

MARKET PRICE DATA CAPTURE SURVEY



Enumerator Training Manual

Kigali, April 2019

I. Introduction

The market price data capture survey also called price survey aims at collecting the prices and related information about 65 products or items in 130 pre-identified markets in Rwanda across the 21 rural districts. The field data collection started from 1st September 2016 and is ongoing until December 2019. Each market is visited once in a month.

At Innovations for Poverty Action (IPA), we are very concerned about the quality of the data and for that, the role of enumerator is extremely crucial. We value your work and we expect the best from you.

In the following sections of this training manual, your role, the materials, and the tools for data collection, and sources of information will be exposed.

II. Role, materials, and tools for the data collection

1. Roles

For the field data collection, the team of enumerators will be supported by the Field Manager, and the Research Manager. Some colleagues from the World Bank will play an active role in the process of data collection. The role and responsibilities of an enumerator in this study are:

Enumerator: You will:

- Go to the specific markets; one time in a month per market. The market details will be communicated by the Field Manager
- Meet with the market organizer to collect market related information
- Observe the market and provide market related information (picture, gps, etc.)
- Interview 2 traders for each product/item and record this information into the tablet
- Send every day and after the surveys, the completed forms
- Charge tablet and take great care of all materials (Tablet, chargers, power banks, etc.) being handled to you
- Write and submit a monthly report to IPA. The report should comprise the markets visited, the challenges faced, etc.
- Attend bi-monthly meeting at IPA office and provide feedback on the field activities

2. Materials

Several materials are handled to you especially Tablet, charger, power bank, weight scales, etc. These materials belong to IPA Rwanda. During the data collection, they are under your full responsibility and you are strongly invited to take great care of it. Because the field activities are expected to last 6 months, during these times, the materials will be in your possession.

It is strictly forbidden to use these devices for personal use. For example, you are not allowed to use tablet for your person interest (WhatsApp, taking photos...), in any case. In case of damage of either material, you are requested to immediately communicate these to the Field Manager.

3. Tools

The data collection will be carried out with the Open Data Kit (ODK) platform called SurveyCTO. The questionnaire is programmed and downloaded on the tablet. In case you are not familiar with the platform, we'll take time to train you. You are also invited to ask as many questions as possible. This training constitutes the opportunity to understand the survey and troubleshoot any potential issue that might arise from the field.

The survey has three parts (i) Market details, (ii) Unavailable product, (iii) Available products.

Below is the questionnaire. Now we'll go through each question and provide you explanations on the type of information, the format, etc. You are strongly invited to raise all concerns to elicit your understanding of the tools.

Table 1: Market price data capture questionnaire

QUESTIONS	OPTIONS
Amazina y'umukarani(Enumerator's name)	Select the name
Hitamo Akarere(Select the district)	Select the district
Hitamo Umurenge(Select the sector)	Select the sector
Hitamo Akagali(Select the cell)	Select the cell

Hitamo isoko(Select the market)	Select the market
Other - Specify(Other - Specify)	
Fata ibipimo by'aho isoko riherereye. Ubifate ari uko bigaragara ko igipimo kiri kuri m 8 cyangwa munsu yazo.(Record the location of the market. The accuracy should be 8 m or less.)	Use the Tablet GPS
Market Image (Take a picture of the market)	
Aha hantu haba hari isoko?(Is there a market at this location?)	1.Yes 2.No
Ese hari icyapa kiranga izina ry'isoko ubona?(Do you see a sign with the market name?)	1.Yes 2.No
What days is the market open(Ni iyihe minsi isoko rirema)	1.Monday 2.Tuesday 3.Wednesday 4.Thursday 5.Friday 6.Saturday 7.Sunday
Mbese isoko ritangira kurema sa ngapi?(What time does the market open? 24 hour format is preferred.)	Ask the market leader,24hours format is preferred
Mbese isoko rirangira sa ngapi?(What time does the market close? 24 hour format is preferred.)	Ask the market leader,24hours format is preferred
Ese isoko riba ryateranye neza muyahe masaha? Baza umuyobozi w' isoko.(What is the beginning of the peak market hours? Ask the market leader. 24 hour format is preferred.)	Ask the market leader,24hours format is preferred

