

**FIFTH SUDAN
POPULATION AND HOUSING CENSUS**

FIRST DRAFT

SCHEDULE OF ACTIVITIES

(CENSUS ENUMERATION DATES 15 - 30 APRIL 2008)

January 2, 2008

**FIFTH SUDAN POPULATION AND HOUSING CENSUS
REVISED SCHEDULE**

#	STAGES	ACTIVITIES	15-30 START	END
1	PREPAR			
	1.1	Legal, Organizational, Fund Raising	Sep-05	Dec-07
	1.2	Geographic Preparations – Listing, Mapping	Jan-06	Dec-07
	1.3	Printing of EA Maps	Oct-07	Feb-08
	1.4	Preparation of Census Tools	Sep-05	Dec-07
	1.5	Institutional Arrangements and Logistical	Sep-05	Mar-08
	1.6	Advocacy	Sep-05	Apr-08
	1.7	Census including Pre-Test	15-Apr-07	30-Apr-07
	1.8	Finalization of Census Enumeration Plans	Dec-07	Feb-08
	1.9	Procurement of Census Equipment and Materials	Jan-06	Dec-07
	1.10	Procurement of Enumeration Supplies	Sept-07	Feb-08
	1.11	Establishment of Data Processing Centers	Sep-07	Feb-08
	1.12	Distribution of Supplies	Feb-08	Mar-08
	1.13	Identification of transportation means	Feb-08	Mar-08
	1.14	Arrangements for enumeration of Special Groups	Feb-08	Mar-08
	1.15	Identification and listing of training Centers	Dec-07	Jan-08
	1.16	Sampling for the Long Questionnaire	Feb-08	Feb-08
2	CENSUS ENUME RATION			
	2.1	Recruitment of Field Staff	Jan-08	Jan-08
	2.2	Training of Field Staff	Feb-08	Apr-08
	2.3	Assignment of Tasks and Deployment of Field Staff	Feb-08	Apr-08
	2.4	Census Field Enumeration	15-Apr-08	30-Apr-08

	2.5	Retrieval and Storage of Questionnaires from Field	May-08	May-08
3	DATA PROCESSING			
	3.1	Recruitment of Data Processing Staff	Feb-08	Mar-08
	3.2	Training of Data Processing Staff	Mar-08	Mar-08
	3.3	Processing of Short Questionnaire and Production of Tables	May-08	Jul-08
	3.4	Processing of Long Questionnaire and Production of Tables	July-08	Aug-08
	3.5	Production of Fact Sheets and Flyers	Sept-08	Dec-08
	3.6	Preparation of Analytical Volumes	Sept-08	Apr-09
4	DISSEMINATION			
	4.1	National Launching of Results	Sept-08	Sept-08
	4.2	State Launching of Results	Oct-08	Oct-08
	4.3	Launching of State Tabulations	Nov-08	Nov-08
	4.4	Launching of Analytical Volumes	Apr-09	Apr-09
	4.5	Launching of Fact sheets and Flyers	Dec-08	Feb-09
	4.6	Launching of Census Atlas		
	4.7	Launching of Sudan Census-INFO CD-ROM		
	4.8	Development of Sampling frame	Mar-09	Aug-09
	4.9	Further Analysis of Census Results	Jan-09	Dec-09

TRAINING DATES FOR APRIL 2008 CENSUS ENUMERATION

15-30 APRIL 2008

CENSUS NIGHT IS MIDNIGHT TUESDAY 15TH APRIL 2008

TRAINING DATES

17 - 29 February 2008

9 -15 March 2008

19 - 25 March 2008

30 March - 9 April 2008

2 - 9 April 2008

10 -11 April 2008

12 - 14 April 2008

12:00 am (Midnight) 15 April 2008

15 -30 April 2008

STAGES	ACTIVITIES	START	END	RESPONSIBLE
	1. C			
Promulgation of Census Decree by Presidency	1 Jan 2008	15 Jan 2008		
Provision of funds by GONU	1 Jan 2008	31 Jan 2008		
Receipt of funds in CBS and SSCSE	1 Feb 2008	25 Feb 2008		
TWG Meeting to finalise and adopt census enumeration procedures in Juba	4 Feb 2008	5 Feb 2008		

