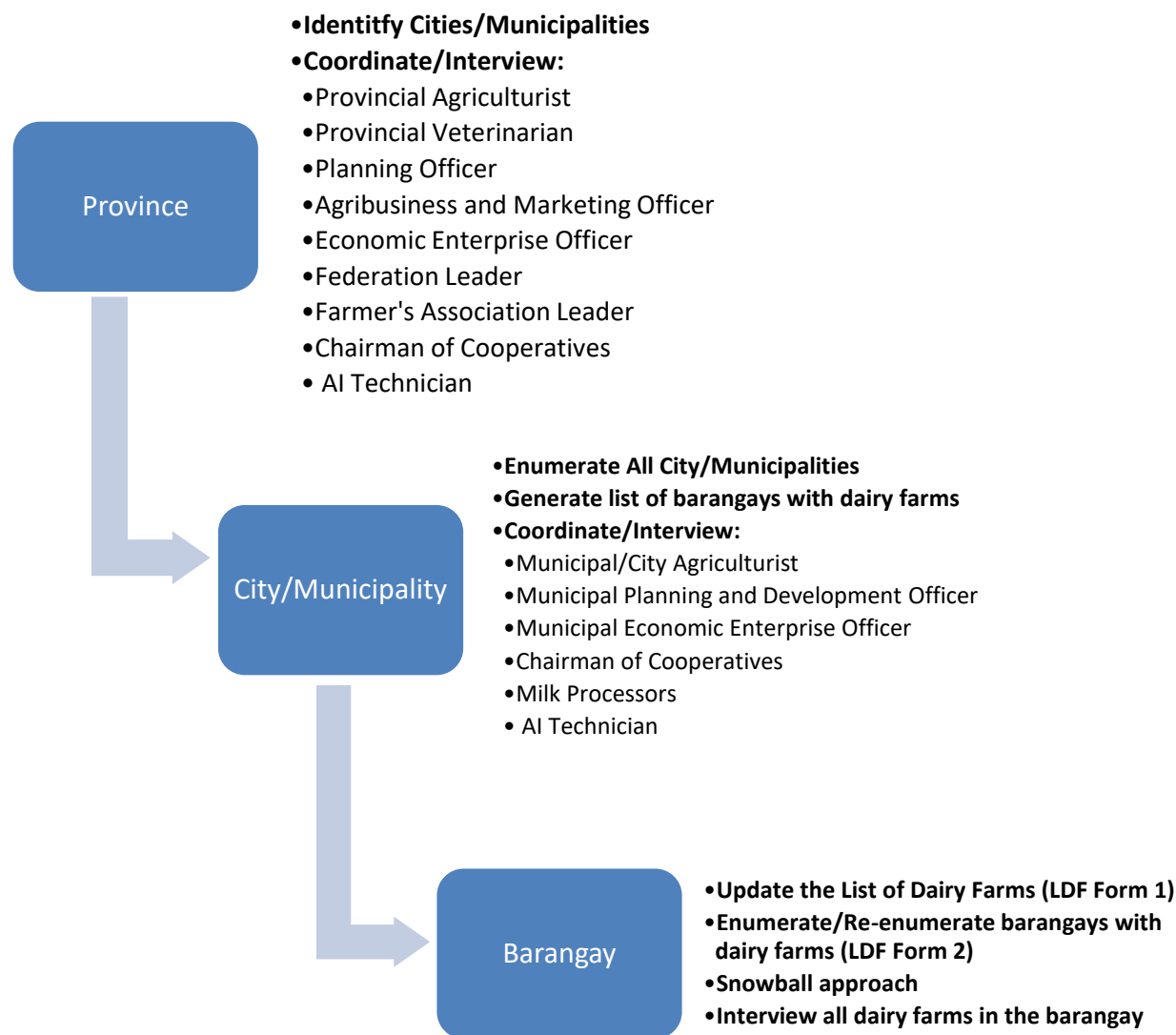


Figure 3. Hierarchy of Enumeration

Specifically, for the identified dairy farms in the 2016 LDF Barangays, do the following:

1. Make a courtesy call to the Barangay Officials especially the Punong Barangay or in his absence, any knowledgeable barangay official. Detailed instructions on how to fill out the LDF Forms are discussed in Chapter 6.

2. Locate each dairy farm in the given address. If you come across of a dairy farm eligible for listing but is not reported in the existing 2015 list, administer LDF Form 1 and LDF Form 2 if the said dairy farm is operational. Make sure to update the status of the dairy farms listed in LDF Form 1.
3. Administer LDF Form 2 to an eligible respondent upon presenting the LDF Form 8 (Cover Letter). If the respondent is not available for the interview, leave LDF Form 2 and administer LDF Form 5 – Appointment Slip.
4. After the interview, field edit the questionnaire to check for completeness and consistency of entries before leaving the dairy farm. Likewise, verify from the respondent any inconsistent entry.
5. Locate the next dairy farm and do steps 2 to 5 until all dairy farms in the barangay are enumerated.
6. Revisit dairy farms scheduled for callback (if any). Do not forget to check the questionnaire for consistency and completeness of applicable entries upon collection of questionnaires.

5.2.2 SUBMISSION OF LDF FORM 3 and LDF FORM 3a – MONITORING FORM

For the monitoring of the 2016 LDF field operation activities, forms 3 and 3a shall be utilized. LDF Form 3a shall be prepared daily by the hired Statistical Researchers (SRs) and Data Processors (DPs) and shall be submitted to the Supervisor **every Monday** within the enumeration period. The PSO Supervisor shall consolidate the accomplished LDF Form 3a submitted by the hired SRs and DPs. This shall be timely submitted every two (2) weeks from the starting date of enumeration to RSSO. The RSSOs shall consolidate all the monitoring reports of the provinces and submit to LPSD every two (2) weeks through the email address mentioned in Chapter 3.3.4. Discussion on how to fill out these forms is presented in Chapter 6. Submission of LDF Forms 3 and 3a are as follows:

For LDF Form 3

25 October 2016
8 November 2016
22 November 2016
29 November 2016

For example, if the reporting period is 25 October 2016, the number of accomplishment to be reported should be from 10 October up to 21 October.

For LDF Form 3a

17 October 2016
24 October 2016
31 October 2016
7 November 2016
14 November 2016
21 November 2016
28 November 2016

For example, if the submission of report is on 17 October 2016, the number accomplished should be from 10 October up to 14 October.

CONDUCTING AN INTERVIEW

QUALITIES OF AN EFFECTIVE INTERVIEWER

To effectively carry out the enumeration tasks, a good field interviewer should have the following qualities:

1. **Logical.** Enumeration does not require extraordinary intelligence. But it demands an ability to understand the basic concepts used in the enumeration and follow simple instructions. It also requires talent for sizing up people and situations. The staff must also be able to use the right approaches when asking probing questions.
2. **Punctual.** It is important that once an appointment with the respondent is set, the field staff must make it a habit to be punctual. It is a must that the staff should be punctual not only during the training sessions, but should also observe punctuality during actual fieldwork.
3. **Honest and with integrity.** The integrity of the data collected depends largely on the integrity and honesty of the staff conducting the enumeration. Simply stated, the staff must never fabricate responses. He/she should be able to carry out his/her work as expected. The accuracy and quality of data gathered should always be the top priority in this undertaking. Data collected are more precious than diamonds because they are the key for government and private sectors to formulate better plans towards national economic development.
4. **With teamwork skills.** The staff must be able to display good teamwork skills and willingness to improve performance. He/she should not hesitate to approach and ask the supervisor or PSA regular staff in case of doubt, or query regarding LDF concepts and any problems that arise during enumeration/distribution and collection of LDF Form 2. These qualities should always be applied among the statistical researchers and supervisors to facilitate the enumeration/field verification.
5. **Neat and presentable.** In appearance and manner, the staff must be one who inspires confidence and professionalism. Remember, first impressions are important because the respondent will cooperate mainly on the basis of the PSA staff's approach. He/she should sound enthusiastic and interesting in order to stimulate attention of the respondent.
6. **With legible handwriting.** The staff's handwriting must be clear and legible. Neat and legible entries facilitate the correct encoding of data and also save time in both manual and machine processing of all accomplished LDF forms.
7. **With professional ethics.** The role of PSA field interviewer is that of a professional researcher. He/she should maintain the confidentiality of information collected and the integrity of the PSA as well. In no way should he/she engage the respondent in any unprofessional relationship. All personal and professional information about the respondent should be confidential in nature, as well.
8. **Patient and persuasive.** Patience is a virtue. This means that impatience should never be shown, as when waiting to be entertained by the respondent, or when following up reports, or when encountering downright refusals. Persuasion is a skill acquired when the staff is able to

approach appropriately any type of respondent and make them cooperate with the updating/listing of establishments.

9. **Observant and alert.** The interviewer must be extra observant of the people around him during the interview. He should be alert and ready to protect himself from unexpected harm that may befall him.

GUIDELINES IN CONDUCTING AN INTERVIEW

The field interviewer should follow the guidelines in interviewing listed below:

1. Interview a responsible person, that is, one who can give reliable information or answer to the questions. The owner/operator is the most responsible and knowledgeable person to be interviewed.
2. Introduce yourself as you come face to face with the respondent, showing your ID card. Use LDF Form 8 (Cover Letter) and explain briefly the purpose of the 2016 LDF and the confidential handling of results. As soon as the respondent has signified his willingness to answer questions, the enumerator should conduct the interview in a most friendly and professional manner, following the sequence of items of information using LDF Form 2.
3. Do not emphasize, or even mention, the right to make inquiries unless this authority is questioned. Make the respondent feel that the information he furnishes will help planners and policy-makers in the formulation of policies and plans for the good of the country. Refusal should be reported immediately to the supervisor using LDF Form 3a.
4. Always be courteous and polite. Be tactful and patient in approaching the respondents of the dairy farms. The interviewer's introduction and the manner of delivery have a strong influence on respondent's reaction and their willingness to cooperate. The interaction between the SR and respondent is crucial for gaining and maintaining respondents' cooperation.

Some techniques the interviewer can use to enhance this interaction are:

- Listen attentively
- Keep the interview time short
- Refrain from any suggestion that one answer is more acceptable than another
- Check if the respondent has any further questions about the listing operation

A simple "Thank you" after every interview shall leave the respondent with a good feeling for cooperating with the enumeration.

5. Do not waste time in irrelevant conversation. Avoid argument or long discussions. Do not be domineering or superior. Make the respondent feel important and show that he is a friend.
6. Be familiar with the 2016 LDF forms and the instructions before conducting the interview.

It is important for the enumerator to have thorough knowledge of the LDF forms so that the interview can proceed smoothly. If a respondent has difficulty understanding the concept, the interviewer should be able to explain and define the concept as used in the LDF.

If respondents have questions about the LDF, the interviewer should answer them genuinely, drawing on the knowledge gained during his/her training.

7. Observe the conditions within the dairy farm premises to validate the information given by the respondent. In case the data given by the respondent do not seem to tally with the enumerator's observation, ask probing questions.

HANDLING ENUMERATION PROBLEMS

The problems that the hired SRs will most likely encounter in the course of the enumeration are as follows:

Table 7. Common Problems and Recommended Solutions

PROBLEM	SOLUTION
The respondent refuses to be enumerated /interviewed. The respondent does not feel involved in the project or fears that the dairy farm might be a target of tax investigation (BIR) or inspection (DTI/DOLE).	Explain to the respondent the objectives of the 2016 LDF. After all means has been exerted, explain RA 10625 Sections 25-27.
Some dairy farms refused to be interviewed for they have received memo from their respective offices stating not to answer any PSA survey	Explain to the respondents that this undertaking is just to update the status and collect basic characteristics of dairy farms. If respondent still refused, ask the name and address of office and write it in the remarks portion of the questionnaire.
Dairy farm cannot be contacted because of impediments such as high walls, closed gates and/or unresponsive guards.	Try to get the name and address of the dairy farm from the neighbors, if possible. Visit the barangay office to validate the address and inquire for presence of dairy farm and get other LDF information. Ask for barangay assistance to be able to penetrate the dairy farm and verify information from the barangay.
Dairy farm not enumerated completely in first visit. A responsible person is not around at the time of visit.	Accomplish 2 copies of LDF Form 5 (Appointment Slip). One copy is for the dairy farm and the other is for the enumerator's file. Collect partially accomplished questionnaire. Indicate the name and address, and date of revisit to the dairy farm to collect all the other information.

5.3 POST-ENUMERATION ACTIVITIES

The post-enumeration activities include activities that need to be done after the enumeration phase of the operation. These include folioing of forms which is grouping of LDF forms together to facilitate handling, manual processing and machine processing. Preparation and submission of statistical tables, data files and reports to central office is also included in this phase.

The specific post-enumeration tasks of the different units are enumerated below.

RSSOs

1. Prepare and submit consolidated data files, outputs and Narrative Report of the 2016 LDF on or before December 9, 2016 to Central Office through the email address mentioned in Chapter 3.3.4.

PSOs

1. Safe keep all LDF manuals and unused LDF forms. Prepare and submit monitoring report forms to RSSOs using LDF Form 3 according to the schedule indicated in Chapter 5.2.2;
2. Prepare and submit a narrative report to RSSOs using LDF Form 4 when done with all activities in the field operations on or before the provincial data review.
3. Reflect all validations made in the data files.
4. Prepare and submit statistical tables and data files to RSSOs immediately after provincial data review.
5. Folio all field-edited LDF forms. Make sure that all LDF Form 1, LDF Form 2, LDF Form 6 and LDF Form 6a are complete. Accomplished forms shall be kept at the PSOs. LDF forms shall be group by barangay and by city/municipality.

SPECIFIC INSTRUCTIONS FOR FOLIOING THE ACCOMPLISHED LDF FORMS

1. For each form-type, arrange the barangays alphabetically.
2. Place LDF Form 6a and LDF Form 1 on top of LDF Form 2 separately by barangay. LDF Form 2 shall be arranged according to the sequence of serial number.
3. Bundle each folio of LDF Form 1, LDF Form 2 and LDF Form 6a by city/municipality.
4. Label each bundle using the LDF Form 7 (Bundle Cover).
5. Safe keep all LDF Forms after generating the required outputs for future references.

CHAPTER 6

INSTRUCTIONS IN ACCOMPLISHING LDF FORMS

This chapter discusses the specific instructions on how to accomplish LDF Forms 1, 2, 3, 3a, 6 and 6a.

