



BASELINE AND TECHNICAL SURVEY

Province: _____

District: _____

School Name: _____

EMIS Code: _____

Enumerator: _____

Consulting Firm: _____

Pre-Assessment Result: _____

Survey Completion Status: _____

No of Classrooms Present: _____

Classrooms being used for Educational Purposes: _____

Average Attendance of the School: _____

Additional Classrooms Required (40:1): _____

PRE-SELECTION QUESTIONS

School Name	
School Address	
EMIS Code	
District & Province	
Enumerator's Name	
Date	

- Is the school operational? Yes ☐ No ☐
- Is the school part of the PEF (Punjab Education Foundation) Programme? *(Does NOT Apply to schools in KPK Question should be skipped in case of KPK schools)* Yes ☐ No ☐
- Does the school have enough land for new construction? *(If the school is in Punjab, and the answer is 'No', skip rest of the questions since the school is disqualified. In case of KPK schools, continue with the rest of the questionnaire regardless of the answer being 'Yes' or 'No')* Yes ☐ No ☐
- Is the school having any land dispute? (If answer is 'Yes', skip rest of the questions, school is disqualified) Yes ☐ No ☐
- Is the school involved in any other project providing funding for classroom infrastructure? (If answer is 'Yes', skip rest of the questions, school is disqualified) Yes ☐ No ☐
- How many classrooms does your school have? _____
- Out of total how many classrooms are being used for educational purpose? _____
- Are there any shelter-less grades being taught? Yes ☐ No ☐
- Are there more than 2 grades being taught in one classroom (multi-grading)? Yes ☐ No ☐
- What is the average attendance of school? _____
- Does the school qualify Pre-Selection? *(If No, Elaborate in Comments)* Yes ☐ No ☐

Any other relevant comments:

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SCHOOL DETAILS

School Name School Address

School Type

Primary ☐ Middle (0-8) ☐ Middle (6-8) ☐

High School (0-10 or 6-10 or 9-10) ☐ Higher Secondary (0-12 or 6-12 or 9-12 or 11-12) ☐

Gender

Male ☐ Female ☐ Co-Education ☐

Designated Male, Both attend ☐ Designated Female, Both Attend ☐

Ancillary Information	EMIS Code	<input type="text"/>	Head Teacher	<input type="text"/>
	District	<input type="text"/>	School Contact #	<input type="text"/>
	Tehsil	<input type="text"/>	Head Teacher Contact #	<input type="text"/>
	City / Town	<input type="text"/>	School Email	<input type="text"/>
	Markaz / UC	<input type="text"/>	Elevation	<input type="text"/>
	Mooza / Village	<input type="text"/>	Latitude , Longitude	<input type="text"/>

GENERAL DETAILS

A-1. Humqadam District School Support Team Member's Name:

A-2. What type of structure are classes currently held in?

Partially Shelter-Less School ☐ Completely Shelter-Less School ☐House ☐ School (Purpose Built Facility) ☐Other A-3. Are there morning or evening school shifts? (tick all relevant) Morning ☐ Evening ☐A-4. Are there more than two grades taught in the same classroom at the same time? Yes ☐ No ☐A-4a. What is the maximum number of grades taught in any one classroom at one time?

NUMBER OF TEACHERS, STUDENT ENROLMENT & STUDENT ATTENDANCE NUMBERS

Teacher Numbers

Complete these tables from the class attendance registers. Do not complete these in an interview. Where possible, photograph or photocopy registers.

Detail	Sanctioned			Filled		Regularly Attending		
	Male	Female	Both	Male	Female	Male	Female	Total
Teachers								
Support Staff								
Management Staff (Head Teacher/ Principal)								

Student Enrolment

Complete these tables from the school enrolment records.

Detail	Primary			Middle (grades 1-8)			Middle (grade 6-8)			High / HSS		
	Male	Female	Both	Male	Female	Both	Male	Female	Both	Male	Female	Both
Enrolled												

Student Attendance Numbers

While the enrolment records can be reviewed, complete these tables from the class attendance registers, not the enrolment registers.