TWG Meeting to review census enumeration procedures held in North Sudan	4 Jun 2008	5 Jun 2008		
TWG Meeting to review census results held in South Sudan	4 Sep 2008	5 Sep 2008		
Advocacy plan and procedures	1 Jan 2008	31 Jan 2008		
Recruitment plan and procedures	1 Jan 2008	31 Jan 2008		
Mapping plan and procedures	1 Jan 2008	31 Jan 2008		
Logistics plan and procedures	1 Jan 2008	31 Jan 2008		
Transport plan and procedures	1 Jan 2008	31 Jan 2008		
Communications plan and procedures	1 Jan 2008	31 Jan 2008		
Payment plan and procedures	1 Jan 2008	31 Jan 2008		
Enumeration plan and procedures	1 Jan 2008	31 Jan 2008		
Data processing plan and procedures	1 Jan 2008	31 Jan 2008		
Tabulation plan and procedures	1 Jan 2008	31 Jan 2008		
Analysis plan and procedures	1 Jan 2008	31 Jan 2008		
Reporting plan and procedures	1 Jan 2008	31 Jan 2008		

Monitoring plan and procedures	1 Jan 2008	31 Jan 2008		
2. MANAGEMENT				
Assignment of CBS and SSCSE staff to census by Census Directors	1 Jan 2008	31 Jan 2008		
Assignment of UNFPA PCSU staff to census by CTA	1 Jan 2008	31 Jan 2008		
Assignment of other technical assistance providers by US Department of Agriculture, French Cooperation and Statistics Norway.	1 Jan 2008	31 Jan 2008		
3. ADVOCACY				
Publication of media press release	1 Jan 2008	30 Apr 2008		
Public education in state capitals	1 Jan 2008	30 Apr 2008		
Community education	1 Jan 2008	30 Apr 2008		
Discussions in electronic media	1 Jan 2008	30 Apr 2008		

Production of Fact Sheets and Flyers	1 Jan 2008	30 Apr 2008		
4. MAPPING				
Completion of field work	1 Dec 2007	31 Dec 2007		
Compile EA sketch maps, GPS points and comments at Khartoum and Rumbek	1 Jan 2008	31 Jan 2008		
Print EA maps in Khartoum and Rumbek	1 Jan 2008	15 Mar 2008		
Deliver printed EA maps to state capitals	16 Mar 2008	31 Mar 2008		
Deliver printed EA maps to training sites	1 April 2008	10 April 2008		

STAGES	ACTIVITIES	START	END	RESPONSIBLE
5. R				
Recruitment of field staff by Coordinators and State Statistical Directors	1 Jan 2008	31 Jan 2008		

Training of Principal Trainers in Khartoum and Rumbek	17 Feb 2008	29 Feb 2008		
Training of State Trainers in State Capitals.	9 Mar 2008	15 Mar 2008		
Training of Supervisors @ State Capital	19 Mar 2008	25 Mar 2008		
Training of Enumerators for long questionnaire	30 Mar 2008	9 April 2008		
Training of Enumerators for short questionnaire	2 April 2008	9 April 2008		
6. DELIVERY OF MATERIAL S TO				
Confirmation of completion of production	25 Jan 2008 (SCA & DRS)	15 Feb 2008 (Peak?)		
Delivery of AWB and Bills of Lading	06 Feb 2008	22 Feb 2008 (Peak)		
Provision of blanket waiver of customs duties	28 Dec 2007	20 Jan 2008		
Provision of blanket waiver of VAT	28 Dec 2007	20 Jan 2008		

Establishment of temporary warehouses in Khartoum and Juba	01 Jan 2008	30 Jan 2008		
Establishment of temporary warehouses in State capitals	01 Feb 2008	01 Mar 2008		
Recruitment of logistics staff for repacking in warehouses in Khartoum and Juba and in State capitals	20 Jan 2008	01 Mar 2008		
Arrival of materials needed for February training (Questionnaires and training manuals)	01 Feb 2008	05 Feb 2008		
Customs Clearance of questionnaires & training manual for Feb training)	01 Feb 2008	09 Feb 2008		
Arrival of other census forms (Peak Int'l) by air	15 Feb 2008	01 Mar 2008		
Customs Clearance of other census forms (Peak Int'l)	01 Mar 2008	05 Mar 2008		

