

2014 Costs and Returns Survey of Cassava Production

Rationale

Most of the statistical activities of the Bureau require computerized data processing system. This would facilitate quick generation of the data tables which are necessary in the preparation of technical report.

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

- Data encoding/capture
- Data review/cleaning of micro-data files
- Data tables generation

Objectives

This data processing manual aims to provide the users, Provincial Processing Officers (PPO), with detailed instructions on how to use the customized data processing system for the 2014 Costs and Returns Survey of Cassava Production. Specifically, this manual aims to present the procedures for the data encoding activity, data review and cleaning of the micro-data files and generation of data tables in order to guide the intended users of this data processing system.

The Application Software

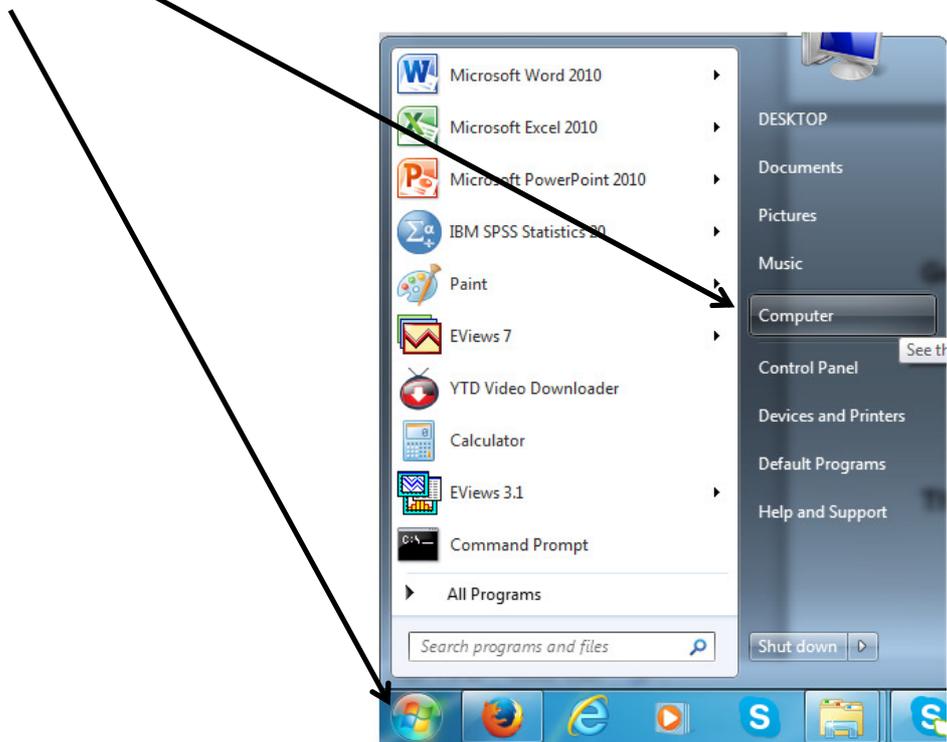
The data processing system for the 2014 CRS Cassava is developed using Microsoft Excel. **Microsoft Excel** is a spreadsheet application developed by Microsoft for Microsoft Windows. Microsoft Excel has the basic features of all spreadsheets using a grid of *cells* arranged in numbered *rows* and letter-named *columns* to organize data manipulations like arithmetic operations. It has different functions designed to answer statistical needs. It has a programming aspect, *Visual Basic for Applications*, allowing the user to employ a wide variety of numerical methods, for example, for solving mathematical and statistical equations. It is very helpful for doing calculation, graphing, tabulations (e.g. pivot tables) and a macro programming.

General Instructions:

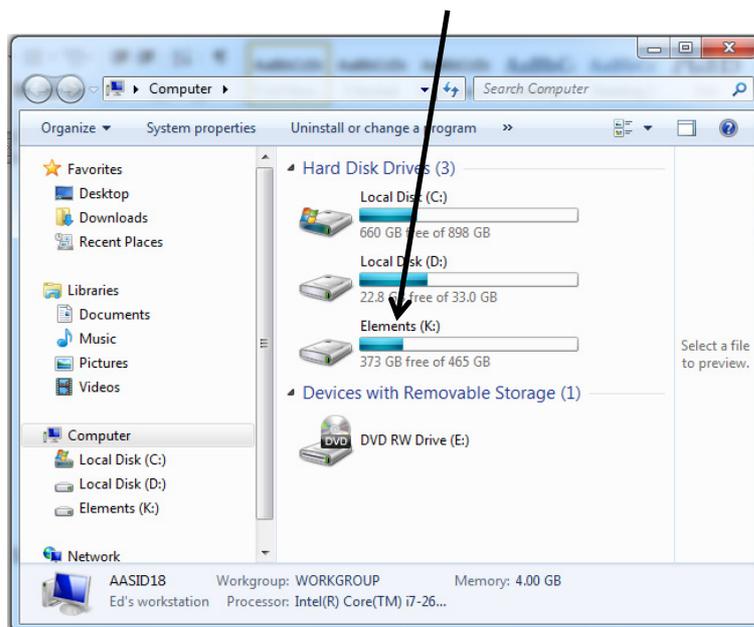
1. Make sure that all questionnaires are duly accomplished.
 - a. Complete - no missing entries across all blocks of questionnaire.
 - b. Accurate - comparable with existing data checks, within the range, correct formulas.
 - c. Consistent - use of correct codes (especially for “Others”) and met all consistency measures provided in the field editing manual.
2. Sort / arrange the questionnaires by barangay and by municipality and assign the sample ID or serial number (SN01 to SN75).
3. Encode the data from Block A to Block N of each sample/questionnaire. Enter the data as it is indicated in the questionnaire. Refer to specific encoding instructions for each Block.
 - a. Correction or erroneous entries should be done only upon completion of encoding on the 75 samples.
 - b. On each block, there are items not spelled out in the questionnaire, specify the verbatim answer on the space (cell) provided. If there is no answer or the answer in the questionnaire is “NONE”, leave the cell blank. **Do not encode the word “NONE”.**
4. After encoding all the data for the 75 samples, open the file ***CRS_Cassava_Flat_File*** and paste in ***CRS_Cassava_Flatfile_with_Tables***.
5. Review all errors (if any) in the ***CRS_Cassava_Flatfile_with_Tables*** and re-encode the correct data.
6. After all errors are corrected. Submit the copy to the lead unit. It is assumed that the file is cleaned / free of error by this time.
7. Clean data file shall be submitted to the AASID.

Getting Started

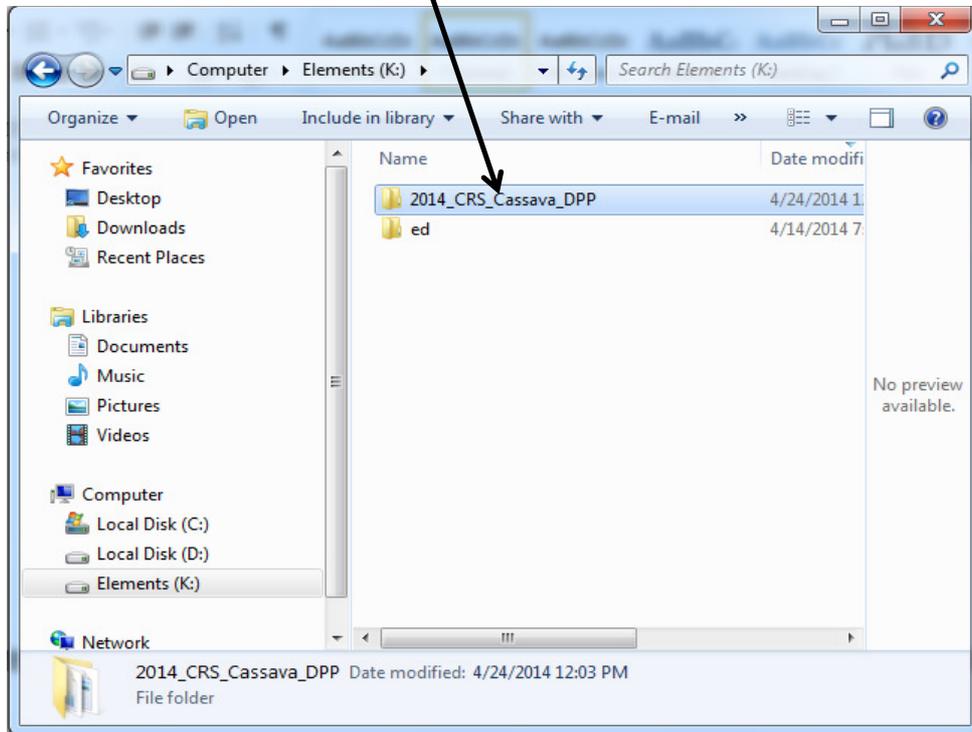
1. Copy the data processing system files
 - Click Start, Computer,



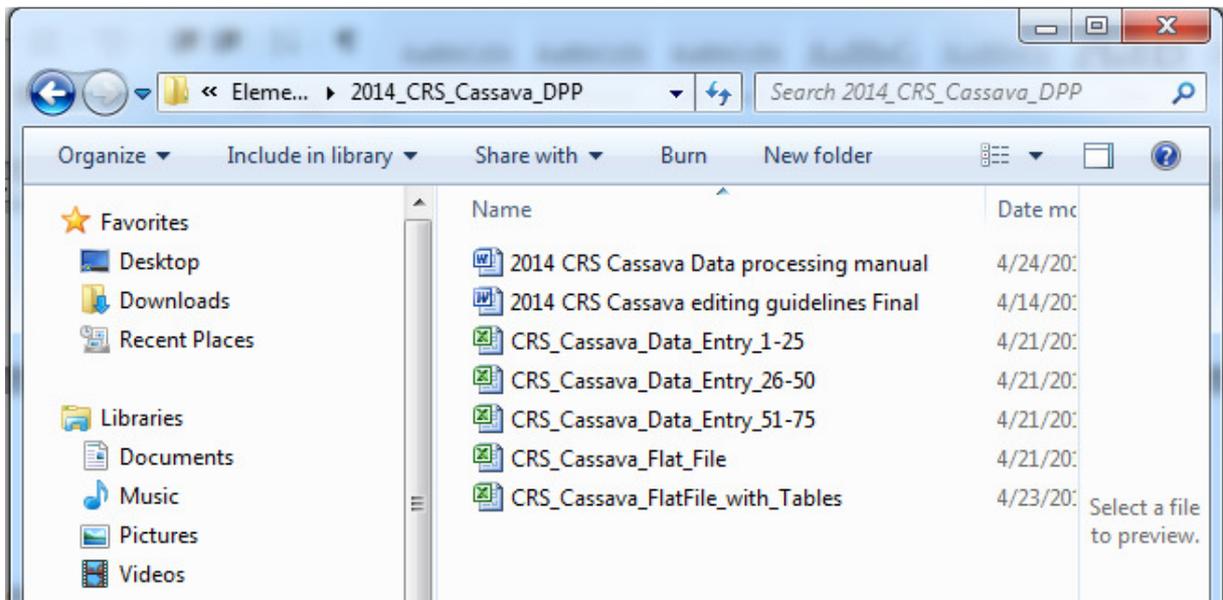
Select the drive where the files are located (e.g. Element K:)



2. Copy the folder **2014_CRS_Cassava_DPP** to desktop or USB



The folder contains the following files:



File Name	Description
 2014 CRS Cassava Data processing manual	Contains the detailed instructions and procedures on how to use the data processing system
 2014 CRS Cassava editing guidelines Final	Contains the detailed editing instructions
 CRS_Cassava_Data_Entry_1-25	Data entry template for samples 1 to 25
 CRS_Cassava_Data_Entry_26-50	Data entry template for samples 26 to 50
 CRS_Cassava_Data_Entry_51-75	Data entry template for samples 51 to 75
 CRS_Cassava_Flat_File	Contains all records in flat file format
 CRS_Cassava_FlatFile_with_Tables	Working file for data review and data cleaning. Data tables are automatically generated.

