

## Interview Form 1: Administrative Zone Key Informant Interview

Administrative Zone <i>Put the district of municipal name here</i>	Date <i>The date of the interview</i>	Interviewer(s) <i>Yours and your colleagues' names</i>
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## DETAILS OF KEY INFORMANTS

Name	Position/Organisation	Name	Position/Organisation
<i>Name of interviewee</i>	<i>Rank and dept or organisation</i>	<i>Name of interviewee</i>	<i>Rank and dept or organisation</i>
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## DESCRIPTION OF LIVELIHOOD ZONES IN THE ADMINISTRATIVE ZONE

	Livelihood Zone 1:	Zone 2:	Zone 3:
<b>Main Livelihood Category</b>	<i>Whether it's crop-based, livestock-based, mixed or based on some other activity, e.g. mining</i>	<i>Whether it's crop-based, livestock-based, mixed or based on some other activity, e.g. mining</i>	<i>Whether it's crop-based, livestock-based, mixed or based on some other activity, e.g. mining</i>
<b>Main Characteristics</b> (production system, topography, vegetation, natural resources, population density, soils, rainfall)	<i>E.g.: Livestock, mixed cattle &amp; small stock (sheep+goats); Flat topography, dry river beds Sandy soils, hot in summer, rainfall unreliable; Mining in one area. Population sparse</i>	<i>E.g.: Cropping and livestock—cattle preferred, few goats; Varied topography with rocky soils on mountains but fertile soils in valleys; Rainfall higher on average (800mm annual) but unreliable;</i>	<i>E.g.: Cropping. Few people have livestock (space to keep?); Mountainous and hilly but with fertile soils, good rainfall, except this year; Roads and transport networks poor—markets lacking</i>
<b>Main Crops Consumed:</b> Rank in order of importance for home consumption	1 <i>Maize</i>	<i>Maize</i>	<i>Maize</i>
	2 <i>Sorghum</i>	<i>Beans</i>	<i>Legumes (beans, pigeon peas, Bambara nuts, chick</i>
	3 <i>Beans</i>		<i>Fruit and veg</i>
<b>Main Crops Sold (food or cash crops):</b> Rank in order of importance for household cash income	1 <i>--NONE --</i>	<i>Sunflower</i>	<i>Fruit</i>
	2		<i>Vegetables</i>
	3		<i>Legumes</i>
<b>Main Livestock &amp; Livestock Products Consumed:</b> Rank in order of importance for home consumption	1 <i>Milk</i>	<i>Milk</i>	<i>Meat</i>
	2 <i>Meat (goats)</i>	<i>Meat</i>	
	3 <i>Meat (cattle)</i>		
<b>Main Livestock &amp; Livestock Products Sold:</b> Rank in order of importance for cash income	1 <i>Sheep</i>	<i>Goats</i>	<i>Cattle (occasionally)</i>
	2 <i>Cattle</i>	<i>Cattle</i>	
	3		

**POPULATION:** Assign all of the sub-district (administrative level 4) units in the district to a livelihood zone and list population information for each sub-district.

	Livelihood Zone 1:	Zone 2:	Zone 3:
Population of the livelihood zone (calculate from Annex 4)	<i>About 100,000 people</i>	<i>About 300,000 people</i>	<i>1-2 million people</i>

**NOTE:** The remainder of this format provides space to record information for only ONE livelihood zone in the district. If more than one is to be covered, a second copy of the following pages will be required.

**LIVELIHOOD ZONE:** e.g. Northern open-access mixed cattle and crops

**MARKETS:** Identify the main source and destination markets for each product, together with the names of any important intermediate markets to indicate a trade route (e.g. local markets -> local town -> provincial city).

Main crops sold	Trade route
1. <i>Sunflower</i>	<i>Hire bakkie in village and take to Town, sell on market or supply purchasing agents there (some attempts at local oil pressing but not large scale yet).</i>
2.	
3.	

Main livestock sold	Trade route
1. <i>Goats</i>	<i>Mostly sold locally in villages</i>
2. <i>Cattle</i>	<i>1) Sold to feedlot and auction in Town 2) Sold to traders who come in with tracks/bakkies 3) sold to other villagers</i>
3.	