Arrival of other materials by air freight (50% of stationery and other materials)	01 Feb 2008	10 Feb 2008		
Customs Clearance of other air-freighted materials (first 50% of CODE INC order)	01 Feb 2008	15 Feb 2008		
Arrival of other materials by sea freight (2 nd 50% of CODE order, except satchels, caps, aprons)	15 Mar 2008	01 Apr 2008		
Customs Clearance of first sea-freighted materials from CODE	20 Mar 2008	03 Apr 2008		
Arrival of 2 nd and final shipment by sea freight (50% of caps, satchels, aprons)	08 Apr 2008	10 Apr 2008		
Customs Clearance of final sea freight shipment (50% of caps, satchels, aprons)	08 Apr 2008	12 Apr 2008		
Inspection and certification of delivered items	01 Feb 2008	13 Apr 2008		

Acquisition of packing items (boxes, labels, tape, etc)	25 Jan 2008	01 Feb 2008		
Repacking of items for delivery to State Capitals	07 Feb 2008	13 Apr 2008		
Loading of trucks and aircraft for delivery to State Capitals of Questionnaires & training manuals for Feb training	11 Feb 2008	12 Feb 2008		
Departure of aircraft/trucks for State Capitals with Questionnaires & training manuals for Feb training	12 Feb 2008	13 Feb 2008		
Loading of aircraft/trucks for State Capitals (Census forms from Peak for Mar/Apr training)	07 Mar 2008	20 Mar 2008		
Departure of aircraft/trucks for State Capitals (with census forms for Mar/Apr training)	07 Mar 2008	25 Mar 2008		

<p>Loading of aircraft/trucks for State Capitals (remaining questionnaires, training manuals, other air-freighted materials from CODE INC)</p>	<p>01 Mar 2008</p>	<p>20Mar 2008</p>		
<p>Departure of aircraft/trucks for State Capitals (with remaining questionnaires, training manuals, other air-freighted materials from CODE INC)</p>	<p>02 Mar 2008</p>	<p>25 Mar 2008</p>		
<p>Loading of aircraft/trucks for State Capitals (first sea-freight shipment from CODE Inc)</p>	<p>08 Apr 2008</p>	<p>12 Apr 2008</p>		
<p>Departure of aircraft/trucks for State Capitals (first sea-freight shipment from CODE Inc)</p>	<p>09 Apr 2008</p>	<p>13 Apr 2008</p>		
<p>Loading of aircraft/trucks for State Capitals (2nd sea-freight shipment from CODE Inc)</p>	<p>12 Apr 2008</p>	<p>14 Apr 2008</p>		

Departure of aircraft/trucks for State Capitals (2 nd sea-freight shipment from CODE Inc)	13 Apr 2008	14 Apr 2008		
7. DISTRIBUTION OF MATERIALS TO TRAINING SITES				
Arrival of Feb training items in warehouses in State Capitals (Questionnaires & training manuals)	14 Feb 2008	15 Feb 2008		
Arrival of census forms for Mar/Apr training in warehouses in State Capitals	08 Mar 2008	26 Mar 2008		
Arrival of remaining questionnaires, training manuals, other air-freighted census materials in warehouses in State Capitals	04 Mar 2008	26 Mar 2008		

Arrival of materials from first sea freight shipment in warehouses in State Capitals	10 Apr 2008	14 Apr 2008		
Arrival of materials from 2 nd sea freight shipment in warehouses in State Capitals	14 Apr 2008	14 Apr 2008		
Distribution of Feb training items to Mahaliya and County Capitals (Questionnaires & training manuals)	15 Feb 2008	17 Feb 2008		
Distribution of census forms for Mar/Apr training to Mahaliya and County Capitals	10 Mar 2008	27 Mar 2008		
Distribution of remaining questionnaires, training manuals and other air-freighted census materials to Mahaliya and County Capitals	10Mar 2008	27 Mar 2008		

Distribution of items from first sea-freight shipment to Mahaliya and County Capitals	11 Apr 2008	14 Apr 2008		
Distribution of items from 2 nd /final sea-freight shipment to Mahaliya and County Capitals	14 Apr 2008	15 Apr 2008		
8. DEPLOYMENT OF TEAMS				
Identification of GONU and GOSS Vehicles for loan to enumeration	1 April 2008	7 April 2008		
Delivery of GONU and GOSS Vehicles on loan to enumeration	8 April 2008	9 April 2008		
Deployment of field teams	10 April 2008	11 April 2008		