The Data Entry Files

Open the following files:

 CRS_Cassava_Data_Entry_1-25	Data entry program for samples 1 to 25
 CRS_Cassava_Data_Entry_26-50	Data entry program for samples 26 to 50
 CRS_Cassava_Data_Entry_51-75	Data entry program for samples 51 to 75

Content of CRS_Cassava_Data_Entry_1-25

- a. This file contains the template where the data correspond to the samples (SN01 to SN25) shall be inputted.
- b. Each worksheet contains the pages of the questionnaire where the data (Block A to Block N) shall be encoded.

Illustration 1 The Data Entry Template

Do not Copy Paste / Cut and Paste

Each sheet correspond to the sample farmer (for this file sample 1-25)

- Cells that are **colored white** are open for data entry.
- Cells that are **colored green** are locked.
- **Grey- colored** are cells with built-in formulas that automatically compute required values.

Block A

A. GEOGRAPHIC INFORMATION		
1. Region:	CALABARZON	4
2. Province:	BATANGAS	10
3. City/Municipality:	BATANGAS CITY	5
4. Barangay:	BANABA CENTER	6

01

- Enter the QC number as it appears on the questionnaire. It should be consistent with worksheet number which corresponds to sample number.

- **Items 1 & 2** - encode the name of region and province and the corresponding codes. These items are linked in other sheets (sample 2 to 75), hence, no need for inputting in the next sheet.
- **Items 3 & 4** - encode the name of City/Municipality and Barangay and the corresponding codes.

Illustration 2

Sample of data entry for Block A

A. GEOGRAPHIC INFORMATION		
1. Region:	CALABARZON	4
2. Province:	BATANGAS	10
3. City/Municipality:	BATANGAS CITY	5
4. Barangay:	BANABA CENTER	6

Block B

Illustration 3 Sample of data entry for Block B

B. SAMPLE IDENTIFICATION		
1. Name of sample farmer/operator:	<input type="text" value="FLORENTINO ARANAS"/>	<input type="text" value="1"/>
2. Age (as of last birthday):	<input type="text" value="57"/>	years old
3. Sex (<i>encircle code</i>): 1 - Male 2 - Female		<input type="text" value="1"/>
4. Level of education completed:	<input type="text" value="ELEMENTARY GRADUATE"/>	<input type="text" value="2"/>
5. Main occupation:	<input type="text" value="CASSAVA FARMER"/>	<input type="text" value="611"/>
<i>(gainful work or activity that provides the major source of income)</i>		
6. Number of years engaged in cassava farming (as operator):		<input type="text" value="30"/>
7. Name of respondent:	<input type="text" value="FLORENTINO ARANAS"/>	
8. Respondent's classification (<i>encircle code</i>):	<input type="text" value="1"/>	
1 - Household head and farm operator 2 - Farm operator other than household head 3 - Household head but not farm operator 4 - Other knowledgeable household member		
9. Contact number:	<input type="text" value="9392148344"/>	

- **Item 1** - encode the name of sample farmer/operator (Last Name, First Name) and household number.
- **Item 2** - encode the age as of last birthday.
- **Item 3** - input the sex code: 1 or 2 only (this is the encircled number in the questionnaire).

- **Item 4** - encode the level of education completed (text and code = 1 to 10).

Highest Educational Attainment	
Code	Item
01	Elementary level
02	Elementary Graduate
03	High School Level
04	High School Graduate
05	College Level

Highest Educational Attainment	
Code	Item
06	College Graduate
07	Post-graduate
08	Vocational
09	Pre-school
10	No Schooling

- **Item 5** - encode the main occupation (text and code); Code for Main Occupation should be consistent with PSOC.

Main Occupation	
Code	Item
100	Government Officials, Special-Interest Organizations, Corporate Executives, Managers Managing Proprietors And Supervisors
200	Professionals
300	Technicians and Associate Professionals
400	Clerks
500	Service/Shop/Market Sales Workers
611	Field Crop Farmers
612	Orchard Farmers
613	Ornamental and Other Plant Growers

Main Occupation	
Code	Item
621	Livestock and Dairy Farmers
622	Poultry Farmers
629	Other animal Raisers
630	Forestry and related workers
640	Aquaculture Farmer
641	Fishermen (Capture Fishing)
700	Crafts and Related Trades Workers
800	Plant/Machine Operators and Assemblers
900	Laborers and Unskilled Workers
10	Special Occupations

- **Item 6** - encode the number of years engaged in cassava farming
- **Item 7** - encode the name of respondent (Last Name, First Name).
- **Item 8** – encode respondent classification. This is the encircled number in the questionnaire.
- **Item 9** - encode the contact number.

Block C

Illustration 3 Sample of data entry for Block C

3.1 Parcel (Encircle the focus parcel *)		3.2 Physical Area (indicate the physical area in hectare)
1	1.5000	
2	0.5000	
3	0.2000	
4		
5		
6		
7		
8		
9		
10		
Total Area	2.2000	
Focus Parcel No.	2	
Focus Area:	0.5000	

1. How many farm parcels did you operate?

2. What was the total physical area? ha.

3. Of the total farm parcels, how many were planted to cassava?

For focus parcel only:

4. What is the tenurial status?

5. What is the usual cropping pattern?

6. What was the area planted? ha.

7. What was the area harvested? ha.

8. What month was it planted?

9. What month was it harvested?

10. What was the variety of cassava planted?

11. What is/are the use/s of the variety planted?
 1 - Food 2 - Non-food 3 - Feeds

12. Who/What was/were the source/s of planting materials?
 1 - DA/RFU
 2 - LGU
 3 - Cooperative
 4 - Co-Farmer
 5 - Own produced
 6 - Others (specify):

- **Item 1** - encode the total number of farm parcels operated by the sample farmer/operator.
- **Item 2** - enter the total physical area.
- **Item 3** - enter the total number of parcels planted to cassava.
- **Item 3.2** - input the physical area of the parcel planted to cassava.
 - **Total Area** – (Gray colored cell) no need for data entry
 - **Focus Parcel No.** - encode the focus parcel. This is the encircled parcel number in the questionnaire (in Item 3.1)
 - **Focus Area** – (Gray colored cell) area appear automatically when focus parcel number was inputted.

- **Item 4** - encode the tenure status of the focus parcel (text and code = 1 to 8).

Tenurial Status	
Code	Item
01	Fully owned
02	Tenanted
03	Leased/Rented
04	Amortized
05	Rent-free
06	Owner-like possession
07	CLT/CLOA
08	Others (specify)

- **Item 5** - encode the cropping pattern (text and number of cropping)
- **Item 6** - encode the area planted.
- **Item 7** - encode the area harvested.
- **Items 8 & 9** - encode the month of planting and harvesting (text and code).

Month Planted/Harvested			
Code	Item	Code	Item
01	January	07	July
02	February	08	August
03	March	09	September
04	April	10	October
05	May	11	November
06	June	12	December

- **Item 10** - encode the variety of cassava (verbatim).
- **Item 11** - input the main use of the variety planted (encircled number/code).
- **Item 12** - input the code for the source/s of planting materials (code = 1 to 6). For code 6, other source of planting materials should be specified on the space provided.

Block D

- Encode data by item or in horizontal manner.
- Encode the investment items owned and used/utilized in the focus parcel by the sample farmer/operator in cassava production.
- **Column 1** - Listed in this column are farm investments

Illustration 4

Item 1. – Farm land owned
Item 2. – Work animals

Item 3.03 - Other farm buildings and other structures

Input code **303** here

Input the verbatim answer

D. FARM INVESTMENTS	
Item	
1. Farm land owned (hectare)	
2. Work animals	
2.01 Carabao	
2.02 Cattle	
2.03 Horse	
3. Farm buildings and other structures	
3.01 Farm house	
3.02 Warehouse/storage	
3.03 Others (specify):	

For data that are separated by slash (/), use also this space to encode the data.

Example, there are two farm house acquired in different years

Encode code (**301**) here and **farm house** here

Illustration 5

Item 4. Farm machinery and transport facilities

For item **4.06** For **Other farm machineries and transport facilities**, follow the same instructions as in **3.03 Other farm buildings and other structures**

D. FARM INVESTMENTS		
Item		
4. Farm machinery and transport facilities		
4.01 Two-wheel tractor		
4.02 Four-wheel tractor		
4.03 Irrigation pump		
4.04 Farm vehicles		
4.05 Trailer/cart		
4.06 Others (specify):		

Illustration 6

Item 5. Farm tools and implements

For item **5.16** For **Other farm tools and implements**, follow the same instructions as in **3.03 Other farm buildings and other structures**

Item		
5. Farm tools and implements		
5.10 Spading fork (tinidor)		
5.11 Post hole digger (panghukay)		
5.12 Yoke (singkaw)		
5.13 Rake (kalaykay)		
5.14 Weighing Scale (timbangan)		
5.15 Crates		
5.16 Others (specify):		

Columns 3 to 13 - encode the data consistent with the mode of acquisition.

Illustration 8

E. MATERIAL INPUTS (used in the focus parcel)						
Item	What was the mode of acquisition? (enter code/s)	If purchased and discounted, what was the discount rate?	How many units were used/ applied?	What was the name of local unit?	If solid input, what was the weight of one local unit in kilogram?	
1. Planting Materials (seed pieces/cuttings)	2.1		3750.00	pcs		
				pcs		
				pcs		

Item 1 – encode the data for planting material in column 2 to column 13.

