** 0.2 E Seed System Security Assessment (SSSA) WORK SCHEDULE AT EACH SITE**

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| **DAY** | **Time** | **Comments** |
| Day 1 AM | * introduction by host organization on general agricultural context
* Overview of SSSA goals
* Training in community questionnaire
* Training in individual questionnaires
* Training in interview techniques
 | Have the NGO/FAO host organization give small presentation on what they know about the site: context and effects of ‘disaster’ Have host organization share documents/reports they have in their possessionMake sure that host has key leader for field teamMeet government/local authorities |
| Day 1 PM | Field test 1-3 questionnaires(Team group meeting: review of day) |
| Day 2 AM |  Community focus group meeting Women’s group focus group meeting | Ensure these two meetings happen as the first field work--- to give an overview of the context from farmers’ perspectivesRemember to bring flipcharts for these meetings (and stand or masking tape, and black and red magic markers) |
| Day 2 PM |  Discussions with resource key informantsPolitical leadersLead AgronomistsSeed Production groupsAgro-dealers and input suppliersNGO/others working with women and vulnerabilityAgro-enterprises innovatorsIndividual Interviews (part of the team(Team group meeting: review of day) | Arrange meetings ahead of timeMight also physically visit * local markets (need to confirm market days)
* agro-dealer stores,
* seed producer groups/private companies
* other seed security related innovations
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| Day 3 AM |  individual interviews (Key informant, if needed)market trader interviews | Enumerators focus on individual interviewsOthers focus on local seed market assessment |
| Day 3 PM |  individual interviewsmarket trader interviews(key informant interviews)(Team wrap up meeting- 30 minutes) |
| Day 4 AM | individual interviews (Key informant, if needed)market trader interviews | Opportunistically :Ensure four items completed>Individual farmer interviewsLocal seed market analysisVisits to agro-dealers (if any)Key informants (gov’t . agro-business, NGO, seed producers, those focusing on vulnernability/women |
| Day 4 PM |  individual interviews(Team wrap up meeting- 30 minutes) |
| Day 5 AM |  individual interviews (and other missing information) | Synthesize findings in the field (each day)Start to formulate concrete recommendations in the field |
| Day PM | WRAP UP MEETING—ON MAJOR INITIAL TRENDS/ FINDINGS |