

Sindh-Pakistan, 2018

MULTIPLE INDICATOR CLUSTER SURVEY PLAN

December, 2017

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1. Background and Objective

The Multiple Indicator Cluster Survey (MICS) is an international household survey programme developed and supported by UNICEF. MICS is designed to collect estimates of key indicators that are used to assess the situation of children and women. Over the past 22 years MICS has evolved to respond to changing data needs, expanding from 28 indicators in the first round to 200 indicators in the current sixth round, and becoming a key source of data on child protection, early childhood education, and a major source of data on child health and nutrition. In addition to being a data collection tool to generate data for monitoring the progress towards national goals and global commitments aimed at promoting the welfare of children, MICS has provided valuable data for MDG monitoring being a major source of data for the UN Secretary General's Final Millennium Development Goals Progress Report.

Since the inception of MICS in the 1990s, close to 300 surveys have been carried out in more than 100 countries. As part of the global effort to further develop national capacities to generate and analyse high quality and disaggregated data, UNICEF launched the sixth round of MICS surveys in October 2016, with results expected to be available starting from early 2018. Today, MICS is well positioned to play a central role in the new 2030 Agenda for Sustainable Development data landscape alongside other key demographic, health and socio-economic surveys and to complement data from administrative sources and censuses. MICS was already covering some of the SDG indicators that are household-based. After undergoing rigorous methodological and validation work to broaden the scope of the tools and include new topics that reflect SDG indicators and emerging issues in the 2030 Agenda for Sustainable Development context, MICS6 questionnaires in the sixth round will cover about 40 percent of household-based SDG indicators.

As governments begin to develop national frameworks to monitor progress towards the SDGs and establish baselines, strategic planning and investments will be required to collect robust, more frequent, and timely data. The new round of MICS presents a unique opportunity to support this process.

Monitoring progress towards the
2030 Agenda for Sustainable
Development through MICS

In 2016, the final list of Sustainable Development Goals (SDGs) indicators was endorsed by the UN Statistical Commission, following the global adoption of the 17 SDGs and 169 targets of the 2030 Agenda for Sustainable Development. The final SDG indicator framework includes 230 global indicators, around 30 percent of which are household-based. The MICS questionnaires have undergone rigorous methodological and validation work to broaden the scope of the tools and include new topics that reflect SDG indicators and emerging issues in the 2030 Agenda for Sustainable Development context.

The new topics that have been developed include: rapid water quality testing, social transfers, foundational learning skills (children age 7-14), child and adult functioning, migration status, use of clean fuels and technology, and victimization

22 Years of MICS

By numbers, the successes of MICS are evident. Since its launch in 1995, the MICS programme has been part of close to 300 surveys in more than 100 countries, providing invaluable data on the situation of children and women. MICS has kept pace with development objectives throughout the past two decades, increasing the number of indicators and topics in the surveys and providing an impressive proportion of data for key initiatives such as the Millennium Development Goals (MDGs), a Promise Renewed and the United Nations General Assembly Special Session on HIV/AIDS. In 2015, MICS data accounted for 20–40 per cent of data on a range of indicators for the MDG end line assessment. This signals not only the centrality of MICS as a monitoring tool for creating a picture of the globe, but also its importance as an official, national source of data for countries to examine their own status.

MICS has a long history of covering major development goals and

ROUND	APPROXIMATE PERIOD OF SURVEY IMPLEMENTATION	MAJOR INITIATIVES
MICS1	1995–1999	World Summit for Children Goals: Mid-Decade Monitoring
MICS2	1999–2004	World Summit for Children Goals: End-Decade Monitoring
MICS3	2004–2009	World Fit For Children Goals Millennium Development Goals United Nations General Assembly Special Session (HIV) Abuja Targets (Malaria)
MICS4	2009–2012	Millennium Development Goals United Nations General Assembly Special Session (HIV) Abuja Targets (Malaria)
MICS5	2012–2015	Final assessment of the Millennium Development Goals A Promise Renewed (Maternal and Child Health) United Nations General Assembly Special Session (HIV) Abuja Targets (Malaria)

Key indicators to monitor country progress

MICS in Pakistan

The first MICS was conducted by UNICEF, in collaboration with the Ministry of Health and Gallup Pakistan (1995-96), using a representative sample of approximately 15,000 households. The Pakistan Bureau of Statistics (PBS) provided the sampling design for the survey. The outcome of this maiden MICS exercise in Pakistan contributed significantly to the Mid-Decade Review efforts of the government, as well as helped to refocus the country's attention on the World Summit Goals.

MICS in Sindh

Bureau of Statistics (BoS), Sindh has conducted two rounds of MICS; 2003-04 and 2014 up till now. The salient features of these rounds of MICS are summarized below:

Sr. #	Year	Round	No. of Indicators	Global MICS methodology used	Clusters covered	HH covered	Level of estimation**	Disseminated at:
1.	2003-04*	1 st	58	MICS2	1764	23,249	District/ Town	Province
4.	2014	2 nd	123	MICS5	975	19,500	District	Province and Divisions

* This MICS was not part of Global MICS program protocols; however, it has been conducted using the MICS methodology, principles and guidelines

** Results are also available by Gender, wealth index and education

MICS Sindh 2014

Key feature of MICS Sindh 2014 was that, for the first time, data entry, cleaning and processing was done in-house by Bureau of Statistics Sindh under the supervision and guidance of international and national consultants of UNICEF.

Further, to have further analysis based on MICS 5 data, Bureau of Statistics, Sindh (BOS) has developed 10 equity profiles in 5 sectors on the following themes:

a) Health

1. Survival of Children
2. Promote appropriate spacing in deliveries for healthy generation

b) Nutrition

3. Stunting
4. Underweight

c) Education

5. Literacy among young Women
6. Gender equality in education
7. Child education

d) Wash

8. Improved sanitation facilities

e) Child Protection

9. Child Identity
10. Reduction in Child marriage

To ensure the political commitment and ensure the legislable data at district level, the development of district profiles has been identified as one of the key further analysis aspect to develop district profiles of all 29 districts of Sindh.

