









No	Activities	2008		2009												Remark	
		Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.		
<i>Preparation</i>																	
1	Meeting of key personnel of NIS and relating parties		(24 or 25)														Decision of conduct of the 2009 Establishment Listing
2	Preparation of maps of enumeration areas for 2009 Establishment Listing		(2 months)														Maps of enumeration areas for the 2009 Establishment Listing
3	Meeting of line ministries and provincial officers		(1st week of Dec.)														Explanation to line ministries and DPPD and DDPPDs will be trained. Instructions on Listing Forms, EAs and field staff, etc are to be given.
4	Decision of listing form, listing manual and other enumeration materials.		(1 day)														Listing form, listing manual and other enumeration materials.
5	Set-up provincial office of listing for enumerators and supervisors.		(2 months)														Provincial office of listing are set up for all the 24 provinces
6	Appointment of provincial coordinators		(2 weeks)														Appointment of DPPD and DDPPDs
7	Recruitment of supervisors		(2 weeks)														Supervisors selected after screening by DG of NIS with assistance of NIS officers
8	Recruitment of enumerators		(1 month)														Enumerators selected after screening by DPPD with assistance of provincial officers
9	Printing and distribution of listing forms and other documents to all parts of the country				(1 month)												Listing forms and EA maps distributed to all provincial offices
10	Publicity information campaign through banner				(2 months)												Publicity on listing
11	Training of enumerators and supervisors				(1 week)												Training of enumerators and supervisors by NIS
<i>Listing survey Phase</i>																	
12	Field operations (updating village and EA maps and listing)				(9 Feb. to 8 Mar.)												Establishment enumeration completed
13	Supervision of fields operations by supervisory officers				(1 month)												Field operations intensely supervised to ensure complete coverage and quality
<i>Collecting, editing, coding and processing</i>																	
14	Collection of filled-in listing forms at province offices				(3 days)												Filled-in listing forms will be collected at province offices after due checking with List of villages/EAs
15	Receiving of filled-in listing forms by NIS, Phnom Penh				(1 week)				1								All the listed records will be received.

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16	Recruitment/training supervisors/editors/coders/data entry operators							(2 week)										DP staff will be recruited and trained	
17	Scrutiny and editing/ coding of filled-in listing forms								(3 months)									Editing/ coding of listing forms completed	
18	Data processing and tabulation of statistical tables									(3 months)								Statistical tables will be ready at national and provincial level.	
19	Analysis of statistical tables											(1 month)						Draft of analytical report	
20	Preparation of Listing Reports and Analytical Report													(2 months)				Listing reports, analytical report and statistical maps	
21	Construction of establishment sampling frame															(1 month)		Frame will be created on the basis of tabulation results by EAs of 2009 Establishment Listing	
<i>Workshop and Dissemination</i>																			
22	Analysis workshop with participation of staff and consultants to analyze the results.																	(1 day)	Analytical report and statistical maps released.
23	Dissemination seminar for Government planners, stakeholders, data users.																	(1 day)	Dissemination conducted at all levels