Main foods bought when own stocks run out	Trade route
1. <i>Maize</i>	<i>From visits to supermarket in town (once a month)—supplied by wholesalers from central depot</i>
2. <i>Meat &amp; dairy</i>	<i>From village shops and supermarket in town (monthly)—supplied by wholesalers and national network</i>
3. <i>Tinned food, processed foods</i>	<i>Supermarket in town</i>
4. <i>Sweets, small luxuries</i>	<i>Village stores – from suppliers in town (e.g. Macro) from national network</i>

#### Market Access

Is market access good or bad in this LZ?	<i>Poor</i>
Why? (e.g. good/bad roads, close to/far from an urban centre)	<i>Roads (dirt) and long distances, products often spoil when travelling, not much support for quality control so producers cannot sell into formal market, etc.</i>

**Labour:** How much of the total casual labour performed by people from the zone is undertaken in different locations (e.g. 70% local rural area, 20% local towns, 10% outside of zone)

Local rural area	Local towns	Outside zone	Total
<i>20%</i>	<i>50%</i>	<i>30%</i>	100%

If outside zone, where do people go?

*Nearby commercial fruit farming and irrigated farms, town to look for work (construction, cleaning, etc.) or to do petty trading (like selling airtime).*

**MARKET PRICE DATA:** Request price data for the reference year as well as data for the last five years to present. Ideally, we want information for the main food crops, cash crops, livestock, and daily labour rates. Use the information collected to fill in the spreadsheet in **Form 2F** in **Annex B** of **Chapter 3**.

**CROP PRODUCTION:** Request district crop data for the last 5 years, for the main crops in the livelihood zone (and fill Annex 3). Fill the following table for yields specific to the livelihood zone.

<b>Main food &amp; cash crops</b>	Yield / hectare in reference year	Yield / hectare in 'bad' year (year?)	Yield / hectare in 'good' year (year?)	Seed requirement / hectare
<i>Maize</i>	<i>1,000 kg/ha</i>	<i>300 kg/ha</i>	<i>1,500 to 2,000 kg/ha</i>	<i>100 kg</i>
<i>Beans</i>	<i>500 kg/ha</i>	<i>Nothing – 50kg?</i>	<i>800 kg/ha</i>	<i>50 kg</i>
<i>Sunflower</i>	<i>400 kg/ha</i>	<i>200 kg/ha</i>	<i>800 kg/ha</i>	<i>80 kg</i>

Are the yields in the crop production table with or without inputs? \_\_\_\_\_

**LIVESTOCK PRODUCTION (reference year)**

<b>Species of Animal</b>	No. of months between births per adult female	Length of lactation period	Average milk production per day	Average carcass weight at slaughter
Cattle	<i>12 – 18 months</i>	<i>12 months</i>	Wet: <i>1.5 litres/d</i> Dry: <i>0.5 litres/d</i>	<i>100 kg</i>
<i>Goats</i>	<i>6 months</i>	<i>N/A</i>	<i>N/A</i>	<i>15-20 kg</i>

**HAZARDS AND TIMELINE:** Include **positive events** as well as **periodic or intermittent hazards**

A periodic or intermittent hazard is one that affects crop or livestock production in <u>some but not all years</u> :				
Drought	Frost	Wind	Epidemic crop disease	Wild Animals
<i>X</i>				<i>X</i>
Flood	Hail	Crop Pests	Epidemic livestock disease	Market events
<i>X</i>	<i>X</i>	<i>X</i>	<i>X</i>	
Year <sup>2</sup>	Seasonal Performance (1-5*)	Event(s)	Response: What did people do themselves to cope with the problem? Was there any outside assistance?	
2016	Season 1	<i>Severe drought</i>	<i>Look for work in towns (commercial farms no good). Government food packages (went to few people). Public works</i>	
	Season 2	<i>No irrigation</i>	<i>Sold equipment to survive</i>	
2015	Season 1	<i>Drought</i>	<i>Look for work in Towns and commercial farms, public works</i>	
	Season 2	<i>Irrigation difficult</i>	<i>Gave up</i>	
2014	Season 1	<i>Normal to dry</i>	<i>Look for extra work, help from relatives</i>	
	Season 2	<i>Some irrigated</i>	<i>Yields ok but costs high (pumping)</i>	
2013	Season 1	<i>Normal</i>		
	Season 2	<i>Some irrigated farming in valleys</i>		

<sup>2</sup> Although we are generally interested in understanding the consumption year (from the main harvest period onwards), it is usually easiest to complete this table for the agricultural year (starting with the main production season).

2012	Season 1		<i>Good farming season</i>	<i>Those who farmed made extra money, but prices were lower</i>
	Season 2		<i>Some tried irrigated fields, good returns</i>	<i>Water table high and farming easier. Prices still OK</i>
2011	Season 1		<i>Normal</i>	
	Season 2		<i>Not much activity</i>	

**\*Rank** all the seasons relative to each other:

5 = excellent season for household food security (due e.g. to bumper yields, good rains, good prices etc)

4 = a good or above average season for household food security

3 = an average season in terms of food security

2 = a below average season for household food security

1 = a poor season (e.g. due to drought, flooding, pest attack) for household food security

Please rank the three main **chronic hazards** affecting households in this area.