MICS Sindh 2018

BOS with the technical support of UNICEF has planned to conduct the third round of MICS Sindh at district level by adopting MICS6 methodology, developed globally by the UNICEF. After the era of the MDGs, the countries over the world are now entering a new global agreement on the “Sustainable Development Goals (SDGs)”, and Pakistan is also a signatory of the agreement.

A good quality and timely data will be required to assess progress on the SDGs for every country. MICS will produce statistically sound and internationally comparable estimates of 175 socio-economic indicators, required for monitoring goals & targets of the SDGs and other global commitments. MICS will provide relevant data on 32 SDGs indicators that will also work as a baseline for comparison with future developments in these areas and will be used to assess progress with passage of time. These indicators will be used for planning and policy making for formulation of socio-economic development plans, particularly for children and women and for the society as a whole.

Preparation of PC-II

Government of the Sindh is committed to promote evidence based planning particularly in social sector of the province. The Multiple Indicator Cluster Survey (MICS) is an international household survey programme developed by UNICEF. MICS is designed to collect statistically sound, internationally comparable estimates of key indicators that are used to assess the situation of children and women in the areas of health, education, child protection and HIV/AIDS. MICS also provides data that is essential for developing evidence-based policies as well as monitor progress towards national goals and global commitments aimed at promoting the welfare of children, including the Sustainable Development Goals (SDGs).

Bureau of Statistics (BOS), Government of the Sindh is a premier statistical organization of the province and is responsible to provide a reliable and timely statistics. Two rounds of MICS in Sindh have been conducted by the BOS successfully since 2003-04. To conduct the 3rd round of MICS Sindh 2018, a PC-II was prepared and submitted to Planning & Development Department (P&DD) for approval. PDWP meeting was held in Jan. 2018 in which the PC-II approved with the cost of Rs. 99.979 Million for a period of two year from 2017-18 to 2018-19.

UNICEF Pakistan also provides technical and financial support to the survey. In terms of financial support, UNICEF will provide funds amounting to Rs. 36.653 Million for part of training, monitoring, purchase of equipment, the dissemination workshop and secondary analysis. On technical side UNICEF will provide National/International consultants to review sampling methodology, survey planning and data processing.

Objectives

The purpose of conducting the MICS survey is to provide relevant data for evidence based planning and policy making in various socio-economic sectors. The main objectives are as under:

- Providing updated and reliable statistics on various social and economic indicators at Household, Children, Women and Men levels in the province.
- Enabling the decision makers at Division and District by providing socio-economic indicators

- Providing a basis for comparison of the progress in relation to various key socio-economic indicators with previous rounds of MICS in Sindh.
- Establishing benchmarks/baselines of 171 indicators which were not covered earlier for assessment of the progress on Sustainable Development Goals (SDGs) on regular basis in the province and for meeting other international commitments.
- Using in depth analysis, identifying gaps and grey areas in social sectors by collecting relevant data up to district level and facilitate planners and policy makers for more effective and efficient resource allocations & evidence based planning and policy making.
- Contribute Sindh MICS in National Coordinated MICS¹

¹ In year 2017, provincial Governments of Pakistan approached UNICEF to provide support in conducting next round of MICS under MICS6 programme in their respective provinces. PBS (national statistical office, who is custodian to monitoring and reporting SDGs at the national level) also approached UNICEF to provide support in coordinating all provincial MICS in such a manner that PBS will produce results at the National level. In this regards, PBS called number of joint meeting of all provincial Governments and Bureaus of Statistics. All provincial Government agreed to contribute in National MICS and PBS is the leading agency, who will coordinate at the national-level.

2. Governance Structure

Management Structure

For successful implementation of the survey, a high-level management structure has been notified to ensure quality, accountability, transparency, and ownership of the MICS survey in Sindh. The management structure is discussed in detail below.

Steering Committee

A “Steering Committee” has been constituted and notified by the Sindh Government to approve the survey indicators and final report of the survey. The Committee consists of the Secretaries of the government aligned departments, UNICEF and Co-opted member (i.e. experts from academia or other). The Chairman, P&D Board is the head of Steering Committee (*Annex-I*).

The steering committee is entrusted to the following terms of references:

1. Provide overall leadership to the MICS processes and provide strategic insights
2. Approval of the Survey Plan, including Questionnaire and Sample Design as well as the timetable
3. Oversight of the survey implementation process
4. Address any matter that comes up during the course of MICS implementation.
5. Approval of the Survey Findings Report

MICS Technical Committee

A “Technical Committee” has been formulated and notified by the Sindh Government to provide technical support to the MICS Steering Committee. Director General (BOS) is the head of MICS Technical committee, MICS Consultant, UNICEF Representative and Representative of P&D are the members of the committee (*Annex-II*).

ToRs of this committee are proposed as below:

1. Oversee quality of survey and implementation schedule including major milestones.
2. Technically review of survey plan and design, list of indicators, survey tools (including questionnaire) and manuals
3. Present the finalized survey plan and design, list of indicators to the steering Committee for approval
4. Monitor training and field work to ensure quality, and review & provide feedback on field-check tables
5. Resolve major implementation issues/ bottlenecks
6. Review preliminary findings of the survey and draft reports before submissions to the steering committee

Operational Group

The Operational Group is headed by Director General, Bureau of Statistics Sindh as the Project Director of MICS 2018 assisted by Deputy Project Director and a core group. During the performance of a multifarious nature of duties, the Project Director will be assisted by a Senior Director BOS / Deputy Project Director and following core officers / field staff:-