Item 2 - organic fertilizer

Illustration 9

E. MATERIAL INPUTS (used in the focus parcel)						
Item	What was the mode of acquisition? (enter code/s)	If purchased and discounted, what was the discount rate?	How many units were used/ applied?	What was the name of local unit?		
2. Organic Fertilizer						
Specify product name	N	P	K			

Input code 200 here, the product name here, and N-P-K content here

Item 3 - Inorganic fertilizer

Illustration 10

E. MATERIAL INPUTS (used in the focus parcel)						
Item	What was the mode of acquisition? (enter code/s)	If purchased and discounted, what was the discount rate?	How many units were used/ applied?	What was the name of local unit?	If solid input, what was the weight of one local unit in kilogram?	If liquid input, what was the volume of one unit in liter?
3. Inorganic Fertilizer						
3.01 Urea (45-0-0)	1.1		1.00	BAG	50.00	
3.02 Urea (46-0-0)						
3.03 Ammonium Sulfate (21-0-0)						

Listed in this column are the type and grade of material inputs

Three (3) rows are allotted to accommodate different mode of acquisition

Illustration 11

E. MATERIAL INPUTS (used in the focus parcel)						
Item	What was the mode of acquisition? (enter code/s)	If purchased and discounted, what was the discount rate?	How many units were used/ applied?	What was the name of local unit?		
3.10 Others (specify)	N	P	K			

input code **310**

input product name

input N P K

Use different rows for inorganic fertilizers with different mode of acquisition or those data that are separated by **slash (/)**

Follow the same instructions above for the items below:

- **Item 4** - soil ameliorants use code 400
- **Item 5.1** - Herbicides/Weedicides use code 510
- **Item 5.2** - Insecticides use code 520
- **Item 5.3** - Fungicides use code 530
- **Item 5.4** - Rodenticides use code 540
- **Item 5.5** - Organic Pesticides use code 550

Block F

Encode data by item or in horizontal manner.

Illustration 12

F. LABOR INPUTS (in focus parcel)							
Farm Activity	Hired Labor						How much was the total food cost incurred (Pesos)
	How many persons worked in the farm?	On the average		Total Mandays	Total payment		
		How many days did they work?	How many hours per day were spent?		How much was paid in Cash? (Pesos)	How much was paid in Kind? (Pesos)	
1. Land Preparation							
1.01 Plowing (man-animal)							
1.02 Plowing (man-machine, 2-wheel)							
1.03 Plowing (man-machine, 4-wheel)							
1.04 Rotavating (man-machine, 2-wheel)							
1.05 Rotavating (man-machine, 4-wheel)							
1.06 Harrowing (man-animal)							
1.07 Harrowing (man-machine, 2-wheel)							
1.08 Harrowing (man-machine, 4-wheel)							
1.09 Furrowing (man-animal)							
1.10 Furrowing (man-machine, 2-wheel)							
1.11 Furrowing (man-machine, 4-wheel)							

Column for total mandays is gray colored. No need for data entry for it automatically computes the mandays.

For other farm activities:

Illustration 13

F. LABOR INPUTS (in focus parcel)				
Farm Activity	Operator Labor		Family Labor	
	How many days were spent?	How many hours per day were spent?	How many persons worked in the farm?	On total How many days did they work?
10.01 Others (specify):				

input code 1001

input here the farm activity

Block G

Illustration 14

G. OTHER PRODUCTION COSTS (in focus parcel)									
Item	Cash (Pesos)	Imputed (Pesos)	Non-Cash						
			What was the crop/commodity paid?	How many local units?	What was the name of local unit?	What was the weight of one local unit in kilogram?	What was the total quantity in kilogram?	How much was the total value? (Pesos)	
1. Land Tax - owned farm (annual)									
2. Caretaker / overseer's wages									
3. Other permanent employee's salary									
4. Lease / Rentals of:									
4.1 Land (annual)									
4.2 Machine (per cropping)									
4.3 Animals (per cropping)		2,325.00							
4.4 Tools and equipment (per cropping)									

cash costs here

imputed costs

Input non-cash costs here

Block H

Illustration 15

H. PRODUCTION AND DISPOSITION (in focus parcel)			
Item	Cassava Roots	Cassava Tops	Planting Materials
1. Production			
1.1 Quantity in local unit	82.00		
1.2 Name of local unit (LU)	SACK		
1.3 Weight of one LU in kilogram	70.00		
2. Disposition (quantity in local unit)			
2.01 Sold / To be sold to:			
2.011 Trader	80.00		
2.012 Processor for food			
2.013 Processor for feeds			
2.014 Processor for ethanol			
Price per local unit (required whether the produce was sold or not sold)	300.00		
2.02 Harvesters' share			
2.03 Other laborers' share			
2.04 Landowner's share			
⋮			
⋮			
2.14 Others (specify):			
Total Disposition	82.00		

encode here other type of dispositions

Block I

Illustration 16

I. PRODUCTION RELATED INFORMATION (in focus parcel)		
1. How would you compare your production (roots) in focus parcel during the reference period with the same period of last year?(encircle code)		
	<input type="text" value="4"/>	
1- Higher than last year 2 - Lower than last year 3 - About the same (go to Item 3) 4 - No point of comparison (go to Item 3)		
2. What was/were the reason/s for the change in production? (encircle code/s and specify verbatim answer)		
	Specify:	
<input type="checkbox"/>	1. Change in area	<input type="text"/>
<input type="checkbox"/>	2. Weather effects	<input type="text"/>
<input type="checkbox"/>	3. Pest and diseases	<input type="text"/>
<input type="checkbox"/>	4. Planting materials	<input type="text"/>
<input type="checkbox"/>	5. Fertilizer	<input type="text"/>
<input type="checkbox"/>	6. Irrigation	<input type="text"/>
<input type="checkbox"/>	7. Others (specify)	<input type="text"/>
3. What were the cassava production related problems you have encountered? (encircle code/s or specify if necessary)		
<input type="checkbox"/>	1 - Pests and diseases	
<input type="checkbox"/>	2 - High cost of inputs	
<input checked="" type="checkbox"/>	3 - Bad weather/ Calamities	
<input type="checkbox"/>	4 - Lack of capital	
<input type="checkbox"/>	5 - Rough or poor road / Inadequate transport facilities	

Item 1 - enter the code for the comparison of cassava production during the reference period with the same period of last year (the encircled number).

Item 2 – input the code for the *reasons for the change in production* (code 1 to 7). For code 7, specify reason. Type the verbatim answer corresponds to each reason (in white colored cells).

Item 3 - type the code for the *production related problems* (code 1 to 8). For code 8, encode the verbatim answer (in white colored cells provided).

Block J

Illustration 17

J. MARKETING RELATED INFORMATION (in focus parcel)

1. Who was your major buyer of produce? (encircle code)
Indicate percent of production sold to the encircled major buyer

<input type="text"/>	1 - Agent	<input type="text"/>	%
<input type="text"/>	2 - Wholesaler	<input type="text"/>	%
<input type="text" value="3"/>	3 - Wholesaler-retailer	<input type="text" value="80.00"/>	%
<input type="text"/>	4 - Exporter	<input type="text"/>	%
<input type="text"/>	5 - Assembler	<input type="text"/>	%
<input type="text"/>	6 - Processor	<input type="text"/>	%
<input type="text"/>	7 - Cooperative	<input type="text"/>	%
<input type="text"/>	8 - Consumer	<input type="text"/>	%
<input type="text"/>	9 - Others: <input type="text"/>	<input type="text"/>	%

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

<input type="text"/>	1 - Unstable prices
<input type="text"/>	2 - Rough roads/ high transport cost
<input type="text"/>	3 - Low price of produce
<input type="text"/>	4 - No buyer/ market outlet
<input type="text" value="5"/>	5 - Lack of marketing information
<input type="text"/>	6 - Others: <input type="text"/>

Item 1 - encode the percentage for the major buyer indicated in the questionnaire.

- For others (code 9), encode the verbatim answer and percentage.

Item 2 - type the code for the marketing related problems. (Code = 1 to 6). For code 6, encode verbatim answer.

Block K

Illustration 18

K. ACCESS TO CREDIT (in focus parcel)	
1. Have you availed of loan for cassava production during the reference period? (<i>encircle code</i>)	
1 - Yes 2 - No	<input type="text" value="2"/>
2. How much loan did you avail of?	
₱	<input type="text"/>
3. Who/ What was your major source of loan? (<i>encircle code or specify if necessary</i>)	
<input type="text"/>	1 - Cooperative
<input type="text"/>	2 - Bank
<input type="text"/>	3 - Private individual
<input type="text"/>	4 - Others: <input type="text"/>
4. How much was the interest rate per annum?	
	<input type="text"/> %

Item 1 - type 1 or 2 only (this is the encircled number in the questionnaire).

Items 2– encode the amount of loan and interest rate per annum (Item 4).

Item 3 - type the code for the major source of loan (code 1 to 4). For code 4, encode the verbatim answer.

Items 4– encode interest rate per annum (Item 4).

Block L

Illustration 19

L. FARMER'S PARTICIPATION IN CASSAVA PROGRAMS / PROJECTS	
1. Are you aware of any government program/intervention on cassava?(encircle code) 1 - Yes 2 - No	<input type="text" value="1"/>
2. Have you availed of any benefit from government program /intervention?(encircle code) 1 - Yes 2 - No	<input type="text" value="1"/>
3. What benefits have you availed? (encircle code/s)	
<input type="text"/> 1 - Planting materials	<input type="text"/> 5 - Post harvest facilities
<input type="text"/> 2 - Fertilizer and other inputs	<input type="text"/> 6 - Marketing support
<input type="text" value="3"/> 3 - Training on farming technology	<input type="text"/> 7 - Loans
<input type="text"/> 4 - Irrigation facilities	<input type="text"/> 8 - Others: <input type="text"/>
4. Did you use the benefit(s) in your production during the last completed cropping, April 2013 - March 2014? 1- Yes 2 - No	<input type="text" value="1"/>
5. Did the benefit(s) receive helped increase your farm income? 1 - Yes 2 - No	<input type="text" value="1"/>

Items 1 – type code 1 or 2 only (this is the encircled number in the questionnaire).

Items 2 – type code 1 or 2 only (this is the encircled number in the questionnaire).

Item 3 - type the code for the benefits availed (code 1 to 8). For code 8, encode the verbatim answer for other benefits.

Items 4 – type code 1 or 2 only (this is the encircled number in the questionnaire).

Items 5 – type code 1 or 2 only (this is the encircled number in the questionnaire).

Block M

Illustration 20

M. OTHER INFORMATION (for cassava only)

1. Has Climate Change affected your farming practices? 1

1 - Yes 2 - No, **go to Item 2**

1.1 What was/were the effects? (encircle code/s or specify if necessary)

<input type="checkbox"/> 1 - Change in cropping pattern	<input type="checkbox"/> 4 - Decrease in frequency of plowing
<input type="checkbox"/> 2 - Increase in input usage	<input type="checkbox"/> 5 - Others: <input type="text"/>
<input type="checkbox"/> 3 - Decrease in yield	

2 - Did you practice any of the following organic/natural farming method?
(encircle code/s or specify if necessary) 1 - Yes 2 - No, **go to Item 3** 1

<input type="checkbox"/> 1 - Hundred percent chemical free farming	
<input type="checkbox"/> 2 - Use of organic fertilizer (e.g, composts)	
<input type="checkbox"/> 3 - Maintain buffer zone or borders	
<input type="checkbox"/> 4 - Others: <input type="text"/>	

3. Are you a member of cassava farmers' organization? 1 - Yes 2 - No, **go to Block N** 1

3.1 What is the name of the organization?

3.2 What was/were the benefit/s received from the organization?
(encircle code/s or specify if necessary)

<input type="checkbox"/> 1 - Training/seminars	<input type="checkbox"/> 4 - Marketing support
<input type="checkbox"/> 2 - Financial/credit support	<input type="checkbox"/> 5 - Others: <input type="text"/>
<input type="checkbox"/> 3 - Inputs support	

Item 1 - type 1 or 2 only (this is the encircled number in the questionnaire).

