

SIAP

Statistical Institute for Asia and the Pacific

Global strategy for agriculture
and rural statistics

**Regional Training Course on Sampling Methods for Producing Core
Data Items for Agricultural and Rural Statistics**

Jakarta, Indonesia ,29Sep-10 October 2014.

FIELD OPERATIONS

- **Field operations are the most important part of any survey.**
- **The first thing is that questionnaires/schedules of enquiry for collecting data should be well designed and printed in adequate number so that the field staff have sufficient supply of stationery to collect data.**
- **In most large scale agricultural about 3 different schedules i.e. one for listing the households; second for collecting data on holdings and crops and inputs and the last one for collecting data on crop yield etc.**

- **The questions in these schedules should be simple and straightforward so that the enumerators and respondents understand easily and have no difficulty in answering and filling these schedules.**
- **Equipment required for measuring or weighing the produce should be procured and supplied to the field staff.**
- **The accuracy of the equipment should be good so that the data collected are reliable**
- **The instruction manuals should be prepared for enumerators and supervisors; These manual should explain in detail the method of filling in these questionnaires /schedules**

- **Supervision of field work**
- **For improving and maintaining the quality of data being collected it is necessary that field work is regularly supervised and mistakes if any are regularly corrected**
- **up-to-date and accurate, the questionnaire should be very well designed and simple so that the enumerators can fill them easily and the respondents can understand the questions and give proper response.**
- **The training manuals for enumerators giving full details of the method of filling in the schedule should be prepared.**

- **In addition to the classroom lectures the enumerators should be given field training so that they understand how they are to collect the data and how they enlist the cooperation of the farmers/ respondents.**
- **Some times the field workers have to be in the field during rainy season they should be given umbrellas/rain coats**

- **They should be asked to collect the data from the head of the family or someone close to the head of the family and is fully conversant with the field operations in the household.**
- **There should be good supervision of the work of the enumerators by the supervisors and also some senior officers from the Head Office.**

- **The supervision should be done on surprise basis.**
- **There should be a strict time schedule for collecting data and checked by the supervisors and submitted for data entry and processing the results.**
- **This will help in releasing the results of the survey in time.**