(Note: A chronic hazard is one that significantly affects crop or livestock production almost every year.)

1. <i>Livestock disease</i>	2. <i>Selling products</i>	3. <i>Crop pests</i>
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#### HIV/AIDS

Has HIV / AIDS affected food security in the zone? Since when has this been a problem? What coping strategies have people adopted to address HIV / AIDS?

*[Enter your story about HIV over here...]*

#### INTERVENTIONS

**FOOD AID DISTRIBUTION:** Gather information on the quantities and distribution of food aid by year for the last five years for the Wards within the Municipality/District.

#### OTHER TYPES OF INTERVENTIONS

Have there been any other types of interventions in the livelihood zone (e.g. government or NGO programmes)? Are programmes currently underway? Are there any planned for the future? Note where, when, and by whom these interventions have taken place.

*[Description of local government and civic interventions here: feeding programmes, school meals, public works, interventions such as homes, care places, etc.]*

**SEASONAL CALENDAR** (to be discussed with a smaller group, eg. Agricultural officers, DPPD, Rural Development officers, etc.)

- Steps: 1. Select the most important food and income acquisition strategies from the following list and indicate their timing – by shading – in the table below. Make sure you have covered all the main food and income generating activities of the poor.  
2. Note which activities are carried out by men and which by women (in the 'Who?' column).

<b>Rainfall</b> <b>Crops:</b> - Main crops grown for consumption - Main crops grown for sale <b>Livestock:</b> - Milk production - Livestock sales - 'Heat' and Births	<b>Employment:</b> - Local labour (e.g. on farms) - Off-farm employment (e.g. brick-making) - Labour migration (where to?) <b>Wild foods/Game:</b> - Collection and consumption, by type	<b>Fishing:</b> - Where and when <b>Food purchases:</b> - Timing of purchases and prices (highest/lowest) <b>Annual 'hunger' season:</b> - Timing <b>Mining</b> - Peak periods	For crops, indicate the timing of the following: - LP (land preparation) - P (planting) - CG (consumption green) - H (harvesting)  Indicate variations in access with arrows: ↑ to indicate peak access and ↓ to indicate minimal access
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		Month (start with month of first crop production (eating green): <i>write in months</i> )												
Food source/Income activity	Who?	Month 1, e.g. April	Month 2, e.g. May	Month 3, e.g. June	Month 4, e.g. July	Month 5, e.g. August	Month 6, e.g. Sept	Month 7, e.g. Oct	Month 8, e.g. Nov	Month 9, e.g. Dec	Month 10, e.g. Jan	Month 11, e.g. Feb	Month 12, e.g. March	Month 1, e.g. April
<i>Start with farming (if appropriate), e.g. Clearing bush</i>	<i>Man, woman or whole family?</i>					X	X	X						
<i>e.g. Land preparation</i>	<i>Man, woman or whole family?</i>							X	X					
<i>e.g. Planting</i>	<i>Man, woman or whole family?</i>								X	X				
<i>e.g. First weeding</i>	<i>Man, woman or whole family?</i>									X	X			
<i>e.g. Second weeding</i>	<i>Man, woman or whole family?</i>											X	X	
<i>e.g. Green harvest maize</i>	<i>Man, woman or whole family?</i>											X	X	
<i>e.g. Harvest, legumes</i>	<i>Man, woman or whole family?</i>											X	X	
<i>e.g. Harvest, pumpkin and veg</i>	<i>Man, woman or whole family?</i>									X	X	X		
<i>e.g. Harvest fruit</i>	<i>Man, woman or whole family?</i>									X	X	X		
<i>e.g. Harvest, maize &amp; millet</i>	<i>Man, woman or whole family?</i>	X	X	X										X
<i>e.g. Harvest, sweet potatoes</i>	<i>Man, woman or whole family?</i>	X day-by-day	X day-by-day	X day-by-day	X harvest all									X day-by-day
<i>e.g. income activity, work on commercial farms</i>	<i>Man, woman or whole family?</i>	X	X								X	X	X	X
<i>e.g. School expenditures</i>											X			
<i>e.g. Debt repayment</i>			X											
<i>e.g. Mielie meal purchase</i>	<i>Man, woman or whole family?</i>			Some	Some	Some	All	All	All	All	All	All	All	

**SEASONALITY: EARLY WARNING INDICATORS** (to be discussed with a smaller group, eg. Agricultural officers, DPPD, Rural Development officers, etc.)

What are the important signs of possible impending food crisis resulting from the main periodic hazard? (Consider completing this section *after* the seasonal calendar on the following page.)