Item 1.1 - type only the code for the effects of climate change (code 1 to 5). For code 5, encode verbatim answer.

Item 2 - type 1 or 2 only (this is the encircled number in the questionnaire).

if the answer in **item 2** is "yes" (code 1). Codes for organic/natural farming method are 1, 2, 3 and 4. For code 4, encode verbatim the answer.

Item 3 - - type 1 or 2 only (this is the encircled number in the questionnaire).

Item 3.1- input the name of organization.

Item 3.2 - type the code for the benefits received from the farmers' organization (code 1 to 5). For code 5, encode verbatim answer.

Block N

Illustration 21

N. PLANS AND RECOMMENDATIONS	
1. What is your plan regarding cassava farm operation? <i>(encircle code or specify if necessary)</i>	
<input type="text" value="2"/>	<input type="text"/>
1 - Maintain current operation	
2 - Expand	
3 - Others:	
2. What are your recommendations in order to improve your cassava production? <i>(encircle code/s or specify if necessary)</i>	
<input type="text" value="1"/>	1 - Price support
<input type="text"/>	2 - Improve irrigation services
<input type="text"/>	3 - Infrastructure facilities
<input type="text"/>	4 - Regulate price of farm inputs
<input type="text"/>	5 - Financial support
<input type="text"/>	6 - Soil testing/ analysis
<input type="text"/>	7 - Land Reform Program
<input type="text"/>	8 - Environmental concern (e.g, waste disposal, erosion)
<input type="text"/>	9 - New/ modern farming technologies
<input type="text"/>	10 - Others: <input type="text"/>

- **Item 1** - type the code for the plan regarding cassava farm operation (code 1 to 3). For code 3, encode verbatim answer.
- **Item 2** - type the code for the recommendations to improve cassava production (code 1 to 10). For code 10, encode verbatim answer.

DATA REVIEW AND DATA CLEANING

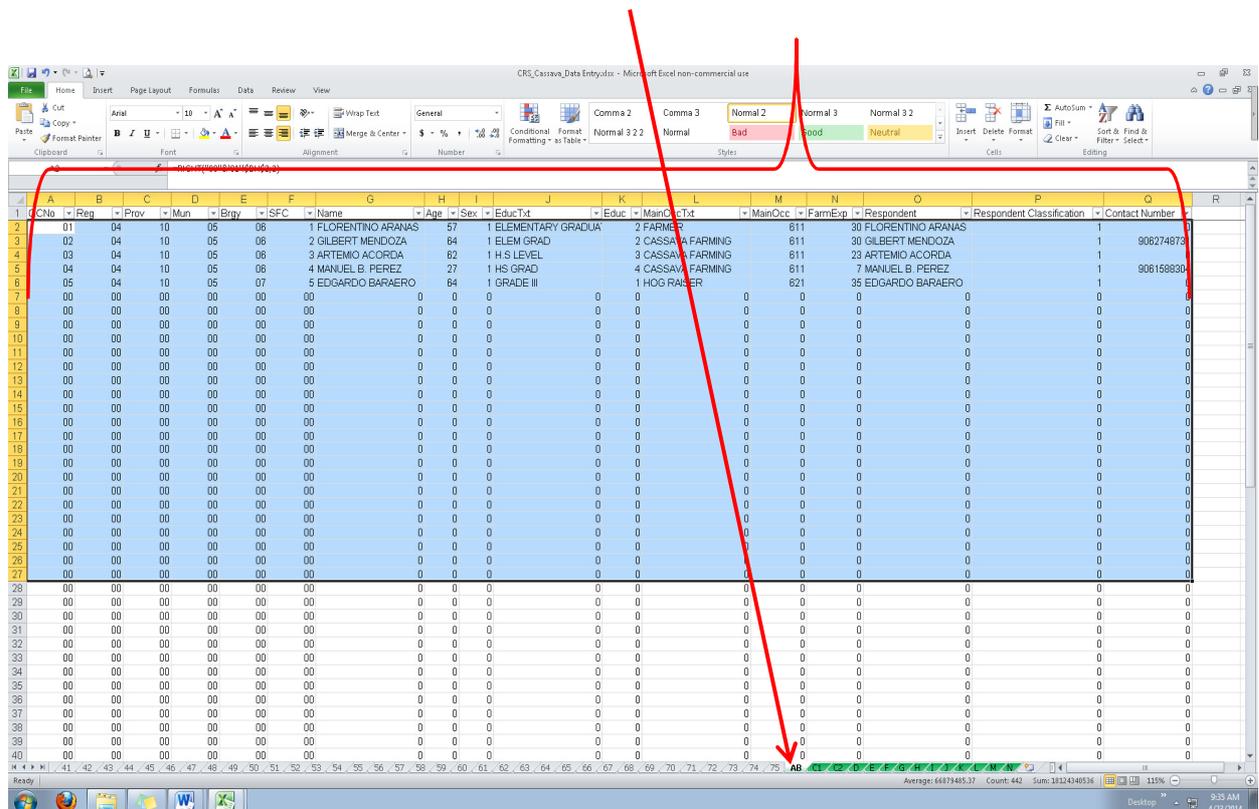
This activity is equivalent to the **Error-Listing Program** and corrections of errors. This MS Excel-based processing program had conditions, formulas and validation formats that are set to the **flat file** for the PPOs to easily observe the errors. Correction of errors can be done easily. The correct data can be inputted directly to the flat file.

Accessing the flat file (household-level data file)

1. Open MS Excel Files  CRS_Cassava_Flat_File and  CRS_Cassava_FlatFile_with_Tables
2. Copy the data in **CRS_Cassava_Flat_File** and paste in **CRS_Cassava_FlatFile_with_Tables**. Copying of data should be done per Block (worksheet)

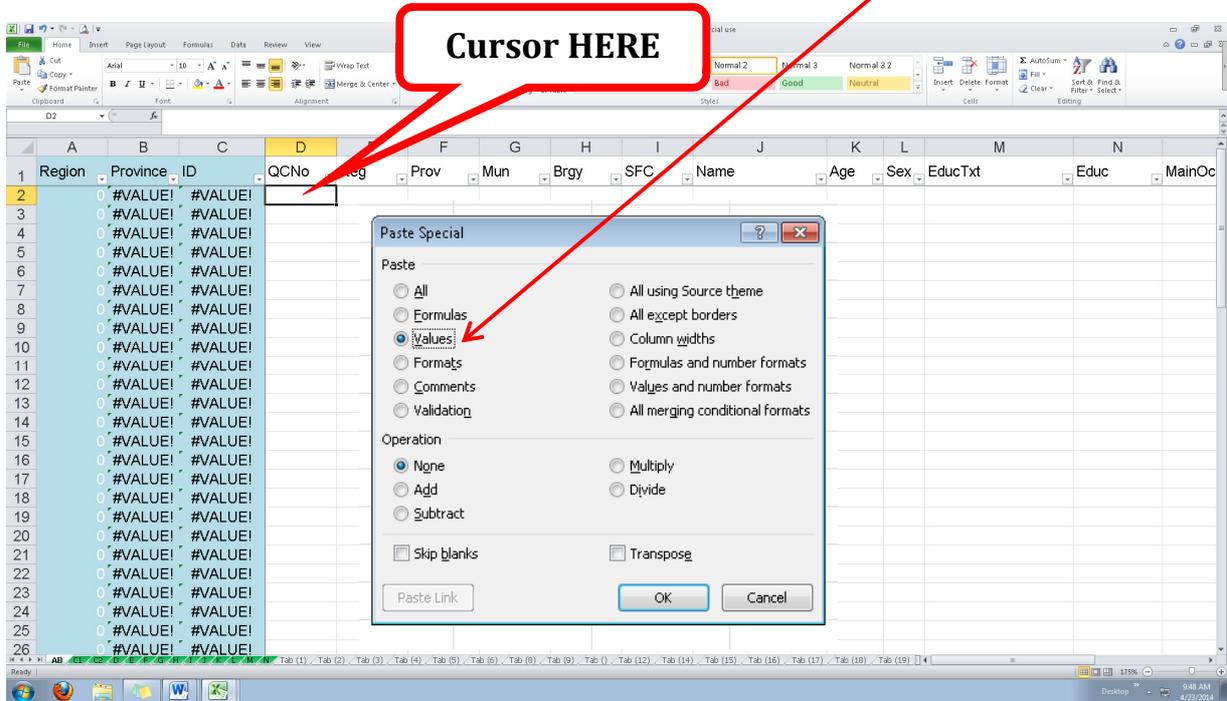
ILLUSTRATION 22:

Form **CRS_Cassava_Flat_file**, click sheet “**AB**” and **highlight** the data to be copied.



Press **Ctrl C** or Right Click the mouse the click **Copy**

Go to *CRS_Cassava_FlatFile_with_Tables*, press Alt E, S, click values

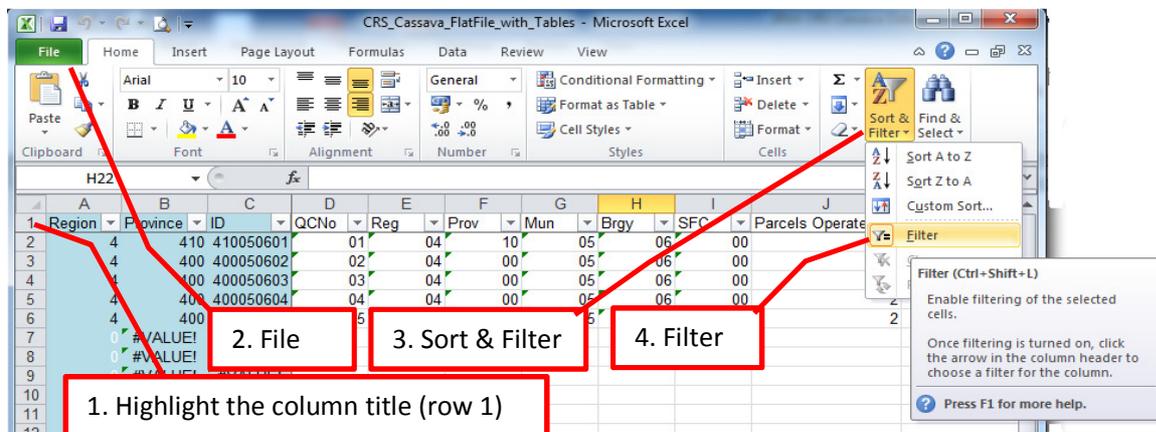


Do the copying block by block from block AB to block N.

Begin with the data review.