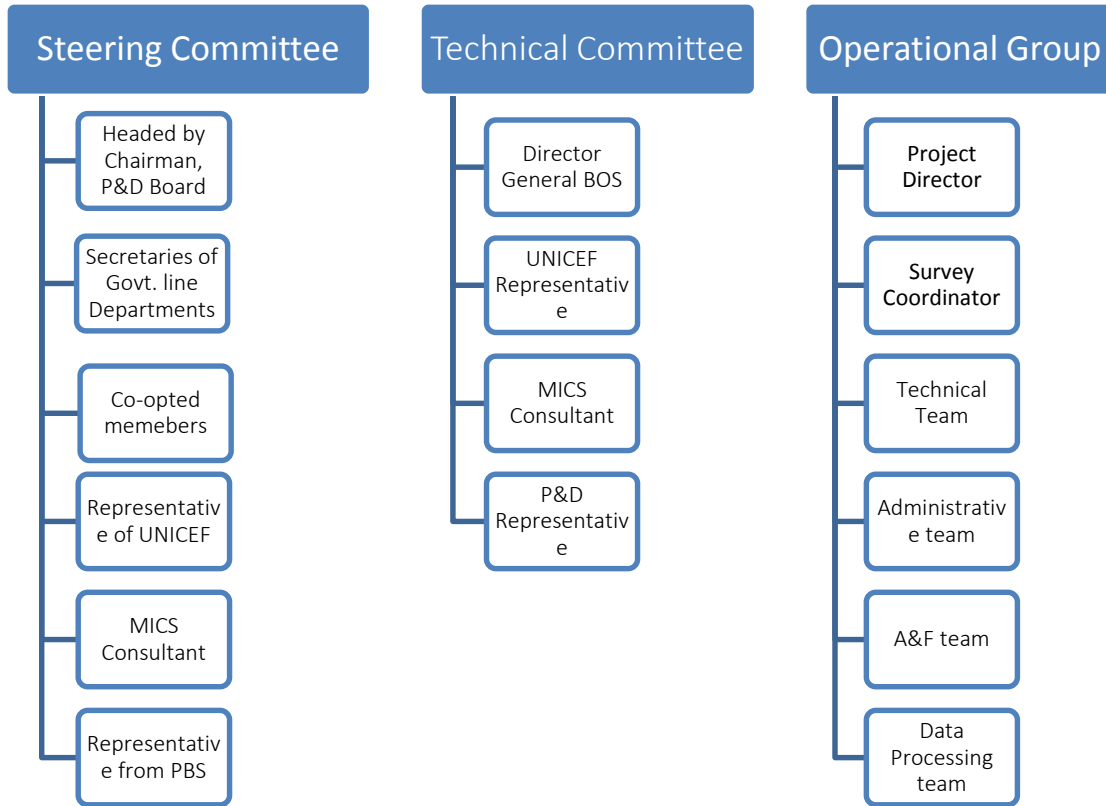
1. Project Director
2. Survey Coordinator
3. Technical Team
4. Administrative team
5. Accounts and Finance team
6. Data processing team

The whole province is divided into six regions, each division will be supervised by a Deputy Director.

The ToRs of the Operational Group are as below;

1. Conducting of consultative meetings and need assessment workshops.
2. Support in conducting meetings of the Steering Committee, Technical Committee and Planning and Coordination Group.
3. Orientation of the District Governments through holding of meetings with district authorities/DCOs.
4. Preparation of survey plan, development of other survey tools with customization, selection of indicators, customization of questionnaire, and survey manual for Supervisors and Interviewers.
5. Pre-testing the questionnaires, sharing with the stakeholders, documentation and incorporation of comments/ feedback.
6. Preparation of plan for time bound activities and to ensure its implementation within stipulated time frame.
7. Hiring field staff for data collection.
8. Preparation of training schedule and its implementation plan.
9. To facilitate smooth implementation of the field work with the coordination of the district authorities in all the districts.
10. Ensuring all the logistical arrangements for the field work and data management.
11. To resolve any operational issues arising during the survey implementation.
12. Payment to field teams, maintain accounts and records of expenditure etc.
13. Any other matter/operation as per Survey requirement

Organogram of Management Structure:



In addition, UNICEF (at PCO/ROSA/HQ) will provide technical assistance and review and monitor the entire processes. Further, in order to expedite and provision of technical assistance, more efficiently UNICEF ROSA will provide the support of a regional Household Survey and Data Processing Consultant. In addition, planning to engage provincial MICS Consultant and DP Consultant, to strengthen the support.

3. Indicators:

As Sindh MICS is contributing to NCMICS, therefore, adopted the standard list of Indicators and set of questionnaires, agreed in the joint meeting with other provincial Bureaus of Statistics and PBS. In addition, Sindh Bureau of Statistics, MICS team has review the MICS6 global indicators list in detail and customized according to the Sindh context and the details are given below:

List of Indicators excluded/included in the Standard list of Indicators

Sno.	Sector	Questionnaire	Module	Indicators/ sub-Indicator	Indicator
Standard Indicators excluded					
1	Child Health	Children under 5	IM	TC.7	Rotavirus immunization coverage
2				TC.8	Rubella immunization coverage
3				TC.9	Yellow fever immunization coverage
4	Child Protection	Individual Women age 15-49 years	FG	PR.10	Approval for female genital mutilation/cutting (FGM/C)
5				PR.9	Prevalence of FGM/C among women
6				PR.11	Prevalence of FGM/C among girls
7	HIV and Sexual Behavior	Individual Women age 15-49 years	HA	TM.29	Knowledge about HIV prevention among young women [M]
8				TM.30	Knowledge of mother-to-child transmission of HIV [M]
9				TM.31	Discriminatory attitudes towards people living with HIV [M]
10				TM.32	Women who know where to be tested for HIV [M]
11				TM.33	Women who have been tested for HIV and know the results [M]
12				TM.34	Sexually active young women who have been tested for HIV and know the results [M]
13				TM.35a	HIV counselling during antenatal care
14				TM.35b	
15				TM.36	HIV testing during antenatal care
16			SB	TM.25	Young women who have never had sex
17				TM.24	Sex before age 15 among young women
18				TM.26	Age-mixing among sexual partners
19				TM.22	Multiple sexual partnerships
20				TM.23	Condom use at last sex among people with multiple sexual partnerships
21				TM.27	Sex with non-regular partners
22				TM.28	Condom use with non-regular partners
23		Individual Men age 15-49 years	MMC	TM.37	Male circumcision
24	Tobacco and Alcohol Use*	Individual Women age 15-49 years	TA	SR.16	Use of alcohol
25				SR.17	Use of alcohol before age 15

