**Methodological Report Form Guidelines**

**Fieldwork 2022**

Thank you for working as a partner of the World Justice Project in the production of the WJP Rule of Law Index. Before fieldwork starts, we wanted to send you our methodological reporting form, which will allow you to provide information about your survey design and data collection process. We are sending this form now so you know what information we will need at the end of the project. This information will help in interpreting the data, help to ensure that the data are reliable and valid, and protect the legitimacy and credibility of the product. Below are some notes about the form.

* Use the provided examples and follow-up questions within the reporting form to assist you as you fill out this form.
* If you need to attach any other materials to the reporting form, please append them to the end of the reporting form. This will help keep all of your materials together and organized and will assist us in archiving these documents.
* Make sure to include the name of the country in which polling is being conducted and the name of your company and where it is based at the top of the reporting form.
* If you are conducting polling in multiple countries, please submit a separate report for each country.
* Please try to answer each section as thoroughly and completely as possible.

Please contact us if you have any questions or concerns about this form. Thank you for your cooperation.

**General Population Poll**

**Full Fieldwork Methodological Report Form 2022**

1. **Introduction:**

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|  | COMPANY RESPONSE |
| 1. This Methodological Report Form is for the survey conducted in: (*Country*) | Haiti |
| 1. The sampling, fieldwork, and data processing for this survey was completed by: (*Company*) | CID Gallup |
| 1. This company is based in: (*Company Headquarters*) | Costa Rica |

1. **Contact Information:**

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| 1. Who is the company’s contact person(s) for follow up questions? |
| Luis Roberto Haug Acuña |

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| 1. What are the contact person’s email address and phone number? |
| [lhaug@cidgallup.com](mailto:lhaug@cidgallup.com)  +506 2220-4101 |

1. **General Description:**

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| 1. What were the exact dates of fieldwork? |
| Starting day: June 15th, 2022.  End of fieldwork: June 27th, 2022. |

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| While the poll is nationally representative, what were the principle geographic areas targeted for full fieldwork? (i.e. regions, provinces, states) |
| Region: Capital, Central, Northern and Southern |

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| 1. What was the mode of interviewing? (e.g. face-to-face; online) |
| Face to Face |

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| 1. What was the achieved sample size? |
| 507 interviews |

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| 1. In what language(s) were the interviews conducted? |
| The interviews were conducted in Creole. |

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| 1. What was the average length of each interview? |
| 42 minutes, 30 seconds. |

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| 1. What was the length of the longest and shortest interviews? |
| Shortest interview: 33 minutes and 04 seconds  Longest interview: 76 minutes and 04 seconds |

1. **Customization of Questionnaire:**

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| 1. Please list all final adaptations to the terminology of the questionnaire (e.g. **q5a\_G1**: Changed “President” to “Prime Minister” or **q1\_G1**: Changed “Environmental Protection Authority” to “Department of Conservation”). |
| Parliament  National and local government  President and Prime Minister: currently Haiti does not have a president due to an assassination, therefore the functions are being assumed by the prime minister who was previously appointed by the president Jovenel Moise. |

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| 1. Please list a. ethnic groups, b. religious preferences, c. income brackets, and d. levels of education applied in the customization of the questionnaire’s demographic section. For income, please specify the currency and the time period used for reporting income. For education, please provide the number of years of schooling and the level of advancement for each education level. |
| **Income per month in Gouds**   1. 1er quintil less than 208 Gourde……….1 2. 2do quintil 210 to 1500…………………...2 3. 3er quintil 1501 to 4500………………....3 4. 4to quintil 4501 to 8500………………....4 5. 5to quintil More than 8500………………….5 6. (Do not know/respond) ………………………………….99   **Religion**  Catholic, Christianity, Protestant, Adventists, Jehovah's Witness, Vodou, Islam, Buddhism, Animism, Judaism and others  **Ethnicity**  Black, mulatto, white and others.  **Political Parties**   1. Parti haïtien Tèt Kale (PHTK) 2. Parti pitit Dessalines 3. Fusion 4. Fanm lavalas 5. Alyans (Alliance démocratique) 6. Latibonit an Aksyon (LAAA, L'Artibonite en Action) 7. Mouvement chrétien pour une nouvelle Haïti (MOCHRENA) 8. Organisation du peuple en lutte (OPL) 9. Rassemblement des démocrates nationaux progressistes (RDNP) 10. Kovansyon Inite Dèmokratik (KID) 11. Among others   **Region**   1. Capital 2. Central 3. Northern 4. Southern |

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| 1. Please list any other changes to the demographic section of the questionnaire. |
| **City**   1. Artibonite 2. Centre 3. Grand Anse 4. Nippes 5. Nord Est 6. Nord 7. Quest 8. Nord Quest 9. Sud Est 10. Sud |