Completeness check

- For each data items, there should be 75 records, except for item that requires multiple responses.
- To facilitate fast completeness check, use **data filter**



Consistency and Accuracy checks

BLOCK B

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

ILLUSTRATION 23

Fill color turned red indicating that age should be 15 and above

	A	B	C	D	E	F	G	H	I	J	K
1	Region	Province	ID	QCNo	Reg	Prov	Mun	Brgy	SFC	Name	Age
2	4	410	410050601	01	04	10	05	06	1	FLORENTINO ARANAS	14
3	4	410	410050602	02	04	10	05	06	2	GILBERT MENDOZA	64
4	4	410	410050603	03	04	10	05	06	3	ARTEMIO ACORDA	62
5	4	410	410050604	04	04	10	05	06	4	MANUEL B. PEREZ	27
6	4	410	410050705	05	04	10	05	07	5	EDGARDO BARAERO	64

2. **Sex** - acceptable code is either 1 (male) or 2 (female) only.

ILLUSTRATION 24

Fill color turned red indicating that the code is not accepted

	A	B	C	D	E	F	G	H	I	J	K	L
1	Region	Province	ID	QCNo	Reg	Prov	Mun	Brgy	SFC	Name	Age	Sex
2	4	410	410050601	01	04	10	05	06	1	FLORENTINO ARANAS	57	4
3	4	410	410050602	02	04	10	05	06	2	GILBERT MENDOZA	64	1
4	4	410	410050603	03	04	10	05	06	3	ARTEMIO ACORDA	62	1
5	4	410	410050604	04	04	10	05	06	4	MANUEL B. PEREZ	27	1
6	4	410	410050705	05	04	10	05	07	5	EDGARDO BARAERO	64	1

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

ILLUSTRATION 25

Region	Province	ID	QCNo	Reg	Prov	Mun	Brgy	SFC	Name	Age	Sex	Educ	Educ
4	410	410050601	01	04	10	05	06	1	FLORENTINO ARANAS	57	1	ELEMENTARY GRADUATE	2
4	410	410050602	02	04	10	05	06	2	GILBERT MENDOZA	64	1	ELEM GRAD	2
4	410	410050603	03	04	10	05	06	3	ARTEMIO ACORDA	62	1	H.S LEVEL	3
4	410	410050604	04	04	10	05	06	4	MANUEL B. PEREZ	27	1	HS GRAD	4
4	410	410050705	05	04	10	05	07	5	EDGARDO BARAERO	64	1	GRADE III	12

EDUC	EDUC_CODE
VOCATIONAL	5
HIGH SCHOOL GRADUATE	4

EDUC	EDUC_CODE
GRADE 4	1
GRADE 5	1
GRADE 1	1
GRADE 1	1
GRADE 4	1
GRADE 5	1
GRADE 5	1
GRADE 1	1
GRADE 5	1
GRADE 5	1
GRADE 3	1
GRADE 4	1
GRADE 3	1
GRADE 2	1

4. Main Occupation - verbatim answer should be consistent with the code.

ILLUSTRATION 26

MAIN_OCC	MAIN_OCC_CODE
TEMPORARY CROP FARMER	611
ROOT CROP FARMER	611
ROOT CROP FARMER	611
ROOT CROP FARMER	611
ROOT CROP FARMER	611
PALAY FARMER	611
PALAY FARMER	611
TEMPORARY CROP FARMER	611
ROOT CROP FARMER	611
TEMPORARY CROP FARMER	611
ROOT CROP FARMER	611
VEGETABLE FARMER	611
ROOT CROP FARMER	611
VEGETABLE FARMER	611
ROOT CROP FARMER	611
TEMPORARY CROP FARMER	611
VEGETABLE FARMER	611
ROOT CROP FARMER	611
TEMPORARY CROP FARMER	611
TEMPORARY CROP FARMER	611

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

ILLUSTRATION 27

Region	Province	ID	SFC	Name	Age	Sex	EducTxt	Educ	MainOccTxt	MainOcc	FarmExp	Respondent
4	410	410050601	1	FLORENTINO ARANAS	57	1	ELEMENTARY GRADUATE	2	FARMER	611	30	FLORENTINO ARANA
4	410	410050602	2	GILBERT MENDOZA	64	1	ELEM GRAD	2	CASSAVA FARMING	611	30	GILBERT MENDOZA
4	410	410050603	3	ARTEMIO ACORDA	62	1	H.S LEVEL	3	CASSAVA FARMING	611	23	ARTEMIO ACORDA
4	410	410050604	4	MANUEL B. PEREZ	27	1	HS GRAD	4	CASSAVA FARMING	611	17	MANUEL B. PEREZ
4	410	410050705	5	EDGARDO BARAERO	64	1	GRADE III	1	HOG RAISER	621	35	EDGARDO BARAERO

BLOCK C

1. Total Physical Area should be greater than or equal to the sum of all parcel area.

ILLUSTRATION 28

1	Region	Province	ID	SFC	Parcels Operated	Total Physical Area	CassavaParcel	Focus Parcel ID	Focus Parcel Area	Total Area Devoted to Cassava
2	4	410	4.1E+08	00	3	2.2000	3	2	0.5000	2.500
3	4	400	4E+08	00	2	0.1500	1	1	0.1000	0.100
4	4	400	4E+08	00	7	6.0000	1	1	0.5000	0.500
5	4	400	4E+08	00	2	2.0000	1	1	1.0000	1.000
6	4	400	4E+08	00	2	0.5000	2	1	0.2500	0.500

2. Total number of parcels planted to cassava should be equal or less than the total number of farm parcel.

ILLUSTRATION 29

1	Region	Province	ID	QCNo	Reg	Prov	Mun	Brgy	SFC	Parcels Operated	Total Physical Area	CassavaParcel
2	4	410	4.1E+08	01	04	10	05	06	00	3	2.2000	5
3	4	400	4E+08	02	04	00	05	06	00	2	0.1500	1
4	4	400	4E+08	03	04	00	05	06	00	7	6.0000	1
5	4	400	4E+08	04	04	00	05	06	00	2	2.0000	1
6	4	400	4E+08	05	04	00	05	07	00	2	0.5000	2

- Area planted of the focus parcel should be equal or less than the **physical area** of the focus parcel.

ILLUSTRATION 31

Fill color turned red indicating that the area planted is higher than the focus parcel area

	A	B	C	M	N		T
1	Region	Province	ID	Focus Parcel ID	Focus Parcel Area	Total Area Devoted to Cassava	AreaPlntd
2	4	410	4.1E+08	2	0.5000	2.2000	1.0000
3	4	400	4E+08	1	0.1000	0.1000	0.1000
4	4	400	4E+08	1	0.5000	0.5000	0.5000
5	4	400	4E+08	1	1.0000	1.0000	1.0000
6	4	400	4E+08	1	0.2500	0.5000	0.2500

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

ILLUSTRATION 32

Fill color turned red indicating that the area harvested is higher than the area planted

	A	B	C	M	N	O	T	U
1	Region	Province	ID	Focus Parcel ID	Focus Parcel Area	Total Area Devoted to Cassava	AreaPlntd	AreaHarvst
2	4	410	4.1E+08	2	0.5000	2.2000	0.5000	0.5000
3	4	400	4E+08	1	0.1000	0.1000	0.1000	0.1000
4	4	400	4E+08	1	0.5000	0.5000	0.5000	1.0000
5	4	400	4E+08	1	1.0000	1.0000	1.0000	1.0000
6	4	400	4E+08	1	0.2500	0.5000	0.2500	0.2500

6. Month of planting and harvesting - acceptable codes are 1 to 12 only.

ILLUSTRATION 33

	A	B	C	V	W	X	Y	
1	Region	Province	ID	AreaHarvst	MonthPlnt	MonthHarvst	SeedCode	SeedTxt
2	4	410	4.1E+08	0.5000	1	2		BINICOL
3	4	400	4E+08	0.1000	12	15		BINICOL
4	4	400	4E+08	0.5000	1	1		BINICOL
5	4	400	4E+08	1.0000	12	11		BINICOL
6	4	400	4E+08	0.2500	5	2		PULA

7. Use/s of the variety planted - acceptable codes are 1 to 3 only.

ILLUSTRATION 34

	A	B	C	W	X	Y	Z	AA	AB
1	Region	Province	ID	MonthHarvst	SeedCode	SeedTxt	Purpose of seeds1	Purpose of seeds2	Purpose of seeds3
2	4	410	4.1E+08		2	BINICOL	1		
3	4	400	4E+08		11	BINICOL	1		
4	4	400	4E+08		1	BINICOL	5		
5	4	400	4E+08		11	BINICOL	1		
6	4	400	4E+08		2	PULA	1		

	A	B	C	W	X	Y	Z	AA	AB
1	Region	Province	ID	MonthHarvst	SeedCode	SeedTxt	Purpose of seeds1	Purpose of seeds2	Purpose of seeds3
2	4	410	4.1E+08		2	BINICOL	1		
3	4	400	4E+08		11	BINICOL	1		
4	4	400	4E+08		1	BINICOL	2		
5	4	400	4E+08		11	BINICOL	1		
6	4	400	4E+08		2	PULA	1		

8. Source/s of planting materials - acceptable codes is 1 to 6 only.

ILLUSTRATION 35

Fill color turned red indicating that wrong code was encoded

	A	B	C	AB	AD	AE	AF	AG	AH	AI	
1	Region	Province	ID	Purpose of seeds3	SeedSor1	SeedSor2	SeedSor3	SeedSor4	SeedSor5	SeedSor6	SeedSorTxt
2	4	410	4.1E+08						5		
3	4	400	4E+08						5		
4	4	400	4E+08				7		5		
5	4	400	4E+08						5		
6	4	400	4E+08						5		

Fill color turned red indicating that wrong code was encoded

	A	B	C	AB	AC	AD	AE	AF	AG	AH
1	Region	Province	ID	Purpose of seeds3	SeedSor1	SeedSor2	SeedSor3	SeedSor4	SeedSor5	SeedSor6
2	4	410	4.1E+08							5
3	4	400	4E+08				2			5
4	4	400	4E+08							5
5	4	400	4E+08							5
6	4	400	4E+08							5

Encoded number/code should be consistent with the source code

For example:

Source code is 3 but the data (code) that was encoded is 2

Block D

1. **What year was it acquired/constructed?** - Year must be in YYYY format and should not exceed “2014”.

ILLUSTRATION 36

Fill color turned red indicating that the YEAR is exceed 2014

1	Region	Province	ID	Prov	Mun	Brgy	ItemCode	ItemTxt	NoUnits	Year	AcqCost	RepairCost	Use
36	4	410	410050601	10	05	06	00	508					
37	4	410	410050601	10	05	06	00	509	1	2010	500		
38	4	410	410050601	10	05	06	00	510					
39	4	410	410050601	10	05	06	00	511	1	2007	200		
40	4	410	410050601	10	05	06	00	512	1	2015	200		
41	4	410	410050601	10	05	06	00	513					

2. **Column 2** - if column L has an entry, columns M, N, P and Q must have entries, except for cassava farm and work animals.

