SUSTAINABLE FISHERIES MANAGEMENT PROJECT (SFMP)

Training of Enumerators for Socio-Economic Studies

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ACRONYMS

FGD	Focus Group Discussion
GIS	Geographic Information System
GPS	Global Positioning System
KII	Key Informant Interview
SFMP	Sustainable Fisheries Management Project
UG	University of Ghana
USAID	United States Agency For International Development

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SECTION 1: BACKGROUND

The Ministry of Fisheries and Aquaculture Development has declared the closed season to begin from the 15th May - 15th June 2019 for the artisanal fishery and that of the inshore and industrial fishery from 1st August - 30th September, 2019. This management measure is intended to contribute to rebuilding fish stocks by allowing fish to reproduce during the peak of the spawning season before capture. In this regard, there has been concern to assess the short-term socio-economic impacts positive, neutral or negative, of the closure on various sectors within the fishing industry involving canoe fishermen – owners and crew, fish processors and any potential impacts on the broader consumers of seafood. In order to generate this information, a contract has been awarded by the USAID Sustainable Fisheries Management Project (SFMP) to a research team led by Prof. P.K. Ofori-Danson at the University of Ghana, Legon, to monitor and assess the short term socio-economic impacts. The assignment demands data on key performance indicators derived from reliable data collected from the fishing communities using trained enumerators.

SECTION 2: DEVELOPMENT OF DATA COLLECTION INSTRUMENTS

The methodology for the socio-economic survey involves utilization of a developed structured questionnaire and semi-structured questionnaire for the field assessments as well as the Focus Group Discussions (FGDs) and Key Informant Interviews (KII). Fishers' interview will be undertaken in compliance with the scope of work criteria as per the terms of reference. To obtain information from the fishers, a face-to-face interview technique is expected to be undertaken to get more candid and in-depth responses, to understand the levels of impacts from the closed season. Also the design of the questionnaire will help to appreciate fishers' knowledge on national and international fisheries policies and regulations as well as capacities of different fishers to address or cope with the impacts of the closed season.

In order to obtain relevant data, a mobile tablet-based (paperless) application has been developed by the USAID/SFMP to facilitate the collection of data in the field by administering the survey questionnaire using the KoBoToolbox cloud-based data storage platform at the Harvard Institute for International Development. The use of tablets will facilitate ease of data collection and entry, reduce transcription errors and speed up the process of quality control, data cleaning and analysis. Special arrangement has been made with USAID/SFMP to provide the mobile tablets and training for key consultants and enumerators.

SECTION 3: OBJECTIVES OF THE TRAINING

The principal objectives of the training were to give a wider understanding of the closed season and to provide enumerators with specific skills in (i) recording the sampling site to collect responses and (ii) use the mobile tablets to administer questionnaires in the field through application of the KoBoToolbox cloud-based data storage platform.

SECTION 4: LIST OF ENUMERATORS/DATA COLLECTORS

A total of nine (9) enumerators were invited through personal contacts for the training with assistance of Mr. Bakari of the SFMP. The particulars of the enumerators are listed in Table 1 below:

Table 1: Details of selected enumerators for the survey

No.	Names	Sex	Home (Location)	Phone Number
1	Esther-Lilian Opusumah	F	Hohoe	0240584723
2	Agudze T. Robert	M	Tarkwa	0249757351
3	Iddrisu Seidu	M	Tamale	0240505090
4	Amidu Ahmed	M	Tamale	0242627338
5	Stella Forson	F	Elmina	0545113578
6	Agyeiwaa Akoto	F	Accra (Tantra Hills)	0545113578
7	Billa Issaka	M	Accra	0266511750
8.	Margaret Osai	F	Suhum	0243984820
9.	Ellen Nyarko Yeboah	F	Cape Coast	0546553103

In addition, the consultants, namely Prof. P.K. Ofori-Danson, Dr. Asiedu Berchie and Mr. Samuel Amponsah (team from the University of Ghana (UG) participated and benefited from the training. It is anticipated that the consultants will serve as 'back-up enumerators "against any unforeseen eventualities and also follow up on review of the generated data.

SECTION 5: FACILITATORS

The Facilitators were mostly drawn from the USAID /SFMP staff and composed of the following:

- Mr. Bakari H. Myari   - SFMP   (Lead Facilitator)
- Mr. Socrates Apetorgbor   -SFMP
- Mr. Samuel Kombian   - SFMP
- Mr. Nii Abbey   - SFMP
- Prof. Patrick K. Ofori-Danson   - UG

SECTION 6:   LOGISTICS

The training was designed to be residential one with accommodation arranged with a private Guest House (Akapulco Restaurant & Guest Rooms) at Madina which is quite close to the SFMP office. Transport arrangement was made to convey enumerators to and from the venue for the training. Normally, presentations commenced at 8.30 am and ended at 5.30 p.m.

SECTION 7: TRAINING SCHEDULE/SYLLABUS

7.1 Expected Outputs

Enumerators are to be motivated and equipped with skills to enable them collect the required socio-economic, nutrition and communication data during the pre-closed, during and post-closed using the KoBoToolbox cloud-based data storage platform.