Class/Grade	MORNING SHIFT Time: _____ to _____		EVENING SHIFT Time: _____ to _____	
	Average number of students attending daily over previous month		Average number of students attending daily over previous month	
	Boys	Girls	Boys	Girls
0				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
Total Students				

Number of differently abled students regularly attending (also included in above table count)			
Boys	Grades (list)	Girls	Grades (list)

PREVIOUS FUNDING AND LAND OWNERSHIP

B-1. Is there currently infrastructure related work happening on site? Yes ☐ No ☐

(if answer is 'Yes', kindly mention if it is New Construction' or Rehabilitation Work)

New Construction ☐ Rehabilitation Work ☐

B-2. Who is funding this construction?

B-3. If Yes, what was the amount of the fund? Amount (PKR)

B-4. Have the funds been fully utilized successfully? Yes ☐ No ☐

B-5. What were the funds used for?

B-6. What is the status of the land ownership of the school?

Community Land ☐ Rented ☐

Owned by Government ☐ Land Mutated to Government ☐

Other

B-7. Are all relevant land documents available (including mutation papers if relevant)? *(if answer is 'No', provide reason)* Yes ☐ No ☐

Reason

B-8. Is there additional land/space available for new construction? *(tick all relevant)*

Yes, On Premises ☐ Yes, Outside Premises ☐ No ☐

If 'Yes', Approximate Area (sqft)

B-9. If land is available outside premises, are all the relevant land documents available?

Yes ☐ No ☐ Not Applicable ☐

Add Comments:
(if any)

INFRASTRUCTURE INTERVIEW QUESTIONS - WATER

C-1. Does the school have water supply? Yes ☐ No ☐

C-2. What is the main source of water in the school?

Open / Covered Well ☐ Public Supply ☐ Shallow borehole hand pump ☐

Borehole with Motor Pump ☐ Deep Borehole Hand Pump ☐

Other

C-3. Is there sufficient water in a school day? Yes ☐ No ☐

C-4. Is there sufficient water available year round? Yes ☐ No ☐

C-5. What type of storage facility do you have?

Overhead Concrete Tank ☐ Ground Storage Tank ☐

Overhead Brick Masonry Tank ☐ Fiberglass ☐

Other Approximate Size (Include Units)

C-6. Are there working facilities available for hand washing? Yes ☐ No ☐

C-7. What is the main existing drainage system of the school?

Open Drain ☐ Connected to Municipality Line ☐ Culverts ☐

Open Field ☐ No Drainage System ☐

Other

Add Comments:
(if any)

INFRASTRUCTURE INTERVIEW QUESTIONS - TOILETS & TOILET CUBICLES

D-1. Are there toilet facilities available for students? Yes ☐ No ☐
(if 'No' then skip to Section E)

D-2. Is there a toilet/toilet cubicle designed specifically for the use of the differently abled? Yes ☐ No ☐
(ensure seats rather than squat toilets, if answer is 'No', skip to D-4)

D-3. Is the toilet for the differently abled usable? Yes ☐ No ☐

if not, please state key reasons (e.g. ramp, no European bowl, building unsafe?)

D-4. Is there a toilet cubicle designed specifically for the girls to manage menstrual hygiene? Yes ☐ No ☐ Not Applicable ☐

D-5. What is the disposal system of the latrines?

Septic Tank ☐ Connected to Sewer ☐ Dry Pit ☐ Leach Pit ☐

Other Approximate Size (Include Units)

D-6. Is the disposal/sewerage system operational/currently usable? Yes ☐ No ☐
(if 'No' then skip to Section E)

D-7. Is the waste safely disposed of? Yes ☐ No ☐ ST has not filled yet ☐

Add Comments:
(if any)

INFRASTRUCTURE INTERVIEW QUESTIONS - ELECTRICITY

E-1. Is there a separate electricity connection for the school? Yes ☐ No ☐
(if answer is 'Yes' kindly specify what type of meter is installed in the school,
if answer is 'No' skip to next section)

Single-Phase Meter Three-Phase Meter

E-2. Is the electricity connection functional? Yes ☐ No ☐

Add Comments:
(if any)

INFRASTRUCTURE INTERVIEW QUESTIONS - ACCESS FOR THE DIFFERENTLY ABLED

(Verify answers where possible on site)

F-1. Does this school have wheelchair ramps with safe gradient to the classroom? Yes ☐ No ☐

F-2. Does this school have wheelchair ramps with safe gradient to the toilets? Yes ☐ No ☐

Add Comments:
(if any)

INFRASTRUCTURE INTERVIEW QUESTIONS - SURROUNDING ENVIRONMENT

G-1. What type of area is the school in? Urban ☐ Rural ☐

G-2. What hazard and obstructions is the school exposed to? (tick all relevant)

Waste Water Dump ☐ Dirty Water Pond ☐ Power Lines / Poles ☐

Graveyard ☐ Uncovered Open Well ☐ Located in Waterway ☐

Water Logged Areas ☐ Landslides ☐ Floods ☐

Open Waste Pits ☐ Creek/River Through School ☐ None ☐

Other

G-3. If flooding, how frequent, how high does the water get and how long does it stay for?

