

Annex D1.7b

List of necessary activities for the preparation of the implementation
of Agricultural Census in 200-

N	Activity	Implementation Date	Person in charge
1	To develop the strategy of Agricultural Census in the Republic of Armenia		
2	Establishment of National working group(committee) for the organization and control of survey activities		
3	Development and confirmation of instruction forms: <ul style="list-style-type: none"> - <i>On the procedure of infill of questionnaires of the Agricultural Census.</i> - <i>Notebooks for the interviewers, inspectors and heads of local offices.</i> - <i>Reporting and conclusion forms for the Agricultural Census.</i> - <i>Method of codification of Census questionnaires.</i> - <i>Method of keying of Census questionnaires.</i> 		
3	Preparation, adoption and confirmation of legal acts for the organization and implementation of Agricultural Census.		
4	The list of data to be received in the result of Agricultural Census(tabulation).		
5	Development, probation and adoption of Census questionnaires.		
6	Development of the program of publicity campaign (TV, radio, wallpapers, etc).		
7	Compilation of Census organization and implementation budgets.		
8	Publication and delivery of Census documents: <ul style="list-style-type: none"> - <i>Census questionnaire,</i> - <i>Instruction on the method of infill of the questionnaire</i> - <i>Notebooks for the interviewers, inspectors and heads of local</i> - <i>Other documents needed for the Census,</i> - <i>Instructions on the codification of Census questionnaire,</i> <i>Instructions on the keying of Census questionnaire</i>		

N	Activity	Implementation Date	Person in charge
9	Discussion of the questionnaire with the Census working group		
10	Designing of the action plan for the organization and conduction of Agricultural Census in 200- <ul style="list-style-type: none"> - <i>Creation of the initial list of Census subjects</i> - <i>Creation of organizational action plans for regions and marzes</i> - <i>Confirmation of organizational action plans for regions and marzes and creation of reviewed organizational plan for the Republic of Armenia for 200-</i> 		
11	Development of software packages for mechanical processing of pilot Census results <ul style="list-style-type: none"> - <i>For keying and correction of the results of pilot Census</i> - <i>Logical review and correction of the database</i> - <i>Automatic software</i> - <i>Development of exit formula</i> - <i>Probation of the developed package product</i> 		
12	Preparation of guidelines/manuals for the codification of Census questionnaire <ul style="list-style-type: none"> - <i>Marzes,</i> - <i>Population areas</i> - <i>Types of economic activity</i> 		
13	Organization and conduction of pilot Census <ul style="list-style-type: none"> - <i>Preparation of questionnaires, technical means and programs</i> - <i>Creation of initial list of Census subjects</i> - <i>Creation and confirmation of organizational action plan</i> - <i>Delivery of questionnaires and other technical means to the field offices</i> - <i>Recruitment of employees</i> - <i>Training and instruction of employees</i> - <i>Implementation of consultation-explanation activities</i> - <i>Pilot survey</i> - <i>Processing of the results of the pilot survey</i> 		

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14	Presentation and confirmation of the results of pilot survey		
15	Publication (spread-out) of the results of pilot survey		
16	Instructions on the method of conduction of the Census and infill of the questionnaires <ul style="list-style-type: none"> - <i>For the heads of marz field offices of NSS of the Republic of Armenia,</i> - <i>For the deputies and leading specialists of marz field offices</i> - <i>For the heads and deputies of Census field offices</i> - <i>For the Instructor-inspectors</i> - <i>For the interviewers (Calculators)</i> 		
17	Providision the field offices with appropriate facilities (renting of premises) . <ul style="list-style-type: none"> - <i>For Census</i> - <i>For instructors</i> 		
18	Recruitment of Census staff and signing the contracts <ul style="list-style-type: none"> - <i>Heads of Census field offices and assistants</i> - <i>Instructors(inspectors)</i> - <i>Interviewers (calculators)</i> - <i>Codification specialists</i> - <i>Computer operators for keying</i> 		
19	Collection of data of Agricultural Census of 200-		
20	Post Census review visit		
21	Receipt of Census result materials <ul style="list-style-type: none"> - <i>From interviewers(calculators),</i> - <i>From instructors- inspectors</i> - <i>From the heads of Census field offices,</i> - <i>From NSS Field Offices of RA</i> - <i>From NSS marz agencies</i> 		
22	Review and cessation of control documents		
23	Instruction of Census questionnaire codification specialists (phase by phase)		
24	Instruction of computer operators keying the results of the Census (phase by phase)		
25	Codification of corresponding questions of the Census questionnaire		

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26	Keying of the questionnaire data		
27	Calculation of the preliminary results of the Census and presentation to NSS of RA		
28	Publication of brief results of the Census		
29	Publication and spread-out of the final materials		
30	Presentation of the results of Agricultural Census of NSS of RA		