* Also excluded from Men questionnaire

Additional non-MICS Indicators included							
Based on existing MICS6 standard questionnaires							
1	Literacy and education	Household	ED	LN.S1	Primary School Gross Attendance Ratio (Adjusted)		
2	WASH	Household	WS	WS.S1	Open Defecation		
3				WS.S2	Water Treatment		
4	Socio-Economic Development	Household	HC	SE.S1	Ownership of assets: House, land, livestock		
5				SE.S2	Mean household size		
6				SE.S3	Mean number of persons per room		
7				SE.S4	Household characteristics		
8				ST	SE.S5	Receiving pensions	
9	Reproductive Health	Individual women age 15-49 years	CP	TM.16Sb	Delayed bathing (at least 6-hours)		
10	HIV and Sexual Behavior	Individual women age 15-49 years	HA	TM.S29	Knowledge about HIV prevention among young women [M]		
11				TM.S30	Knowledge of mother-to-child transmission of HIV [M]		
12				TM.S31	Discriminatory attitudes towards people living with HIV [M]		
13				TM.S32	Women who know where to be tested for HIV [M]		
14				TM.S33	Women who have been tested for HIV and know the results [M]		
15				TM.S34	Sexually active young women who have been tested for HIV and know the results [M]		
16				TM.S35a	HIV counselling during antenatal care		
17				TM.S35b	HIV testing during antenatal care		
18	TM.S36						
19	Child Protection	Individual women age 15-49 years	MA	PR.4Sc	Early Marriage [M] (before age 16)		
20	Mass Media & ICT	Individual women age 15-49 years	MT	SR.S3	Use of Social Media		
Based on questions added in the existing MICS6 standard questionnaires							
1	Literacy and education	Household	ED	LN.S4	Participation rate (pre-school, primary and secondary)		
2	Adult Functioning and Disability	Household	DA	DA.S1	Household members with disability		
3				DA.S2	Social protection/transfer due to disability		
4	Reproductive Health	Individual women age 15-49 years	MN	TM.6Sb	Content of antenatal care (All four contents)		
5				BH	TM.S1	Number of Premature Births	
6				MN	TM.S2	Care provided by Lady Health Worker (LHW)	
7	Nutrition	Household	SA	TC.S2	Purchasing behavior of Iodized salt		
8				SA	TC.S3	Iodized Salt packing	
* Calculate from all ever-married women age 15-49 years							
Based on modules added in the MICS6 standard questionnaires							
1	Nutrition	Children Under 5	VS	TC.S1	Vitamin A Supplementation		

4. Questionnaires

Six questionnaires are included in the Sindh MICS 2018 as follows:

- Households
- Women 15-49 years of age
- Men 15-49 years of age (Administered in 50% of sampled HH in each cluster)
- Children age 5-17 years² and
- Children under age five³.
- Water Quality Testing (For a subset of households within each cluster, i.e. 3 in numbers)

The following modules are included in the Sindh MICS 2018:

Household Questionnaire:

Modules included	Modules excluded
<ul style="list-style-type: none"> • Household Information Panel • List of Household Members • Education [3+] • Household Characteristics • Social Transfers • Household Energy use • Insecticide Treated Nets • Water and Sanitation • Hand Washing • Salt Iodization 	<ul style="list-style-type: none"> • <i>Indoor Residual Spray</i>

Questionnaire for Individual Women:

Modules included	Modules excluded
<ul style="list-style-type: none"> • Woman's Information Panel • Woman's Background • Mass Media and ICT • Fertility/Birth history* • Desire for Last Birth** • Maternal and New-born Health** • Post-Natal Health Checks** • Illness Symptoms • Contraception*** 	<ul style="list-style-type: none"> • Female Genital Mutilation/Cutting • Sexual Behaviour • Adult functioning⁴

² For one randomly selected child in each household. This questionnaire is primarily administered to the mother or caretaker, apart from the Foundational Learning Skills module, which is administered to the child. In rare cases when a child age 15-17 has no mother or caretaker identified in the household, the respondent will be the child him/herself.

³ Administered to their mothers or caretakers.

⁴ Adult functioning has been deleted from Individual questionnaires (of women and men) and included in Households roster, to be asked from each household member age 18 and above.

Modules included	Modules excluded
<ul style="list-style-type: none"> • Unmet Need*** • Attitudes toward Domestic Violence • Victimization • Marriage • HIV/AIDS* • Maternal Mortality • Tobacco Use¹ • Life Satisfaction 	

1. Alcohol Use questions dropped from women questionnaires

* Module will be administered to all ever-married women age 15-49 years

** Module will be administered to all ever-married women age 15-49 years with a live birth in last 2-years

*** Module will be administered to all currently married women age 15-49 years

Questionnaire for Individual Men:

Modules included	Modules excluded
<ul style="list-style-type: none"> • Man's Information Panel • Man's Background • Mass Media and ICT • Fertility* • Attitudes toward Domestic Violence • Victimization • Marriage • HIV/AIDS* • Tobacco Use¹ • Life Satisfaction 	<ul style="list-style-type: none"> • Sexual Behaviour • Circumcision • <i>Adult Functioning</i>

1. Alcohol Use questions dropped from men questionnaires

* Module will be administered to all ever-married men age 15-49 years

Questionnaire for Children Age 5-17 Years:

Modules included	Modules excluded
<ul style="list-style-type: none"> • 5-17 Child Information Panel • 5-17 Background • Child Labour • Child Discipline [5-14] • Child Functioning • Parental Involvement [7-14] • Foundation Learning Skills [7-14] 	<p>Note: No module is excluded</p>

Questionnaire for Children under Five:

Modules included	Modules excluded
<ul style="list-style-type: none"> • Under Five Child Information Panel • Under-Five's Background • Birth Registration • Early Childhood Development • Child Discipline [1-4] • Child Functioning [2-4] • Breastfeeding and Dietary Intake [0-2] • Immunization [0-2] • Care of Illness • Anthropometry • Vitamin A supplementation 	<p>Note: No module is excluded</p>

5. Sample Design

Recently the population Census has conducted in the months of March and April, 2017 and the results have been officially disseminated.

