

# Baseline Assessment for FMM Sub-Programme Focus Group Discussion Checklist

Baseline Assessment for FMM Sub-Programme Focus Group Discussions

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DON'T READ THIS TO PARTICIPANTS: Focus Group Discussions (FGDs) – these are meetings that are generally of no more than 8 to 10 people. Predominately these FGDs will be women only. Questions should be asked of the group as a whole and a majority answer should be taken as reflective of the group. If there is a general feeling that there is no consensus then up to two different views need to be captured in the answer.

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Introduction and Informed Consent

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Introduction: Good Morning/Afternoon/Evening. My name is ....., I am from a project called "Empowering Women in Small Scale Fisheries for Sustainable Food Systems". We are currently conducting a survey to identify and obtain an understanding of how women who are involved in small scale fishery (SSF for short) activities currently are engaging in this livelihood particularly with respect to health and nutrition, access fish, access facilities to process fish and how easy it is for to sell in the market. We are also looking at fish consumption of women at home and fish consumption of children at school. The results of this survey will be used as knowledge to help managers implement the project. All information will be kept confidential and will be used for the purposes of our survey only. Note to Enumerator: Where a respondent is not able or wishes not to answer a question the Enumerator should make the question with a "No Answer".

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**Are you willing to participate in this survey?**

- Yes
- No

**Name of Interviewer/FGD Facilitator**

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**Date of Interviews**

yyyy-mm-dd

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## 1.1 Interview details

**1.1 Country**

- Namibia
- Madagascar
- Phillipines
- Indonesia

**1.2 Region (What is the name of this Region?)**

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**1.3 District (What is the name of this District?)**

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**1.4 Sub District or Town (What is the name of this Sub District/Town?)**

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**1.2. Take count of total number of Focus Group Discussion participants****1.2a. Number of male attendees**

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**1.2b. Number of female attendees**

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**1.3 Fisheries Livelihoods and Post-Harvest Practices**

To start our discussion, I (we) would like to discuss about activities women are involved in fisheries value chain and how many approximately are involved in each in this group

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**1.31. What activities do SSF women participate mostly (when we talk about fish)?**

- Catching fish (fishing)
- Processing fish
- Marketing fish
- Distributing fish
- Transportating fish

**1.31b Specify Other fisheries activities women are involved in**

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How many SSF women are involved in each of the following fisheries value chain activities in this group?

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**1.31a1. Catching fish [enter number]**

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**1.31a2. Processing fish [enter number]**

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1.31a3. Marketing fish [enter number]

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1.31a4. Distribution of fish [enter number]

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1.31a5. Transportation of fish [enter number]

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## 1.3 Fisheries Livelihoods and Post-Harvest Practices

At this point, we (I) would like to know who in this community do most of fishing/catching fish; quantities of fish caught on average and THREE common fish species caught and other related issues

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1.32a. Who usually does fishing in this community?

- Men
- Women
- Children
- Other family members

1.32b. Why or what is the reason most fishing is done by this group?

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1.33. How much fish IN KILOGRAMS does an average SFF household catch in a week?

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1.34a. What proportion of SSF Household FARM fish?

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1.34b. Why is the PROPORTION of SSF who FARM fish like that? Explain

*Why is the PROPORTION of SSF who farm fish like that? Explain*

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1.35. What fish species do you regularly deal with in your activities in this area/community? Mention top 3 species.

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1.35a. What is the name of the FIRST fish species do you commonly deal with?

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1.35b. What is the name of the SECOND fish species do you commonly deal with?

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1.35c. What is the name of theTHIRD fish species do you commonly deal with?

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1.36. How much fish IN KILOGRAMS does an average SSF household harvest in a week?

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### 1.3. Fisheries Livelihoods and Post-Harvest Practices

Now, we (I) would like to know who in this community do most of fish processing; what fish processing methods are used; and who markets the fish and other related issues

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1.37. Who usually does most of the fish processing in this community?

- Men
- Women
- Children
- Other family members

1.38. How much fish in KILOGRAMS on average does SSF process in a week?

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1.39. What is the source of the fish that SSF household deal with?

- Locally caught, small-scale fisherfolk
- Locally caught, commercial fisheries
- Other parts of the Country bought from a wholesaler
- Imported species bought from a wholesaler
- Purchased at market, do not know source
- Gift or Barter

**1.310a. What is the common method of processing fish employed by SSFs in this area/community?**

- Drying
- Smoking
- Salting
- Boiling
- Boiling and drying
- Frying
- Deep frying
- Other (Specify)

**1.310b. Specify the Other fish processing method**


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1.311 What capacity building initiatives on fish processing has been provided to SSF households? MENTION/LIST THREE

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**1.311a. What is the FIRST fish processing capacity building initiative that has been provided to SSF households in this areas?**


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**1.311b. What is the SECOND fish processing capacity building initiative that has been provided to SSF households in this areas?**


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**1.311c. What is the THIRD fish processing capacity building initiative that has been provided to SSF households in this areas?**