ILLUSTRATION 37

Fill color turned red indicating that the data is incomplete (401 is tractor)

1	Region	Province	ID	ItemCode	ItemTxt	NoUnits	Year	AcqCost	RepairCost	UsefulYear	PercntUse
14	4	410	410050601								
15	4	410	410050601								
16	4	410	410050601	401		2	0	0	0	0	0
17	4	410	410050601	402							
18	4	410	410050601	403							
19	4	410	410050601	404							
20	4	410	410050601	405							
21	4	410	410050601								

- Farm land owned (hectare)** - must have entry if the tenure status of the focus parcel is coded as “1” Fully owned in **Block C**, otherwise this item must be blank.

ILLUSTRATION 38

The top screenshot shows an Excel spreadsheet with the following data for rows 50-57:

	A	B	C	J	K	L	M	N	O	P	Q
	Region	Province	ID	ItemCode	ItemTxt	NoUnits	Year	AcqCost	RepairCost	UsefulYear	PercntUse
50	4	410	410050601								
51	4	410	410050601								
52	4	400	400050602	100		0.1000	2007	700000			
53	4	400	400050602	201							
54	4	400	400050602	202							
55	4	400	400050602	203							
56	4	400	400050602	301		1	2008	10000	2000	2	10
57	4	400	400050602	302							

The bottom screenshot, titled 'BLOCK C', shows the following data for rows 2-7:

	A	B	C	G	H	O	P	Q
	Region	Province	ID	Mun	Brgy	Total Area Devoted to Cassava	TenureCode	TenureTxt
2	4	410	4.1E+08	05	06	2.2000	3	TENANTED
3	4	400	4E+08	05	06	0.1000	1	FULLY OWNED
4	4	400	4E+08	05	06	0.5000	3	TENANTED
5	4	400	4E+08	05	06	1.0000	2	LEASED/RENTED
6	4	400	4E+08	05	07	0.5000	1	OWNED

Block E

- Product name and N-P-K** - check and review if the product name and N-P-K content of the fertilizer used in the focus parcel is properly indicated. For pesticides applied, check if the product name of the pesticides is properly indicated.
- Mode of acquisition** - acceptable codes for mode of acquisition Purchased 1.10, 1.20 and 1.30; owned produced, 2.10; Received 3.10 and 3.20 only.

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

- For solid or granule inputs - the appropriate local units should be kilogram, gram, bag, sack, pack, box, etc.
 - For liquid inputs - the appropriate local units should be liter, milliliter, bottle, etc.
- 3. Solid form-** If the material input indicated is solid or granules, **weight of one local unit in kilogram** must be filled up.
 - 4. Liquid input -** if the material input is liquid, **volume of one local unit in liter** must be filled up.

ILLUSTRATION 39

The screenshot shows an Excel spreadsheet with the following data in row 42:

Region	Province	ID	Units	L_U	WtKg	WtLi	Price	PrevPrice	TotQtyKg	TotVal	TotVolLi	TotVal
38	4	410	410050601									
39	4	410	410050601									
40	4	410	410050601									
41	4	410	410050601									
42	4	410	410050601	2.00 SACK	50.00	0.00	250.00		100.00	500.00		
43	4	410	410050601									
44	4	410	410050601									
45	4	410	410050601									

A red callout box points to the 'TotQtyKg' cell (V42) with the text: "Fill color turned red indicating wrong location of encoded data".

The screenshot shows the same Excel spreadsheet as above, but with the 'TotQtyKg' cell (V42) highlighted in green. A green callout box points to it with the text: "Fill color GREEN after correction".

5. **Purchased** - the price of one local unit should be consistent with the reported mode of acquisition and local unit.
6. **Not Purchased** - the prevailing price should be consistent with the reported mode of acquisition and local unit.
7. **Total quantity in kilogram** should be equal to the product of Columns Q and S.
8. **Total value (Column X)** should be the equivalent amount in peso of the total quantity of solid inputs used.
9. **Total volume in liter** is equal to the product of Columns Q and T.
10. **Total value (Column Z)** should be the equivalent amount in peso of the total quantity of liquid inputs used.

ILLUSTRATION 40

	A	B	C	Q	R	S	T	U	V	W	X
1	Region	Province	ID	Units	L_U	WtKg	WtLi	Price	PrevPrice	TotQtyKg	TotVal
38	4	410	410050601								
39	4	410	410050601								
40	4	410	410050601								
41	4	410	410050601								
42	4	410	410050601	2.00	SACK	50.00		250.00		100.00	50000.00
43	4	410	410050601								

Fill color turned **red** indicating that the data is not consistent

	A	B	C	Q	R	S	T	U	V	W	X
1	Region	Province	ID	Units	L_U	WtKg	WtLi	Price	PrevPrice	TotQtyKg	TotVal
38	4	410	410050601								
39	4	410	410050601								
40	4	410	410050601								
41	4	410	410050601								
42	4	410	410050601	2.00	SACK	50.00		250.00		100.00	500.00
43	4	410	410050601								
44	4	410	410050601								

Corrected data

ILLUSTRATION 41

ERROR 1: the weight of local unit for purchased was missing, thus the total quantity and weight turned red. To correct, input the right weight of a particular local unit.

The screenshot shows an Excel spreadsheet with the following data:

	A	B	C	O	P	Q	R	S	T	U	V	W	X
1	Region	Province	ID	ModeOfAcq	Discount	Units	L_U	WtKg	WtLi	Price	PrevPrice	TotQtyKg	TotVal
28	4	410	410050601										
29	4	410	410050601										
30	4	410	410050601	1.10		0.50 SACK				1200.00		25.00	600.00
31	4	410	410050601										
32	4	410	410050601										
33	4	410	410050601										

Fill color turned red indicating that the weight was missing

The screenshot shows the same Excel spreadsheet with the following data:

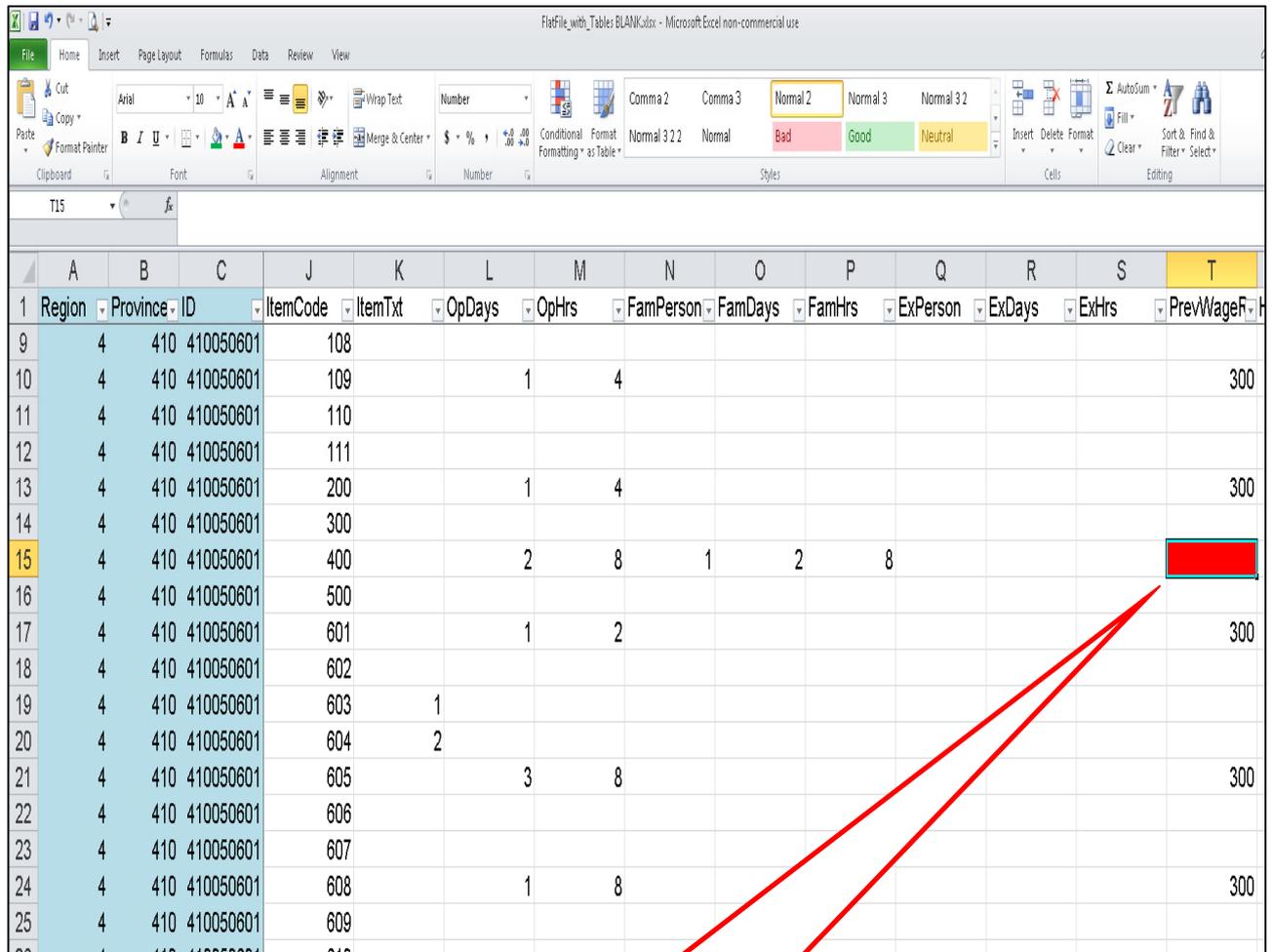
	A	B	C	O	P	Q	R	S	T	U	V	W	X
1	Region	Province	ID	ModeOfAcq	Discount	Units	L_U	WtKg	WtLi	Price	PrevPrice	TotQtyKg	TotVal
38	4	410	410050601										
39	4	410	410050601										
40	4	410	410050601										
41	4	410	410050601										
42	4	410	410050601	1.10		2.00 SACK		50.00		250.00		100.00	500.00
43	4	410	410050601										
44	4	410	410050601										
45	4	410	410050601										
46	4	410	410050601										

Input right weight and fill color green

Block F

Prevailing wage rate - this should have an entry if unpaid labor (operator, family and exchange) have entries. Check the acceptability of the indicated prevailing wage rate.

ILLUSTRATION 42



The screenshot shows an Excel spreadsheet with a table of data. The table has columns labeled A through T. The data is as follows:

	A	B	C	J	K	L	M	N	O	P	Q	R	S	T
1	Region	Province	ID	ItemCode	ItemTxt	OpDays	OpHrs	FamPerson	FamDays	FamHrs	ExPerson	ExDays	ExHrs	PrevWageR
9	4	410	410050601	108										
10	4	410	410050601	109		1	4							300
11	4	410	410050601	110										
12	4	410	410050601	111										
13	4	410	410050601	200		1	4							300
14	4	410	410050601	300										
15	4	410	410050601	400		2	8	1	2	8				
16	4	410	410050601	500										
17	4	410	410050601	601		1	2							300
18	4	410	410050601	602										
19	4	410	410050601	603	1									
20	4	410	410050601	604	2									
21	4	410	410050601	605		3	8							300
22	4	410	410050601	606										
23	4	410	410050601	607										
24	4	410	410050601	608		1	8							300
25	4	410	410050601	609										
26	4	410	410050601	610										

Fill color turned red indicating that the prevailing wage rate is missing

Food cost - this should correspond to the provision of food for **hired labor and exchange labor** by major activity performed, if any.