Mbese isoko ritangira kugabanyukamo abantu muyahe masaha? Baza umuyobozi w' isoko.(What is the end of the peak market hours? Ask the market leader. 24 hour format is preferred.)	Ask the market leader,24hours format is preferred
Ni ibihe bicuruzwa abacuruzi barimo baracuruza?(What types of products are traders selling?)	1.Fruits and vegetables 2.Grains and flours 3.Beverages 4.Meat,fish and eggs 5.Household goods 6.Communicaton 7.Clothing 8.Tubercles or roots 9.Hygienic products 10.Domestic animals 11.Other
Ibindi(Other types of products - Specify)	
Ese ubu urabona hari abacuruzi bangahe mu isoko? (How many traders do you see in the market right now?)	Please Write 999,if there are many
Andika hano andi makuru cyangwa ikindi kintu cyijyanye niri soko kubijyanye nuko akazi kagenze uyu muni (Imvura ibirori, imvururu,...) (Please, write here any comments or events that happened and affected the market (rain, visit, fight, etc)	
Hari [ihene] uri kubona muri iri soko?(Do you see the product [Goat])	1.Airtime - Cell phone card 2.Amarante (small leafed green) 3.Banana fruits

	4.Bath soap
	5.Beef meat
	6.Brochette
	7.Cabbage
	8.Candle
	9.Carrot
	10.Cassava Flour
	11.Cassava leaves
	12.Cassava root
	13.Celery
	14.Charcoal (cooking)
	15.Commercial beer (local brand)
	16.Detergent (clothes washing)
	17.Dress (women)
	18.Dry beans
	19.Echarpe
	20.Eggs (Amanyarwanda)
	21.Fish (small size & Salty)
	22.Garlic
	23.Gitenge
	24.Goat
	25.Green pea (fresh)
	26.Groundnut flour
	27.Groundnuts (Ubunyarwanda)

	28.Hair dye powder
	29.Imported rice
	30.Inyamunyo (cooking banana)
	31.Irish Potato (Cruza, kuruseke, Rutuku)
	32.Leek
	33.Maggi' boullion cubes
	34.Maize
	35.Maize Flour
	36.Mandarine
	37.Mattress (90 cm)
	38.Milk (fresh)
	39.Mineral water
	40.Nails
	41.Onion
	42.Pants women
	43. Cooking oil
	44.Pepper
	45.Pesticides
	46.Sandals
	47.Sanitary Napkin
	48.Shampoo
	49.Soft Drink (Fanta Orange, citron, Coke)
	50.Sorghum Flour
	51.Sorghum grain

	52.Spaghetti 53.String bean 54.Sugar 55.Suitcase (Medium size) 56.Sweet potato 57.T-shirt 58.Tea (local) 59.Toilet Paper 60.Tomato (fresh) 61.Tomato concentrate 62.Toothpaste 63.Whole Chicken 64. Pant men 65. Soap
PRODUCT IS NOT AVAILABLE	
BAZA: Ni kuki [ihene] kidahari? (Why is [Goat] not available?)	1.Not in season 2.No traders selling today 3.All traders sold out 4.Other
Waba wabonye [ihene] hafi y' isoko cyangwa mu maduka (hanze y'isoko mu ntera ya metero 300)? (Have you seen [Goat] at nearby markets or shops (outside of the surrounding area of 300m?)	1.Yes 2.No
Utekereza ko ushobora kubona iki gicuruzwa kurindi soko? (Do you think that [Goat] can be found at another market?)	1.Yes 2.No

PRODUCT IS AVAILABLE	
(Take a picture of [Goat])	
Ese urabona nibura abacuruzi babiri (2) bafite [ihene] (Do you see at least 2 traders selling this [goat])	1. Yes 2. No
Umukarani: Ibibazo bikurikira urabibaza abacuruzi batatu (2) batandukanye(Enumerator: You are going to ask the following questions to three (2) different traders)	
Uyu mucuruzi yaba agurisha [ihene] bwoko ki? (Does this trader sell this brand of goat]	
Iki gicuruzwa cyapimishijwe umunzani? (Is this product weighted using a scale?)	1. Yes 2. No
Umucuruzi afite umunzani? (Does the trader have a scale?)	1. Yes 2. No
Ese [ihene] zicuruzwa ku biro, ikintu ku kindi (pieces/ibice), umufungo, litiro cg akadobo, ikivere? (Is this item sold by weight, pieces, bunch, or bowl?)	1.Weight 2.Pieces 3.Bunch 4.Bowl 5.Liter
Ni ikihe giciro cya [Ihene]?(What is the price of [Goat])
Uko bingana upimishije umunzani (Quantity using the scale for weight)	1. L
Hitamo igipimo iki gicuruzwa cyagurishijwemo (units)	2. Pieces