Sample design

MICS6 will be conducted on National Level and this will be implemented by different Provincial Statistical Bureaus simultaneously. The PBS is the key statistical agency of the country and custodian of National Sampling Frame and responsible to Coordinate MICS6 in Pakistan. In the MICS6, district base sample will be designed/ calculated at National level by Pakistan Bureau of Statistics. The sample size is based generally on the prevalence of relevant key indicators as described in MICS5 methodology. The other factors such as cost and time will also be considered at the time of calculation of the sample size. PBS has provided sample size of 1027 cluster (20 HHs in each cluster).

The first step is to base the 'population at risk' estimates to be used in the calculation on the age distribution from the recent 2017 Census. The allocation to the urban and rural parts of each district will be made, using square root allocation as per previous practice.

Following are the parameters proposed to PBS for estimation of sample size at tehsil:

- Response rate of 95 percent is used
- Design effect of 2.0 for all districts is used
- Relative margin of error 0.15 is considered acceptable
- Prevalence of underweight indicator is used for the final computation of sample size
- In each cluster 20 households will be interviewed, out of these, 3 households will be randomly selected for Water Quality Testing.
- Fresh sampling frame generated during the census 2017 will be used
- Fresh listing of Census 2017 being provided by PBS will be used

Number of clusters and Households covered (Estimated)

Residence	Clusters	Households	Percentage
Urban	537	10,740	52.3
Rural	490	9,800	47.7
Total	1027	20540	100.0

Recruitment of Staff

The following table shows tentative number of personnel that may be increased/ decreased according to the requirements:

Sno.	Team composition	Number	Teams	Field force	Additional**	Total HR
1	Regional supervisor (fom BOS)					4*
	Master Trainers/ Monitors (for Karachi Division)					02
	Field Monitors (for LAR, SUK, HYD & MPK Divisions)					04
2	Field supervisor	1	29	29	4	33
3	Measurers	1	29	29	4	33
4	Interviewer (Male)	1	29	29	4	33
5	Interviewer (Female)	3	29	87	12	99
6	Data Processing Assistant					4
	Total			174	24	212

*Shaheed Benazirabad Division will be supervised by DFM (Sukkur) and Karachi Division will be supervised by one of the senior member of SIU.

** Two teams will be deployed extra in Karachi due to large number of clusters and two teams extra will be recruited for Sukkur and Karachi trainings for backup and quality assurance. At the end of trainings extra team member will be excluded from field force on the basis of test.

6. Survey Instruments

It is estimated that boards, scales, salt test kits, water quality test kits, tablets with accessories will be needed in the indicated amounts:

Type A (Provided by UNICEF)

- Measuring boards: 40
- Scales: 40
- Salt test kits: 500
- Water quality testing Kits: 35

Type B (Provided by GoS)

- Tablets: 210
- Household (Including Water Quality Testing Questionnaire), Women, Men and Under Five Children and Children 5-17 years of age Questionnaires
- Team Supervisors Manual
- Interviewer's Manual

- Instructions for measurers
- Identification documents
- Clipboards
- Blue ballpoint pens
- Bags to carry the survey material
- Any personal items Umbrella, water bottle, P-Caps etc.
- Local/ National Calendars, literacy cards, etc.
- Consumables
- Letter of authorization to the district administration

7. Recruitment and Training of Fieldwork Staff

Recruitment of fieldwork staff has been planned in April, 2018. For the recruitment of fieldwork staff, minimum qualification will be required as given below:

Workforce	Qualification
Supervisors	Masters in Social Sciences
Measurers	Graduation
Female Interviewers	Graduation or Intermediate with survey experience
Male Interviewers	Graduation

The following trainings will be organized at different stages of the survey

Sr. No.	Training type/ purpose	Duration	Trainers
1	Training of Trainers (TOT) and pre-testing training (Number of Master Trainers 06 including 2 IT personals). In addition Master trainers, addition force will also be trained during ToT for monitoring and backup support	14 days	By Technical officers who prepared the questionnaire along with Professional Trainers
2	Training of Supervisors/ Interviewers, Measurers (3 days specific for Measurers)	24 days	By Master Trainers along with Professional Trainers Nutritionist Specialist

Due to the large number of trainees, 02 training sessions will be planned in Sukkur (for Sukkur and Larkana Divisions) and Karachi (Karachi, Hyderabad and Mirpurkhas Divisions). The training will be imparted on standard protocols required for such type of trainings. Trainers, who will be trained during ToT, will impart trainings with the support of UNICEF MICS Consultant. The following material always remains useful:

- Flip charts, pointers/laser light, markers, sticky tack or tape and small prizes
- Flip chart papers with each of these slogans, do & don't, motivations etc.
- Multimedia
- Identity cards per participant, with string looped to make a necklace
- One writing pad with folder for each participant
- One presentation evaluation form per presenter, per participant
- To maintain the interest and energy level during long hours for 24 days a standard training schedule will be implemented.
- Refreshment/ lunch etc.

The detail of 02 trainings phases is as follows:

SUKKUR EVENT

	Districts Name	No of Districts	Members in Each Team	Total Team Members	Divisional Field Manager	Total Participants

Upper Sindh	Shikarpur, Jacobabad, Kashmore, Kamber, Larkana, Sukkur, Ghotki, Khairpur and Naushero Feroze one extra team	10	6	60	2	62
		10		60	2	62
	Lead Trainers and Trainers					6
	Monitor					2
	HR, Finance and support Team					5
	Visiting Lecutures and other					5
	Grand Total					80

Out Station Participants

69

Requiremnts:

Large Hall capacity of 75 participants each are required

Two Multimedia (Projector Screens) are required

Audio System in hall

Water Dispens with bottles for 74 participants are required

One Large Water bottle should be complementary in each room

One Room with Two Tables and Chairs are required for Office Secretariat and Store purpose.