6.1 GENERAL INSTRUCTIONS

1. Accomplish the listing forms properly and neatly. Use soft lead pencil. Write entries legibly in clear CAPITAL LETTERS or numbers. Wrong entries must be erased neatly and not crossed out. Write the correct one on the answer space.
2. Enter answers to questions in the corresponding spaces. Be careful in recording numerical answers.
3. Do not leave any answer space blank. A blank answer space may otherwise mean that the corresponding question was not asked. If the answer to a question is none, or question is not applicable, enter a dash (-) in the corresponding space to show that there is no data/report for that item.

6.2 SPECIFIC INSTRUCTIONS FOR LDF FORM 1 (LIST OF DAIRY FARMS)

Located at the center of the uppermost portion of the page is the title panel which contains the names of the collaborating agencies (Philippine Statistics Authority and Philippine Carabao Center) and the title of the form (List of Dairy Farms). Found at its upper left corner is the Form Number (LDF Form 1), the legal basis on the conduct of survey and the confidentiality section that will assure that all information gathered will be held strictly confidential. Located at the upper right portion are the PSA Approval Number and the Expiry date.

Illustration:

<p>LDF Form 1 Legal Authority: Republic Act 10625 known as the Philippine Statistical Act of 2013.</p> <p>Confidentiality: Section 26 of RA 10625 and Article 55 of the Implementing Rules and Regulations of RA 10625 states that all data furnished by a respondent to statistical inquiries, survey and censuses of the PSA shall be considered privileged communication and as such shall be inadmissible as evidence in any proceeding. The PSA may release aggregated information from statistical inquiries, survey and censuses in the form of summaries or statistical tables in which no reference to an individual, corporation, association, partnership, institution or business enterprise shall appear.</p>	 <p>REPUBLIC OF THE PHILIPPINES PHILIPPINE STATISTICS AUTHORITY PHILIPPINE CARABAO CENTER</p> <p>2016 LISTING OF DAIRY FARMS (LDF)</p> <p>LIST OF DAIRY FARMS</p>	<p>PSA Approval Number: PSA - 1636 - 01</p> <p>Expires on: 21 September 2017</p>
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The contents of LDF Form 1 are basically the names of dairy farms specific to the province which were identified during the Listing of Dairy Enterprises (LDE) conducted in 2015.

LDF Form 1 contains 4 blocks, namely:

Block A – Geographic Identification

This block accounts for the geographic identification where the dairy farm is located. It includes the names of the region, province, city/municipality and barangay. Also found in this block is the sheet number that indicates the number of sheets administered in a barangay.

Block B – Dairy Farm Identification

This block accounts for the dairy farm identification. It includes the **Dairy Farm Serial Number (Item B1)** and **Name of the Dairy Farm (Item B2)**.

Block C – Farm Status

This block intends to update the status of the dairy farm whether it is operational, temporarily closed or permanently closed.

Block D – Certification

This block certifies that information indicated in this form was personally gathered by the SR and was reviewed by the supervisor.

Specific instructions on how to accomplish LDF Form 1 are discussed below:

6.2.1 BLOCKS A, B AND C

For Listed Barangays (Case 1):

Listed Farms

For the dairy farms in the barangays listed in 2015 LDE, the information for Blocks A to B is already supplied. For each of the dairy farms listed in these barangays, update the status whether it is operational, temporarily closed or permanently closed. Select only one farm status in Block C and check the appropriate box.

Illustration:

A. GEOGRAPHIC IDENTIFICATION					
SHEET 01 OF 01 SHEETS		A1 REGION CENTRAL LUZON 03	A3 CITY/MUNICIPALITY MUÑOZ 17		
		A2 PROVINCE NUEVA ECIIJA 49	A4 BARANGAY CATALANACAN 006		
LINE NO.	B. DAIRY FARM IDENTIFICATION		C. FARM STATUS (Check Box)		LINE NO.
	B1 DAIRY FARM SERIAL NUMBER (1)	B2 NAME OF DAIRY FARM (First Name, Last Name) (2)	(3)		
1	001	MISLAN DAIRY FARM	<input checked="" type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed <input type="checkbox"/> 3 Permanently Closed	1
2	002	ARVIN MARQUEZ	<input type="checkbox"/> 1 Operational	<input checked="" type="checkbox"/> 2 Temporarily Closed <input type="checkbox"/> 3 Permanently Closed	2
3	003	ALVIN PRIETO	<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed <input checked="" type="checkbox"/> 3 Permanently Closed	3
4	004	ARTEMIO VERO	<input checked="" type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed <input type="checkbox"/> 3 Permanently Closed	4
5	005	CARMELITA EVANGELISTA	<input checked="" type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed <input type="checkbox"/> 3 Permanently Closed	5

New Farms

For new dairy farms, write the **Name of the Dairy Farm (Item B2)** after the row-break and assign a **Serial Number (Item B1)** following the last serial number of the last listed farm. For each of the new dairy farms, indicate the status whether operational or temporarily closed. Select only one farm status in Block C and check the appropriate box.

Illustration:

----- LIST NEW FARMS BELOW AND ASSIGN SERIAL NUMBER FOLLOWING THE LAST SERIAL NUMBER ABOVE -----				
6	006	ANDY FORTES	<input checked="" type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	6
7	007	ALOIS FARM	<input checked="" type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	7
8	008	HAZEL MAE FARM	<input type="checkbox"/> 1 Operational <input checked="" type="checkbox"/> 2 Temporarily Closed	8

For New Barangays (Case 2):

For the dairy farms in new barangays as discussed in Chapter 5.2.1, use the blank LDF Form 1 and follow the instructions below:

Block A Geographic Identification

On the specific spaces provided, write the name of the **Region, (Item A1), Province (Item A2), City/Municipality (Item A3) and Barangay (Item A4)**. In the corresponding boxes opposite the geographic location, write the geographic codes, PSGC.

Illustration:

A. GEOGRAPHIC IDENTIFICATION														
SHEET	0	1	OF	0	1	SHEETS	A1 REGION	CENTRAL LUZON	0	3	A3 CITY/MUNICIPALITY	MUÑOZ	1	7
						A2 PROVINCE	NUEVA ECIJA	4	9	A4 BARANGAY	CALABALABAAN	0	0	6

Block B Dairy Farm identification

Write the **Name of the Dairy Farm (Item B2)** and assign a **Dairy Farm Serial Number (Item B1)** starting from 001 to n depending on the number of dairy farms within the new barangay.

Illustration:

LINE NO.	B. DAIRY FARM IDENTIFICATION	
	B1 DAIRY FARM SERIAL NUMBER	B2 NAME OF DAIRY FARM (Registered Name/Last Name, First Name)
	(1)	(2)
1	001	DORY ANGELES
2	002	ROBERT ANTONIO
3	003	JOHN JOSEPH ROQUE
4	004	ARTURO BAASIS
5	005	ERNING SATURNO
6	006	ANDRE SANTOS
7	007	DANILO FABROS
8	008	JIMUEL ONATO

Block C Farm Status

For each of the dairy farm, indicate the status whether operational or temporarily closed. Select only one farm status in Block C and check the appropriate box.

Illustration:

C. FARM STATUS (Check Box)		LINE NO.
(3)		
<input checked="" type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed		1
<input type="checkbox"/> 1 Operational <input checked="" type="checkbox"/> 2 Temporarily Closed		2
<input checked="" type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed		3
<input checked="" type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed		4
<input checked="" type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed		5
<input type="checkbox"/> 1 Operational <input checked="" type="checkbox"/> 2 Temporarily Closed		6
<input checked="" type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed		7
<input checked="" type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed		8

Note:

- For farms that are operational (code 1), proceed with the interview using LDF Form 2.
- For farms that are closed (code 2 and code 3), probe if the farm is temporarily closed or permanently closed to determine the correct status.

6.2.2 BLOCK D Certification

After all dairy farms are enumerated, the SR shall affix his/her printed name, signature and the date he/she collected the information. Similarly, the PSO Supervisor shall write down his/her printed name and signature after the necessary editing and verification of data is done and the date he/she completed this task on the space provided.

Illustration:

D. CERTIFICATION			
<i>I hereby certify that the data set in this listing sheet were personally obtained/interviewed by me in accordance with the instructions given by the PSA.</i>			
 HAROLD DEACRUZ <small>Signature over Printed Name of STATISTICAL RESEARCHER</small>	10/15/2016 <small>DATE ACCOMPLISHED</small>	 ROBERTO CESAR ANTONIO <small>Signature over Printed Name of PSO SUPERVISOR</small>	10/20/2016 <small>DATE REVIEWED</small>

When all dairy farms in the barangay are already listed through all possible approaches, fill-out the small boxes at the upper left portion to indicate the number of sheets used.

Illustration:

A. GEOGRAPHIC IDENTIFICATION			
SHEET 0 1 OF 0 1 SHEETS	A1 REGION CENTRAL LUZON 0 3	A3 CITY/MUNICIPALITY MUÑOZ 1 7	
	A2 PROVINCE NUEVA ECJA 4 9	A4 BARANGAY CALABALABAAN 0 0 6	

6.3 SPECIFIC INSTRUCTIONS FOR LDF FORM 2 (DAIRY FARM QUESTIONNAIRE)



LDF Form 2 is a one-page questionnaire that will be used to gather information on the characteristics of the dairy farm. This form shall be administered if the status of the dairy farm in the 2015 LDE and new dairy farms listed in 2016 LDF is operational. One questionnaire shall be used per dairy farm. However, if the answer spaces are not sufficient for the responses - meaning more than five (5) lines, use another LDF Form 2 and fill-out the small boxes at the left portion of Block B to indicate the number of sheets used.

LDF Form 2 contains 6 blocks, namely:

- Block A – Geographic Identification
- Block B – Dairy Farm Identification
- Block C – Dairy Farm Characteristics
- Block D – Remarks
- Block E – Respondent's Information
- Block F – Certification

Found at the center of uppermost portion of the page is the title panel which contains the name of the collaborating agencies (Philippine Statistics Authority and Philippine Carabao Center) and the name of the survey form (Dairy Farm Questionnaire).

Illustration:

	REPUBLIC OF THE PHILIPPINES PHILIPPINE STATISTICS AUTHORITY PHILIPPINE CARABAO CENTER	
2016 LISTING OF DAIRY FARMS (LDF) IN SELECTED PROVINCES		
DAIRY FARM QUESTIONNAIRE		

Located at its left is the Form Number (LDF Form 2), the legal basis on the conduct of survey and the confidentiality section that will assure that all information gathered will be held strictly confidential.

Illustration:

LDF Form 2
Legal Authority: Republic Act 10625 known as the Philippine Statistical Act of 2013.
Confidentiality: Section 26 of RA 10625 and Article 55 of the Implementing Rules and Regulations of RA 10625 states that all data furnished by a respondent to statistical inquiries, survey and censuses of the PSA shall be considered privileged communication and as such shall be inadmissible as evidence in any proceeding. The PSA may release aggregated information from statistical inquiries, survey and censuses in the form of summaries or statistical tables in which no reference to an individual, corporation, association, partnership, institution or business enterprise shall appear.

Located at the upper right portion are the PSA Approval Number and the Expiry date.

Illustration:

PSA Approval Number: PSA - 1636 - 02
Expires on: 21 September 2017

In accomplishing LDF Form 2, please be guided by the following procedures:

6.3.1 Block A – GEOGRAPHIC IDENTIFICATION

This block accounts for the geographic identification where the dairy farm is located. It includes the names of the region, province, city/municipality and barangay. LDF Form 1- List of Dairy Farms provides the information needed in this block.

The small boxes for the number of sheets used is also found in this block and shall be filled-out right after the interview. Indicate in the first two boxes **01** which refers to the first sheet and **01 to n** on the second two boxes depending on the number of LDF Form 2 used. This refers to the total number of sheets administered in the dairy farm.

The SRs shall accomplish this block according to the following instructions:

Items A1 to A4 - Region, Province, City/Municipality, Barangay

1. On the specific spaces provided, copy from LDF Form 1 the name of the **Region (Item A1), Province (Item A2), City/Municipality (Item A3) and Barangay (Item A4)**.
2. In the corresponding boxes opposite the geographic location, write the designated codes.

Illustration:

A. GEOGRAPHIC IDENTIFICATION																
A1 REGION	CENTRAL LUZON	0	3	A2 PROVINCE	NUEVA ECJA	4	9	A3 CITY/MUNICIPALITY	SAN JOSE CITY	2	6	A4 BARANGAY	CATALANACAN	0	0	8

6.3.2 Block B – DAIRY FARM IDENTIFICATION

This block intends to collect basic information about the dairy farm such as the name and address of the dairy farm, the name of the owner, etc. as of the date of visit. The information obtained will form part of the profile of all dairy farms in the selected provinces.

Item B1 – Name of Dairy Farm

Dairy Farms - refers to a farm of any size raising animals with dairy bloodline. It includes farms raising native animals that are used as: (1) draft animals and at the same time producing milk for home consumption and for sale (dual purpose); and (2) full-time dairying.

Write legibly the complete and exact name of the dairy farm on the space provided. This should be the name of the dairy farm as registered in Security Exchange Commission (SEC), Bureau of Internal Revenue (BIR) or permit to operate. Similarly, if the dairy farm is owned and managed by a cooperative, write the full name of the cooperative as registered in Cooperative Development Authority (CDA).

If the dairy farm has no registered name, as in the case of backyard farms, write the name of the owner/operator. ***Last Name on the first line and First Name on the second line.***

If the dairy farm interviewed is the mother company, indicate the name and location of the satellite farm in the remarks portion. On the other hand, if the satellite farm is interviewed, write the name of the satellite farm in Item B1 and the name of the mother company in Item B11.

Item B2 –Dairy Farm Serial Number (DFSN)

Write the corresponding serial number of the dairy farm in the three small boxes as found in Column 1 of LDF Form 1. The DFSN is unique within the barangay.

Item B3 – Address of Dairy Farm

Ask the exact address where the dairy farm is located and write it down on the space provided. Indicate the number and name of street, if available, or the particular “purok” or “sitio”.

For dairy farms with several farms located in:

- a. ***Different barangays*** - The farm should be listed on a separate LDF Form 1 according to the barangay where it is located. Verify whether it is the main farm or a branch farm then put a comment in the remarks column of LDF Form 2 where the other farm branch is located for data check.
- b. ***The same barangay but different farm addresses (purok/sitio)*** - The farms are listed in the same LDF Form 1 – List of Dairy Farms. Administer only one LDF Form 2 for this farm.

