

UNITED REPUBLIC OF TANZANIA



THE PRESIDENT'S OFFICE
REGIONAL ADMINISTRATION AND LOCAL GOVERNMENT

ZONAL ORIENTATION WORKSHOP ON

ROUTINE DATA SYSTEMS AND POVERTY
MONITORING

19th – 21st NOVEMBER 2003, MTWARA

NOVEMBER 2003

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List of Acronyms

CBMIS	Community Based Management Information Systems
CMT / DMT	Council / District Management Team
DED	District Executive Director
DPLO	District Planning Officer
JICA	Japan International Cooperation Agency
HMIS	Health Management Information System
LAs / LGAs	Local Authorities / Local Government Authorities
LGRP	Local Government Reform Programme
M & E	Monitoring & Evaluation
NBS	National Bureau of Statistics
NGOs	Non-Governmental Organisations
PMS	Poverty Monitoring System
PO-RALG	Presidents Office – Regional Administration and Local Government
PRSP	Poverty Reduction Strategy Paper
RAS	Regional Administrative Secretary
RDS	Routine Data System
RDSTWG	Routine Data System Working Group
SED	Socio-Economic Database
TSED	Tanzania Socio-Economic Database
TWG	Technical Working Group
VEOs	Village Extension Officers
WEOs	Ward Extension Officers

1.0 INTRODUCTION

The Zonal Workshop on Routine Data Systems and Poverty Monitoring held in Mtwara on the 19th – 21st November 2003 was one among the series of workshops held to appraise key stakeholders on the existence and the role of the Poverty Monitoring System in the context of the Poverty Reduction Strategy (PRS). More specifically stakeholders were appraised on the progress of Routine Data Systems (RDS) in monitoring the PRS. The RDS is one of the four technical working groups in poverty monitoring, the others are; 2) the Research under Analysis, 3) the Census and Surveys and 4) the Dissemination Sensitization and Advocacy.

1.1 Participants

The workshop was organized by the Presidents Office-Regional Administration and Local Government (PO-RALG) and was attended by broad range of key stakeholders from Lindi and Mtwara regions involved in activities related to the collection and use of poverty related data. These included coordinators of data collection in the southern zone, members of the technical working group for Routine data systems and poverty monitoring as well as staff from the District Councils.



A section of the workshop participants

1.2 Objectives and Outputs the Workshop

Prior to the official opening of the workshop, Dr. S. Mogaeka gave some opening remarks, which highlighted the objectives of the workshop. He first reminded participants of the participatory process followed during the development of the Poverty Reduction Strategy Paper and said that this was not the case during the development of

the Poverty Monitoring Master Plan and as a result very few people were aware of the existence and the role of the Poverty Monitoring System in the context of the Poverty Reduction Strategy.

It was against this backdrop that the objectives of the workshop were drawn to include the need:

- i. To raise general awareness on the existence of the Poverty Monitoring System to people living in the Mtwara Zone;
- ii. To inform them how the results of the system can be used to enhance poverty reduction overtime;
- iii. To explore the roles and responsibilities of the regions, local government authorities, NGOs and CBOs and;
- iv. To exchange experiences in the field of data collection and use including best practices and challenges faced.

Dr. Mogaeka then outlined the expected outputs of the workshop as:

- Recommendations on a coordinated approach to data collection, analysis and dissemination
- Proposals on a strategy that would encourage decision makers to adopt the culture of basing their decisions on available evidence.
- Proposals on enhanced communication between data producers and users.
- Recommendations on improvement of the current data collection systems so that data can be generated, collected and used in a continuous manner.

1.3 The Opening Session

The workshop was officially opened by the District Commissioner of Mtwara Hon. Mr. Saidi Sadiki. In his opening speech Hon. Mr.Sadiki warmly welcomed the participants to the workshop and acknowledged the importance of the workshop in defining the roles

that stakeholders could play in coordinating and supporting the availability of quality data for poverty monitoring. He added that it was a reflection of the governments commitment towards fighting the scourge of poverty.

He highlighted the measures taken by the government to address the question of poverty and pointed out that all stakeholders involved acknowledged that there was a critical need to assess whether the activities implemented to address poverty were improving the welfare of the poor. Hon. Sadiki further explained that the Poverty Monitoring Master Plan was consequently developed to enable poverty trends be measured through the collection of reliable information so as to assist in adjusting strategies to make them more efficient and effective.