KARACHI EVENT

	Districts Name	No of Districts	Members in Each Team	Total Team Members	Divisional Field Manager	Total Participants
Middle Sindh	Mirpukhas, Sanghar, Umerkot, Tharparkar, Hyderabad, Badin, Thatta, Sujwal, Jamshoro, Dadu, TM Khan, Matiari, Tando A. yar and Nawab shah one extra team	15	6	90	2	92
Lower Sindh	Karachi East, Karachi Central, Malir, Korangi, Karachi South, Karachi West and two teams extra due to Large No. of Clusters	8	6	48	0	48
		23		138	2	140
	Lead Trainers and Trainers					6
	Monitors (MPK+ HYD)					2
	HR, Finance, DP Team and support Team					7
	Visiting Lecutures and other					5

Grand Total	160
Out Station Participants	94

Requirements:

Two Large Halls capacity of 75 participants each are required

Four Multimedia (Projector Screens) are required

Audio System in two halls (Three are available in BOS and Two may be provided by UNICEF)

Water Dispensers with bottles for 154 participants are required

One Large Water bottle should be complementary in each room

Two Rooms with Two Tables and Six Chairs are required for Office Secretariat and Store purpose.

8. Fieldwork

PBS agreed to provide the fresh Listing that is being conducted for the Population Census (Mar- May 2017). This fresh listing will be used for the selection of Sampled Household for MICS Sindh 2018.

- Each Team will comprise of one Team Supervisor, one measurer, three Female Interviewers, one male Interviewer.
- One independent vehicle will be provided to each team.
- Each team member will be facilitated with a survey bag, an umbrella, water bottle, first aid kit, P-cap with Govt. logo and other consumables.
- One tablet with power bank will also be provided to each team member for data collection purpose.
- Expected duration of fieldwork is 120 days as each team will finish one-cluster in three-days.

In each cluster, 20 households will be interviewed, out of these, 10 households will be randomly selected for Men Questionnaires and three households (including one for blank testing) will be randomly selected for Water Quality Testing.

9. Monitoring Mechanism

BOS Sindh believes in quality data and therefore a strict and robust monitoring mechanism will be developed using conventional as well as innovative methods to maintain quality. Under conventional method, the stakeholder organizations will carry out monitoring of field work. This will include both supportive and evaluated monitoring. At start of field work supportive monitoring will be done, monitors will support the teams and will make sure that each team member is fully trained to work in the team to collect quality data. The monitoring officers will check whether field teams are reaching the clusters/survey sites at appropriate time, adequate logistics would be available with teams, MICS6 protocols would be being adapted and used by teams etc.

Supervisor’s Role: For innovative monitoring, Global Positioning System (GPS) will also be used to monitor the field work and the movements of the teams as an innovative source of monitoring. Each team supervisor will have a GPS built into the tablet through which he/she will send GPS coordinates to the BOS Headquarters, both at the time of arrival and departure from the cluster. Also, he/she will send data on daily basis. Each supervisor will be provided an internet connectivity device (EVO/Wingle or cloud etc) for data transformation from field to

MICS Secretariat. Each Team supervisor will send data on daily basis (at the end of the day) through internet to the MICS secretariat at BOS headquarter in Karachi. The DP team at MICS secretariat will ensure that data received from the field follows MICS protocols.

Monitoring Through FCTs:

After data is received on a daily basis, the dashboard will be maintained and field check tables will be reviewed weekly to monitor the fieldwork.

10. Data Processing (DP)

This round of MICS in Sindh Province of Pakistan will be carried out using Computer Assisted Personal Interview (CAPI) technology which is a digital data collection methodology using tablets/mobile devices.

Census and Survey Processing System (CSPPro ver. 6.3) software package will be used for data collection. The CSPPro software will be provided to the BOS Sindh by UNICEF MICS Team. The Statistical Package for Social Sciences (SPSS) will be used for analysis. A licensed copy of the software will be provided to the BOS Sindh by UNICEF HQ. BOS Sindh will take following steps for successful data processing. One officer attended DP workshop in Tunis in July, 2018. He will be responsible to customize the CAPI based application according to the MICS Protocols, including others, functioning, data sharing, editing etc. in MICS Secretariat. He will also produce weekly Field Check Tables (FCTs).

Plans for customising CAPI applications:

After approval of the Sindh MICS questionnaires from steering committee and UNICEF, BoS DP persons will customize the MICS6 CAPI application in accordance with approved questionnaires.

Plans for testing the CAPI application:

After the pre-test of MICS questionnaire, CAPI application will be tested in the field and data will be sent at the BOS Sindh head/central office DP centre. CAPI application pre-test results will be made part of the pre-test report.

CAPI based methods are being used for data collection first time in MICS Sindh 2018 by BOS. DP Centre will develop automated Field Check Tables (FCTs) that help to monitor the quality of data on daily basis and Secondary Editing will be done in parallel of field work and will be completed after 10-15 days of accomplishment of field work.

11. Data Analysis and Report Writing

BOS will customize a tabulation plan based on final list of indicators of Sindh MICS 2018. After review of the tabulation plan from PCO/ROSA/HQ, BOS DP team and technical team will customize the standard syntax to make it in-line with tabulation plan with technical support of an international DP consultant. This syntax will be reviewed by the PCO/ROSA/HQ before the end of the field work. SPSS will be used for analysis. Before the start of analysis, quality checks will be implemented to ensure that the data has been cleaned successfully. Immediately after the accomplishment of field work, data compilation and data cleaning, analysis will be generated and reviewed by the MICS HQ.

MICS Sindh 2018 is district based survey and survey findings report will be prepared for province/division/district-level planning. This report will be finalized within four-six months. The development of the reports will be supported by either an international consultant, or by a group of local experts. The entire process of data analysis and report writing will be led by the Project Director. The preliminary results will be shared with the Steering Committee before starting report drafting process. The concerns/ guidance of Steering Committee will be accommodated in the survey report.

