**National Micronutrient Status Survey, 2016-2017**

**Training Schedule for Enumerators and Supervisors**

**Venue:** Surya Catering, Dhumbarahi, Kathmandu

**Date:** March 13-31, 2016

| **Date** | **Time** | **Activities** | **Facilitators** |
| --- | --- | --- | --- |
| **March 13, 2016**  **Sunday**  **(Day 1)** | **Opening Session** (Chief Guest: Dr. Puspa Chaudhari, DG,  Department of Health Services**)** | | Moderate  by NJ |
| 09:30 – 10:30 am | **Registration with Tea/Coffee** |
| 10:30 – 10:40 am | Welcome Address by Jagat Basnet, Executive Director, New ERA |
| 10:40 – 11:40 am | Introduction of Training Participants and Facilitators |
| 11:40– 12:00 am | General Overview of the Training Session and Training Norms |
| 12:00– 12:15 pm | Overview on National Micronutrient Status Survey: by Giriraj Subedi, Chief, Nutrition Section, CHD |
| 12:15 – 12:20 pm | Remarks by Dr. Maria Jefferd, CDC, Atlanta, USA |  |
| 12:20 – 12:25 pm | Remarks by Dr. Whitehead Ralf (Donnie), CDC, Atlanta, USA | Moderate  by NJ |
| 12:25 – 12:30 pm | Remarks by Stanley Chitekwe, Chief, Nutrition Section, UNICEF |
| 12:30 – 12:35 pm | Remarks by Rownak Khan, Representative, UNICEF |
| 12:35 – 12:40 pm | Remarks by Dr. Senendra Upreti, MoHP |
| 12:40 – 12:45 pm | Remarks Dr. Rajendra Prasad Pant, Director, CHD |
| 12:45 – 1:00 pm | Closing Remarks by Dr. Puspa Chaudhari, DG, Department of Health Services. |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:15 pm | Overview of Survey Implementation Plan: by Nira Joshi, Project Director, New ERA | NJ/CDC |
| 3:15 – 3:30 pm | Roles and Responsibilities of the Field Team | RD |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Sampling Methodology (Survey Clusters, Selection of Households, Selection of Respondents) | NJ |
| **March 14, 2016**  **Monday**  **(Day 2)** | 09:30– 10:00 am | Recapitulation of Day 1 | RD |
| 10:00 – 10:20 am | Introduction to different sets of Survey Questionnaires | NJ |
| 10:20 – 11:00 am | Overview of Interview Techniques and recording responses | NJ |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | | |
| 11:00 – 1:00 pm | Introduction and discussion on Household Questionnaire | NJ/CDC |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00– 3:30 pm | Discussion on Household Questionnaire (Continue……) | NJ/CDC |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00– 5:00 pm | Mock Interview on Household Questionnaire | UG/RD/BRD |
| **March 15, 2016**  **Tuesday**  **(Day 3)** | 09:30 – 10:00 am | Recapitulation of Day 2 | RD |
| 10:00 – 11:00 am | Experience Sharing on Mock Interview on Household Questionnaire and Consent | NJ/CDC |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | | |
| 11:30 – 1:00 pm | Ethical Consideration during Questionnaire Administration and Interview  Discussion and practice on consent taking procedure | RBC |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:30 pm | Introduction and discussion to 6-59 months children Questionnaire | NJ/CDC |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Mock Interview and Role Play on 6-59 months children Questionnaire | RD/UG/BRD |