Frequency (#/time) Max Height (ft) Time Water Stays (hrs)

G-4. What is the local topography? (take photographs)

Hilly ☐ Plain ☐ Undulating ☐

G-5. What are the surroundings? (take photographs)

Built-up Area ☐ Fields ☐ Vegetation ☐

Other

G-6. What are the soil conditions? (from what is visible)

Sandy ☐ Clay ☐ Shingle ☐ Fill ☐

G-7. What is the average width and depth of foundations in surrounding buildings? (if known) Width (ft) Height (ft)

G-8. What type of foundations are in the neighbouring buildings? (if known)

Isolated Footing ☐ Step-Brick ☐ Stone ☐ Stip Footings ☐

Other

G-9. What is the average plinth height in existing school buildings? Height (ft)

G-10. How many trees are on-site? Number of Trees Dia < 3 inch

Add Comments:
(if any)

INFRASTRUCTURE INTERVIEW QUESTIONS - ACCESS FOR CONSTRUCTION

H-1. What is the nature of the expected access route?

Non-Obstructed/Plain ☐ Obstructed ☐ Narrow ☐ Steep ☐ Sharp Turns ☐Other H-2. How can construction materials be supplied to the site? *(tick all relevant)*Heavy Vehicle ☐ Tractor ☐ Pick-up Truck ☐ Animal Trans ☐ Car ☐Other

H-3. What is the road condition from the main road to the school?

Black Top / PCC ☐ Shingled / Stone Soled ☐ Kacha ☐Other

H-4. How far is the school from the nearest main road?

0-2 Km ☐ 2-10 Km ☐ 10-30 Km ☐ > 30 Km ☐

H-5. How far is the school from the nearest town?

0-2 Km ☐ 2-10 Km ☐ 10-30 Km ☐ > 30 Km ☐

H-6. Is this road accessible in all seasons?

*(e.g. subject to flooding means not accessible)*Yes ☐ No ☐Add Comments:
(if any)

FACILITY AND ROOM COUNT AND CONDITION

Block No 1:

Age (yrs) Storeys (No. of Floors)

Construction Material

- ☐ Reinforced Brick Masonry of Confined Masonry
 ☐ Stone Masonry
☐ Un-Reinforced Brick Masonry or Un-Confined Masonry
 ☐ Frame Structure

Type of Room	Total	Good Condition (Requires Minor Works)	Requires Work (Requires Rehabilitation Works)	Dilapidated (Should Not Be Used)
Classrooms used for educational purposes				
Classrooms used for any other purposes				
Safe Wheelchair Access Ramp				
Toilets - Female Students				
Toilets - Male Students				
Toilets - Female Teachers				
Toilets - Male Teachers				
Unisex toilets for teachers				
Unisex toilets for students				
Toilets - Both Teacher/Student				

Other Rooms

Block No 2:

Age (yrs) Storeys (No. of Floors)

Construction Material

- ☐ Reinforced Brick Masonry of Confined Masonry
 ☐ Stone Masonry
☐ Un-Reinforced Brick Masonry or Un-Confined Masonry
 ☐ Frame Structure

Type of Room	Total	Good Condition (Requires Minor Works)	Requires Work (Requires Rehabilitation Works)	Dilapidated (Should Not Be Used)
Classrooms used for educational purposes				
Classrooms used for any other purposes				
Safe Wheelchair Access Ramp				
Toilets - Female Students				
Toilets - Male Students				
Toilets - Female Teachers				
Toilets - Male Teachers				
Unisex toilets for teachers				
Unisex toilets for students				
Toilets - Both Teacher/Student				

Other Rooms

FACILITY AND ROOM COUNT AND CONDITION

Block No 3:

Age (yrs) Storeys (No. of Floors)