12. Archiving and Dissemination

MICS Sindh Dataset along with Survey Findings report will be placed on MICS website. As per previous practice, there is no cost incurred and personal required to place this data set on the MICS website. The data set will inform policy and decision makers to take decisions in relation to allocation of resources for the MICS related sectors. Annual Development Program of the province will also use these results for social sector programming. Sectoral results would be aligned with potential projects to be implemented in the province. After approval of Steering Committee (SC), MISC reports will be disseminated by arranging workshops at provincial and divisional level. The provincial MICS report will be launched in a seminar to take place in Karachi.

Data will be fed into the SindhInfo (DevInfo) software and will be demonstrated during dissemination workshops. SindhInfo user training seminars will be conducted at divisional/district levels to promote use of evidence based data for better program and policy making.

Further, an android-based application will be deployed covering all sectors and tables included in the survey findings report.

13. Budget

Both Government of the Sindh and UNICEF have committed funds for this MICS Survey. The cost estimates of this Household survey are as under:

(94. 785 Million PKR.) Government

(36. 653 Million PKR.) UNICEF

(131.438 Million PKR.) Total

The detailed budget calculations are presented under Appendix A.

14. Technical Guidance and Support

The technical guidance and support needed from UNICEF Pakistan, Country office Islamabad in completing all the activities by doing document reviews 2and events and providing feedback before sending to ROSA and HQ.

- Sampling Methodology
- Review the documents of the Survey Plan, Customized Questionnaires, List of Indicators, Tabulation Plan, Final data tables (including data quality tables)
- Provision of standard syntax files for data analysis and review of customized syntax files

- Provision of CAPI based application and review of customized CAPI application
- Support and review report writing and secondary data analysis

15. Major Challenges

There will be various major challenges which Sindh bureau will face. This will be a great undertaking to meet all activities on strict time schedules. The major challenges are

- Meeting the strict timelines
- Large sample size and training of large numbers of field staff
- Data quality Issues
- First time CAPI-based data collection in Sindh province
- Extensive length of questionnaires

16. Timetable

Activity	Timeline	Responsibility
Review of list of indicators	September 2017	BoS
Review of indicators and Questionnaire by concerned Departments	Oct.Nov. 2017	UNICEF and BoS
Technical and steering committee meetings	Oct 2017	BoS
Preparation of survey plan, finalization of Budget and PC-II	Oct-Dec.2017	BoS
Signing of MOU with UNICEF	Jan. 2017	P&DD / UNICEF
Establishment of MICS Secretariat	Oct-Nov 2017	BoS
Review of PC II by technical committee P&BD	Dec 2017	BoS
Approval of PC-II	Jan 2018	P&DD
Sample design	Oct-Dec 2017	BoS/UNICEF/PBS
Household Listing	Jan.Feb 2017	PBS/BoS/ UNICEF
Customization of CSPro	Dec-Jan 2017	BoS and UNICEF

Activity	Timeline	Responsibility
Translation/back translation / printing of of questionnaires	Dec 17-Jan 18	BoS and UNICEF
Preparation of manuals (WQT. Anthro, Supervisor)	Jan 2018	BoS/ UNICEF
Training of Trainers (ToT)	February 2018	BoS/ UNICEF
Pre-Testing	Feb. 2018	BoS/ UNICEF
Pretest report	March 2018	BOS/ UNICEF
Field Staff trainings	June 2018	BoS and UNICEF
Data collection (field work)	July to Nov 2018	BoS
Tabulation plan	June to July 2018	BoS/ UNICEF
Data analysis	Oct to Nov 2018	BoS / UNICEF
Survey findings report	Nov to Dec. 2018	UNICEF and BoS
Dissemination of results	Jan. 2019	BoS
Archiving	Nov. 2018??	BoS

Appendix A: Survey Budget

File Enclosed

Appendix B: Protection Protocol

When we start implementation of the MICS in the field, all district administration authorities and security agencies are normally being informed and on board to protect the MICS implementation staff from all kind of risks including personal security. A written request will be forwarded by the Secretary P&DD Government of the Sindh to all Deputy Commissioners for full protection of the staff which is engaged for the national cause and betterment of the children and women. Also, Director General BOS manages routine protection and gives support at the district level while meeting directly the district administration authorities. During field work, MICS staff meets with the elected representative and inform them about the survey activities for having their full confidence.

Appendix C: Documents for customisation and review of MICS questionnaires

1. List of MICS6 indicators, as well as any survey-specific indicators, that are expected to be calculated based on the customised questionnaires
2. Information on the education system in the country: education laws/regulations that describe levels and grades/years of the national education system, as well as information on any changes to the system that may affect data collection and analysis
3. Table/map showing correspondence between the ISCED 2011 classification of education and the national education system classification (levels and grades/years)
4. Showcard(s) that will be used for testing literacy at modules WB and MWB
Showcards should be produced in all written languages that are commonly used, regardless of whether questionnaires in these languages are being used or not.
5. Documentation on the providers of antenatal and postnatal care in the country
This can be an assessment or a large document, but should enable the team to identify response categories for questions that include providers of such services.
6. Information on the birth registration system in the country: brief overview of legislative requirements, information on length of validity of birth certificates (are certificates valid for a limited time-period, e.g. six months, or are they permanent), is a certificate free of charge at the time of registration, does issuance at a later date require payment of a fee, etc.
7. Vaccination schedule that is used in the country (or schedules if there has been a change during the last three years)
8. Information on any national immunization day campaigns that took place in the last three years

9. Scanned copies of vaccination cards that have been filled in, preferably from different regions/districts of the country (the date of birth of the child should be visible if possible, all other personal details should be blacked out)
10. A document/regulation that outlines or lists the government recommended homemade fluids for treatment of diarrhoea.

