

ADDENDUM ON FIELD PROTOCOLS

- Upon arrival in each EA, Team Leader MUST first identify the respondents in each selected household before he/she assigns interviewers to households.

Reasons:

- Gender composition of the respondents and available enumerators will determine the interviewer assignments so that **male (female) enumerators interview male (female) respondents.**
 - If the household is selected for treatment arm 2 or 3 AND there is no principal couple, the selected household is NOT eligible for interview and no interviewer assignment needs to be made.
- Treatment Arm 3: Both a male **AND** a female enumerator have to be present in the interview.

Treatment Arms 4 & 5: **ALWAYS include head, and spouse if applicable,** among the respondents, regardless of their age if they are available for an interview during your time in the EA.

There will be a maximum of 4 interviews per household.

If there are 4 or less household members that are eligible AND available for an interview, your aim will be to interview these individuals.

If there are more than 4 household members that are eligible AND available for an interview, attempt to interview head and spouse, if applicable. The remaining respondents MUST be **randomly selected** from the household roster.

- Treatment Arms 4 & 5: The Household Questionnaire needs to be administered only by one enumerator to one respondent in the household (preferably the most knowledgeable person). However, the information collected **must** also be entered on the tablets of ALL enumerators that are assigned to the household for administering the Individual Questionnaires.

The **team leader will determine** whether these data will be entered at the same time as the interview for the Household Questionnaire is taking place or prior to the start of the interviews for the Individual Questionnaires - depending on the workloads of the enumerators on the team.

After the Household Questionnaire interview is completed, the interviews for the Individual Questionnaire will begin at separate locations. These interviews must take place alone with the respondents.

CLASSIFYING COMPOUNDS:

- If a compound has two or more dwellings, and the members of each dwelling share cooking arrangements and pool some or all of their resources, they are considered one household.
- If a compound has two or more dwellings, and the members of each dwelling have separate cooking arrangements and do not pool their resources, each dwelling is considered a separate household.

CLASSIFYING ABSENTEE INDIVIDUALS:

- If a household member has a spouse (or other relative) who has not lived in the household for more than 6 months and this spouse **DOES NOT** maintain a household elsewhere, he or she is considered to be a Regular Member of the household.

In Module 2, Q204 of the Household Roster, he or she should be given a code of 3 or 4 depending on whether this person is present (code 3) or absent (code 4) at the time of the interview.

- If a household member has a spouse (or other relative) who has not lived in the household for more than 6 months and this spouse **DOES** maintain a household elsewhere, he or she is NOT considered to be a Regular Member of the household.

In Module 2, Q204 of the Household Roster, he or she should be given a code of 7 (left permanently) and will be omitted from the interview at Q206.

PROTOCOL FOR ACCOMMODATING DIFFICULT FIELD SCENARIOS:

All Treatment Arms:

- The household is selected for **ANY** treatment, and the respondent decides to terminate the interview after completing the household questionnaire, but before completing the individual questionnaire.
 - **ACTION:** Ask the respondent if you can schedule a follow up interview to complete the individual questionnaire. If you cannot, note this in the MEXA CAPI application, mark the household questionnaire interview status code as "complete," and inform the team leader. Then skip to Module 13 in the individual questionnaire and code the appropriate individual interview status.

Treatment Arm 1:

- The household is selected for treatment arm 1 and is headed by an individual below the age of 18, who is the most knowledgeable household member identified for the interview.
 - **ACTION:** Interview the identified member even if the individual is less than 18 years old.

Treatment Arm 2:

- The household is selected for treatment arm 2, a principal couple exists, but the randomly selected member of the principal couple is not available for interview during your time in the EA.
 - **ACTION:** Treat the household as a non-response and inform your team leader.
- The household is selected for treatment arm 2, a principal couple exists, the randomly selected member of the principal couple is not available at first try, but will be back during your time in the EA.
 - **ACTION:** Administer the Household Questionnaire if possible (in accordance with the protocol) and schedule a follow-up interview with the selected member for the Individual Questionnaire.