1. **Survey Design:**

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| 1. What was the target population/sample universe for the survey? |
| Citizens from Haiti, 18 years old and above. |

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| 1. What was the coverage error associated with the survey design? |
| The margin of error is 4.4. |

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| 1. Please list and describe each of the sampling units included in the survey? For example, the sampling units may be:  * Region (primary sampling unit) * City (secondary sampling unit) * District (tertiary sampling unit) * Neighborhood (quaternary sampling unit) * Enumeration area |
| CID Gallup used:   * Region * Circonscription * Commune * Section Communale * Pupulated area * Point of reference. |

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| 1. Please describe, in detail, the sampling plan and stratifications that were monitored during fieldwork.    1. What variables were involved? (e.g., city, gender, age, socio-economic status, etc.)    2. What questions/criteria were used to classify a respondent for each relevant stratum?    3. What information source was used to set targets? (e.g. census data, population statistics, etc.)   Please include a link to the data source or an attachment if possible. |
| Quotas were established for gender (48.5% male, 51.5% female) and age groups from 18-24, 25-34, 35-44, 45-54, 55-64 and 65+.  The sample was based on the projections of CELADE in Haiti, projected 2022:  World Population Prospects, 2019, online edition.  <https://www.cepal.org/es/temas/proyecciones-demograficas/estimaciones-proyecciones-excel> |

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| 1. Were you able to achieve the sample distribution proposed in the sampling plan?    1. If so, did you achieve it through random sampling or did you need to apply quotas?    2. If you applied quotas, please describe the process for selecting respondents to fill these quotas.    3. Did you use any weights to adjust the sample after fieldwork was completed? |
| A random sampling plan was made, using a last birthday, to complete the required sample. If the selected person did not meet the characteristics of the quota that needed to be completed, the next household was continued.  The weights used were those originally sent in the sampling plan, which were based on the population weight of each Haiti Region. |

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| 1. Please describe, in detail, the sampling method and how the sample was drawn.    1. Were any external population statistics, census data, or other sources used to draw the sample? If yes, please provide a link to the source or an attachment if possible. |
| Segments are selected according to the neighborhood within each Cities by means of a systematic random sampling, based on the accrued population of each segment. Therefore, segments with a larger population will have a higher probability of being selected within the established city.  Also, as requested by WJP, the sample for each country was designed to be representative of the population in socioeconomic terms. CID GALLUP used ESOMAR criteria for this objective.  The sample was based on the projections of CELADE in Haiti, projected 2022:  World Population Prospects, 2019, online edition.  <https://www.cepal.org/es/temas/proyecciones-demograficas/estimaciones-proyecciones-excel> |

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| 1. Please describe, in detail, how enumeration areas were selected. *By enumeration area, we mean the smallest geographic unit for data collection that is allocated to a single enumerator.* |
| It is performed randomly by a "k" systematic, taking into account the population size of each section in Haiti. |

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| 1. Please list the enumeration areas selected for the survey. |
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| 1. Were any enumeration areas substituted due to interviewer safety, inaccessibility, or other logistical reasons? If yes, please list these neighborhoods/settlements and the reason. |
| None. |

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| 1. Describe, in detail, the procedure for selecting households in each enumeration area. |
| The modality of the selection homes will be door to door, if there are no informants in the selected household, the first option was replaced by the immediate one on the left and the second option with the immediate one on the right. |

1. **Respondent Selection**

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| 1. How were individual respondents selected within each household? (e.g. Kish Grid; Last Birthday; Next Birthday) |
| Use the Last Birthday in each household. |

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| 1. Were all individuals required to give informed consent before completing the survey? |
| Yes. CID Gallup asks to every informant if they want to participate in the interview. |

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| 1. Describe the procedure for respondent substitution.    1. How many substitutions took place during the survey? |
| A total of two subsequent visits were made before a person who lived in the segment and who had similar socio-demographic characteristics replaced the person selected. The second visit was made on the following day in all cases. |

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| 1. Describe the procedure for callbacks.    1. How many attempts were made to reach a selected respondent?    2. In aggregate, what were the contact percentage rates for each attempt? |
| There were two attempts made to reach a particular respondent; if no answer obtained, the supervisor replaced the interviewee. |

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| 1. Were any groups of individuals deliberately excluded from the survey? (e.g. Government employees, police officers, market research professionals, etc.) |
| CID Gallup does not interview market research professionals. Also, people residing in hotels, hospitals and military bases. |

1. **Supervision and Quality Control**

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| 1. How many interviewers worked on the project (excluding supervisors/managers)?    1. Divided into how many teams?    2. How many male and female interviewers? |
| A total of 32 pollsters and 4 supervisors  Teams were divided in 8 groups, four pollsters each.  The interviewers were 15 women and 17 men |