ILLUSTRATION 43

	A	B	C	J	K	L	M	N	O	P	Q	R	S	T	AA
1	Region	Province	ID	ItemCode	ItemTxt	OpDays	OpHrs	FamPerson	FamDays	FamHrs	ExPerson	ExDays	ExHrs	PrevWageF	FoodCost
9	4	410	410050601	108											
10	4	410	410050601	109		1	4								300
11	4	410	410050601	110											
12	4	410	410050601	111											
13	4	410	410050601	200		1	4								300
14	4	410	410050601	300											
15	4	410	410050601	400		2	8	1	2	8				300	100
16	4	410	410050601	500											
17	4	410	410050601	601		1	2								300
18	4	410	410050601	602											
19	4	410	410050601	603	1										
20	4	410	410050601	604	2										
21	4	410	410050601	605		3	8								300
22	4	410	410050601	606											
23	4	410	410050601	607											
24	4	410	410050601	608		1	8								300

Check for the Consistency of farm activities with other Blocks

- 1. Plowing (man-animal)** - If this item has entry in Block F, then **either** the farm operator has work animal in Block D (work animals) **or** the farm operator rented the work animal in Block G (animals per cropping).
- 2. Plowing (man-machine)** - If this item has entry in Block F, then either the farm operator has two-wheel/four-wheel tractor in Block D (two-wheel tractor or four-wheel tractor) **or** the farm operator rented the machine in Block G (machine per cropping). The same will be applied to other machines for consistency check.
- 3. Fertilizer application** - If this item has entry, then there should be acquisition of fertilizer in Block E **either** organic fertilizer **or** Inorganic fertilizer.

4. **Pesticide application:** consistency check can be done for Block F weeding (chemical spraying) and Chemical application (other than weedicide) and Block E, (Pesticides)
5. **Irrigating** – If this item has entry in Block F, either the farm operator own the irrigation pump (Block D), **or** he rented the machine in (Block G) or farm operator paid irrigation fee (e.g. NIA, CIS, etc.) in Block G.
6. **Harvesting** - If the harvesters of cassava were paid in kind, then, the payment should be consistent in Block H, Item 2.02 (harvesters' share). The value of payment in kind should be equivalent to the ***quantity paid to the harvesters x farm gate price***.
7. **Hauling of produce (man-animal)** - If it has entry, then either the farm operator has farm animal in Block D (work animal) or the farm operator rented the animal in Block G (animal per cropping).

Block G

1. **Land Tax** - accept the indicated land tax if the tenure status is fully owned (Block C). For those held under CLT / CLOA, it may or may not have land tax.
2. **Imputed costs** - must have entry either the operators' tenure status of the farm land is "rent free", borrowed the animal and /or machine free of charge or the operator received the materials (e.g., fuel / oil) used.
3. **Crop / commodity** - check and review if the crop name and commodity paid were properly encoded.
4. **Total quantity in kilogram** - must be equal to the product of Number of local units and Weight of one local unit in kilogram.
5. **Total value** - this should be consistent if payment made was in the form of cassava, verify the price per local unit from Block H. For other commodities, the price per local unit should be comparable in the prevailing price in the locality.

ILLUSTRATION 44

BLOCK G

	A	B	C	J	O	P	R	S	T	
1	Region	Province	ID	ItemCode	Commodity	Units	L_U	WtLu	QtyKg	Value
12	4	410	410050601		8					
13	4	410	410050601		9					
14	4	410	410050601		10					
15	4	410	410050601		11					
16	4	410	410050601		12					
17	4	410	410050601		13	1704	7 SACK	70	490.00	2100.00
18	4	410	410050601							

BLOCK H

	A	B	C	J	K	L	M	Q	T
1	Region	Province	ID	Quantity in local unit	Name of local unit (LU)	Weight of one LU in kilogr.	Trader	Price per local unit (in pesos)	Landowner's share
2									
3	4	410	410050601	82.00	SACK		70.00 80	300.00	7.00
4	4	410	410050602	12.00	SACK		50.00 8	300.00	
5	4	410	410050603	50.00	SACK		60.00 50	400.00	
6	4	410	410050604	140.00	SACK		60.00 50	350.00	
7	4	410	410050705	61.00	SACK		60.00 60	325.00	

$$300 \times 7 = \underline{2100}$$

6. **Caretaker / overseer's wages, land lease / rental, irrigation fee and other production costs** - if payment made were in-kind, these must be consistent in Block H (Disposition). See illustration 47 to 50.

4. **Price per local unit** - it should be consistent with the local unit. This must have value even there is no value in Trader, Processor for food, Processor for feeds and Processor for ethanol (Sold / To be sold). It will be used in the computation of gross value of production.

5. **Total disposition** - this should be equal to the sum of **Quantity in local unit**.

6. **Dispositions**

- **Landowner's share**
- **Land lease / rental**
- **Irrigation fee**
- **Other disposition item**



Volume and value of share must be reflected under Block G - Other Production Costs

- **Harvesters' share**



Value of share must be reflected under Block F - Labor Inputs

ILLUSTRATION 47

LANDOWNER'S SHARE

BLOCK H

Region	Province	ID	Name of local unit (LU)	Weight of one LU in kilogram	Trader	Price per local unit (in peso)	Landowner's share
4	410	410050601	SACK	70.00	80	300.00	
4	410	410050602	SACK	50.00	8	300.00	3.00
4	410	410050603	SACK	60.00	50	400.00	
4	410	410050604	SACK	60.00	135.5	350.00	
4	410	410050705	SACK	50.00	60	325.00	

BLOCK G

Region	Province	ID	ItemCode	Imputed	Comm	L_U	WtLu	QtyKg	Value
4	400	400050602	9						
4	400	400050602	10						
4	400	400050602	11						
4	400	400050602	12						
4	400	400050602	13	1704		3 SACK	50	150.00	900.00

ILLUSTRATION 48

LAND LEASE / RENTAL

BLOCK H

Fill color turned red indicating that the data is not consistent

Region	Province	ID	Name of local unit (LU)	Weight of one LU in kilogr	Trader	Price per local unit (in pesos)	Land lease / Rental
4	410	410050601	SACK	70.00	80	300.00	
4	410	410050602	SACK	50.00	8	300.00	2.00
4	410	410050603	SACK	60.00	50	400.00	
4	410	410050604	SACK	60.00	135.5	350.00	
4	410	410050705	SACK	50.00	60	325.00	

BLOCK G

Reflect to BLOCK G Item 41

Region	Province	ID	ItemCode	Imputed	Quantity	Units	L_U	WtLu	QtyKg	Value
48	4	400	400050603	1						
49	4	400	400050603	2						
50	4	400	400050603	3						
51	4	400	400050603	41	1704	2 SACK		50	100.00	600.00
52	4	400	400050603	42						
53	4	400	400050603	43						
54	4	400	400050603	44						

ILLUSTRATION 49

IRRIGATION FEE

BLOCK H

Fill color turned red indicating that the data is not consistent

Region	Province	ID	Quantity in local unit	Name of local unit (LU)	Weight of one LU in kilogr	Trader	Price per local unit (in pesos)	Irrigation fee
4	410	410050601	82.00	SACK	70.00	80	300.00	
4	410	410050602	12.00	SACK	50.00	8	300.00	
4	410	410050603	50.00	SACK	60.00	50	400.00	2.50
4	410	410050604	140.00	SACK	60.00	135.5	350.00	
4	410	410050705	61.00	SACK	50.00	60	325.00	

BLOCK G

Reflect to BLOCK G Item 11

	Region	Province	ID	ItemCode	Imputed	Commodity	L_U	WtLu	QtyKg	Value	
57	4	400	400050603		7						
58	4	400	400050603		8						
59	4	400	400050603		9						
60	4	400	400050603		10						
61	4	400	400050603		11	1704	2.5 SACK		50	125.00	750.00
62	4	400	400050603		12						
63	4	400	400050603		13						

ILLUSTRATION 50
HARVESTERS' SHARE

BLOCK H

Fill color turned red indicating that the data is not consistent

	Region	Province	ID	Quantity in local unit	Name of local unit (LU)	Weight of one LU in kilograms	Price per local unit (in pesos)	Harvesters' share
3	4	410	410050601	82.00	SACK	70.00	80	300.00
4	4	410	410050602	12.00	SACK	50.00	8	300.00
5	4	410	410050603	50.00	SACK	60.00	50	400.00
6	4	410	410050604	140.00	SACK	60.00	135.5	350.00
7	4	410	410050705	61.00	SACK	50.00	60	325.00

BLOCK F

Must be equal to block F, sample 410050603

	Region	Province	ID	HiredPersc	HiredDays	HiredHrs	TotManday	Cash	InKind	FoodCost
59	4	400	410050603							
60	4	400	410050603							
61	4	400	410050603	1	2	4	1			300
62	4	400	410050603							

Block I

- 1. Production comparison** - acceptable codes for comparison of cassava production during reference period with the same period of last year is from 1 to 4 only.

ILLUSTRATION 51

	A	B	C	D	E	F	G	H	I	J
	Region	Province	ID	QCNo	Reg	Prov	Mun	Brgy	SFC	I1_Production comparison
2	4	410	4.1E+08	01	04	10	05	06	00	4
3	4	410	4.1E+08	02	04	10	05	06	00	5
4	4	410	4.1E+08	03	04	10	05	06	00	2
5	4	410	4.1E+08	04	04	10	05	06	00	2
6	4	410	4.1E+08	05	04	10	05	06	00	1

Fill color turned **red** indicating that the code is not accepted (1to 4 only)

- 2. Reason/s for the change in production** - acceptable codes on the reasons for the change in production is from 1 to 7 only. Write the verbatim answer in every reason.

ILLUSTRATION 52

	A	B	C	L	M	N	O	P	Q
	Region	Province	ID	I2_Reason1	I2_Weather effects	I2_Reason2	I2_Peasons	I2_Reason3	I2_Seeds
2	4	410	410050601						
3	4	410	410050602					2	0
4	4	410	410050603						
5	4	410	410050604						

Fill color turned **red** indicating that wrong code was encoded and no encoded reason

Correct data to be inputted **code 3** and should have verbatim for **reason**

3. Cassava production related problems - acceptable codes on the cassava production related problems is from 1 to 8 only.

ILLUSTRATION 53

Fill color turned red indicating that the code is not accepted

	A	B	C	Z	AA	AB	AC
1	Region	Province	ID	I3_Pests and diseases	I3_High cost of inputs	I3_Weather/ Calamities	I3_Lack of capital
2	4	410	410050601				3
3	4	410	410050602				
4	4	410	410050603				
5	4	410	410050604	1			9
6	4	410	410050705				3

Fill color turned red indicating that wrong code was encoded

	A	B	C	Z	AA	AB	AC
1	Region	Province	ID	I3_Pests and diseases	I3_High cost of inputs	I3_Weather/ Calamities	I3_Lack of capital
2	4	410	410050601				3
3	4	410	410050602				
4	4	410	410050603				
5	4	410	410050604	1			2
6	4	410	410050705				3
7	0	#VALUE!	#VALUE!				