Item B4 – Contact Information (Number/E-mail)

Ask and write the contact information of the dairy farm on the space provided. Telephone number may either be the landline or cell phone number available where the owner/operator of dairy farm can be reached. Ask also the email address of the dairy farm. *If in case, the owner/operator of dairy farm has no telephone number, ask for the nearest contact number available where the contact person can be reached easily.*

Item B5 – Name of Owner/Operator

Ask and write the name of the owner/operator of the dairy farm using the last name, first name format. ***Last Name on the first line and First Name on the second line.***

Example:

1. Dairy farm is owned by an individual proprietor—the name of the owner.
2. Dairy farm is owned by Partnership – write the name of the dairy farm operator.

3. *Dairy farm is owned by a Cooperative, Corporation, Government Corporation/Institution and Other Private Institution - write the name of the head of these entities such as President, Chairperson, etc.*

Item B6 – Legal Status of the Dairy Farm

This refers to the legal form of organization that owns the dairy farm.

Ask the legal status of the dairy farm and check the appropriate code on the provided selection. If the status of the dairy farm does not fall on choices 1 to 6, check choice 7 and specify the legal status of the dairy farm on the space provided.

For the purpose of the 2016 Listing of Dairy Farms (LDF), legal status of the dairy farm is any of the following:

1. **Individual Proprietor** is when the dairy animal/s is/are owned by a person on his/her own account who may be the landowner, lessee, tenant or owner/lessee with hired manager.
2. **Partnership** is a form of business organization and ownership, whether or not registered with the Securities and Exchange Commission (SEC), that results from a contract between two or more competent persons to associate themselves in a common ownership and management of a lawful business enterprise for profit.
3. **Corporation** is an organization formed for a definite purpose, under authority obtained from the government, treated as an artificial person, separate and apart from its owners/stockholders. Thus, it can own property, make contracts, borrow money, sue and be sued, all in its name, without involving its unlimited number of owners/stockholders in any liability more than the money they have invested in it. Note that this refers to private corporations only.
4. **Cooperative** is an organization composed primarily of small producers and consumers who voluntarily join together to form a business enterprise, which they themselves own, control, and patronize.
5. **Other private institution** refers to an organization owned and operated by a group of persons with the same interest and who bonded themselves together. This excludes private corporations. Examples are charitable institutions and private schools.
6. **Government corporation/institution** refers to an organization owned and operated by the government. Examples are penal colonies, agricultural schools, correctional institutions, National Development Corporation, Philippine Carabao Center, University of the Philippines Los Baños Experimental Station, and Bureau of Animal Industry.
7. **Others** - other than mentioned above.

Illustration:

B1 NAME OF DAIRY FARM					
MISLAN DAIRY FARM					
<i>(Registered Name/Last Name)</i>		<i>(First Name)</i>			
B2 DAIRY FARM SERIAL NUMBER	<table border="1"><tr><td>0</td><td>0</td><td>1</td></tr></table>	0	0	1
0	0	1			
B3 ADDRESS OF DAIRY FARM					
ZONE 1B					
<i>(No. Street/Sitio/Purok)</i>					
B4 CONTACT INFORMATION					
0999-254-8796/044-9408388		mislandairy@gmail.com			
<i>(Mobile/Telephone Number)</i>		<i>(E-mail Address)</i>			
B5 NAME OF OWNER/OPERATOR					
ANTONIO		ELY			
<i>(Last Name)</i>		<i>(First Name)</i>			
B6 LEGAL STATUS OF THE DAIRY FARM <i>(Check applicable box)</i>					
<input checked="" type="checkbox"/> 1 Individual Proprietorship	<input type="checkbox"/> 4 Cooperatives	<input type="checkbox"/> 7 Others, specify _____			
<input type="checkbox"/> 2 Partnership	<input type="checkbox"/> 5 Other Private Institutions				
<input type="checkbox"/> 3 Corporation	<input type="checkbox"/> 6 Government Corp./Inst.				

Item B7 – Office Address

Write on the corresponding spaces provided the name of **Province, City/Municipality, Barangay** and **No. Street/Sitio/Purok** where the office is located. If the office is within the farm location use that address. Write in the small boxes their respective codes.

Item B8 – Is the Owner/Operator a Member of a Cooperative?

Ask the respondent whether the owner/operator is a member of a cooperative or not and check the appropriate box. If the answer is YES, proceed and ask Items B9 – B10.d. If NO, proceed to Item B11.

Item B9 – Name of Cooperative

If the answer in Item B8 is **YES**, ask and write the name of the cooperative where the owner/operator is a member. Only those cooperatives with dairying activity must be included. Otherwise, skip this item.

Item B10-B10.d – Address of Cooperative

If the answer in Item B8 is **YES**, ask and write the **Province, City/Municipality, Barangay** and **No. Street/Sitio/Purok** where the cooperative is located. Write in the small boxes their respective codes. Otherwise, skip this item.

Illustration:

B7 OFFICE ADDRESS OF DAIRY FARM			
a. PROVINCE	NUEVA ECIJA	4	9
b. CITY/MUNICIPALITY	SAN JOSE CITY	2	6
c. BARANGAY	CATALANACAN	0	0
d. NO. STREET/SITIO/PUROK	#109 SAN ISIDRO ST.	8	
B8 IS THE OWNER/OPERATOR A MEMBER OF A COOPERATIVE? <input checked="" type="checkbox"/> 1 Yes <input type="checkbox"/> 2 No, Go to Item 11 (Check applicable box)			
B9 NAME OF COOPERATIVE	CATALANACAN MULTI PURPOSE COOPERATIVE		
B10 ADDRESS OF COOPERATIVE			
a. PROVINCE	NUEVA ECIJA	4	9
b. CITY/MUNICIPALITY	SAN JOSE CITY	2	6
c. BARANGAY	CATALANACAN	0	0
d. NO. STREET/SITIO/PUROK	PUROK 4	8	

Item B11 – Does the Dairy Farm has a Mother Company?

Ask the respondent whether the dairy farm has a mother company or none and check the appropriate box. If the answer is YES, proceed and ask Items B12 – B13.d. If NONE, proceed to Item B14.

If the dairy farm interviewed is the mother company, indicate the name and location of the satellite farm in the remarks portion. On the other hand, if the satellite farm is interviewed, write the name of the satellite farm in Item B1 and the name of the mother company in Item B11.

Mother company, for the purpose of this listing activity, this refers to an entity to which the farm has an agreement to or contract for raising animal with the end return of profit-sharing or other agreed-upon arrangements. Usually the mother company will provide the inputs such as young animal, feeds, etc., and the farm owner will provide the housing, labor, etc. Other forms of arrangement may vary between the two parties. An example of farm with a mother company is the nursery farm, contract grower, etc. Those farms that are managed by the mother company for special purpose (*location and period specific*) are called *satellite farm*, e.g. *nursery farm*.

Item B12 – Name of Mother Company

If the answer in Item B11 is **YES**, ask and write the name of the mother company of the dairy farm. Otherwise, skip this item.

Item B13-B13.d – Address of Mother Company

If the answer in Item B11 is **YES**, ask and write the **Province, City/Municipality, Barangay** and **No. Street/Sitio/Purok** where the mother company is situated. Write in the small boxes their respective codes. Otherwise, skip this item.

Item B14– Is the Dairy Farm Engaged in “Paiwi”?

Ask if the dairy farm is engaged in “paiwi” and check the appropriate box. If the answer is YES, proceed and ask Item B15. If NO, proceed to Item B16.

Paiwi- means that the owner would put in trust a dairy animal to a raiser or trusted individual to raise his dairy animal. Any offspring, as well as, any increase in the monetary value of the entrusted dairy animal would be equally divided in half between the owner and the raiser. The raiser may opt to buy the share of owner in each succeeding offspring or the other way around. Another term for this is called “PAALAGA”.

Item B15– Who granted “Paiwi” of the Dairy Animals?

This refers to the true owner of the dairy animals and not the recipient of “paiwi” or the person who is raising the dairy animals.

If the answer in Item B14 is **YES**, ask and write the name of the person or entity who granted “paiwi” to the owner/operator of the dairy farm. Otherwise, skip this item.

Item B16– Did the farm receive any assistance from PCC and/or NDA?

Ask whether the dairy farm have received any form of assistance from PCC and/or NDA and check the appropriate box. If YES, proceed and ask Item B17. If NO, proceed to Block C.

Assistance can be any of the following:

1. Artificial Insemination Services
2. Dairy Animal Loan Program
3. Provision of Superior Breeding Animals
4. Training of Farmers/Raisers
5. Technical and Extension
 - a. Animal Reproduction
 - b. Animal Nutrition
 - c. Animal Health
 - d. Forage Production and Improved Feeding System
 - e. Cooperative Development
 - f. Dairy Production and Processing
6. Others

Item B17– What assistance did you receive from PCC and/or NDA?

If the answer in Item B16 is **YES**, identify the specific assistance provided by each government agency to the dairy farm on the space provided. Refer to the list above. Use the back page of the form if the space is not sufficient for the answer and indicate when the assistance was received. Otherwise, skip this item.

Illustration:

B11 DOES THE DAIRY FARM HAS A MOTHER COMPANY? (Check applicable box)	<input type="checkbox"/> 1 Yes	<input checked="" type="checkbox"/> 2 None, Go to Item 14
B12 NAME OF MOTHER COMPANY	<hr/>	
B13 ADDRESS OF MOTHER COMPANY		
a. PROVINCE	<hr/>	
b. CITY/MUNICIPALITY	<hr/>	
c. BARANGAY	<hr/>	
d. NO. STREET/SITIO/PUROK	<hr/>	
B14 IS THE DAIRY FARM ENGAGED IN "PAIWI"?	<input type="checkbox"/> 1 Yes	<input checked="" type="checkbox"/> 2 No, Go to Item 16
B15 WHO GRANTED "PAIWI" OF THE DAIRY ANIMALS?	<hr/>	
B16 DID THE DAIRY FARM RECEIVE ANY ASSISTANCE FROM PCC AND/OR NDA?	<input checked="" type="checkbox"/> 1 Yes	<input type="checkbox"/> 2 No, Go to Block C
B17 WHAT ASSISTANCE DID YOU RECEIVE FROM PCC AND/OR NDA?		
PCC AI, Trainings, Animal health service	NDA	

6.3.3 Block C – DAIRY FARM CHARACTERISTICS

This block intends to obtain information on the characteristics of the dairy farm. This will be used in profiling the dairy farms and for the development of improved methodology in generating dairy statistics.

This block provides five (5) rows for items C1-C10. These rows are provided to accommodate multiple types of dairy animals raised and varied dairy farm characteristics in a particular farm. Line numbers from 1-5 at the left and right sides of the questionnaire are displayed for easy reference.

Additional listing form/s may be used if necessary. In case two or more questionnaires are utilized for one dairy farm, **fill-out Block A – Geographic Identification** and **Dairy Farm Serial Number** of the succeeding questionnaires. Likewise, indicate the number of sheets utilized and the sequence of sheets on the spaces provided at the left portion of the questionnaire.

Item C1 – Farm Capacity

What is the maximum number of dairy animals (farm capacity in heads) that can be raised in the farm?

Farm Capacity refers to the maximum number of animals that the farm can accommodate.

Ask the maximum number of dairy animals (farm capacity in heads) that can be raised in the farm. Write the answer in line 1 of column 1 in whole number. For several farms located in the same barangay and owned/operated by the same person, the maximum capacity for these farms must be aggregated.

Take Note of the following:

a. For backyard, the inventory is the farm capacity.

b. For commercial farms, the maximum number of animals that can be raised in the farm/grazing area.

c. Farm capacity may be equal or greater than the total inventory. One indicator of farm capacity is the number of animals raised per hectare.

Illustration:

C1 FARM CAPACITY
What is the maximum number of dairy animals (<i>farm capacity in heads</i>) that can be raised in the farm?
(1)
60

Item C2 – Type of Dairy Animals

What is/are the type/s of dairy animal/s raised in the farm?

- 1 – Carabao**
- 2 – Cattle**
- 3 – Goat**

Dairy animals refer to animals producing milk such as carabao, cattle and goat for calf and human consumption as discussed in Chapter 2.3.

The types of dairy animals are defined as follows:

1 - Carabao – popularly known as water buffalo that originated from India, used as draft/transport animal and also suitable for milk production.

2 - Cattle – general term for the members of the Bovidae family, wild (*Bibos* spp.) or domestic (*Bos* spp.). Domestic cattle have two species: *Bos Taurus* or European breeds and *Bos indicus* or Zebu breeds or oriental domestic cattle. Can be used as draft/transport animal but is mostly utilized for milk production.

3 - Goat – an animal of genus *Capra*, family *Capridae*, comprising of various agile, hollow horned ruminants closely related to sheep.

Ask what types of dairy animals are raised in the dairy farm. Enter the appropriate code/s on the space provided. If more than one animal type is present in the farm, use separate lines. For different breeds, ownerships and purposes, use a separate line for each combination of Items C2 to C6.

In filling-out this portion, the answers to the succeeding items must correspond to the dairy animal on the same line number. Thus, it is a must that after entering the appropriate code for the type of dairy animal in Line Number 1, ask immediately Items C3 to C10. Same procedure shall be done for Line Number 2 to Line Number n until all dairy animal types in the farm are listed.

Illustration:

C2 TYPE OF DAIRY ANIMALS	
<p><i>What is/are the type/s of dairy animal/s being raised in the farm?</i></p> <p><i>(Enter applicable code)</i></p> <p>1 - Carabao 2 - Cattle 3 - Goat</p>	
(2)	
	1
	1

Item C3– Breed of the Dairy Animals

What is/are the breed/s of dairy animal/s raised in the farm?

- 1 – Purebreed**
- 2 – Crossbreed**
- 3 – Upgraded**
- 4 – Native**

Breed refers to a group of animals having a common origin and distinct characteristics that produce true to type offspring.

The breeds of dairy animals are defined as follows:

1. ***Purebreed***– refers to the result of breeding animals coming from the same foreign breed.
2. ***Crossbreed*** – refers to the result of breeding two different pure breeds.
3. ***Upgraded*** – refers to the result of breeding non-dairy breeds (native) with dairy breed animals (usually foreign breed). ***This classification is only applicable to cattle and goat.***
4. ***Native*** – refers to any indigenous animal not belonging to categories (a) Purebreed, (b) Crossbreed and (c) Upgraded.
- 5.