	3. Cl 4. Kg 5. Bunch 6. Spoon 7. G
Ni wowe wabikoze [ihene]? (Did you produce [Ihene]?)	1.Yes 2.No
Iki gicuruzwa cyakorewe, cyaturutse he? (Where was this product produced, or where is it coming from?)	1. Unkown 2. I purchased it from farmers at farmgate 3. I purchased it from farmers who brought their produce to the market 4. From another market/ store (I bought from a trader at another market / store) 5. I purchased it from an intermediary/ aggregator 6. other
Ingano – Waguze [Ihene] ingana iki?(Quantity – How much [Goat] did you buy) Igiciro – Wishyura amafr angahe kuri iyi ngano [ihene] (Price – How much did you pay for this quantity of Goat?) Igipimo – Ni mu kihe gipimo waguze [ihene]? (Units – In which unit did you buy [Goat] 1. L 2. Pieces 3. Cl 4. Kg

	5. Bunch 6. Spoon 7. G
Aho muherukiye hano mwagurishije iki gicuruzwa?(The last time that you attended this market, did you sell this product?)	1.Yes 2.No
Ubwo uheruka muri iri soko wacuruje [ihene] zingana iki? (The last time that you attended this market, how much of this product did you sell?) (Units) 1. L 2. Pieces 3. Cl 4. Kg 5. Bunch 6. Spoon 7. G
Ubwinshi bw'ikigicuruzwa bungana bute kuriri seta? Andika uko kingana mu buryo gipimwa (What is the total quantity of this product available for sale at this stall?) Units 1. L 2. Pieces 3. Cl 4. Kg 5. Bunch 6. Spoon

	7. G
Hari ikindi kintu mwatubwira kuriri soko tukacyandika? (Anything else interesting or worth noting?)	

III. Sources of information data and other considerations

You will be obtaining information from Market Organizer and the traders. Information related to market will be obtained from the market organizers. Specific items/products' details will be gathered from the traders. You are expected to interview 2 traders per product.

The quality of the information depends on several factors: the willingness to say the truth from the traders, the way the questions is asked, the atmosphere, etc. We also learn from experience that enumerator has a huge impact on the quality of the data. As enumerator, you are entitled to represent Innovations for Poverty Actions. As such, you are playing a crucial role. Your behavior, attitudes, and actions will be monitored and people will be judging IPA based on your attitude.

In order to successfully collect the information, you'll be careful on the following:

- The dress code: Though we don't expect you to be dressed as for a ceremony, we expect you dress code to inspire trust and motivate truth from the traders
- Attitudes: We'll expect you to be courteous, polite, and peaceful with the traders. Remember they are giving us some information from their will. You should respect their business and occupation.

IV. Appendix

a. Questionnaire

b. List of item & categories

English	Kinyarwanda	Type of products
Airtime - Cell phone card	Amakarita yo guhamagara na mitiyu	Itumanaho(Communication)
Amarante (small leafed green)	Dodo(inyabutongo)	Imbuto&Imboga(Fruits&Vegetables)
Banana fruits	Imineke	Imbuto&Imboga(Fruits&Vegetables)
Bath soap	Isabune yo koga	Ibikoresho byo murugo(Household goods)
Beef meat	Inyama z'inka	Inyama, amafi&amagi(Meat, fish and eggs)
Brochette	Burushete	Inyama, amafi&amagi(Meat, fish and eggs)
Cabbage	Amashu	Imbuto&Imboga(Fruits&Vegetables)
Candle	Buji	Ibikoresho byo murugo(Household goods)
Carrot	Karoti	Imbuto&Imboga(Fruits&Vegetables)
Cassava Flour	Ifu y'imyumbati	Ibinyampeke&Ifu(Grains and flour)
Cassava leaves	Isombe	Imbuto&Imboga(Fruits&Vegetables)
Cassava root	Imyumbati	Ibinyabijumba&Ibinyamizi
Celery	Seleri	Imbuto&Imboga(Fruits&Vegetables)
Charcoal (cooking)	Amakara	Ibindi(Other)
Commercial beer (local brand)	Inzoga zo mu nganda	Ibinyobwa (Beverages)
Detergent (clothes washing)	Isabune zo kumesa	Ibikoresho byo murugo(Household goods)
Dress (women)	Amakanzu	Imyenda(Clothing)
Dry beans	Ibishyimbo byumye	Ibinyabiheke&Ifu(Grains and flour)
Echarpe	Agasharupe	Imyenda(Clothing)
Eggs	Amagi	Inyama, amafi&amagi(Meat, fish and eggs)
Fish (small size)	Indagara/Isambaza	Inyama, amafi&amagi(Meat, fish and eggs)