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**1.312. Who usually does most of the fish marketing/retailing, transporting fish, trading/wholesale fish in this area/community?**

- Men
- Women
- Children
- Other family members

**1.313. What is the average selling price per KILOGRAM of fish by SSF households in this community?**


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**1.314 What proportion of fish is usually lost or goes waste in this area/community?**


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**1.314b Why is it that the proportion of fish usually lost or goes to waste in this community like that?**

- Avoid spoilage
- Bad weather
- Recover costs of buying and transport
- Plenty of fish supply in the market (glut)
- Few buyers in the market
- Low quality fish
- Lack of storage infrastructure
- Fish spoiled/started rotting
- Other (please Specify)

**1.314c What is the Other Specific reason why fish is wasted?**


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**1.315 What facilities exist for those women involved in SSF post-harvest processing that might reduce waste and loss?**

- Cold storage rooms
- Storage facilities
- Processing facilities
- Transportation facilities
- Sanitation facilities
- Others (specify)
- None

**1.4 Decision-Making/Empowerment**

Now, we (I) would like to know how much input and roles women have in household decision making have in fish value chain in this community

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**1.41. How much input do women in SSF households have in decisions on the use of income generated from fisheries related activities?**

- No input
- Little input
- Moderate input
- All input

1.42. What roles do women play in decision-making in fish value chain in this area/community? (Mention 3 of them)

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1.42a. What is the **FIRST ROLE** women play in decision making in fish value chains?

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1.42b. What is the **SECOND ROLE** women play in decision making in fish value chains?

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1.42c. What is the **THIRD ROLE** women play in decision making in fish value chains?

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## Women and leadership in Fishery Organisations

1.5 Component 3 – Women Fishery Organisations

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At this point, I (we) would like to discuss about Women and leadership in Fisheries Organisation in this area/community

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1.51. What local fisheries organisations for women operate in your area?

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1.51a. What is the **FIRST** local fisheries organisations for women operate in this area?

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1.51b. What is the **SECOND** local fisheries organisations for women operate in this area?

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1.51c. What is the **THIRD** local fisheries organisations for women operate in this area?

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1.52. What is the nature of activities of these women organisations?

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1.52a. What is the **FIRST** activity of these Women organisations?

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1.52b. What is the **SECOND** activity of these Women organisations?

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1.52c. What is the **THIRD** activity of these Women organisations?

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1.53a. Are any of you a member of a local fisheries organisation?

No

Yes

**1.53b. How MANY are members of a local fisheries organisation here? ASK THEM TO RAISE HANDS AND COUNT THEN RECORD**

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## Our discussions on Fisheries Organisations continue

1.54. How has the Organisation influenced decisions related to fisheries activities at any local government meetings? (Mention 3 of them)

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**1.54a. What is the FIRST Organisation's influence on decisions related to fisheries activities at any local government meetings?**

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**1.54b. What is the SECOND Organisation's influence on decisions related to fisheries activities at any local government meetings?**

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**1.54c. What is the THIRD Organisation's influence on decisions related to fisheries activities at any local government meetings?**

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1.56. What benefits have been derived from these organisations in this area/community? (Mention 3 of them)

*1.56. What benefits have been derived from these organisations in this area/community? (Mention 3 of them)*

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**1.56a. What is the FIRST benefit you derive from these organisations**

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**1.56b. What is the SECOND benefit you derive from these organisations**

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**1.56c. What is the THIRD benefit you derive from these organisations**

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## Knowledge and Communication

1.6 Component 4 – Knowledge and Communication

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The Project aims to empower women to participate and be representatives within local and regional small-scale fisheries organizations. It will also facilitate women in different localities, countries and regions to learn from each other. The Project intends to inform stakeholders beyond direct beneficiaries of the Project of the benefits of fish in food and the need for sustainable small-scale fisheries value chains. It will share, regionally and globally, lessons learned and good practices in this respect

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1.61. What technologies do SSF households use in the following Fish Value Chain activities:

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1.61. What technologies do SSF households use in CATCHING FISH in this area/community?(Mention 3 of them)

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**1.61a. What the FIRST technology SSF households use in CATCHING FISH?**

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**1.61b. What the SECOND technology SSF households use in CATCHING FISH?**

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**1.61c. What the THIRD technology SSF households use in CATCHING FISH?**

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1.62. What technologies do SSF household use in PROCESSING FISH in this area/community?(Mention 3 of them)

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**1.62a. What the FIRST technology SSF households use in PROCESSING FISH?**

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**1.62b. What the SECOND technology SSF households use in PROCESSING FISH?**

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**1.62c. What the THIRD technology SSF households use in PROCESSING FISH?**

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1.63. What technologies do SSF households use in MARKETING FISH in this area/community?(Mention 3 of them)

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**1.63a. What the FIRST technology SSF households use in MARKETING FISH?**

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**1.63b. What the SECOND technology SSF households use in MARKETING FISH?**

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**1.63c. What the THIRD technology SSF households use in MARKETING FISH?**

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## **Question on technologies SSF household use in Fish Value Chain activities continue**

1.64. What technologies do SSF household use in DISTRIBUTING FISH? (Mention 3 of them)

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1.64a. What the FIRST technology SSF households use in DISTRIBUTING FISH?