Ask the breed of dairy animals raised in the farm,

Example:

- Carabao (Native, Purebreed and Crossbreed)
- Cattle and Goat (Native, Purebreed, Crossbreed and Upgraded)

A farm may have multiple breeds in the farm, as such, use separate line number for each breed. Enter the appropriate code for the breed of the dairy animal on the space provided.

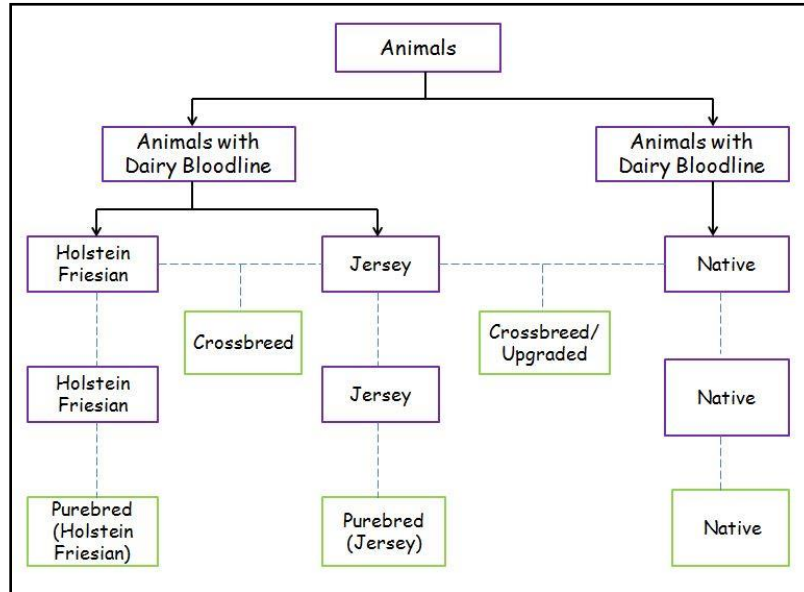


Figure 4. Breed Classification of Dairy Animals

Note: Dairy Cattle/Goat-UPGRADED is possible in 2 ways:

1. when a native animal is crossed with a purebred; and
2. when an upgraded animal crossed with a purebred to increase the dairy bloodline of its offspring such as from 60% to 70%.

Illustration:

<p>C3 BREED OF THE DAIRY ANIMALS</p> <p>What is/are the breed/s of dairy animal/s raised in the farm? (Enter applicable code)</p> <p>1 - Purebreed 2 - Crossbreed 3 - Upgraded 4 - Native</p>
(3)
1
1

Item C4 – Specific Name of Breed of the Dairy Animals

What is the specific name of breed/s of the dairy animal/s?

Ask and write the specific name of breed of the dairy animals on the space provided. ***Refer to the Matrix of Breed of Animals provided.***

Take Note of the following:

For code 1 (Purebred) – only one name of breed must be indicated per row

For code 2 (Crossbreed) – indicate two names of purebred per row

For Code 3 (Upgraded) – indicate the name of native and the name of purebred/s per row

For Code 4 (Native) – indicate the name of the native

Illustration:

<p>C4 SPECIFIC NAME OF BREED OF DAIRY ANIMALS</p> <p><i>What is the specific name of breed/s of dairy animal/s (Item C3)? (Write in entry)</i></p>
(4)
Brazilian
Indian Murrah

Item C5– Ownership of Dairy Animals

With regards to ownership of these dairy animals, is these owned by/under ____?

This item determines the form of ownership of the dairy animals in the farm.

Ask the form of ownership of the dairy animals and enter the appropriate code on the space provided. This may be different for each animal type raised in the dairy farm, thus, enter the appropriate code corresponding to the animal type entered in the same line number in Item C2.

Form of ownership of the dairy animals is any of the following:

1. **Dairy Farm** – is when the dairy animals are owned by the dairy farm as indicated in item B1.
2. **PCC Cooperative**– the dairy animal is still owned by the cooperative. This may be dispersed by the cooperatives to its members in the form of loan where it can be paid either in cash or by its offspring. Verify from the provided PCC list of cooperatives.
3. **NDA Cooperative** - the dairy animal is still owned by the cooperative. This may be dispersed by the cooperatives to its members in the form of loan where it can be paid either in cash or by its offspring. Verify from the provided NDA list of cooperatives.
4. **Non-PCC/NDA Cooperative or Association**–is when the dairy animal is acquired from a non-PCC/NDA assisted cooperative or association and receives no assistance from the two government agencies.
5. **Contract Growing**–is when the dairy animals are acquired through an agreement with an entity with the purpose of raising the animals to produce milk. The milk produced will be taken by the “Mother Company”/source of the dairy animals for processing, selling, etc. with an agreed price.
6. **“Paiwi” System**–is when the dairy animals are acquired through “paiwi”/”paalaga” system from another entity.

Paiwi means that the owner would put in trust a dairy animal to a raiser or trusted individual to raise his dairy animal. Any offspring, as well as, any increase in the monetary value of the entrusted dairy animal would be equally divided in half between the owner and the raiser. Another term for this is called “PAALAGA”.

Illustration:

C5 OWNERSHIP OF DAIRY ANIMALS
<p><i>With regards to ownership of these dairy animals, are these owned by/under _____?</i> <i>(Enter applicable code)</i></p>
<p>1-Dairy Farm 2-PCC Cooperative 3-NDA Cooperative 4-Non-PCC/NDA Coop./Assoc. 5-Contract Growing 6-Paiwi System</p>
(5)
<div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"> 1 </div>
<div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"> 1 </div>

Item C6– Purpose of Dairy Animals

What is the purpose of the dairy animals?

- 1 - For Milk Production Only**
- 2 – For Breeding Only**
- 3 – For Work Only**
- 4 - For Breeding and Milk Production**
- 5 - For Work and Milk Production**

The following are the description of each purpose:

1 - For Milk Production Only – animals in the farm are raised solely to produce milk intended to be bought by the cooperatives, sold to others, and consumed at home (exclusive of milk fed to calves).

2 – For Breeding Only – animals are raised to increase the purebred and crossbred stock and to propagate the animals with dairy blood. Only nucleus and multiplier farms are considered in this purpose.

Types of breeding farm:

Breeding Farm (Nucleus Farm) refers to a farm that is engaged in breeding animals with the purpose of producing purebred stock. Usually, a nucleus farm has great grandparent (GGP) and grandparent stock (GP).

Breeding Farm (Multiplier Farm) refers to a farm that is engaged in breeding animals with the purpose of producing crossbred animals. It maintains a crossbred grandparent stock (GP). An example of this type of breeding farm for carabao is in UP Los Baños.

3 – For Work Only – animals are used as draft. This only refers to animals with dairy bloodline.

4 – For Breeding and Milk Production—animals raised in breeding farms that are occasionally producing milk for sale, home consumption or processing.

5 – For Work and Milk Production— animals are used as draft and at the same time in the production of milk.

For each type of dairy animal in the farm, ask the purpose for which it is intended and enter the appropriate code on the space provided. Enter only one code for this item for each line.

If the answer to this item is either codes 1, 4 and 5, ask Items C7 to C10 and proceed to the next block. Otherwise, for codes 2 or 3, ask Items C7 and C8 and proceed to the next block.

Illustration:

C6 PURPOSE OF DAIRY ANIMALS	
What is the purpose of the dairy animal/s (Enter applicable code)	
1 - For Milk Production Only 2 - For Breeding Only 3 - For Work Only 4 - For Breeding and Milk Prod. 5 - For Work and Milk Prod.	
(6)	
1	
4	

Item C7 – Total Inventory

As of _____, how many dairy animals are there in the farm? (Please Indicate Date of Visit)

Ask the total inventory of dairy animals raised per animal type, breed, ownership, and purpose as of the date of visit and enter on the space provided.

Note: Inventory (Item C7) should be less than or equal to farm capacity (Item C1).

Illustration:

C7 TOTAL INVENTORY	
As of _____, how many dairy animals are there in the farm? (Please Indicate Date of Visit)	
(7)	
35	
20	

For Items C2 to C6, it is possible that the dairy animal is a combination of these items.

For example:

As of the date of visit, there are fifty (50) dairy carabaos in the farm. Of this, thirty (30) are purebreed Brazilian which is owned by the dairy farm and the purpose is for milk production only; and twenty (20) are purebreed Indian Murrah which is also owned by the dairy farm and the purpose is for breeding and milk production.

Illustration:

C2 TYPE OF DAIRY ANIMALS <i>What is/are the type/s of dairy animal/s being raised in the farm?</i> (Enter applicable code) 1 - Carabao 2 - Cattle 3 - Goat	C3 BREED OF THE DAIRY ANIMALS <i>What is/are the breed/s of dairy animal/s raised in the farm?</i> (Enter applicable code) 1 - Purebreed 2 - Crossbreed 3 - Upgraded 4 - Native	C4 SPECIFIC NAME OF BREED OF THE DAIRY ANIMALS <i>What is the specific name of breed/s of the dairy animal/s (Item C3)?</i> (Write in entry)	C5 OWNERSHIP OF DAIRY ANIMALS <i>With regards to ownership of these dairy animals, are these owned by/under _____?</i> (Enter applicable code) 1-Dairy Farm 2-PCC Cooperative 3-NDA Cooperative 4-Non-PCC/NDA Coop./Assoc. 5-Contract Growing 6-Paiwi System	C6 PURPOSE OF DAIRY ANIMALS <i>What is the purpose of the dairy animal/s</i> (Enter applicable code) 1 - For Milk Production Only 2 - For Breeding Only 3 - For Work Only 4 - For Breeding and Milk Prod. 5 - For Work and Milk Prod.
(2)	(3)	(4)	(5)	(6)
1	1	Brazilian	1	1
1	1	Indian Murrah	1	4

Item C8 – Female Breeder

As of _____, of the total number of dairy farms (Item C6) raised in the farm, how many is/are female breeder/s? (Please Mention Date of Visit)

Female Breeder refers to the adult female dairy animal that has given birth and has the capability to produce milk.

From the total inventory per dairy animal type, breed, ownership, and purpose, ask how many female breeders are there in the farm as of the date of visit.

Note: Number of female breeders (Item C8) should be less than or equal to Inventory (Item C7).

Illustration:

<p>C8 FEMALE BREEDER</p> <p>As of _____ , of the total number of dairy animals (item C7) raised in the farm, how many is/are female breeder/s ? (Please Indicate Date of Visit)</p>
(8)
30
18

Item C9 – Number of Animals on the Milk line

As of _____ , of the female breeder/s (Item C7), how many is/are on the milklane?
(Please Mention Date of Visit)

Animals on the Milk line – refers to the number of female breeders that are milking as of the date of visit.

Ask and indicate on the space provided the number of dairy animals on the milk line as of the date of visit.

Note: Number of animals on the milk line (Item C9) should be less than or equal to inventory of female breeders (Item C8)

Illustration:

<p>C9 NUMBER OF ANIMALS ON THE MILK LINE</p> <p>As of _____ , of the female breeder/s (item C8), how many is/are on the milklane? (Please Indicate Date of Visit)</p>
(9)
25
15

Item C10 – Average Milk Production Per Head Per Day

What is the average milk produced per head per day (in L) by the dairy animal/s listed in Item C9?

Ask the average milk produced per head per day during the lactation period of the animal/s on the milk line. Indicate the answer in liter and in two decimal places on the appropriate line number corresponding to the dairy animal type entered in column 2.

Note: If there is no reported animal on the milk line (Item C9), there should be no average milk production per head per day.

Illustration:

C10 AVERAGE MILK PRODUCTION PER HEAD PER DAY <i>What is the average milk produced per head per day (in L) by the dairy animal/s listed in item C9?</i>
(10)
<div style="display: flex; justify-content: space-around; font-size: 1.2em;"> 08.50 </div>
<div style="display: flex; justify-content: space-around; font-size: 1.2em;"> 07.00 </div>

6.3.4 Block D – REMARKS

This portion shall be used to record additional relevant information/situation related to the operation of the dairy farm gathered by the SR based on his/her observation and probing. Hired SRs may use local dialect for this portion, however, during manual editing of supervisors remarks shall be translated in English or Filipino.

Illustration:

D. REMARKS
<p>Write in this portion other relevant information that would support the data indicated in this form.</p> <p>With satellite farm in Bgy. Dizol, San Jose City, Nueva Ecija</p>

6.3.5 Block E – RESPONDENT'S INFORMATION

Item E1 – Name of Respondent

Write on the space provided the name of the person interviewed following the first name, last name format.

Item E2 – Designation of the Respondent

- 1– Owner
- 2 – Manager/Operator
- 3 – Spouse
- 4 – Son/daughter
- 5 – Bookkeeper/Accountant
- 6 – Others, specify _____

Ask the respondent what is his/her designation in the dairy farm. Check the small box corresponding to his/her answer. If code 6 – Others is the response, let the respondent specify his/her designation and write it on the space provided.


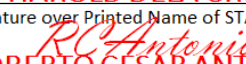
Illustration:

E. RESPONDENT'S INFORMATION	
E1 NAME OF RESPONDENT	ELY MISLAN <small>(LAST Name, FIRST Name)</small>
E2 DESIGNATION OF RESPONDENT <small>(Please check <input checked="" type="checkbox"/> the box)</small>	<input checked="" type="checkbox"/> 1 Owner/Operator <input type="checkbox"/> 4 Son/daughter <input type="checkbox"/> 2 Manager <input type="checkbox"/> 5 Bookkeeper/Accountant <input type="checkbox"/> 3 Spouse <input type="checkbox"/> 6 Others, specify _____

6.3.6 Block F – CERTIFICATION

After all items are accomplished and reviewed, the SR shall affix his/her printed name, signature and the date he/she collected the information. Similarly, the PSO Supervisor shall write down his/her printed name and signature after the necessary editing and verification of data is done and the date he/she completed this task on the space provided.