Garlic	Tungurusumu	Imbuto&Imboga(Fruits&Vegetables)
Gitenge	Ibitenge	Imyenda(Clothing)
Goat	Ihene	Inyama,amafi&amagi(Meat,fish and eggs)
Green pea (fresh)	Amashaza	Ibinyabiheke&Ifu(Grains and flour)
Groundnut flour	Ifu y'ubunyobwa	Ibinyabiheke&Ifu(Grains and flour)
Groundnuts	Ubunyobwa	Ibinyabiheke&Ifu(Grains and flour)
Hair dye powder	Kanta	Ibindi(Other)
Imported rice	Umuceri	Ibinyabiheke&Ifu(Grains and flour)
Inyamunyo (cooking banana)	Inyamunyo	Ibinyabijumba&Ibinyamizi
Irish Potato	Ibirayi	Ibinyabijumba&Ibinyamizi
Leek	Puwalo(poireau)	Ibinyabiheke&Ifu(Grains and flour)
Maggi' boullion cubes	Maggi	Ibindi(Other)
Maize	Ibigori	Ibinyabiheke&Ifu(Grains and flour)
Maize Flour	Ifu y'ibigori	Ibinyabiheke&Ifu(Grains and flour)
Mandarine	Mandarine	Imbuto&Imboga(Fruits&Vegetables)
Mattress	Matora	Ibikoresho byo murugo(Household goods)
Milk (fresh)	Amata y'amasukano	Ibinyobwa(beverages)
Mineral water	Amazi yo kunywa	Ibinyobwa(beverages)
Nails	Imisumali	Ibikoresho byo murugo(Household goods)
Onion	Ibitunguru	Imbuto&Imboga(Fruits&Vegetables)
Pants	Amapantalo	Imyenda(Clothing)
Peanut oil	Amavuta yo guteka	Ibindi(Other)
Pepper	Urusenda	Imbuto&Imboga(Fruits&Vegetables)
Pesticides	Imiti yica udukoko	Ibindi(Other)

Rabbit	Inkwavu	Amatungo yo murugo(Domestic animals)
Sandals	Sandali	Ibindi(Other)
Sanitary Napkin	Cotegisi	Ibikoresho by'isuku(Hygiene products)
Shampoo	Shampo	Ibikoresho by'isuku(Hygiene products)
Soft Drink	Ibinyobwa bidasembuye(fanta)	Ibinyobwa(beverages)
Sorghum Flour	Ifu y'amasaka	Ibinyabiheke&Ifu(Grains and flour)
Sorghum grain	Amasaka	Ibinyampeke&Ifu(Grains and flour)
Spaghetti	Amakaroni	Ibinyabiheke&Ifu(Grains and flour)
String bean	Imiteja	Imbuto&Imboga(Fruits&Vegetables)
Sugar	Isukari	Ibindi(Other)
Suitcase	Ivalisi	Ibikoresho byo murugo(Household goods)
Sweet potato	Ibijumba	Ibinyabijumba&Ibinyamizi
T-shirt	Imipira y'amaboko magufi	Imyenda(Clothing)
Tea (local)	Igikombe cy'icyayi	Ibinyobwa(beverages)
Toilet Paper	Urupapuro rw'isuku(papier hygienique)	Ibikoresho byo murugo(Household goods)
Tomato (fresh)	Inyanya	Imbuto&Imboga(Fruits&Vegetables)
Tomato concentrate	Sauce tomate	Ibindi(Other)
Toothpaste	Umuti w'amenyo(colgate)	Ibikoresho byo murugo(Household goods)
Whole Chicken	Inkoko yose	Amatungo yo murugo(Domestic animals)