In light of the objectives of the workshop, Hon. Sadiki requested participants to focus on routine data systems and the critical role they play in the overall poverty monitoring system. Emphasising the important role of RDS he said that they provide data at regular intervals, annually or more frequently and many existing RDS are national in their coverage and could provide disaggregated information at district and ward levels.

He observed that RDS Technical Working Group had the important responsibility of ensuring that routine data sources produce timely and reliable estimates for poverty monitoring. Before declaring the workshop officially open, the guest of honor urged participants to discuss and come out with interventions on how the Technical Working Group can be further strengthened to support them in their routine data systems.

For the full text of the opening address see Appendix 3.

2.0 PAPER PRESENTATIONS

The following section provides a summary of all the papers that were presented at the workshop, a full text of the papers is provided in the corresponding appendices.

The papers presented not only focused on progress in data collection made in the working groups and key poverty sectors but some background information was also presented on the national poverty master plan and on census and surveys at the National Bureau of Statistics.

2.1 Introduction to the Poverty Monitoring Master Plan

The overview of the Poverty Monitoring Master Plan was made by Mr. Pim van der Male. The paper pointed out the government's decision to develop a strategy on poverty named the Poverty Strategy Reduction Paper (PRSP) that combined all the previous documents done in the country on poverty.

The Poverty Monitoring System (PMS) was developed to keep a continuous track and monitor progress of implementation. Some of the key elements of the PMS are 67 indicators monitored annually and periodically.

The key outputs include annual reports on Poverty and human development as well as survey reports that are available for dissemination. An overview of the institutional framework was provided and participants were informed that the work revolves around 4 technical working groups. Higher levels are concerned with policy and approval matters.

The tasks of the 4 different workgroups were described as well as the various financial requirements. It was however pointed out that there exists a joint funding mechanism that allows for the participation of many development partners.

An important highlight in the presentation was the Poverty Reduction Strategy (PRS) review, which will be completed in November 2004. The review aims at getting people involved in order to facilitate a consultative process and comprehensive feedback. PMS working groups will need to come up with comprehensive strategies for the review process.

2.1.1 Issues Raised During Discussions

- After the presentation, discussions revolved around localizing the National PRSP so that local Authorities (LGAs) could have their own versions of the PRSPs reflecting local issues. Such local level PRSPs could also facilitate the development of poverty lines that reflected economies at district level.
- It was however observed that LGAs were poorly equipped and lacked the capacity to collect, analyze, store data. This affected the quality of data collected and processed and it was difficult to validate the information particularly where remote areas were involved.
- Economic figures and data at national level mask actual poverty at individual/household level and that there was a need to disaggregate data in order to know the situation at district levels. .

In response it was agreed that:

- Data collection and related activities were still uncoordinated at local level and that they were constrained by insufficient resources, however it was pointed out that the workshop offered a opportunity to discuss the issues facing Las and bring them to the attention of the national level.
- Poverty lines need to be more specific but as a start it was necessary to first come up with an agreed poverty line at national level.

Participants were further informed that some of the issues being raised will be addressed during the PRSP review process.

2.2 Routine Data Systems In Poverty Monitoring

This presentation was made by Mr. Richard Musingi. In his introduction Mr. Musingi gave a brief outline on the Poverty Reduction Strategy Paper (PSRP) and the different aspects involved in monitoring progress of its implementation through the use of indicators one of which was Routine Data Systems.

He outlined the TOR for the RDS technical working group and said that one of the important elements is that RDS can provide desegregated information at council and

lower levels. Following this the presenter expounded on the existing RDS and its weaknesses and pointed out the greatest challenges facing RDS was difficulty in ensuring the availability of quality and timeliness data in an appropriate format as well as ensuring it's use in decision making among other things.

Mr. Musingi then told participants on the advantages of RDS emphasizing that data could be disaggregated to sub-council levels using the system. On a final note he cited the achievements made so far being the definition of core indicators for pro-poor sectors and the identification of institutional levels for data collection.

2.2.1 Issues Raised During Discussions

During the discussions concern was raised on the harmonization of data and participants viewed this a difficult challenge given the capacity of the collection centers in the districts, the differing data needs of the key sectors as well as the different formats used by the government and NGOs working in the districts.

Concern was also raised on the difficulty of collecting data particularly where individuals or institutions were reluctant to provide it because they consider it private, or where wrong data is reported for political gains.