Illustration:

F. CERTIFICATION	
<i>I hereby certify that the data set forth were personally obtained/interviewed by me in accordance with the instructions given by the PSA.</i>	
 HAROLD DELA CRUZ Signature over Printed Name of STATISTICAL RESEARCHER	10/15/2016 DATE ACCOMPLISHED
 ROBERTO CESAR ANTONIO Signature over Printed Name of PSO SUPERVISOR	10/20/2016 DATE REVIEWED

6.4 SPECIFIC INSTRUCTIONS FOR LDF FORM 3-3a (MONITORING FORMS)

To keep track of the progress of the conduct of 2016 Listing of Dairy Farms (LDF) in the priority provinces, the LPSD designed two types of monitoring forms, i.e., **LDF Form 3a – Daily Monitoring Form** for SRs/DPs and **LDF Form 3 – Monitoring Form** for PSO Supervisors. Through this form, the LPSD can monitor the status and determine the percentage completion of the provinces involved in terms of enumeration, manual editing and data processing. The filled-out form shall indicate if the provinces are on schedule, behind schedule or ahead of schedule on the three (3) sub-activities mentioned. This form will also be a source of information for the LPSD whenever there may be issue/s that may arise during the major phases of the 2016 LDF activity. That way, the LPSD can recommend immediate resolution/s on how to address the issue/s.

6.4.1 How to Accomplish LDF Form 3

The LDF Form 3 has three blocks namely geographic identification, monitoring information and certification.

6.4.1.a Block A. – GEOGRAPHIC IDENTIFICATION

Write the Region and Province name on the spaces provided with its corresponding geographic code.

Illustration:

A. GEOGRAPHIC IDENTIFICATION			
REGION: CENTRAL LUZON	0	3	PROVINCE: NUEVA ECIJA
	4	9	

6.4.1.b Block B. – MONITORING INFORMATION

Column 1 – Date

This column shows the dates on when to submit the form to RSSO. Reporting is done periodically every two weeks except on the last week of November that ends the enumeration period. The reporting shall be on the following schedules:

25 October 2016
8 November 2016
22 November 2016
29 November 2016

For example, if the reporting period is 25 October 2016, the number of accomplishment to be reported should be from 10 October up to 21 October.

Columns 2 and 3

Monitoring of LDF has 4 dates of submission at the provincial level. Since the activity will cover the entire province, divide the total number of City/Municipality and Barangays by the number of submission. This will indicate the expected number of City/Municipality and Barangays that will be enumerated within the period.

Illustration:

Date	EXPECTED NUMBER OF...	
	City/ Municipality	Barangay
(1)	(2)	(3)
25-Oct-16	8	212
08-Nov-16	8	212

Columns 4-7 are columns to fill-out for the status of enumeration.

Column 4 and 5 – Number of enumerated City/Municipality and Barangays

Write the actual number of City/Municipality and Barangay enumerated within the reporting period.

Illustration:

NUMBER OF ENUMERATED...	
City/ Municipality	Barangay
(4)	(5)
7	200
9	224

Columns 6 and 7 – Number of Operational Farms...

Column 6 - Simply write the number of enumerated operational farms from the 2015 list.

Column 7 - Write the number of new operational farms enumerated for the period of 2016 LDF activity.

Illustration:

NUMBER OF OPERATIONAL FARMS...	
on the 2015 list	newly listed on 2016
(6)	(7)
854	234
765	259

Columns 8 and 9 are columns to fill-out for the status of manual editing.

Columns 8 and 9– Write the number of edited and reviewed LDF Form 1 and Form 2 for each specific reporting date.

Illustration:

FIELD EDITING	
NUMBER OF LDF FORMS EDITED/REVIEWED	
LDF FORM 1	LDF FORM 2
(8)	(9)
7	200
9	224

Columns 10-11 are columns to fill-out for the status of data processing.

Column 10 and 11 – Write the number of encoded LDF Form 1 and Form 2 for each specific reporting date.

Illustration:

DATA PROCESSING	
NUMBER OF FORMS ENCODED	
LDF FORM 1	LDF FORM 2
(10)	(11)
7	150
9	274

Column 12 - Inside the Remarks column, indicate if there are remaining farms that are not yet enumerated, edited and encoded to monitor the LDF activities. Indicate also any issues encountered during the field operations.

Illustration:

Remarks
(12)
1 City/Municipality and 12 Barangays remainings (For enumeration) 50 Form 2 remainings (For encoding)
Done

6.4.2 How to Accomplish LDF Form 3a

The LDF Form 3a has three blocks namely geographic identification, monitoring information and certification.

6.4.2.a Block A. – GEOGRAPHIC IDENTIFICATION

Write the Region and Province name on the space provided with its corresponding geographic code.

Illustration:

A. GEOGRAPHIC IDENTIFICATION			
REGION: CENTRAL LUZON	0	3	PROVINCE: NUEVA ECIIJA
			4 9

6.4.2.b Block B. – MONITORING INFORMATION**Column 1 – Date**

Write the dates when the enumeration was done. This should be accomplished daily by the SRs and DPs using the format DD-Month-YY. The submission of these forms is discussed in Chapter 5.2.2.

Illustration:

Date
(1)
17-Oct-16
18-Oct-16
19-Oct-16
20-Oct-16
21-Oct-16

Columns 2 and 3

Write the date when the enumeration was done. One line corresponds to the output per day of the SRs and DPs. Divide the total number of City/Municipality and Barangays by the number of submission. This will indicate the expected number of City/Municipality and Barangays that will be enumerated within the period.

Illustration:

EXPECTED NUMBER OF...	
City/ Municipality	Barangay
(2)	(3)
0	5
0	5
0	5
0	5
1	5

Columns 4-7 are columns to fill-out for the status of enumeration.

Column 4 and 5 – Number of enumerated City/Municipality and Barangays

Write the actual number of City/Municipality and Barangay enumerated in a day.

Illustration:

NUMBER OF ENUMERATED...	
City/ Municipality	Barangay
(4)	(5)
0	4
0	5
0	10
0	3
1	3

Column 6 and 7 – Number of Operational Farms...

Column 6 - Simply write the number of enumerated operational farms from the 2015 list.

Column 7 - Write the number of new operational farms enumerated for the period of 2016 LDF activity.

Illustration:

NUMBER OF OPERATIONAL FARMS...	
on the 2015 list	newly listed on 2016
(6)	(7)
15	5
20	5
22	3
20	0
18	7

Columns 8-9 are columns to fill-out for the status of data processing

Columns 8-9– Write the number of encoded LDF Form 1 and Form 2 for each specific reporting date.

Illustration:

DATA PROCESSING	
NUMBER OF FORMS ENCODED	
LDF FORM 1	LDF FORM 2
(8)	(9)
0	0
0	0
19	70
3	20
3	18

Columns 10 - Inside the Remarks column, indicate if there are remaining farms that are not yet enumerated and encoded to monitor the LDF activities. Indicate also any issue encountered during the field operations.

Illustration:

REMARKS
(10)
No Processing of Forms
No Processing of Forms
All Form 1 and Form 2 (Processed)
All Form 1 and Form 2 (Processed)
All Form 1 and Form 2 (Processed)

6.5 SPECIFIC INSTRUCTIONS FOR LDF FORMS 6 and 6a (LDF CITIES/MUNICIPALITIES/BARANGAYS)

LDF Form 6 and 6a will be used to generate list of cities/municipalities/barangays with dairy farms. This form shall be administered during the Identification of Barangays with Dairy Farms using KI Approach at the provincial and city/municipal level as discussed in Chapter 5.2.1.

For Blocks A and B, information is already supplied. A soft copy containing the list of cities/municipalities and barangays shall be sent by LPSD to the RSSOs and PSOs.

For Block C, for each of the cities/municipalities/barangay listed in the form, determine whether there is presence of dairy farms or none. Check the appropriate code in column 3.

After all items are accomplished and reviewed, the PSO staff shall affix his/her printed name, signature and the date he/she collected the information. Similarly, the PSO shall write down his/her printed name and signature after the necessary verification of data is done and the date he/she completed this task on the space provided.

Illustration:

Filled-out LDF Form 6

A. REGION AND PROVINCE IDENTIFICATIONS					
1. REGION		CENTRAL LUZON		0 3	
2. PROVINCE		NUEVA ECIJA		4 9	
LINE NO.	B. CITY/MUNICIPALITY IDENTIFICATION		C. PRESENCE OF DAIRY FARM (Check Box)		LINE NO.
	1. CODE	2. CITY/MUNICIPALITY NAME			
(1)			(3)		
1	0 1	ALIAGA	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	1
2	0 2	BONGABON	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	2
3	0 3	CABANATUAN CITY	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	3
4	0 4	CABIAO	<input type="checkbox"/> 1 With Dairy Farm	<input checked="" type="checkbox"/> 2 Without Dairy Farm	4
5	0 5	CARRANGLAN	<input type="checkbox"/> 1 With Dairy Farm	<input checked="" type="checkbox"/> 2 Without Dairy Farm	5
6	0 6	CUYAPO	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	6
7	0 7	GABALDON	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	7
8	0 8	CITY OF GAPAN	<input type="checkbox"/> 1 With Dairy Farm	<input checked="" type="checkbox"/> 2 Without Dairy Farm	8
9	0 9	GENERAL MAMERTO NATIVIDAD	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	9

Filled-out LDF Form 6A

A. REGION, PROVINCE AND CITY/MUNICIPALITY IDENTIFICATIONS					
1. REGION		CENTRAL LUZON		0 3	
2. PROVINCE		NUEVA ECIJA		4 9	
				3. CITY/MUNICIPALITY	
				ALIAGA	
				0 1	
LINE NO.	B. BARANGAY IDENTIFICATION		C. PRESENCE OF DAIRY FARM (Check Box)		LINE NO.
	1. CODE	2. BARANGAY NAME			
	(1)	(2)	(3)		
1	0 0 3	BETES	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	1
2	0 0 4	BIBICLAT	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	2
3	0 0 5	BUCOT	<input type="checkbox"/> 1 With Dairy Farm	<input checked="" type="checkbox"/> 2 Without Dairy Farm	3
4	0 1 0	LA PURISIMA	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	4
5	0 1 5	MAGSAYSAY	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	5
6	0 1 6	MACABUCOD	<input checked="" type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	6

CHAPTER 7

MANUAL EDITING OF LDF FORMS

This chapter contains instructions on how to manually edit the accomplished 2016 LDF forms. This activity will be done upon submission of LDF forms to the **field supervisors**.

Manual editing consists of checking for completeness, consistency and legibility of entries reported in the LDF forms.

7.1 GENERAL INSTRUCTIONS

1. Use pencil in manual editing
2. Entries should be legibly written and printed in capital letters.
3. If a data item is blank (or has multiple entries for those with code boxes) and the correct entry cannot be ascertained from the other characteristics within the questionnaire, verify from the farm.
4. Ensure that the instructions in accomplishing the forms as discussed in Chapter 6 are strictly followed.
5. Do not erase any entry supplied by the respondent. If there are changes or corrections, line out the original entry and write the correction above it or on the space nearest it.
6. After manual editing, the supervisor must fill-in the space above "Reviewed by" portion of LDF Form 1 and 2. He or she should print his name, affix his signature, and indicate the date when he or she reviewed the questionnaire.
7. The data must have a predefined coding format, check if there are typing errors on the coding of each classification of the data items
8. Refer to the Philippine Standard Geographic Code (PSGC) in coding each of the farm's address.

7.2 SPECIFIC INSTRUCTION

7.2.1 LDF FORM 1 – LIST OF DAIRY FARMS

Sheet _ of _ Sheets

For barangays with more than 15 dairy farms listed, check the number of sheets indicated at the uppermost left portion of LDF Form 1. This should be sheet 1 of _ sheets depending on the number of farms listed in the barangay. So if the number of dairy farms is 30, this should be Sheet 1 of 2 sheets, and so on.

7.2.1.a Block A – Geographic Identification

Ensure that the codes used are consistent with names of the region, province, municipality and barangays written and compare this to the PSGC as of June 30, 2016.

7.2.1.b Block B – Dairy Farm Identification

B1 Dairy Farm Serial Number

Check the serial number assigned for each dairy farm. This should be unique within the barangay. Dairy farm serial number starts from 1 to n depending on the number of dairy farms present in the barangay as of the date of visit.

B2 Name of Dairy Farm

Ensure that the dairy farm name is consistent with what is indicated in Item B1 (Name of Dairy Farm) of LDF form 2.

7.2.1.c Block C – Farm Status

Ensure that there is an answer to this item. There should only be one status checked. There should be a corresponding LDF Form 2 for each dairy farm with code 1 (Operational).

7.2.1.d Block D – Certification

Ensure that all items required are filled-out.

7.2.2 LDF FORM 2 – DAIRY FARM QUESTIONNAIRE

7.2.2.a Block A – Geographic Identification

Sheet _ of _ Sheets

For dairy farms with more than 5 possible combination of answers in Item C2 to Item C10, check for the number of sheets used. This should be more than 1 sheet. This should be sheet 1 of n sheets depending on the number of possible combination of answers in the said items.

Region, Province, City/Municipality and Barangay

Check if the region, province, city/municipality and barangay code is consistent with the PSGC.

7.2.2.b Block B– Dairy Farm Identification

B1 – Name of Dairy Farm

Ensure that the name is written legibly. This must be consistent with what is indicated in Item B2 (Name of Dairy Farm) of LDF Form 1.

B2 – Dairy Farm Serial Number

Dairy Farm Serial Number (DFSN) must be consistent with what is indicated in Item B1 (Dairy Farm Serial Number) of LDF Form 1. The DFSN must be unique within the barangay. This should start from 1 to n depending on the number of dairy farms present in the barangay as of the date of visit. For cases of skipped or duplicated serial numbers, PSO supervisors shall re-number the newly-listed dairy farms.

B3 – Address of Dairy Farm

The address indicated must be where the dairy farm is located. The specific number street/sitio/purok must be indicated on the space provided.

B4 – Contact Information

Ensure that there is an entry in this item.

B5 – Name of Owner/Operator

Ensure that the name is written legibly.

B6 – Legal Status of the Dairy Farm

Ensure that only one box has a check mark. If the answer to this item is code 4 (Cooperatives), the answer in Item B8 (Is the owner/operator a member of a cooperative?) should be code 1 (Yes).

B7 - Office Address

Check if the province, city/municipality and barangay code is consistent with the PSGC.

B8 – Is the owner/operator a member of a cooperative?

Ensure that only one box has a check mark. If the answer to this item is code 1 (Yes), there should be an answer to Item B9 – B10.d. Also, if the answer in Item B6 (Legal Status of the Dairy Farm) is code 4 (Cooperative), code 1 (Yes) should be selected.

B9 - Name of Cooperative

This must have an entry if the answer the Item B8 is code 1 (Yes). Ensure that the name of cooperative is written legibly.