Construction Material

- ☐ Reinforced Brick Masonry of Confined Masonry
 ☐ Stone Masonry
☐ Un-Reinforced Brick Masonry or Un-Confined Masonry
 ☐ Frame Structure

Type of Room	Total	Good Condition (Requires Minor Works)	Requires Work (Requires Rehabilitation Works)	Dilapidated (Should Not Be Used)
Classrooms used for educational purposes				
Classrooms used for any other purposes				
Safe Wheelchair Access Ramp				
Toilets - Female Students				
Toilets - Male Students				
Toilets - Female Teachers				
Toilets - Male Teachers				
Unisex toilets for teachers				
Unisex toilets for students				
Toilets - Both Teacher/Student				

Other Rooms

Block No 4:

Age (yrs) Storeys (No. of Floors)

Construction Material

- ☐ Reinforced Brick Masonry of Confined Masonry
 ☐ Stone Masonry
☐ Un-Reinforced Brick Masonry or Un-Confined Masonry
 ☐ Frame Structure

Type of Room	Total	Good Condition (Requires Minor Works)	Requires Work (Requires Rehabilitation Works)	Dilapidated (Should Not Be Used)
Classrooms used for educational purposes				
Classrooms used for any other purposes				
Safe Wheelchair Access Ramp				
Toilets - Female Students				
Toilets - Male Students				
Toilets - Female Teachers				
Toilets - Male Teachers				
Unisex toilets for teachers				
Unisex toilets for students				
Toilets - Both Teacher/Student				




Other Rooms Add Comments:
(if any)



SCHOOL FACILITIES


Type of Facility in School	Total	Good Condition (Requires Minor Works)	Requires Work (Requires Rehabilitation Works)	Dilapidated (Should Not Be Used)	Material	Height (ft)
Playgrounds for Girls (sqft)						
Playgrounds for Boys (sqft)						
Playgrounds for Both (sqft)						
Boundary Wall (length in ft)						
Main Gate (length in ft)						
Retaining Wall (length in ft)						

Add Comments:
(if any)

CHECK LIST			
Total Area (sq ft)			
No. Students:			
TICK WHEN MARKED ON DRAWING			
North Arrow			
No. of Classrooms in Block			
Average Classroom Size/ Block Size			
Toilets			
Playgrounds			
Water Tanks			
Septic Tanks			
Boundary Wall (and damaged area)			
Drainage			
Location of any New Development			
Measurements			
Slopes			
Trees	< 3 inch	> 3 inch	
Electricity	1-Phase	3-Phase	

LEGEND	
	Main Distribution Line
	Electric Meter
	Bore hole

	Trees
-P-P-	Power Lines
-W-	Water
-S-	Sewerage
TB	Toilet Block
ST	Septic Tank
	Slope / Gradient

	Humqadam School Construction and Rehabilitation Programme
HUMQADAM (SCRIP) Pakistan	
Name	
EMIS No	
Location	
Lat., Long.	
Assessor	
Date	

DECLARATION

It is certified that the establishment _____ where I,
(Name) _____, am serving as the Principal / Head
Teacher since _____ has not received any grant or assistance from district, provincial and
federal government or any other agencies national/ international (INGOs NGOs, World Bank) for the
above mentioned establishment during 2014-2016.

I declare that any funding provided prior to this survey has been fully utilised, and I acknowledge that
Humqadam may not provide all facilities and utilities discussed in this survey.

I declare that all answers are accurate to the best of my knowledge.

Principal's signature: _____

Principal's stamp: _____

Date: _____

Enumerators Signature: _____

Date: _____

ENUMERATOR CHECKLIST

- I-1. Declaration regarding no funds received signed (or does not need to be)? ☐
- I-2. Land Documents verified? ☐
- I-3. Land Documents copied or photographed? ☐
- I-4. Are there photographs of?
- Average Classroom ☐
- Toilet Block ☐
- General Layout ☐
- Topography ☐
- I-5. Have Latitude and Longitude been recorded? ☐
- I-6. Is the drawing complete? ☐
- I-7. Were the class attendance registers checked visually, and photographed where possible? ☐

ENUMERATOR COMMENTS

J-1. Was the respondent cooperative?

Yes ☐No ☐Add Comments:
(if any)

Enumerator Signature: _____

Date: _____

ADDITIONAL IMAGES FROM SURVEY

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