Block J

1. **Major buyer produce** - acceptable codes for major buyer of produce is from 1 to 9 only.

ILLUSTRATION 54

Region	Province	ID	J1_Percent1	J1_Wholesaler	J1_Percent2	J1_Wholesaler	J1_Percent3	J1_Exporter	J1_Percent4
4	410	4.1E+08				3	80		
4	400	4E+08						5	100
4	400	4E+08				3	100		
4	400	4E+08				3	100		
4	400	4E+08						10	100

2. **Marketing related problems** - acceptable codes on the marketing related problems is from 1 to 6 only.

ILLUSTRATION 55

Region	Province	ID	J1_Percent9	J1_OthersTxt	J2_Unstable prices	J2_Rough roads/ high transport cost	J2_Low price of produce
4	410	410050601					
4	400	400050602					5
4	400	400050603					
4	400	400050604					
4	400	400050705					7

Block K

1. **Availed loan for cassava production** - if “yes” (code 1) there should be entries in Column K and if “no” (code 2), go to Block L. Acceptable code is 1 and 2 only.

ILLUSTRATION 56

Fill color turned red indicating inconsistency between Column J and Column K

Region	Province	ID	Prov	Mun	Brgy	SFC	K1_Availed Loan	K2_Loan Amount
4	410	4.1E+08	10	05	06	1	2	
4	410	4.1E+08	10	05	06	2	2	100
4	410	4.1E+08	10	05	06	3	2	
4	410	4.1E+08	10	05	06	4	1	6000
4	410	4.1E+08	10	05	07	5	1	0

Fill color turned red indicating that the code is not accepted

Region	Province	ID	Prov	Mun	Brgy	SFC	K1_Availed Loan	K2_Loan Amount
4	410	4.1E+08	10	05	06	1	2	
4	410	4.1E+08	10	05	06	2	5	
4	410	4.1E+08	10	05	06	3	2	
4	410	4.1E+08	10	05	06	4	1	6000
4	410	4.1E+08	10	05	07	5	2	

- Major source of code** - acceptable codes for the major source of loan is from 1 to 4 only.

ILLUSTRATION 57

	A	B	C	J	K	L	M
1	Region	Province	ID	K1_Availed Loan	K2_Loan Amount	K3_Cooperative	K3_Bank
2		4	410	4.1E+08	2		7
3		4	410	4.1E+08	2		
4		4	410	4.1E+08	2		3
5		4	410	4.1E+08	1	6000	
6							

Block L

- Government program/intervention on cassava** - if “yes” (code 1), there should be entries in Column K and if “no” (code 2), go to Block M. Acceptable code is 1 and 2 only.

ILLUSTRATION 58

	A	B	C	F	G	H	I	J	K	L
1	Region	Province	ID	Prov	Mun	Brgy	SFC	L1_Aware of Govt Program	L2_Availed Benefit from Govt Program	L3_Seeds
2		4	410	4.1E+08	10	05	06	1	1	1
3		4	410	4.1E+08	10	05	06	2	3	
4		4	410	4.1E+08	10	05	06	3	2	
5		4	410	4.1E+08	10	05	06	4	1	2
6		4	410	4.1E+08	10	05	07	5	2	

2. **Benefits** - acceptable codes for benefits availed is from 1 to 8 only.

ILLUSTRATION 59

Region	Province	ID	L2_Availed Benefit from C	L3_Seeds	L3_Fertilizer and other inputs	L3_Training on farming technology	L3_Irrigation facilities
4	410	410050601	1		10	3	
4	410	410050602					
4	410	410050603					
4	410	410050604					
4	410	410050605					

Block M

1. **Climate Change** - if “yes” (code 1), there should be entry in Column K and if “no” go to Column Q. Acceptable codes for climate change is 1 and 2 only.

ILLUSTRATION 60

Region	Province	ID	QCNo	Reg	Prov	Mun	Brgy	SFC	M Climate change	M1.1_Change in cropping pattern
4	410	410050601	01	04	10	05	06	00	1	
4	400	400050602	02	04	00	05	06	00	5	
4	400	400050603	03	04	00	05	06	00	1	1
4	400	400050604	04	04	00	05	06	00	1	
4	400	400050705	05	04	00	05	07	00	1	1

2. **Effects** - acceptable codes for the effects is from 1 to 5 only.

ILLUSTRATION 61

	A	B	C	J	K		M
1	Region	Province	ID	M1_Climat change	M1.1_Change in cropping pattern	M1.1_Increase in input usag	M1_1_Decrease in yield
2	4	410	410050601		1		
3	4	400	400050602		1		3
4	4	400	400050603		1	1	7
5	4	400	400050604		1		
6	4	400	400050705		1	1	

3. **Organic / natural farming method** - if the answer in Column Q is “yes” (code 1) acceptable codes for practices in organic/natural farming is from 1 to 4 only. If the answer in Column Q is “no” (code 2), go to Column W.

ILLUSTRATION 62

	A	B	C	O	Q	R
1	Region	Province	ID	M1.1_Others	M1.1_Others Ext	M2.1_Hundred percent chemical free farming
2	4	410	410050601			1
3	4	400	400050602			1
4	4	400	400050603			6
5	4	400	400050604			2
6	4	400	400050705			2

4. **Cassava farmers' organization** - if “yes” (code 1), there should be entries in Column X - specify the name of organization. If “no” (code 2), go to Block N.

ILLUSTRATION 63

The screenshot shows an Excel spreadsheet with the following data:

	A	B	C	V	W	X	Y
1	Region	Province	ID	M2.1_OthersTxt	M3_Farmers Organization	M3.1 Name of Organization	M3.2_Training/seminars
2	4	410	410050601			1 OCVAS	1
3	4	400	400050602			1	0
4	4	400	400050603			1 YELLOW CORN GROWER	
5	4	400	400050604				
6	4	400	400050705			2	

A red callout box points to the cell containing '1' in column X of row 3, with the text: "Fill color turned red indicating that no verbatim answer".

5. **Benefit/s received from the organization** - acceptable codes for benefits received from the farmers' organization is from 1 to 5 only.

ILLUSTRATION 64

The screenshot shows an Excel spreadsheet with the following data:

	A	B	C	Y	Z	AA	AB
1	Region	Province	ID	M3.2_Training/seminars	M3.2_Financial/credit support	M3.2_Inputs support	M3.2_Marketing support
2	4	410	410050601		1	8	
3	4	400	400050602				
4	4	400	400050603				
5	4	400	400050604				
6	4	400	400050705				

A red callout box points to the cell containing '8' in column AA of row 2, with the text: "Fill color turned red indicating that the code is not accepted".

Block N

1. **Column J** - acceptable codes for plan regarding cassava farm operation is from 1 to 3 only.

ILLUSTRATION 65

Fill color turned red indicating that the code is not accepted

	A	B	C	D	E	F	G		I	J	
1	Region	Province	ID	QCNo	Reg	Prov	Mun	Brgy	FC	N1_Plans	N1_
2	4	410	4.1E+08	01	04	10	05	06	00	2	
3	4	400	4E+08	02	04	00	05	06	00	2	
4	4	400	4E+08	03	04	00	05	06	00	4	
5	4	400	4E+08	04	04	00	05	06	00	2	
6	4	400	4E+08	05	04	00	05	07	00	2	
7	0	#VALUE!	#VALUE!								

2. **Column K** - acceptable codes for recommendations in order to improve cassava production is from 1 to 10 only.

ILLUSTRATION 66

Fill color turned red indicating that the code is not accepted

	A	B	C	H	I	J	K	L		N	
1	Region	Province	ID	Brgy	SFC	N1_Plans	N1_Specify	N2_Price support	N2_Improve irrigatio	N2_Infrastructure facilities	N2_
2	4	410	4.1E+08	06	00	2					
3	4	400	4E+08	06	00	2		1		2	
4	4	400	4E+08	06	00	1					12
5	4	400	4E+08	06	00	2					3
6	4	400	4E+08	07	00	2				5	3
7	0	#VALUE!	#VALUE!								

Fill color turned red indicating that wrong code was encoded

Review of the Output Tables and CRS Tables

When the review of household level data is completed (by block), review the **output tables**

Province	Male	Female
All 6 Provinces	100.00	-
Camarines Sur	-	-
Bohol	-	-
Bukidnon	-	-
Basilan	-	-
Lanao Sur	-	-
Sulu	-	-

There are 57 output tables that are linked in the household level data.

Item	for final	Qty	Val	Per Hectare			Per Farm (pesos)	Per Kilogram	% to total
				Quantity	Unit	Value			
Total Production	1	20790.00	117025.00	#DIV/0!	kg.	#DIV/0!	23405.00	5.63	Total Producti
RootsQty	1	20790.00	117025.00	#DIV/0!	kg.	#DIV/0!	23405.00	5.63	RootsQty
LeavesQty	0	0.00	0.00	0.00	kg.	0.00	0.00	0.00	LeavesQty
SeedsQty	0	0.00	0.00	0.00	kg.	0.00	0.00	0.00	SeedsQty
Area	0	0.00	0.00	0.00	ha.	0.00	0.00	0.00	Area
Number of farms	1	5.00	0.00	0.00		0.00	0.00	0.00	Number of farms
CASH	1	0.00	0.00	0.00		0.00	0.00	0.00	CASH
Seeds	0	0.00	0.00	0.00		0.00	0.00	0.00	Seeds
Self financed, paid in cash	0	0.00	0.00	0.00		0.00	0.00	0.00	Self financ
Discounted	0	0.00	0.00	0.00		0.00	0.00	0.00	Discounted
Organic Fertilizers	0	0.00	0.00	0.00		0.00	0.00	0.00	Organic Fertiliz
Solid	0	0.00	0.00	0.00		0.00	0.00	0.00	Solid
Self financed, paid in cash	0	0.00	0.00	0.00		0.00	0.00	0.00	Self fin
Discounted	0	0.00	0.00	0.00		0.00	0.00	0.00	Discount
Liquid	0	0.00	0.00	0.00	li.	0.00	0.00	0.00	Liquid
Self financed, paid in cash	0	0.00	0.00	0.00		0.00	0.00	0.00	Self fin
Discounted	0	0.00	0.00	0.00		0.00	0.00	0.00	Discount
Inorganic Fertilizers	0	0.00	0.00	0.00		0.00	0.00	0.00	Inorganic Fertil

Corrections shall be done in the household level data that correspond to the data items

Some tips in conducting data review/validation CRS table

- 1. Prepare the data checks needed for the activity;**
 - **Average yield in the province**
 - **Farm gate price**
 - **Prices of fertilizer, pesticides and other input**
 - **Last CRS data (if available)**

- 2. Compare the results of the survey with the existing data checks**