B10.a-B10.d - Address of Cooperative

This must have an entry if the answer the Item B8 is code 1 (Yes). Check if the province, city/municipality and barangay code is consistent with the PSGC.

B11 – Does the dairy farm has a Mother Company?

Ensure that only one box has a check mark. If the answer to this item is code 1 (Yes), there should be an answer to Item B12 – B13.d.

B12- Name of Mother Company

This must have an entry if the answer in Item B11 is code 1 (Yes). Ensure that the name of mother company is written legibly.

B13.a-B13.d- Address of Mother Company

This must have an entry if the answer in Item B11 is code 1 (Yes). Check if the province, city/municipality and barangay code is consistent with the PSGC.

B14 – Is the dairy farm engaged in “Paiwi”?

Ensure that only one box has a check mark. If the answer to this item is code 1 (Yes), there should be an answer to Item B15 (Who granted “paiwi” of the dairy animals?).

B15 –Who granted “Paiwi” of the Dairy Animals?

This must have an entry if the answer in Item B14 is code 1 (Yes). Ensure that the name of who granted “paiwi” of the dairy animals is written legibly. Validate if the person indicated in this item is the lessor/owner of the dairy animal/s.

B16 – Did the dairy farm receive any assistance from PCC and/or NDA?

Ensure that only one box has a check mark. If the answer to this item is code 1 (Yes), there should be an answer to Item B17 (What assistance did you receive from PCC and/or NDA?).

B17 – What assistance did you receive from PCC and/or NDA?

This must have an entry if the answer in Item B16 is code 1 (Yes). Ensure that the specific assistance received from PCC and/or NDA is written legibly. If the dairy farm received assistance from PCC, it must have at least one carabao in the dairy farm. Likewise, if the dairy farm received assistance from NDA, it must have at least one dairy cattle or goat.

7.2.2.c Block C – Dairy Farm Characteristics**C1 - Farm Capacity**

Blank or no answer on the space provided is not acceptable. This should be greater than or equal to the sum of the Total Inventory in column 7. For cases with no entry, verify from the dairy farm.

For Item C2 to C10, check the specific details of possible combinations and relationships of the answers for these items.

C2- Type of Dairy Animals

Ensure that only one code is entered for each row.

C3 -Breed of the Dairy Animals

Ensure that only one code is entered for each row. Make sure that the indicated breed of the dairy animals for this item **match** with the type of dairy animals entered in column 2. Code 3 (Upgraded) is only applicable to cattle and goat.

C4-Specific Name of Breed of the Dairy Animals

Ensure that the name of breed of the dairy animal is written legibly. The indicated breed of the dairy animal for this item should **match** with the type of dairy animals entered in column 2. **Refer to the Matrix of Breed of Dairy Animals provided.**

Take Note of the following:

For code 1 (Purebreed) – only one name of breed must be indicated per row
For code 2 (Crossbreed) – indicate two names of purebreed per row
For Code 3 (Upgraded) –indicate the name of native and the name of purebreed/s per row
For Code 4 (Native) – indicate the name of the native

C5 -Ownership of the Dairy Animal

Ensure that only one code is entered for each row. Take note of the relationship of this item to ItemsB8, B11 and B14.

Check if the answer to this item is:

- a. Code 2, 3 or 4 - the answer in Item B8 must be code 1 (Yes);
- b. Code 5 – the answer in Item B11 must be code 1 (Yes); and
- c. Code 6 - the answer in Item B14 must be code 1 (Yes).

C6 -Purpose of Dairy Animals

Ensure that only one code is entered for each row, otherwise, verify from the farm. If the answer to this item in a row is either code 2 (For Breeding Only) or code 3 (For Work Only), there should be no answer in Items C9 (Number of Animals on the Milk line) and C10 (Average Milk Production Per Head Per Day).

C7 -Total Inventory

Ensure that total inventory is less than or equal to item C1 (Farm Capacity). Check also the sum of all rows for this item. This must be less than or equal to item C1 (Farm capacity).

C8 -Female Breeder

Ensure that number of female breeder is less than or equal to item C7 (Total Inventory).

C9 -Number of Animals on the Milk line

Ensure that number of animals on the milk line is less than or equal to item C8 (Female Breeder).

C10 - Average Milk Production Per Head Per Day

This must be filled out if there are animals on the milk line indicated in item C9. Otherwise, no average milk production should be reported here. Check the number of decimal places. This must be in two decimal points.

7.2.2.d Block D – Remarks

Ensure the information indicated in this block is written legibly. If the information written in the remarks portion is in local dialect, PSO supervisors shall translate this to English or Filipino.

7.2.2.e Block E – Respondent's Information

Ensure that the name of the respondent is written legibly and at least one box is marked in the classification of respondent. If the sixth box was checked, indicate the specific designation of the respondent, otherwise, verify from the farm.

7.2.2.e Block F – Certification

Ensure that all items required are filled-out.

APPENDICES

LDF Form 1 Legal Authority: Republic Act 10625 known as the Philippine Statistical Act of 2013. Confidentiality: Section 26 of RA 10625 and Article 55 of the Implementing Rules and Regulations of RA 10625 states that all data furnished by a respondent to statistical inquiries, survey and censuses of the PSA shall be considered privileged communication and as such shall be inadmissible as evidence in any proceeding. The PSA may release aggregated information from statistical inquiries, survey and censuses in the form of summaries or statistical tables in which no reference to an individual, corporation, association, partnership, institution or business enterprise shall appear.		 REPUBLIC OF THE PHILIPPINES PHILIPPINE STATISTICS AUTHORITY PHILIPPINE CARABAO CENTER 2016 LISTING OF DAIRY FARMS (LDF) LIST OF DAIRY FARMS		PSA Approval Number: PSA - 1636 - 01 Expires on: 21 September 2017	
A. GEOGRAPHIC IDENTIFICATION					
SHEET OF SHEETS		A1 REGION CENTRAL LUZON 03 A2 PROVINCE NUEVA ECIJA 49		A3 CITY/MUNICIPALITY MUÑOZ 17 A4 BARANGAY CATALANACAN 006	
LINE NO.	B. DAIRY FARM IDENTIFICATION				LINE NO.
	B1 DAIRY FARM SERIAL NUMBER	B2 NAME OF DAIRY FARM (Registered Name/Last Name, First Name)		C. FARM STATUS (Check Box)	
	(1)	(2)		(3)	
1	001	MISLAN DAIRY FARM		<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed <input type="checkbox"/> 3 Permanently Closed	
2	002	ARVIN MARQUEZ		<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed <input type="checkbox"/> 3 Permanently Closed	
3	003	ALVIN PRIETO		<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed <input type="checkbox"/> 3 Permanently Closed	
4	004	ARTEMIO VERO		<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed <input type="checkbox"/> 3 Permanently Closed	
5	005	CARMELITA EVANGELISTA		<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed <input type="checkbox"/> 3 Permanently Closed	
----- LIST NEW FARMS BELOW AND ASSIGN SERIAL NUMBER FOLLOWING THE LAST SERIAL NUMBER ABOVE -----					
6				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
7				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
8				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
9				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
10				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
11				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
12				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
13				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
14				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
15				<input type="checkbox"/> 1 Operational <input type="checkbox"/> 2 Temporarily Closed	
D. CERTIFICATION					
<i>I hereby certify that the data set in this listing sheet were personally obtained/interviewed by me in accordance with the instructions given by the PSA.</i>					
Signature over Printed Name of STATISTICAL RESEARCHER		DATE ACCOMPLISHED		Signature over Printed Name of PSO SUPERVISOR	
_____		_____		DATE REVIEWED	

LDF Form 1 Legal Authority: Republic Act 10625 known as the Philippine Statistical Act of 2013. Confidentiality: Section 26 of RA 10625 and Article 55 of the Implementing Rules and Regulations of RA 10625 states that all data furnished by a respondent to statistical inquiries, survey and censuses of the PSA shall be considered privileged communication and as such shall be inadmissible as evidence in any proceeding. The PSA may release aggregated information from statistical inquiries, survey and censuses in the form of summaries or statistical tables in which no reference to an individual, corporation, association, partnership, institution or business enterprise shall appear.		REPUBLIC OF THE PHILIPPINES PHILIPPINE STATISTICS AUTHORITY PHILIPPINE CARABAO CENTER 2016 LISTING OF DAIRY FARMS (LDF) LIST OF DAIRY FARMS		PSA Approval Number: PSA - 1636 - 01 Expires on: 21 September 2017		
A. GEOGRAPHIC IDENTIFICATION						
SHEET OF SHEETS		A1 REGION A2 PROVINCE 		A3 CITY/MUNICIPALITY A4 BARANGAY 		
LINE NO.	B. DAIRY FARM IDENTIFICATION			C. FARM STATUS		LINE NO.
	B1 DAIRY FARM SERIAL NUMBER	B2 NAME OF DAIRY FARM (Registered Name/Last Name, First Name)		(Check Box)		
	(1)	(2)		(3)		
1				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	1
2				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	2
3				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	3
4				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	4
5				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	5
6				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	6
7				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	7
8				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	8
9				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	9
10				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	10
11				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	11
12				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	12
13				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	13
14				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	14
15				<input type="checkbox"/> 1 Operational	<input type="checkbox"/> 2 Temporarily Closed	15
D. CERTIFICATION						
<i>I hereby certify that the data set in this listing sheet were personally obtained/interviewed by me in accordance with the instructions given by the PSA.</i>						
Signature over Printed Name of STATISTICAL RESEARCHER		DATE ACCOMPLISHED		Signature over Printed Name of PSO SUPERVISOR		DATE REVIEWED

LDF Form 2 Legal Authority: Republic Act 10625 known as the Philippine Statistical Act of 2013. Confidentiality: Section 26 of RA 10625 and Article 55 of the Implementing Rules and Regulations of RA 10625 states that all data furnished by a respondent to statistical inquiries, survey and censuses of the PSA shall be considered privileged communication and as such shall be inadmissible as evidence in any proceeding. The PSA may release aggregated information from statistical inquiries, survey and censuses in the form of summaries or statistical tables in which no reference to an individual, corporation, association, partnership, institution or business enterprise shall appear.		 REPUBLIC OF THE PHILIPPINES PHILIPPINE STATISTICS AUTHORITY PHILIPPINE CARABAO CENTER 2016 LISTING OF DAIRY FARMS (LDF) DAIRY FARM QUESTIONNAIRE		PSA Approval Number: PSA - 1636 - 02 Expires on: 21 September 2017							
A. GEOGRAPHIC IDENTIFICATION											
SHEET OF SHEETS		A1 REGION 		A2 PROVINCE 							
		A3 CITY/MUNICIPALITY 		A4 BARANGAY 							
B. DAIRY FARM IDENTIFICATION											
B1 NAME OF DAIRY FARM _____ <small>(Registered Name/Last Name) (First Name)</small> B2 DAIRY FARM SERIAL NUMBER B3 ADDRESS OF DAIRY FARM _____ <small>(No. Street/Sitio/Purok)</small> B4 CONTACT INFORMATION _____ <small>(Mobile/Telephone Number) (E-mail Address)</small> B5 NAME OF OWNER/OPERATOR _____ <small>(Last Name) (First Name)</small> B6 LEGAL STATUS OF THE DAIRY FARM (Check applicable box) <input type="checkbox"/> 1 Individual Proprietorship <input type="checkbox"/> 4 Cooperatives <input type="checkbox"/> 7 Others, specify _____ <input type="checkbox"/> 2 Partnership <input type="checkbox"/> 5 Other Private Institutions <input type="checkbox"/> 3 Corporation <input type="checkbox"/> 6 Government Corp./Inst.		B7 OFFICE ADDRESS OF DAIRY FARM a. PROVINCE b. CITY/MUNICIPALITY c. BARANGAY d. NO. STREET/SITIO/PUROK B8 IS THE OWNER/OPERATOR A MEMBER OF A COOPERATIVE? <input type="checkbox"/> 1 Yes <input type="checkbox"/> 2 No, Go to Item 11 <small>(Check applicable box)</small> B9 NAME OF COOPERATIVE _____ B10 ADDRESS OF COOPERATIVE a. PROVINCE b. CITY/MUNICIPALITY c. BARANGAY d. NO. STREET/SITIO/PUROK 		B11 DOES THE DAIRY FARM HAS A MOTHER COMPANY? <input type="checkbox"/> 1 Yes <input type="checkbox"/> 2 None, Go to Item 14 <small>(Check applicable box)</small> B12 NAME OF MOTHER COMPANY _____ B13 ADDRESS OF MOTHER COMPANY a. PROVINCE b. CITY/MUNICIPALITY c. BARANGAY d. NO. STREET/SITIO/PUROK B14 IS THE DAIRY FARM ENGAGED IN "PAIWI"? <input type="checkbox"/> 1 Yes <input type="checkbox"/> 2 No, Go to Item 16 B15 WHO GRANTED "PAIWI" OF THE DAIRY ANIMALS? _____ B16 DID THE DAIRY FARM RECEIVE ANY ASSISTANCE FROM PCC AND/OR NDA? <input type="checkbox"/> 1 Yes <input type="checkbox"/> 2 No, Go to Block C B17 WHAT ASSISTANCE DID YOU RECEIVE FROM PCC AND/OR NDA? PCC _____ NDA _____							
C. DAIRY FARM CHARACTERISTICS											
L I N E N U M B E R	C1 FARM CAPACITY What is the maximum number of dairy animals (farm capacity in heads) that can be raised in the farm? _____ (1)	C2 TYPE OF DAIRY ANIMALS What is/are the type/s of dairy animal/s being raised in the farm? (Enter applicable code) 1 - Carabao 2 - Cattle 3 - Goat (2)	C3 BREED OF THE DAIRY ANIMALS What is/are the breed/s of dairy animal/s raised in the farm? (Enter applicable code) 1 - Purebreed 2 - Crossbreed 3 - Upgraded 4 - Native (3)	C4 SPECIFIC NAME OF BREED OF THE DAIRY ANIMALS What is the specific name of breed/s of the dairy animal/s (Item C3)? (Write in entry) _____ (4)	C5 OWNERSHIP OF DAIRY ANIMALS With regards to ownership of these dairy animals, are these owned by/under _____? (Enter applicable code) 1-Dairy Farm 2-PCC Cooperative 3-NDA Cooperative 4-Non-PCC/NDA Coop./Assoc. 5-Contract Growing 6-Paiwi System (5)	C6 PURPOSE OF DAIRY ANIMALS What is the purpose of the dairy animal/s (Enter applicable code) 1 - For Milk Production Only 2 - For Breeding Only 3 - For Work Only 4 - For Breeding and Milk Prod. 5 - For Work and Milk Prod. (6)	C7 TOTAL INVENTORY As of _____, how many dairy animals are there in the farm? (Please Indicate Date of Visit) _____ (7)	C8 FEMALE BREEDER As of _____, of the total number of dairy animals (Item C7) raised in the farm, how many is/are female breeder/s? (Please Indicate Date of Visit) _____ (8)	C9 NUMBER OF ANIMALS ON THE MILK LINE As of _____, of the female breeder/s (Item C8), how many is/are on the milkline? (Please Indicate Date of Visit) _____ (9)	C10 AVERAGE MILK PRODUCTION PER HEAD PER DAY What is the average milk produced per head per day (in L) by the dairy animal/s listed in item C9? _____ (10)	L I N E N U M B E R
1											1
2											2
3											3
4											4
5											5
D. REMARKS		E. RESPONDENT'S INFORMATION				F. CERTIFICATION					
Write in this portion other relevant information that would support the data indicated in this form.		E1 NAME OF RESPONDENT _____ <small>(LAST Name, FIRST Name)</small> E2 DESIGNATION OF RESPONDENT (Please check <input checked="" type="checkbox"/> the box) <input type="checkbox"/> 1 Owner/Operator <input type="checkbox"/> 4 Son/daughter <input type="checkbox"/> 2 Manager <input type="checkbox"/> 5 Bookkeeper/Accountant <input type="checkbox"/> 3 Spouse <input type="checkbox"/> 6 Others, specify _____				I hereby certify that the data set forth were personally obtained/interviewed by me in accordance with the instructions given by the PSA. _____ Signature over Printed Name of STATISTICAL RESEARCHER DATE ACCOMPLISHED _____ Signature over Printed Name of PSO SUPERVISOR DATE REVIEWED					