Month	Early Warning Signs	Key Indicators to Monitor
January	<i>Children fail to attend school</i>	<i>School registrations compared with previous years, esp. grades R to 2</i>
February	<i>Increased applications for indigent grants food relief</i>	<i>Grant applications,</i>
March	<i>Health of children, Health of mothers,</i>	<i>Teacher reports of child difficulties, abseteeism</i>
April	<i>Health of children, Health of mothers,</i>	<i>Teacher reports of child difficulties, abseteeism</i>
May	<i>Health of children, Health of mothers,</i>	<i>Teacher reports of child difficulties, abseteeism</i>
June	<i>Health of children, Health of mothers,</i>	<i>Teacher reports of child difficulties, abseteeism</i>
July	<i>Price rises because of increased purchases Migration and job seeking</i>	<i>Basic food commodity prices in villages Applicants for work</i>
August	<i>Price rises because of increased purchases Migration and job seeking</i>	<i>Basic food commodity prices in villages Applicants for work</i>
September	<i>Price rises because of increased purchases Migration and job seeking</i>	<i>Basic food commodity prices in villages Applicants for work</i>
October	<i>Rainfall delays Migration and job seeking</i>	<i>Start of main season Applicants for work</i>
November	<i>Price rises because of increased purchases Migration and job seeking</i>	<i>Basic food commodity prices in villages Applicants for work</i>
December	<i>Price rises because of increased purchases Migration and job seeking</i>	<i>Basic food commodity prices in villages Applicants for work</i>

**WEALTH GROUP DESCRIPTIONS AND BREAKDOWN:** This is **OPTIONAL**. Only complete if informants seem well informed on village-level situation

Wealth groups: local definitions and names (local language)		<i>‘Waathirika’</i>	<i>‘Wamasikini’</i>	<i>‘Kati’</i>	<i>‘Tajiri’</i> [Kiswahili]
Wealth group name (English)		<i>Very Poor</i>	<i>Poor</i>	<i>Middle</i>	<i>Better-off</i>
Description of typical household (e.g. monogamous, polygamous, single parent)		<i>e.g. monogamous, single parents</i>	<i>e.g. monogamous, single parents</i>	<i>e.g. monogamous, single parents (some, but not many)</i>	<i>e.g. monogamous (sometimes polygamous but rare)</i>
Land <b>owned</b> (grazing + crop, including cash crop)		<i>0.5 to 1 hectare Grazing is common</i>	<i>0.5 to 1.5 ha Grazing is common</i>	<i>1 to 3 ha Grazing is common</i>	<i>2 to 5 ha Grazing is common</i>
Land <b>rented</b> in / out		<i>None</i>	<i>0.5 ha rented OUT</i>	<i>None</i>	<i>1 ha rented IN</i>
Land <b>cultivated</b> (owned + rented land)	Total area	<i>0.5 ha</i>	<i>0.5 to 1 ha</i>	<i>1.5 ha</i>	<i>5 ha</i>
	Food crops area	<i>0.5 ha</i>	<i>0.5 to 1 ha</i>	<i>1 ha</i>	<i>3 ha</i>
	Cash crops area	<i>0 ha</i>	<i>0 ha</i>	<i>0.5 ha</i>	<i>2 ha</i>
Main crops grown for sale		<i>None</i>	<i>A few veg</i>	<i>Vegetables</i>	<i>Vegetables, other crops</i>
Main crops grown for food		<i>Maize, Pumpkin, Beans, Spinach, Cowpeas</i>	<i>Maize, Millet, Pumpkins, Beans, Spinach, Cowpeas</i>	<i>Maize, Millet, Pumpkins, Beans, Cowpeas, fruits</i>	<i>Maize, Millet, Pumpkins, Beans, Cowpeas, Groundnuts, Sorghum, Fruits</i>
Agricultural inputs used (fertilizers, pesticides, manure)		<i>None</i>	<i>None</i>	<i>Fertilisers and pesticides</i>	<i>Fertilisers and pesticides</i>
Main types of livestock owned		<i>0-3 goats</i>	<i>0-5 goats 0-1 head of cattle</i>	<i>5-20 goats 1-5 cattle</i>	<i>Up to 50 goats Up to 200 cattle</i>
Other causes of differences in production or exchange		<i>Dependent on grants</i>	<i>Lack of finance, markets</i>	<i>Lack of capital at start of season, affordability of inputs, markets</i>	<i>Small business, e.g. shop, taxi</i>

**VILLAGE SELECTION**

Livelihood Zone Name	Village
Identify villages for visiting that: <ul style="list-style-type: none"> <li>are typical of the livelihood zone</li> <li>had a fairly average situation in the reference year</li> <li>are preferably not in a bad situation currently</li> <li>are not repeatedly visited by assessment teams</li> </ul> Note accessibility of each village.	[Notes of villages selected for survey]