7.2 The Agenda

Table 2: Agenda for enumerator training (DAY 1 - 16TH APRIL)

Time	Activity/Item	Lead Person
7:30am	Registration	Samuel Fant
8:00am	Welcome and Introduction	Prof. Danson, Bakari
8:30am	Roles and Responsibilities	Prof. Danson, Bakari
10:45am	**SNACK –BREAK**	Nafisa
11:00am	Communicating	Nii Abbey
12:00pm	Overview of the Survey	Prof. Danson, Bakari
12:30pm	Fishing techniques & gears	Socrates
1:00pm	**LUNCH**	Nafisa
2:00pm	Interview Techniques	Bakari & Fant
3:00pm	Survey Practice	Bakari & Fant
5:30pm	Wrap-up and closing	Bakari & Fant

Table 3: Agenda for enumerator training (DAY 2 - 17TH APRIL)

Time	Activity	Person Responsible
8:30am	Debrief of Day 1 activities	Enumerators
9:30am	Interview Techniques	Bakari & Fant
10:00am	**BREAK**	
10:15am	Tablet Overview	Bakari & Fant
11:00am	Tablet Workshop	Bakari & Fant
11:45am	Survey Overview	Bakari & Fant
1:00pm	**LUNCH**	

2:00pm	Tablet Practice	Bakari & Fant
3:00pm	Survey Practice	Bakari & Fant
4:30pm	Wrap up and closing	Bakari & Fant

Table 4: Agenda for enumerator training (DAY 3 - 18TH APRIL)

Time	Activity	Person Responsible
8:30am	Travel to Jamestown	Prof Danson/Bakari/Enumerators
9:15am	Pretest Surveys	Prof Danson/Bakari/Enumerators
3:00pm	lunch	
4:00pm	Debrief of Pre-Test	Prof Danson/Bakari/Enumerators

7.3 Training Structure

The three-day training was designed to appeal to the enumerators using Power-point presentations and illustrations by the Facilitators (Figure 1). It is noteworthy that some of the relatively more experienced enumerators complemented the presentations with instances of their practical experiences. Relevant photocopies of the presentations were given to the participants. Role play exercises for administration of the questionnaire were undertaken to afford the enumerators hands-on opportunity before the Pre-field testing at Teshie, a fishing community near Accra (Figure 2).

Figure 1: Enumerator training session at Ghana SFMP office, Accra

Figure 2: Role play exercises by enumerators at SFMP office, Accra

7.4 Syllabus

7.4.1. Introduction

Overview of SFMP Project and closed season; purpose of survey; target communities

7.4.2. Roles and Responsibilities:

Expectations/Contract terms and conditions; Logistics and travel; reporting

7.4.3. Communication and Traditional/cultural dynamics:

Community entry/communicating the Socio-economic study; role play exercise; distribution of project information

7.4.5. Survey Overview:

Distribution of paper survey; read through of survey questions

7.4.6. Fishing techniques and gears:

Gear type; types of fish; fishing terminology related to survey

7.4.7. Interview Techniques:

Survey practice

7.4.8. Tablet overview:

Android system; applications used; power usage

7.4.9. Tablet workshop:

Mapping overview (GPS technology); Survey overview (KoboToolbox-submission/queuing; saving drafts); tablet practice

7.4.10. Debrief of Pre-test:

Issues encountered by enumerators; issues predicted by enumerators; potential mitigations

7.5 Pre-field testing on the KoboToolbox

A pre-test was undertaken at Teshie, a fishing community near Accra (Figure 3). The team comprised seven (7) enumerators, three (3) UG members and three (3) SFMP staff. Enumerators were educated on community entry and the administration of the questionnaire using the KoboToolbox.

The questionnaires were administered through the following:

- Identification of households (five intervals) by the Enumerator
- Identification of household head or in the absence, interview the next senior-most person.
- Consent form read verbally to respondents
- Actual administration of the questionnaire
- Reminder to the respondent for a follow-up during the closure and after the closure

Figure 3: At Teshie fishing community to commence pre-testing of questionnaires by enumerators

7.6   Debrief of the Pre- test

De-briefing was done after the enumerators completed the pre-test (Figure 4). All the challenges encountered were addressed. The Consultants also informed the Enumerators on the date for the commencement of the pre-closure interviews.

Figure 4: De-briefing session after the pre-testing of questionnaires by enumerators at Teshie Fishing community

SECTION 8:   CHALLENGES

Two enumerators (from the Volta and Western Regions respectively) for personal reasons, decided to withdraw from the training on the third day. In this regard, arrangement is being made by the UG team to close this gap with substitute enumerators as soon as possible or deploy some of the trained enumerators to cover two more communities instead of one in view of the short time available for another training.

There is a need to get the pre-closure interviews done before closure (by 15th May, 2019). Thus, there is urgent need for more practice by the enumerators with the KoboToolbox using the tablet especially in uploading data and transmission. There is also the need for in-house training to ensure that enumerators interview more respondents in one household after those of the House Head and Food Preparer.

The pre-field testing revealed that extra practice and effort should be made by the enumerators in order to be more conversant with the generation of the data using the KoboToolbox kit before the actual commencement of 'real' data tentatively scheduled to commence on 29th April, 2019. It is anticipated that consultants will run checks and even pay visits on how they are doing in the field.

In view of the withdrawal of two (2) enumerators from the training on the third day, most of them accepted to cover two communities as follows:

Table 5: Proposed communities for the Enumerators

No.	Names	Proposed Communities
1.	Ellen N. Yeboah	Winneba and Apam
2.	Stella Forson	Elmina and Abusei
3.	Margaret Osei	Nungua and Tema
4.	Amidu Ahmed	Sekondi and Half Assini
5.	Seidu Iddrisu	Keta and Atorkor
6.	Adwoa Agyeiwaa Akoto	Bortianor

SECTION 9: CONCLUSIONS AND WAY FORWARD

The training afforded the enumerators the opportunity to understand the closed season as a fisheries management strategy and their roles in obtaining quality data through knowledge and application of the KoboToolbox during the pre-closed, closed and post-closed following the instructions provided by the software. As a result, enumerators who have accepted to participate in the assignment have been nominated to work in a respective community or communities (Table 5 above) for the collection of the data. In this regard, they have been made to sign an agreement or Memorandum of Understanding as surety to undertake the assignment after the training.