LDF FORM 3



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
PHILIPPINE CARABAO CENTER



2016 LISTING OF DAIRY FARMS (LDF) IN SELECTED PROVINCES

MONITORING FORM

A. GEOGRAPHIC IDENTIFICATION

REGION: _____

PROVINCE: _____

B. MONITORING INFORMATION

Date	EXPECTED NUMBER OF...		ENUMERATION				FIELD EDITING		DATA PROCESSING		Remarks
			NUMBER OF ENUMERATED...		NUMBER OF OPERATIONAL FARMS...		NUMBER OF LDF FORMS EDITED/REVIEWED		NUMBER OF FORMS ENCODED		
	City/ Municipality	Barangay	City/ Municipality	Barangay	on the 2015 list	newly listed on 2016	LDF FORM 1	LDF FORM 2	LDF FORM 1	LDF FORM 2	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
25-Oct-16											
08-Nov-16											
22-Nov-16											
29-Nov-16											
TOTAL											

C. CERTIFICATION

I hereby certify that the information indicated in this form is true and in accordance with the instructions given by the PSA.

PREPARED BY:

NOTED BY:

Name and Signature of PSO SUPERVISOR

Name and Signature of PROVINCIAL STATISTICS OFFICER

Date Accomplished

Date Reviewed

*This form shall be submitted to RSSOs twice a month based on the date indicated above.

LDF FORM 3A



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
PHILIPPINE CARABAO CENTER



2016 LISTING OF DAIRY FARMS (LDF) IN SELECTED PROVINCES

DAILY MONITORING FORM

A. GEOGRAPHIC IDENTIFICATION

REGION: _____

PROVINCE: _____

SHEET

OF

SHEETS

B. MONITORING INFORMATION

Date	EXPECTED NUMBER OF...		ENUMERATION				DATA PROCESSING		REMARKS
			NUMBER OF ENUMERATED...		NUMBER OF OPERATIONAL FARMS...		NUMBER OF FORMS ENCODED		
	City/ Municipality	Barangay	City/ Municipality	Barangay	on the 2015 list	newly listed on 2016	LDF FORM 1	LDF FORM 2	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

C. CERTIFICATION

I hereby certify that the information indicated in this form is true and in accordance with the instructions given by the PSA.

PREPARED BY:

NOTED BY:

Name and Signature of STATISTICAL RESEARCHER/DATA PROCESSOR

Name and signature of PSO SUPERVISOR

Date Accomplished

Date Reviewed

* This form shall be accomplished daily and shall be submitted every Monday from the start of enumeration period onwards



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
PHILIPPINE CARABAO CENTER



2016 Listing of Dairy Farms in Selected Provinces

(Province Name)

LDF Form 4
Narrative Report

I. TRAINING

- A. Date and Place/Venue of Training
- B. Number of Participants
- C. Training Issues

II. FIELD OPERATION

A. ENUMERATION

ITEMS	
No. of farms covered	
Operational	
Temporarily Closed	
Permanently Closed	
Mandays Spent	
No. of Personnel Involved	
Regular Staff	
SRs	
Remarks	

B. FIELD EDITING

ITEMS	
No. of forms manually edited	
LDF Form 1	
LDF Form 2	
Mandays Spent	
No. of Personnel Involved	
Regular Staff	
SRs	
Remarks	

C. DATA PROCESSING

ITEMS	
No. of farms processed	
LDF Form 1	
LDF Form 2	
Mandays Spent	
No. of Personnel Involved	
Regular Staff	
SRs	
Remarks	

III. RECOMMENDATIONS

IV. PHOTO GALLERY

Prepared by:

Noted by:



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
PHILIPPINE CARABAO CENTER



2016 Listing of Dairy Farms in Selected Provinces

Date: _____

LDF Form 5
Appointment Slip

Dear Sir/Madam:

We would like to express our gratitude for accommodating us in our first visit in your dairy farm. However, you are not available for interview as of this time. Please allow us to have an appointment with you or your representative on your most convenient date and time not later than _____.

DATE: _____ TIME: _____

You may call us at telephone number _____ or email addresses at _____ for assistance or clarification.



Thank you very much.

Very truly yours,

Noted:

(Name and Designation)

Provincial Statistics Officer

FORM 6 LDF Form 6	 Republic of the Philippines Philippine Statistics Authority Philippine Carabao Center		2016 LISTING OF DAIRY FARMS (LDF) IN SELECTED PROVINCES LIST OF LDF CITIES/MUNICIPALITIES
A. REGION AND PROVINCE IDENTIFICATIONS			
1. REGION 		2. PROVINCE 	
		SHEET OF SHEETS	
LINE NO.	B. CITY/MUNICIPALITY IDENTIFICATION		C. PRESENCE OF DAIRY FARM <i>(Check Box)</i>
	1. CODE	2. CITY/MUNICIPALITY NAME	
	(1)		(3)
1	<div style="border: 1px solid black; width: 30px; height: 20px;"></div>		<input type="checkbox"/> 1 With Dairy Farm <input type="checkbox"/> 2 Without Dairy Farm
2	<div style="border: 1px solid black; width: 30px; height: 20px;"></div>		<input type="checkbox"/> 1 With Dairy Farm <input type="checkbox"/> 2 Without Dairy Farm
3	<div style="border: 1px solid black; width: 30px; height: 20px;"></div>		<input type="checkbox"/> 1 With Dairy Farm <input type="checkbox"/> 2 Without Dairy Farm
4	<div style="border: 1px solid black; width: 30px; height: 20px;"></div>		<input type="checkbox"/> 1 With Dairy Farm <input type="checkbox"/> 2 Without Dairy Farm
5	<div style="border: 1px solid black; width: 30px; height: 20px;"></div>		<input type="checkbox"/> 1 With Dairy Farm <input type="checkbox"/> 2 Without Dairy Farm
6	<div style="border: 1px solid black; width: 30px; height: 20px;"></div>		<input type="checkbox"/> 1 With Dairy Farm <input type="checkbox"/> 2 Without Dairy Farm
7	<div style="border: 1px solid black; width: 30px; height: 20px;"></div>		<input type="checkbox"/> 1 With Dairy Farm <input type="checkbox"/> 2 Without Dairy Farm
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D. CERTIFICATION			
I hereby certify that the information indicated in this form is true and in accordance with the instructions given by the PSA.			
_____ Signature over Printed Name of PSO SUPERVISOR		_____ DATE ACCOMPLISHED	
_____ Signature over Printed Name of PROVINCIAL STATISTICS OFFICER		_____ DATE REVIEWED	

LDF Form 6A


 Republic of the Philippines
 Philippine Statistics Authority
 Philippine Carabao Center


2016 LISTING OF DAIRY FARMS (LDF) IN SELECTED PROVINCES

LIST OF LDF BARANGAYS

A. REGION, PROVINCE AND CITY/MUNICIPALITY IDENTIFICATIONS

 1. REGION 3. CITY/MUNICIPALITY
 2. PROVINCE SHEET OF SHEETS

LINE NO.	B. BARANGAY IDENTIFICATION		C. PRESENCE OF DAIRY FARM (Check Box)		LINE NO.
	1. CODE	2. BARANGAY NAME			
	(1)	(2)	(3)		
1	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	1
2	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	2
3	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	3
4	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	4
5	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	5
6	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	6
7	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	7
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12	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	12
13	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	13
14	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	14
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23	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	23
24	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	24
25	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	25
26	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	26
27	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	27
28	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	28
29	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	29
30	<input type="text"/>		<input type="checkbox"/> 1 With Dairy Farm	<input type="checkbox"/> 2 Without Dairy Farm	30

D. CERTIFICATION

I hereby certify that the information indicated in this form is true and in accordance with the instructions given by the PSA.

Signature over Printed Name of PSO SUPERVISOR

DATE ACCOMPLISHED

Signature over Printed Name of PROVINCIAL STATISTICS OFFICER

DATE REVIEWED

LDF FORM 7

2016 Listing of Dairy Farms (LDF) in Selected Provinces (Bundle Cover)

Region

--	--

Province

--	--

City/Municipality

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LDF Form 6a (Check box)

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Line Number	Barangay Name	Number of	
		LDF Form 1	LDF Form 2
1			
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REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
PHILIPPINE CARABAO CENTER



Date: _____

LDF Form 8
Cover Letter

Dear Sir/Madam:

The Philippine Statistics Authority (PSA), in coordination with Philippine Carabao Center (PCC) and National Dairy Authority (NDA), is currently conducting the 2016 Listing of Dairy Farms (LDF) in selected provinces, in order to construct a comprehensive list of dairy farms. It shall also undertake a survey of farms that received assistance from the government. The data generated from the listing and survey shall provide government with information on milk production in the country. It will also help institutions, either public or private, in making comprehensive and sound policies for the improvement of dairy industry in our country.

We have trained Statistical Researchers (SRs) in the locality to conduct the interview using a structured questionnaire. We have also conducted a discussion with Key Informants wherein your barangay has been listed as one of the barangays where dairying exists.

As such, kindly allow us to ask basic questions about your dairy farm. The survey questionnaire shall cover the dairy farm identification and its characteristics. Rest assured that all the data that will be provided in this undertaking will be held strictly confidential as stipulated in Section 26 of Republic Act No. 10625.

Thank you for your cooperation and support for the 2016 Listing of Dairy Farms.

Sincerely,

LISA GRACE S. BERSALES, Ph. D
National Statistician and Civil Registrar General
Philippine Statistics Authority

Noted by:

(Barangay Chairman/Official)



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
PHILIPPINE CARABAO CENTER



Matrix of Breed of Dairy Animals

Animal Type	Purebreed
Carabao	Bulgarian Murrah
	Indian Murrah
	Italian Mediterranean buffalo
	Thai buffalo
	Surti
Cattle	Holstein Friesian
	Sahiwal
	Brown Swiss
	Tharparkar
	Red Sindhi
	Jersey
	Aussie Red
	Kiwi Cows
Goat	Jumna Pari
	Oberhasli
	La Mancha
	Alpine
	Anglo-Nubians
	Toggenburg
	Saanen

List of PCC and NDA-Assisted Cooperative			
National Dairy Authority-Assisted Farms/Cooperatives as of May 2016			
Dairy Farm/Cooperative	Province	City/Municipality	Barangay
Marilao Dairy Cooperative	Bulacan	Marilao	Loma De Gato
Upig ARC Dairy Cooperative	Bulacan	San Ildefonso	Upig
Arcadio de Belen (DMF/SMH)	Bulacan	San Ildefonso	Upig
Kababaihang Barangay ng San Miguel (KABASAM)	Bulacan	San Miguel	Balite
Bulacan Dairy Multi-Purpose Cooperative	Bulacan	Sta. Maria	Balasing
Sta. Maria Dairy Farmers Multi-purpose Cooperative (reported in cattle farm - DMF)	Bulacan	Sta. Maria , Marilao, Pandi, San Jose Del Monte City	Pulong Buhangin
DMF-Bernardo De Pandi Dairy Farmer	Bulacan	Pandi	San Roque
DMF-Jess-Nor Food Products And Meat Dealer	Bulacan	Sta. Maria	Brgy. Caypombo
ARB Livestock and Dairy Farm	Bulacan	San Jose Del Monte City	Tungkong Mangga
Luzon Dairy Cooperative	Bulacan	San Jose Del Monte City	Gaya-gaya
Marshall Poultry Farm	Bulacan	Angat	Brgy. Yantok
SALIKNETA	Bulacan	San Jose Del Monte City	Upper Ciudad
J-Boy Cattle and Dairy Farm	Bulacan	Sta. Maria	Brgy. Caypombo
Bienvenido Rara	Bulacan	Pandi	Bunsuran
Ricardo Bulatao	Bulacan	Pandi	Bunsuran
Noel Yero	Bulacan	San Rafael	Sampaloc
Mario Seminiano	Bulacan	Meycauayan	Bahaypare
Cagayan State University	Cagayan	Tuguegarao City	Caritan
Malaya Development Cooperative	Isabela	Mallig	Maligaya
Isabela State University	Isabela	Echague	San Fabian
The Romam Catholic Bishop of Ilagan c/o Sis Camille Marasigan	Isabela	Ilagan	Gamu
Noel Pablo	Isabela	Burgos	Raniag
Melchor Lorenzo	Isabela	Cabatuan	Madalena