Treatment Arm 3:

- The household is selected for treatment arm 3, a principal couple exists, both members are available for the interview, but one or both members of the principal couple are below 18.
 - **ACTION:** Interview the principal couple together, regardless of one or both of them being below the age of 18.
- The household is selected for treatment arm 3, a principal couple exists, one or both members of the principal couple are not available at first try, but will be back during your time in the EA.
 - **ACTION:** Administer the Household Questionnaire if possible (in accordance with the protocol) and schedule a follow-up interview to interview the principal couple together for the Individual Questionnaire.
- The household is selected for treatment arm 3, a principal couple exists, but only one member of the principal couple is available for interview during your time in the EA.
 - **ACTION:** Treat the household as a non-response and inform the team leader.

Treatment Arm 3 (Continued):

- The household is selected for treatment arm 3, a principal couple exists, but the male spouse/partner does not agree for his wife to be interviewed with him.
 - **ACTION:** Explain the importance of interviewing the couple together. If he still refuses, treat the household as a non-response and inform the team leader.
- The household is selected for treatment arm 3, a principal male has two or more wives or partners who live in the household.
 - **ACTION:** The enumerator should ascertain which of the spouses/partners has been married to, or lived longer with, the principal male. This woman should then be part of the interview as the principal spouse. If she will not be available during your time in the EA, and if the second spouse is available, she can be selected as a respondent.

Treatment Arms 4 and 5:

- The household is selected for treatment arm 4 or 5, a principal couple exists, but one or both members of the principal couple is below 18.
 - **ACTION:** Interview both members of the principal couple, regardless of one or both of them being below the age of 18.
- The household is selected for treatment arm 4 or 5, and some interview-eligible household members are not available for interview during your time in the EA.
 - **ACTION:** Interview the available members **ONLY AFTER** you confirm with your team leader that the required members are not available for interview.
- The household is selected for treatment arm 4 or 5, and while some interview-eligible adult household members are not available for interview at first try, they will return during your time in the EA.
 - **ACTION:** Administer the Household Questionnaire (in accordance with the protocol) to an available household member and schedule a follow-up time to administer the Individual Questionnaire to all household members **SIMULTANEOUSLY**. If all household members will not be available at the same time for simultaneous interviews, interview the available members and schedule follow-up interviews with the absent members.

- The household is selected for treatment arm 4 or 5, and while all interview-eligible household members are available for interview, there are more male members than female members or vice versa.
 - **ACTION:** Do your best to ensure that the household head and spouse are matched with enumerators of the same sex, but then match male interviewers with female respondents and female enumerators with male respondents, as necessary.

PROTOCOL FOR LANGUAGE CHALLENGES AND USING INTERPRETERS

- **IF** the household is selected for ANY treatment arm and the interview-eligible household member does not speak any language that the enumerator knows,

OR

IF the household has been selected for treatment arm 3 and one member of the principal couple does not speak any language that the enumerator(s) know,

- **ACTION: Prior to deploying enumerators to households,** the team leader **MUST** ascertain from the chairman of the EA whether the interview-eligible household members do not speak a language known to the enumerators.

If an interpreter is needed, the team leader must find an interpreter from **OUTSIDE OF THE HOUSEHOLD AND THE EA** and deploy him or her to the household with the enumerator.

If an enumerator discovers, **after being deployed to the household,** that he/she does not speak a common language with an interview-eligible household member, the enumerator **MUST** schedule a time to return to the household with an interpreter. The interviewer **MUST** alert the team leader that an interpreter from **OUTSIDE OF THE HOUSEHOLD AND THE EA** is needed.

PROTOCOL FOR ASSIGNING ENUMERATORS TO RESPONDENTS BY GENDER

- Male enumerators must interview male respondents and female enumerators must interview female respondents.
- Exceptions to this rule could only be made in treatment arms 4 and 5, if the gender composition of the respondents does not match the gender composition of the available enumerators. In that case, do your best to ensure that the household head and spouse are matched with enumerators of the same sex, but then match males with females, as necessary.