Annex-I

Steering committee notification



**GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT
DEPARTMENT**

NOTIFICATION

NO.SO(ADMN-I)(P&D)10(412)2017: The Government of Sindh is pleased to constitute a Steering Committee for conducting Multiple Indicator Cluster Survey (MICS6) in Sindh during 2017-18 to 2018-19 with technical support from UNICEF to establish credible baseline for Multiple Indicators particularly in areas of Health, Nutrition, Education, Child Protection and Water & Sanitation, and to assess the situation of children and women for monitoring progress towards national and Sustainable Development Goals (SDGs). The composition of Steering Committee and Terms of References (TORs) given as under: -

Composition of Technical Committee

1.	Chairman, P&D Board, GoS	Chairman
2.	Secretary, Finance Department, GoS	Member
3.	Secretary, P&D Department, GoS	Member
4.	Secretary, Education Department, GoS	Member
5.	Secretary, Health Department, GoS	Member
6.	Secretary, Local Government Department, GoS	Member
7.	Secretary, PHE Department, GoS	Member
8.	Chief Economist, P&D Department, GoS	Member
9.	Director General, Bureau of Statistics, P&D Department, GoS	Member
10.	Chief (Foreign Aid), P&D Department, GoS	Member
11.	Chief (Education), P&D Department, GoS	Member
12.	Chief (Health), P&D Department, GoS	Member
13.	Chief Field Officer, UNICEF, Sindh	Member
14.	PMER Specialist, UNICEF, Sindh	Member
15.	Consultant (MICS) from UNICEF	Member
16.	Representative of PCRWR, Govt. of Pakistan	Member
17.	Director / Survey Coordinator (MICS), Bureau of Statistics, P&D Department, GoS	Member / Secretary
18.	Any other Co-opted Member (s)	Member

Terms of References (TORs)

1. Provide overall leadership to the MICS processes and provide strategic insights.
2. Review and approve survey plan and methodology (including final approval of indicator and timeline).
3. Hold Bi-annually progress review meetings.
4. Address any matter that comes up during the course of MICS implementation.
5. Review and approve final results and MICS Report.

**-MUHAMMAD WASEEM-
CHAIRMAN, P&D BOARD**

NO: SO(ADMN-I)(P&D)10(412)/2017

Karachi, dated the August 21, 2017

A copy is forwarded for information and necessary action to:-

1. The Secretary, Statistics Division, Government of Pakistan, Islamabad.
2. The Senior Member, Board of Revenue, GoS, Karachi.
3. The Principal Secretary to CM, Sindh, CM's Secretariat, Karachi.
4. The Principal Secretary to Governor, Sindh, Governor's Secretariat, Karachi.
5. The Secretary, Finance Department, GoS, Karachi.
6. The Secretary, Irrigation Department, GoS, Karachi.
7. The Secretary, Health Department, GoS, Karachi.
8. The Secretary, School Education Department, GoS, Karachi.
9. The Secretary, Local Government Department, GoS, Karachi.
10. The Secretary, PHE Department, GoS, Karachi.
11. The Secretary, Women Development Department, GoS, Karachi.
12. The Secretary, Irrigation Department, GoS, Karachi.
13. The Secretary, Human Rights Department, GoS, Karachi.
14. Members of the Committee
15. The Director General, Bureau of Statistics, P&D Department, GoS, Karachi.
16. The Senior Chiefs/Chiefs (All), P&D Department, GoS, Karachi
17. The Chief, Field Officer, UNICEF, Sindh, Karachi.
18. PS to Chief Secretary, Sindh, Karachi
19. PS to Chairman, P&D Board, GoS, Karachi
20. PS to Chief Economist, P&D Department, GoS, Karachi.
21. PS to Chief Economist, P&D Department, GoS, Karachi.
22. Master File.


(IMRAN SIBTAINO
SECTION OFFICER (ADMN.I)
TEL 021-99211926

Annex-II

The Survey Technical Committee



**GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT
DEPARTMENT**

NOTIFICATION

NO.SO(ADMN-I)(P&D)10(412)2017: The Government of Sindh is pleased to constitute a Technical Committee for guidance and smooth implementation for conducting Multiple Indicator Cluster Survey (MICS6) in Sindh during 2017-18 to 2018-19. The purpose is to establish credible baseline for Multiple Indicators particularly in areas of Health, Nutrition, Education, Child Protection and Water & Sanitation, and to assess the situation of children and women for monitoring progress towards national and Sustainable Development Goals (SDGs). The composition and Terms of References (TORs) of Technical Committee is as under: -

Composition of Technical Committee

1.	Director General/Project Director (MICS), Bureau of Statistics	Chairman
2.	Director / Survey Coordinator (MICS), Bureau of Statistics	Member
3.	PMER Specialist, UNICEF Sindh	Member
4.	Consultant (MICS) from UNICEF	Member
5.	Representative of P&D Department	Member
6.	Representative of Finance Department	Member
7.	Deputy Director / Coordinator (MICS)	Member / Secretary

Terms of References (TORs)

1. Oversee quality of survey and implementation schedule including major milestones.
2. Technically review of survey plan and design, list of indicators, survey tools (including questionnaire) and manuals.
3. Present the finalized survey plan and design, list of indicators to the Steering Committee for approval.
4. Monitor training and field work to ensure quality, and review & provide feedback on field-check tables.
5. Resolve major implementation issues / bottlenecks.
6. Review preliminary findings of the survey and draft reports before submissions to the Steering Committee.

**-MUHAMMAD WASEEM-
CHAIRMAN, P&D BOARD**

NO: SO(ADMN-I)(P&D)10(412)/2017

Karachi, dated the August 21, 2017

A copy is forwarded for information and necessary action to:-

1. The Secretary, Finance Department, Government of Sindh, Karachi.
2. The Director General, Bureau of Statistics, P&D Department, GoS, Karachi
3. The Director (Statistics), Bureau of Statistics, P&D Department, GoS, Karachi
4. Members of the Committee (All).
5. PS to Chairman, P&D Board, Sindh, Karachi
6. PS to Secretary (Planning), P&D Department, GoS, Karachi


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