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1.64b. What the SECOND technology SSF households use in DISTRIBUTING FISH?

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1.64c. What the THIRD technology SSF households use in DISTRIBUTING FISH?

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1.65. What technologies do SSF households use to TRANSPORT FISH in this area/community? (Mention 3 of them)

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1.65a. What is the FIRST technology SSF households use to TRANSPORT FISH?

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1.65b. What is the SECOND technology SSF households use to TRANSPORT FISH?

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1.65c. What is the THIRD technology SSF households use to TRANSPORT FISH?

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1.62. Where did they learn the use of the technologies?

- From parents
- Self-taught
- From others in the area
- Trained from a project
- Other family relative
- Fisheries Extension Worker

## Question on technologies SSF household use in Fish Value Chain activities continue

1.63. What technologies would you recommend for SSF households? (MENTION 3 of them)

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1.631. What is the FIRST technology you would recommend to SSF households?

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1.632. What is the SECOND technology you would recommend to SSF households?

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1.633. What is the THIRD technology you would recommend to SSF households?

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**1.64. What type of trainings have been provided to SSF members?**

- Fishing
- Fish value addition (Fish processing - drying, handling, packaging, cooking and preparing)
- Fish marketing
- Fish transportation
- Social protection
- Governance
- Climate smart practices
- Gender transformative and inclusion
- Other (Specify)

**1.64b. What is the Other specific training would be helpful for you in your role?**


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1.65. What extension services are provided for SSF actors (in fishing and secondary activities) that you know about? (Mention 4 of them)

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**1.651. What is the FIRST Extension service provided to SSF actors you know about?**


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**1.652. What is the SECOND Extension service provided to SSF actors you know about?**


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**1.653. What is the THIRD Extension service provided to SSF actors you know about?**


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**1.654. What is the FOURTH Extension service provided to SSF actors you know about?**


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**1.7 Access to productive assets**

At this point, we would like to know about access or ownership of assets SSF fisheries households

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**1.71. How much access do women in small-scale fisheries households have to productive assets?**

- No access
- Little access
- Moderate access
- Full access

1.72. Are there some assets that women or men have more access to than others?

- No
- Yes

1.73. Who would you say controls the productive assets most of the time?

- Men
- Women
- Children
- Other family members
- Both man & woman

## 1.8 Food, Diet and Food Access

At this point, we would like to know about Common foods and fish largely consumed in this area/community

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1.81. What do you know about the diet of the people in your area? (Common foods consumed in the community) MENTION 4.

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1.81a. What is the NAME of the FIRST food commonly consumed in this area/community?

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1.81b. What is the NAME of the SECOND food commonly consumed in this area/community?

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1.81c. What is the NAME of the THIRD food commonly consumed in this area/community?

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1.81d. What is the NAME of the FOURTH food commonly consumed in this area/community?

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1.82. Do you feel that fish is easily available for the people in this area?

- No
- Yes

1.83. What are the 3 commonly consumed fish in the area?

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1.83a. What is the FIRST fish type commonly consumed in this area/community?

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1.83b. What is the SECOND fish type commonly consumed in this area/community?

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1.83c. What is the THIRD fish type commonly consumed in this area/community?

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1.84. What is the most common way of preparing fish for consumption at home? (Include parts used, preparation methods?)

- Drying
- Smoking
- Salting
- Boiling
- Boiling and drying
- Frying
- Deep frying
- Other (Specify)

1.85. Of the fish that is available, where is it sourced? (Local small-scale fishers, commercial fisheries, imported)?

- Locally caught, small-scale fisherfolk
- Locally caught, commercial fisheries
- Other parts of the Country bought from a wholesaler
- Imported species bought from a wholesaler
- Purchased at market, do not know source
- Gift or Barter

1.86. How many days per week do households consume fish (on average) in this area/community?

- One day
- Two days
- Three days
- Four days
- Five days
- Six days
- Seven days

## 1.9 Conclusions

We are coming to the end of our discussions however, as a last question: Ask the question

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1.9. What are the main challenges faced by SSF in value chain in this region/community? [MENTION THREE]

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1.91a. What is the FIRST Challenge?

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1.91b. What is the SECOND Challenge?

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1.91c. What is the THIRD Challenge?

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THANK YOU VERY MUCH, AT THIS POINT I HAVE TO SAMPLE ANOTHER HOUSEHOLD/RESPONDENT. Have a good day/time

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This marks the end of the interview/discussion with you. THANK YOU VERY MUCH FOR GIVING ME, the GOVERNMENT & FAO your precious time to provide the answers to the questions I have asked you. Have a good day/time

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**Take GPS Coordinates of the place of interview**

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latitude (x.y °)

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longitude (x.y °)

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altitude (m)

---

accuracy (m)

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