

## Cartography Form

CARTOGRAPHY INFORMATION PANEL	CIP
<b>CIP1. Region:</b> <b>REGION 1</b> ..... 1 <b>REGION 2</b> ..... 2 <b>REGION 3</b> ..... 3 <b>REGION 4</b> ..... 4	
<b>CIP2. Cartography team number:</b>  NUMBER _____	
<b>CIP3. Supervisor name and number:</b>  NAME _____ NUMBER _____	
<b>CIP4. Interviewer name and number:</b>  NAME _____ NUMBER _____	
<b>CIP5. Day / Month / Year:</b> ____ / ____ / <u>202</u> ____	
<b>CIP6. Facility name and number:</b>  NAME _____ NUMBER _____	
<b>CIP7. Facility address or landmark:</b>	
<b>CIP8. Facility GPS coordinates</b>  Latitude:  Longitude:	

INTRODUCTION
<p>Hello, my name is (<b>your name</b>) and I am one of the interviewers working on a census to gather information about all facilities in the country where children live. We are from (<b>name of lead implementation agency</b>). I would like to speak to the person who is the most knowledgeable about this facility and who is at least 18 years old. This may be the director, head of the facility, or other relevant person in charge. Can you please introduce me to this person?</p> <p><i>ONCE YOU HAVE BEEN INTRODUCED TO THIS PERSON, COMPLETE MOST KNOWLEDGEABLE PERSON INFORMATION PANEL</i></p>

MOST KNOWLEDGEABLE PERSON INFORMATION PANEL		MKPIP
<b>MKPIP1.</b> Hello, my name is ( <i><b>your name</b></i> ) and I am one of the interviewers working on a census to gather information about all facilities in the country where children live. We are from ( <i><b>name of lead implementation agency</b></i> ). Would you be willing to share with me your name and contact details and answer a basic question about this facility?		
YES.....1 NO.....2	1 ⇒ MKPIP2 2 ⇒ END INTERVIEW	
<b>MKPIP2.</b> Most knowledgeable person's name:  NAME		
<b>MKPIP3.</b> Most knowledgeable person's position or title:		
<b>MKPIP4.</b> Most knowledgeable person's contact details:  <div style="display: flex; justify-content: space-between;"> <span>PHONE NUMBER:</span> <span>EMAIL (IF APPLICABLE):</span> </div>		
<b>MKPIP5.</b> Are there any children, meaning anyone under the age of 18, living in this facility?	YES .....1 NO .....2	
<i>SHOW THE RESPONDENT THE LIST OF ALL FACILITIES IN REGION/DISTRICT/PROVINCE</i>		
<b>MKPIP6.</b> Other than those listed here, are you aware of any other facilities in this area where at least some children under the age of 18 live? Examples could include orphanages, institutions, children's homes or other centers that care for children who are separated from their parents or primary caregivers or are unable to live with them.	YES.....1  NO .....2	1 ⇒ COMPLETE ONE FACILITY INFORMATION FORM FOR EACH FACILITY THE RESPONDENT MENTIONS 2 ⇒ MKPIP7
<b>MKPIP7.</b> Are you aware of any facilities in this area where children with disabilities live?	YES.....1  NO .....2	1 ⇒ COMPLETE ONE FACILITY INFORMATION FORM FOR EACH FACILITY THE RESPONDENT MENTIONS 2 ⇒ END INTERVIEW

FACILITY INFORMATION FORM		FIF
<b>FIF1.</b> What is the name of the facility?	NAME	
<b>FIF2.</b> Where is the facility located?	ADDRESS:  REGION:  REGION 1 ..... 1 REGION 2 ..... 2 REGION 3 ..... 3 REGION 4 ..... 4  VILLAGE/COMMUNITY: LANDMARK:	
<b>FIF3.</b> Who is the main contact person at this facility? Please give me their full name and contact details.  <i>RECORD AT LEAST ONE SOURCE OF CONTACT</i>	NAME:  PHONE NUMBER:  EMAIL:	
<b>FIF4.</b> What is his/her position at the facility?	DIRECTOR/HEAD ..... 1 MANAGER..... 2 STAFF MEMBER ..... 3 VOLUNTEER..... 4 COUNTRY-SPECIFIC ..... 5  OTHER ( <i>specify</i> ) ..... 6  DK..... 8	
Thank you for taking the time to speak with me today. I have asked all of my questions. As I mentioned before, the information you have shared with us today will be used to help us identify facilities in the country and gather information about them and the children living in them. A data collection team will return to collect some more information sometime soon. We would also greatly appreciate your assistance in preparing the facility's registry or record book and compiling children's case files if available as this will facilitate the work of the data collection team when they return. Do you have any other questions that you would like to ask me today before we say goodbye?		

## INTERVIEWER'S NOTES