| **Date** | **Time** | **Activities** | **Facilitators** |
| --- | --- | --- | --- |
| **March 16, 2016**  **Wednesday**  **(Day 4)** | 09:30 – 10:00 am | Recapitulation of Day 3 | RD |
| 10:00 – 11:00 am | Experience Sharing on Mock Interview on 6-59 months children Questionnaire | NJ/CDC |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | | |
| 11:30 – 1:00 pm | Introduction and discussions to WRA Questionnaire | NJ/CDC |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:30 pm | Mock Interview and Role Play on WRA Questionnaire | RD/UG/BRD |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Experience Sharing on Mock Interview on WRA Questionnaire | NJ/CDC |
| **March 17, 2016**  **Thursday**  **(Day 5)** | 09:30 – 10:00 am | Recapitulation of Day 4 | UG |
| 10:00 – 11:00 am | Introduction and discussion to Adolescent boys, Adolescent girls, and 6-9 year Children Questionnaire | NJ/CDC |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | |  |
| 11:30 – 1:00 pm | Mock Interview and Role Play on Adolescent boys, Adolescent girls, and 6-9 year Children Questionnaire | RD/UG/BRD |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:30 pm | Experience Sharing on Mock Interview on Adolescent boys, Adolescent girls, and 6-9 year Children Questionnaire | NJ/CDC |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Review of all survey questionnaire | RD/UG/BRD |
| **March 18, 2016**  **Friday**  **(Day 6)** | 09:30 – 10:00 am | Recapitulation of Day 5 | RD |
| 10:00 – 11:00 am | Overview of anthropometry, Equipment demonstrations, demo on measuring height/length and weight | NJ/BRD/CDC |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | | |
| 11:30 – 1:00 pm | Practice measuring and recording height and recumbent length and weight | BRD/UG/RD |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:30 pm | Practice measuring and recording height and recumbent length and weight (Continue…..) | BRD/UG/RD |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Timed practice (3 seconds) of reading numbers | BRD/UG/RD |
| **March 19, 2016, Saturday (Holiday)** | | | |
| **March 20, 2016**  **Sunday**  **(Day 7)** | 09:30 – 10:00 am | Recapitulation of Day 6 | RD |
| 10:00 – 11:00 am | More Practice on anthropometry and reading numbers | BRD/UG/RD |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | | |
| 11:30 – 1:00 pm | Practice and preparation for standardization test | BRD/UG/RD |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:30 pm | Anthropometry Standardization test | BRD/RD/UG |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Anthropometry Standardization test (Continue…..) | BRD/RD/UG |
| **March 21, 2016**  **Monday**  **(Day 8)** | 09:30 – 10:00 am | Recapitulation of Day 7 | RD |
| 10:00 – 11:00 am | Overview of Global Positioning System (GPS), its Measurements Techniques and Standardization | NJ/UG |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | | |
| 11:30 – 1:00 pm | Practice on GPS Coordinates Measurement | NJ/UG/RD |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:30 pm | Overview of Sampling procedures and forms (Mapping and census forms) | NJ/RD/CDC |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Practice on mapping and census | RD/UG/BRD |
| **March 22, 2016, Tuesday (Holi Festival Holiday)** | | | |
| **March 23, 2016**  **Wednesday**  **(Day 9)** | 09:30 – 10:00 am | Recapitulation of Day 8 | RD |
| 10:00 – 11:00 am | Practice on mapping and census (Continue….) | RD/UG/BRD |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | | |
| 11:30 – 1:00 pm | Review anthropometry standardization result | BRD/NJ |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:30 pm | Review all interview questionnaires and census forms | RD/UG |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Team division for pre-test | RD |
| **March 24, 2016**  **Thursday**  **(Day 10)** | 8:30 – 11:00 pm | Logistics distribution to each team for Pre-test | RD/UG/BRD |
| **Lunch Break (11:00 am – 12:00 pm)** | | |
| 12:00 – 2:00 pm | Travel to Pre-test clusters | |
| 2:00 – 3:00 pm | Coordination with DHO by supervisors | |
| 2:00 – 6:00 pm | Mapping and census by other field team members | |
| **March 25, 2016**  **Friday**  **(Day 11)** | **Pre-testing of survey tools** | | |
| **March 26, 2016**  **Saturday (Day 12)** | **Pre-testing of survey tools** | | |
| **March 27, 2016**  **Sunday (Day 13)** | **Pre-testing of survey tools** | | |
| **March 28, 2016**  **Monday (Day 14)** | 09:30 – 11:00 am | Experience sharing on pre-test (Team 1, 2, and 3) | RD/UG/BRD |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | | |
| 11:30 – 1:00 pm | Experience sharing on pre-test (Team 4, 5, and 6) | RD/UG/BRD |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:30 pm | Experience sharing on pre-test (Team 7, 8, and 9) | RD/UG/BRD |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Experience sharing on pre-test (Team 10, and 11) | RD/UG/BRD |
| **March 29, 2016**  **Tuesday (Day 15)** | 09:30 – 11:00 am | Experience sharing on pre-test (Team 12, 13, and 14) | RD/UG/BRD |
| **Tea/Coffee Break (11:00 am – 11:30 am)** | | |
| 11:30 – 1:00 pm | Final review on the questionnaire before printing | RD/UG/BRD |
| **Lunch Break (1:00 pm – 2:00 pm)** | | |
| 2:00 – 3:30 pm | Field Movement Plan | RD/UG/BRD |
| **Tea/Coffee Break (3:30 pm – 4:00 pm)** | | |
| 4:00 – 5:00 pm | Team Division | RD/UG/BRD |
| **March 30, 2016**  **Wednesday (Day 16)** | Logistics Distribution to Each team | | RD/UG/BRD/  SS/AG/QAs |
| **March 31, 2016**  **Thursday (Day 17)** | Logistics Distribution to Each team | | RD/UG/BRD/  SS/AG/QAs |
| **April 1, 2016, Friday** | Field Departure from Training Venue | | |

***Note:***

*NJ = Nira Joshi, RD = Ramesh Dangi, SS = Sandhya Sahi, AG = Akriti Gyanwali, UG: Umesh Ghimire, BRD = Babu Raja Dangol, R B.C. = Dr. Rajendra Kumar B.C.*