** 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 possession  Make sure that host has key leader for field team  Meet 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’ perspectives  Remember to bring flipcharts for these meetings (and stand or masking tape, and black and red magic markers) |
| Day 2 PM | Discussions with resource key informants  Political leaders  Lead Agronomists  Seed Production groups  Agro-dealers and input suppliers  NGO/others working with women and vulnerability  Agro-enterprises innovators  Individual Interviews (part of the team  (Team group meeting: review of day) | Arrange meetings ahead of time  Might also physically visit   * local markets (need to confirm market days) * agro-dealer stores, * seed producer groups/private companies * other seed security related innovations |
| Day 3 AM | individual interviews (Key informant, if needed)  market trader interviews | Enumerators focus on individual interviews  Others focus on local seed market assessment |
| Day 3 PM | individual interviews  market 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 interviews  Local seed market analysis  Visits 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 |