

## Monitoring and Supervision Checklist for Social Mobilizers at community level

Name of monitor: \_\_\_\_\_ Date \_\_\_\_\_

Village \_\_\_\_\_ U.C: \_\_\_\_\_

Tehsil/Taluka: \_\_\_\_\_

### Health & Nutrition Committee & Mother Support Groups (Information obtained from members)

1. Do Health and Nutrition Committee exist?	Yes	No
2. Does the committee have equal representation from all sections of community in the village?		
3. How many members in the committee? Names _____ Designations _____		
4. Regular meetings held		
5. How many times meetings are held 1. Monthly 2. Quarterly 3. As per Need		
6. When did the last meeting hold: Date & Venue: _____, Agenda of meeting: 1. _____ 2. _____ 3. _____ Any problems identified: 1. _____ 2. _____ 3. _____ Any Actions taken: 1. _____ 2. _____ 3. _____		
7. Village mapping done by the Health and Nutrition Committee	Yes	No
If Yes: Community resources (Human & Non-Human (lists available)	Yes	No
8. Is there any other organization working in the village?	Yes	No
If Yes, is there any coordination exist between the organization, Health and Nutrition Committee?	Yes	No
<b>Key Performance Nutrition Indicators</b>		
Total number of pregnant women in the village	Number	
Total number of pregnant women registered during first trimester	Number	
Total number of pregnant women received antenatal visits to health facility	Number	

ANC-1 (Registration Age)	Yes	No
ANC-2 Revisit	Yes	No
ANC-3	Yes	No
ANC-4	Yes	No
Total number of pregnant women received counselling on nutrition by health care providers	Number	
Total number of pregnant women received iron folic acid	Number	
Total number of pregnant women received TT vaccination	Number	
Total number of births in village	Number	
Total number of babies having normal weight	Number	
Total number of low birth weight babies	Number	
Total number of new born started breastfeeding within one hour of birth.	Number	
Total number of children < 2 years	Number	
Total number of children < 6 months	Number	
Total number of children continued breastfeeding	Number	
01 year	Number	
18 months	Number	
02 years	Number	
Total number of children between 6-24 months received micronutrient sachet	Number	
30 sachet	Number	
60 sachet	Number	
90 sachet	Number	
Total number of identified as non-vaccinated or incomplete vaccination	Number	
Number of cases received vaccination	Number	
Dose 1	Number	
Dose 2	Number	
Fully immunized	Number	
Number of children < 5 received Vitamin A during last 6 months	Number	
General cleanliness of the village	Yes	No
Number of houses having soap	Number	
Number of houses using clean/safe water for drinking (Boiled, Filter, treated or specify any other)	Number	
Number of houses having functional latrines	Number	
Number of ouses using iodized salt	Number	
Total number of married couples using contraceptives.	Number	

**Name of visiting Supervisor:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

## **User Guidelines for Monitoring and Supervision Checklist for Social Mobilizers at community level**

**Particulars:** Mention the name of monitor, village, union council, taluka and date of visit.

### **Health & Nutrition Committee & Mother Support Groups**

1. Ask the social mobilizer about the existence of Health and Nutrition Committees in the specific union council. Verify the existence of committee from the record.
2. Check the composition/representation of committee from the record according to gender, religion and caste. Are there people from all the sections to highlight their issues?
3. Ask about the number of members in the committee?  
Mention the names of members along with their brief introduction and designation.
4. Ask if the meetings are held regularly. If possible, examine the meeting register for regular occurrence of meetings and also check the minutes of meeting, decisions taken and follow up of the decisions.
5. Ask about the frequency of the meeting held. Check the record, whether meetings are held monthly, quarterly or as per need.
6. Ask in detail about the last meeting held, specifically mentioning date and place of meeting. What was the topic/agenda of meeting? What were three major problems/issues identified and any remedial actions taken to solve the problems?
7. Ask if the village mapping is done by the Health and Nutrition Committee. If the village mapping has been done by the committee, then take information about community-human resources.
8. Also check if there is any other organization working in the village on nutrition. In case of the existence of the other organization, does it coordinate with Health and Nutrition Committee? What type of coordination or linkages do they have?  
Physically verify the village mapping report.

### **Key Performance Nutrition Indicators**

The monitor/supervisor will check the record/register of social mobilizer and see the updated entries of all the indicators mentioned in the checklist. Mention the number against each.

The visiting supervisor will mention his/her name and designation along with signing the checklist.