STAGES	ACTIVITIES	START	END	RESPONSIBLE
Listing of dwellings and households @ EA by Enumerator	12 April 2008	14 April 2008		
10. ENUMERA				
Census night	14 April 2008	15 April 2008		
Enumeration of Special Populations	14 April 2008	15 April 2008		
Enumeration of Nomads	15 April 2008	30 April 2008		
Enumeration	15 April 2008	30 April 2008		
11. COLLECTI ON AND RETURN OF QUESTION NAIRES				
Payment of field salaries	1 May 2008	7 May 2008		

Collection of materials at training sites	1 May 2008	2 May 2008		
Collection of materials at Mahaliya and County Capitals				
Collection of materials at State Statistical Offices	3 May 2008	7 May 2008		
Return of materials to Rumbek and Khartoum	8 May 2008	14 May 2008		
12. DATA PROCESSING				
Recruitment of data processing staff	1 Feb 2008	29 Feb 2008		
Specifications for Editing/ Programming/ Tabulations	1 Mar 2008	30 April 2008		
Training of Trainers	15 Mar 2008	21 Mar 2008		
Training of coding and editing staff	1 Apr 2008	10 Apr 2008		
Training of scanning staff	15 Apr 2008	30 Apr 2008		
Receipt and storage of completed materials	8 May 2008	14 May 2008		

Verification of geographic codes	8 May 2008	14 May 2008		
Scanning of short questionnaire	14 May 2008	14 Jul 2008		
Edit and validation	20 May 2008	26 Jul 2008		
Saving and replication	27 Jul 2008	27 Jul 2008		
Exchange of data between CBS and SSCCSE	28 Jul 2008	31 Jul 2008		
Tabulation	28 Jul 2008	31 Jul 2008		
Analysis	1 Aug 2008	31 Dec 2008		
Scanning for long questionnaire	1 Jul 2008	31 Jul 2008		
Edit and validation	10 July 2008	31 July 2008		
Saving and replication	1 Aug 2008	1 Aug 2008		
Exchange of data between CBS and SSCCSE	2 Aug 2008	5 Aug 2008		
Tabulation	6 Aug 2008	10 Aug 2008		
Analysis	1 Sep 2008	31 Dec 2008		

STAGES	ACTIVITIES	START	END	RESPONSIBLE

Establishment of the Census Evaluation Committee by TWG	4 Feb 2008	5 Feb 2008		
Feedback workshop at state level	10 May 2008	10 May 2008		
Feed back work shop in Rumbek and Khartoum	20 May 2006	20 May 2006		
Focus groups on census	1 June 2008	30 June 2008		
National feedback workshop	1 July 2008	1 July 2008		
Evaluation Report	30 July 2008	30 July 2008		
14. SUPERVISION AND QUALITY ASSURANCE				
Recruitment of state quality monitors	15 March 2008	24 March 2008		
Deployment of state quality monitors	25 March 2008	1 May 2008		
Submission of reports by monitors	30 May 2008	30 May 2008		
Participation in National feedback workshop	1 July 2008	1 July 2008		

15. MONITORING				
Recruitment and Training of MOC Consultants	1 Jan 2008	31 Jan 2008		
Deployment of MOC Consultants for Advocacy	1 Feb 2008	31 March 2008		
Deployment of MOC Consultants for EA Maps	1 Mar 2008	31 Mar 2008		
Deployment of MOC Consultants for training of enumeration field staff	1 Mar 2008	10 April 2008		
Deployment of MOC Consultants for enumeration	1 April 2008	30 April 2008		
Deployment of MOC Consultants for data processing	1 May 2008	31 August 2008		
MOC assessment report of census	31 August 2008	31 August 2008		

16. LAUNCHING AND DISSEMINATION OF RESULTS				
Submission of total population figures distributed by sex, State and County/Mahaliya to the PCC	8 Sep 2008	9 Sep 2008		
National Launching of Results	Sept-08	Sept-08		
State Launching of Results	Oct-08	Oct-08		
Launching of State Tabulations	Nov-08	Nov-08		
Launching of Analytical Volumes	Apr-09	Apr-09		
Launching of Fact sheets and Flyers	Dec-08	Feb-09		
Development of Sampling frame	Mar-09	Aug-09		
Further Analysis of Census Results	Jan-09	Dec-09		
National Launching of Results	Sept-08	Sept-08		