Dairy Farm/Cooperative	Province	City/Municipality	Barangay
HIP-Namnama Dairy Association	Isabela	Quezon	Santos
Daguio's Buying Station	Isabela	Estrella	San Mateo
Cagayan Valley Maunlad Cattle & Dairy Coop.	Isabela	San Antonio	San Mateo
HIP-Mangga Dairy Assoc.	Isabela	Quezon	Mangga
HIP-Alunan Dairy Farmers Assoc.	Isabela	Quezon	Alunan
Roxas Isabela Tobacco Farmers Credit Cooperative	Isabela	Roxas	Sinamar
CAVADECO	Isabela	Reina Mercedes	NappaccuPequeño
San Juan Dairy Farmers Assoc.	Isabela	Quezon	San Juan
Dairy Farmers Assoc. Of Barucboc	Isabela	Quezon	Barcoboc
Edwin Respicio	Isabela	San Mateo	San Antonio
Noel Baquiran	Isabela	Tumauini	San Mateo
Dairy Multipurpose Cooperative	Isabela	Cabagan	Union
Joaquin Ramos	Isabela	Roxas	Sinamar
QUEDAFCO	Isabela	Quezon	Abut
Talavera Dairy Cooperative	Nueva Ecija	Talavera	Poblacion
Camp J Farms (Vicente "Bong" Cuevas)	Nueva Ecija	Palayan City	Atate
Alberto's Farm (Marissa Alberto)	Nueva Ecija	Munoz	Maragol
Arsenio Ganayo	Nueva Ecija	Lupao	Sto. Niño

Philippine Carabao Center – Assisted Cooperatives as of July 2016		
Dairy Cooperative	Province	City/Municipality
Cagayan Federation Of Dairy Cooperative	Cagayan	Tuguegarao City
Dairy Associations of Malalatan	Cagayan	Amulung
Bacring Dairy Farmers Association	Cagayan	Amulung
Bayabat Carabao Owners Dairy Association	Cagayan	Amulung
Massical Dairy Farmers Association	Cagayan	Amulung
Affusing Daga Carabao Owners Dairy Association	Cagayan	Amulung
Assasi Credit Cooperative	Cagayan	Baggao
Bangad Farmers MPC	Cagayan	Kalinga Apayao
San Antonio Dairy Carabao Raisers Association	Cagayan	Lallo
Yam Wah Incorporated	Cagayan	Penablanca
Bical Baliuag,Agrarian Reform Beneficiaries Cooperative	Cagayan	Penaplanca
Kabarangay Multipurpose Cooperative	Cagayan	Piat
Andarayan North & South Crossbred Buffalo Owners Dairy Association	Cagayan	Solana
Bauan West Carabao Owners Dairy Association	Cagayan	Solana
Cattaran Crossbred Owners Dairy Association	Cagayan	Solana
Dassun Dairy Carabao Producers and Livestock Association	Cagayan	Solana
Maguirig Carabao Owners Dairy Association	Cagayan	Solana
Sampaguita Livestock Producer Dairy Association	Cagayan	Solana
General Balao Multi Purpose Cooperative	Cagayan	Solana
Cagayan Valley Development Cooperative	Cagayan	Solana
Integrated Farmers Cooperative	Cagayan	Tuguegarao City
Rang-ay ti Pussian MPC	Cagayan	Alcala
Tamban Carabo Owners Dairy association	Cagayan	Alcala
Timpuyog Dagiti Nabaligi Nga Mannalon Association	Cagayan	Amulung
Western Amulung Farmer Irrigators Cooperative	Cagayan	Amulung
Sta. Cruz Multipurpose Cooperative Inc.	Cagayan	Pamplona
Dassun Dairy Carabao Producers and Livestock Association	Cagayan	Solana
Bacunot Producers Cooperative	Cagayan	Baggao

Dairy Cooperative	Province	City/Municipality
Piat Dairy Cooperative	Cagayan	Centro Piat
Bangag Carabao Owners Dairy Association	Cagayan	Solana
Dairy Multi Purpose Cooperative	Isabela	San Pablo
Dappig Crossbred Owners Dairy association	Isabela	San Agustin
Dabubu Grande Crossbred Owners Dairy Association	Isabela	San Agustin
Mapalad Crossbred Owners Dairy Association	Isabela	San Agustin
Masaya Sur Crossbred Owners Dairy Association	Isabela	San Agustin
Palacian Crossbred Owners Dairy Association	Isabela	San Agustin
Quimalabasa Norte Crossbred Dairy Owners Association	Isabela	San Agustin
Salay Dairy Association	Isabela	San Agustin
San Antonio Crossbred Owners Dairy Association	Isabela	San Agustin
Santos Crossbred Carabao Owners Dairy Association	Isabela	San Agustin
Sinaoangan Sur Crossbred Owners Dairy Association	Isabela	San Agustin
Sinaoangan Norte Crossbred Owners Dairy Association	Isabela	San Agustin
Sto Nino Crossbred Owners Dairy Association	Isabela	San Agustin
Virgoneza Dairy association	Isabela	San Agustin
San Agustin Dairy Association Cooperative	Isabela	San Agustin
Isabela Cattle Raisers Multipurpose Cooperative	Isabela	Cordon
Rosario Dairy Raisers Association	Batangas	Rosario
Cambaol Multi-Purpose Cooperative	Bohol	Alicia
Cayacay Dairy Breeder's Association	Bohol	Alicia
Katipunan Farmers And Escaya Credit Cooperative	Bohol	Alicia
Progreso Womens And Workers Multi-Purpose Cooperative	Bohol	Alicia
Untaga Multi-Purpose Cooperative	Bohol	Alicia
Tamboan Farmers Multi-Purpose Cooperative	Bohol	Carmen
Village Dairy Farmer's Association	Bohol	Dagohoy
Inabanga Small Coconut Farmers Multi-Purpose Cooperative	Bohol	Inabanga
Lamac Multi-Purpose Cooperative	Bohol	Liloan
Aguipo Buffalo Dairy Breeders Association	Bohol	Mabini

Dairy Cooperative	Province	City/Municipality
Cabidian Dairy Breeder's Association	Bohol	Mabini
Mabini Dairy Breeder's Association	Bohol	Mabini
San Isidro Dairy Buffalo Breeders Association	Bohol	Mabini
San Jose Dairy Breeders Association	Bohol	Mabini
San Roque Dairy Breeder's Association	Bohol	Mabini
San Roque Lungsoddaan Mabini Fishermen And Farmers Multi-Purpose Cooperative	Bohol	Mabini
Carlos P. Garcia Livestock Producers Cooperative	Bohol	Pre. Carlos P Garcia
Bugang Dairy Breeders Association	Bohol	San Miguel
Corazon Dairy Farmers Association	Bohol	San Miguel
San Miguel Multi-Purpose Cooperative	Bohol	San Miguel
Trinidad Culinary Arts Association (Tricaa)	Bohol	Trinidad
Biabas Ubay Dairy Association	Bohol	Ubay
Bohol Dairy Producer's Association	Bohol	Ubay
Bongbong Dairy Breeder's Association	Bohol	Ubay
Gabi Carabao Raiser's Association	Bohol	Ubay
Gov. Boyles Carabao Raiser's Association	Bohol	Ubay
Humayhumay Dairy Breeders Association	Bohol	Ubay
Katarungan Small Coconut Farmers Multi-Purpose Cooperaive	Bohol	Ubay
Riceland Paradise Multi-Purpose Cooperative	Bohol	Ubay
San Pascual Dairy Breeder's Association	Bohol	Ubay
Ubay North Eastern Buffalo Dairy Breeders Association	Bohol	Ubay
Ubay Northwestern Buffalo Dairy Breeders Association	Bohol	Ubay
Union Dairy Breeder's Association	Bohol	Ubay
P.M.C.(Pinagbarilan, Matangtubig, Calantipay) Dairy Farmers of Baliuag	Bulacan	Baliuag
San Roque Dairy Farmers Association	Bulacan	Baliuag
Pulilan Milk Producers Asso.	Bulacan	Pulilan
Palapala Dairy Farmers Coop	Bulacan	San Ildefonso
Sumandig Farmers Association	Bulacan	San Ildefonso
Sapang Putik Carabao Owners Asso.	Bulacan	San Ildefonso

Dairy Cooperative	Province	City/Municipality
San Ildefonso Farmers Asso.	Bulacan	San Ildefonso
Malibay Aggressive Multi-Purpose Cooperative	Bulacan	San Miguel
Sta. Lucia San Miguel Bulacan Farmers Association	Bulacan	San Miguel
Lambakin Agricultural Mktg. Coop	Bulacan	San Miguel
Labne Producers Coop	Bulacan	San Miguel
Kapitbayan Farmers Asso. Inc.	Bulacan	San Miguel
Allied Christian Agrarian Reform Cooperative	Bulacan	San Miguel
Malibay Crossbred Owners Asso.	Bulacan	San Miguel
Sta. Lucia SMB Farmers Asso.	Bulacan	San Miguel
Diliman 1 MPCI	Bulacan	San Rafael
Maronquillo MPCI	Bulacan	San Rafael
Sta Maria Dairy Coop	Bulacan	Santa Maria
Agarao Project	Laguna	Lumban/Sta. Cruz
Magdalena Dairy Raisers Association	Laguna	Magdalena
New PAGSANTA Producers Cooperative	Laguna	Pagsanjan
Carabao Raisers Dairy Cooperative	Laguna	Sta. Cruz
Bibiclat Dairy Producers Cooperative	Nueva Ecija	Aliaga
Samahan ng Sta. Monica para sa Likas Kayang Pag-Unlad Credit Cooperative	Nueva Ecija	Aliaga
Bongabon Group	Nueva Ecija	Bongabon
Caudillo Prutas at Gulay Producer Cooperative	Nueva Ecija	Cabanatuan City
Bagong Pag-asa ng Magsasaka Multi Purpose Cooperative	Nueva Ecija	Cabiao
Gabay sa Bagong Pag-asa ng Bungo	Nueva Ecija	Gapan City
Parcutella Multi-Purpose Cooperative	Nueva Ecija	Gapan City
Buklod Producers Cooperative	Nueva Ecija	Gen. Natividad
Kabulihan First Producers Cooperative	Nueva Ecija	Gen. Natividad
Kalipunang Pangkaunlaran ng Agrikultura sa Gen. M. Natividad Primary Producers Cooperative (KAPAGENA)	Nueva Ecija	General Natividad
Nag-iisang Masikap Primary Multi Purpose Cooperative	Nueva Ecija	General Natividad

Dairy Cooperative	Province	City/Municipality
Kaisang Lakas Laban sa Kahirapan Producers Cooperative (KALAHIL)	Nueva Ecija	General Tinio
Ayos Lomboy Dairy Cooperative	Nueva Ecija	Guimba
Guiset Organic Farmers Credit Cooperative	Nueva Ecija	Guimba
Lakas Magsasaka Multi Purpose Cooperative	Nueva Ecija	Guimba
Riverside Livestock & Poultry Farm Inc.	Nueva Ecija	Guimba
San Rafael Multi Purpose Cooperative	Nueva Ecija	Guimba
Kaisa para sa Demokrasya at Repormang Pang-economiya Development Cooperative (KADRE)	Nueva Ecija	Laur
Licab Dairy Producers Cooperative	Nueva Ecija	Licab
Bosque Primary Multi-purpose Cooperative	Nueva Ecija	Llanera
Casile Dairy Cooperative	Nueva Ecija	Llanera
Kapitbahayan sa A Mabini Producers Cooperative	Nueva Ecija	Llanera
Punla Multi Purpose Cooperative	Nueva Ecija	Llanera
San Vicente Dairy Producers Cooperative	Nueva Ecija	Llanera
Simula ng Panibagong Bukas Multi Purpose Cooperative (SIPBU)	Nueva Ecija	Llanera
Carabao Based Development Foundation, Inc.	Nueva Ecija	Lupao
PAO Producers Cooperative	Nueva Ecija	Lupao
Parista Barangay Defense System Multi Purpose Cooperative	Nueva Ecija	Lupao
Peñaranda Dairy Product Cooperative	Nueva Ecija	Peñaranda
Labong Dairy Cooperative	Nueva Ecija	Quezon
San Manuel Dairy Cooperative	Nueva Ecija	Quezon
Aglipay Producers Cooperative	Nueva Ecija	Rizal
Agpapa Irrigators Credit Cooperative	Nueva Ecija	Rizal
Rizal West Credit & Allied Services Cooperative Incorporated (CASCI)	Nueva Ecija	Rizal
San Jose Tarlac Group	Nueva Ecija	San Jose
Brotherskeeper Multi Purpose Cooperative	Nueva Ecija	San Jose City
Eastern Primary Multi Purpose Cooperative	Nueva Ecija	San Jose City
Kalasag Farmers Producers Cooperative	Nueva Ecija	San Jose City
Carabao Association of Barangay San Juan	Nueva Ecija	San Jose City

Dairy Cooperative	Province	City/Municipality
Labne Farmers Group	Nueva Ecija	Muñoz
Manuel Group	Nueva Ecija	Muñoz
Angat Buhay Producers Cooperative	Nueva Ecija	Muñoz
Cabisuculan Dairy Cooperative	Nueva Ecija	Muñoz
Catalanacan Multi-Purpose Cooperative	Nueva Ecija	Muñoz
Licaong Dairy Producers Cooperative	Nueva Ecija	Muñoz
United Farmers Producers Cooperative (UFPC)	Nueva Ecija	Muñoz
Maliolio Dairy Carabao Association	Nueva Ecija	Sta. Rosa
San Pedro Maliolio Berang (SMB) Livestock Producers Cooperative	Nueva Ecija	Sta. Rosa
Golden Harvest Dairy Association	Nueva Ecija	Sto. Domingo
Greenleaves Credit Cooperative	Nueva Ecija	Sto. Domingo
Pulong Buli Primary Multi Purpose Cooperative	Nueva Ecija	Sto. Domingo
Bagong Pag-asa sa Bagong Talavera PMPC	Nueva Ecija	Talavera
Collado Dairy Producers Cooperative	Nueva Ecija	Talavera
Dimasalang Sur Dairy Cooperative	Nueva Ecija	Talavera
Makabagong Kooperatiba ng Bantug PMPC	Nueva Ecija	Talavera
New Mabuhay Primary Multi Purpose Cooperative	Nueva Ecija	Talavera
New Mamandil Dairy Cooperative	Nueva Ecija	Talavera
Premium DPC	Nueva Ecija	Talavera
Cinense Dairy Producers Cooperative	Nueva Ecija	Talugtug
Sunbeam Multi Purpose Cooperative	Nueva Ecija	Talugtug