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| 1. Please describe how interviewers were trained for the project. |
| - The training was given with 32 interviewers. They read the questionnaire to become familiar with it, asked questions and clarified their doubts. They did tests among themselves before going out to the field for the test with the people of the sector. The training finished at noon and started the pre-test at 1:00pm.  - On May 19 and 20, we carried out around 50 surveys.  To begin with the training program, there is a small presentation to introduce the company. The main objective is to provide the team a brief history and overview of CID Gallup that allows them to create a sense of belonging and identity that motivates them to provide better performance by knowing the importance of their duties.  The next topic is the enumerator’s responsibilities, which provides new interviewers with essential information and skills they require for the effective performance at work. A description of the general overview of fieldwork, including supervisor’s duties, rules, benefits, and expectations.  When the previous topic is concluded, there is a small introduction of the client and the objectives of the project.  The following process was explained:  • Interview application:  o Reading verbatim  o Closed-ended questions  o Random route procedures (Selecting a starting point, Household selection, Main households and substitutions, within household selection and tracking sheets)  • Questionnaire practice  o The questionnaire is projected on a screen and read by the project field director. Each question and its answers are discussed.  o The goups are divided in pairs and they practice applying and responding to the questions.  o The groups go into the field and apply one or two questionnaires to people in sampling segments (none selected for the final sample).  o The project director discusses with the group the findings and problems encountered during the fieldwork practice. |

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| 1. What was the process for back-checking interviews?    1. How many interviews were conducted under direct supervision?    2. How many interviews were checked through in-person or telephone back-checks by the supervisory team?    3. How many back-checks were performed by the central office? |
| a. 31% of the interviews were under direct supervision.  b. 50% of the interviews were validated with audios by the central office. The same office would carry out telephone back-checks. |

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| 1. Please describe the quality control measures used to flag/reject interviews. (For example, geo-fencing, audio recording, photos, answer patterns) Were any questionnaires rejected for quality-control reasons?   If so, how many? |
| All the interviews were validated by means of GPS, that the point indicated on the map for each one, corresponded to the place that had been previously selected. It was also validated by means of "Flags", checking for interviewing length. Audio quality checks were made to verify the correct use of the questionnaire. |

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| 1. Please describe the data entry process.    1. How was the process supervised?    2. How many questionnaires were selected for double-entry? |
| Each interviewer was assigned a code, and after data was entered into the computer system and tables created, the first ones created produced the data with the interviewer as the control variable (cross tab). Data was carefully analyzed and any interviewer who generated data outside of a “standard deviation” had his or her work pulled and reexamined. |

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| 1. What was the number of respondents who successfully completed the survey from start to finish, no matter how many DK/NA responses they provided? |
| n=507 |

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| 1. What was the number of people contacted to take the survey that did not ultimately take the survey? In other words, how many people rejected to take the survey at all? |
| A total of 168 selected people rejected to respond the interview. |

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| 1. What was the number of interviews where the respondent did not complete the survey from start to finish? In other words, how many people terminated the survey early? |
| A total of 34 interviews terminated the survey early. |

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| 1. What was the number of people you attempted to contact to take the survey, but were ultimately unable to contact? |
| Approximately 83 substitutions were made. |

1. **Other**

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| 1. Please list all of the weights used in the final dataset, and explain how they were calculated. (Examples of weights include post-stratification weights, design weights, and population weights.) |
| None |

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| 1. Please provide the table of incidents and rejection rate for the survey. |
| |  |  | | --- | --- | | **Elegible household, non - interview** | **285** | | Refusals | 168 | | Break Off | 34 | | Non Contact | 83 | | Other reason of eligibility | 0 | | **Unknown eligibility, non interview** | **15** | | Unknown if housing unit | 11 | | Unknown if elegible respondt | 4 | | Other reason for unknown ineligibility | 0 | | **Ineligible household** | **56** | | Not a housing unit | 23 | | No eligible respondent in the household | 31 | | Quota filled | 42 | | Other reason for ineligibility | 0 | |

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| 1. Please include any other comments on the design, implementation, and data processing for the survey. |
| None. |

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| 1. The World Justice Project would like to acknowledge our polling partners in each country measured in the Index. Please enter the details for the country where you have conducted fieldwork this year, and how you would like your company’s name to appear. If you would prefer not to be publicly acknowledged, please enter “WJP in collaboration with local partner” under “Polling Company.” |

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| **Country/Territory** | **Areas Covered** | **Polling Company** | **Methodology** | **Sample** | **Year** |
| Haiti | Nationally representative | CID Gallup | Face-to-face | 507 | 2022 |