

April 22, 2009

MEMORANDUM:

**FOR : ROMEO S. RECIDE
Director**

**THRU : MAURA S. LIZARONDO
Asst Director**

**FROM : ROBERTO M. DALAG
Chief, AASID**

**SUBJECT : Conduct of the 3rd and 4th Rounds of Survey of Food
Demand for Agricultural Commodities (SFD)**

=====

Please find herewith, for your consideration, the plans and budgetary requirements for the simultaneous conduct of the 3rd and 4th rounds of Survey of Food Demand for Agricultural Commodities (SFD).

I. WORKPLANS

1. The field operation for Survey of Food Demand for Agricultural Commodities (SFD) will be conducted in all provinces on May 11 to June; 2009;
2. The SFD will cover around 13,322 sample households in about 1,332 sample barangays;
3. The survey will enumerate the pre-determined sample households in the sample barangays using two sets of SFD questionnaires (for February and May reference periods);
4. The information to be collected are quantity of household's food consumption, buying frequency and price per unit of food items, number of eaters during the reference periods (Last week of February and Past seven days), quantity of rice / corn leftovers, wastage and consumption of animals, rice substitution, and demographic characteristics of households;
5. All sample barangays/households will be enumerated by Contractual Data Collectors (CDCs) who will be supervised by BAS regular field staff;

6. Field editing, counter editing and verification of returns will be the responsibilities of designated field supervisor while electronic data processing will be spearheaded by the PPO and the APPO. All phases of provincial field operations will be under the direct supervision and responsibility of the PASO;
7. The SFD field operations will entail a total estimated cost of P3.8 million. The amount includes wages of CDC (computed at P125.00/sample), travel expenses, and reproduction/ mailing of survey instruments.
8. The Statistical Operations Coordination Division (SOCD), through the RASO, will coordinate the pre-survey activities, survey operations, post-survey activities and other administrative matters in provinces under their areas of responsibility (see Annex A for Timetable of Activities);
9. All survey results including output tables will be submitted to AASID while the soft copies of clean data files, accomplished questionnaires and master list of samples will be submitted by POCs to ICTD and SMRD through SOCD;
10. All survey instruments will be mailed to selected Regional/Provincial drop-off points at least one (1) week before the survey operations.

II. BUDGETARY REQUIREMENTS

A. Travelling Expenses	P1,133,270.00
1. Field Supervision	883,270.00
2. C.O. Supervision	250,000.00
B. Wages of Contractual Data Collectors	2,400,507.00
C. Reproduction of Survey Instruments	450,000.00
D. Mailing of Survey Instruments	<u>50,000.00</u>
TOTAL	P4,033,777.00