Responding to the concerns the presenter informed participants that: -

Harmonization and an institutionalized data collection framework will solve many problems including that of hiding data because the data will be known and shared by agencies or government. structures involved in the development process during the course of their work.

There is a critical need to create awareness at the local level so that they are ready to provide information and parallel to this feedback is important.

There is need for a standard formats, however there is a lot of information lying idle that has been collected by different tools e.g. through the Obstacles and Opportunities to Development framework but the districts do not use the information for decision-making.

2.3 Census and Surveys

Mr. Cletus Mkai of the National Bureau of Statistics shared with the participants a report on an independent assessment carried out. The title of his paper was 'Needs

Assessment in the Area Data Collection and Capacity Building at Local Authority (Administrative Lower Level)'.

Mr. Mkai gave a brief account of the functions of NBS and proceeded to explain the aims and objectives of the study as the need to assess the data collection systems' suitability and capacity building measures to be taken from grassroots' level up to the national level and come up with recommendations.

He then described the methodology used in the study and the constraints noted in the area of data collection at local authority lower levels and said that in view of the weaknesses found a harmonized data collection system was being proposed.

The mode of operation of the proposed system were explained as well as the proposed data collection and flow of information which emphasized the flow of information to be bottom-up and top-down and that the existing routine data collection systems will continue to be used.

Following this presentation Mr. Mkai appraised the participants on the functions and progress in activities of the Censor and Survey (CS) Technical Working Group. He informed participants that members of the CS working group included those in other working groups particularly that of Research and Analysis who take over the information collected and carries out further specialized analysis.

A number of outputs were outlined which included the Integrated Labour Force Survey and the Population Census of 2003.

2.3.1 Issues Raised During Discussions

The question of incentives and motivation mechanisms for data collectors at district level was a critical issue that was discussed intensively. Opinions were divided on whether incentives should necessarily be monetary in nature.

Some examples of incentives put forward included: -

- Harmonization and minimization of bother may be good incentive.
- Training seminars so that everyone knows how to collect data.
- A facility to properly store files, filing cabinet.

Capacity building, resource needs and simple data collection tools at district level were discussed as constraints to the effective collection of data.

In response to the issues raised, the following points were put forward: -

- That PO-RALG has started training of data collectors (statisticians) at regional level and council level. Training at grassroots level is scheduled to begin in January 2004. Also planned is the distribution of Computers for data storage and analysis to district councils, which will be a step towards capacity building.
- Operationalisation of the data collection system has begun however councils should be more effective customers in terms of submitting specific proposals for funding in light of the constraints they face.

2.4 Data Collection Systems For The Road Sector

The presentation on Data Collection Systems for the Road Sector was done by Engineer Willey A. Lyatuu. In his introduction Eng. Lyatuu explained that the Data collection for the Road Sector focused mainly on traffic volume, road condition and location of existing structures.

He further explained the purpose of the routine data collection in the road sector and the methods used in data collection and noted however that the road sector did not have a proper system of storage and analysis. The information collected was documented in annual reports.

Eng. Lyatuu acknowledged that the flow of Information and collaboration between agencies involved in data collection for poverty was crucial and it reflected the effectiveness of the system. He emphasized the need for capacity building at district level if data on the road sector is to make an impact on poverty reduction and recommended the establishment of database at district level under the program.

Among other things Eng. Lyatuu also recommended the need to synchronize collection and analysis of data and assurance of the quality and techniques of traffic counts and O-D surveys so as to enable maintenance planning at all levels to be effective.

2.4.1 Issues Raised During Discussions

Concern was raised on how useful the maintenance data was particularly for gravel roads given that rural roads are at most times maintained by the villagers themselves. The emphasis, it was pointed out, should be on collecting statistics not on maintenance work itself.

It was pointed out that the collection of data at District level need not be done by engineers e.g. traffic counts. The community at district level can be trained to do this and such data should be utilized and integrated into routine tasks at local level.

Participants acknowledged the importance of data in decision-making particularly in prioritizing in order to avoid conflicts in cases where there is political interference.

In response the following points were put forward: -

Participants were informed that a District Road Management Systems software (DROMAS) would be introduced soon which assists in prioritizing interventions. In addition Land use plans need to be followed in order to resolve land use conflicts.

Roads are a catalyst for development and in the PRSP the maintenance of roads is an important element in facilitating the alleviation of poverty.

2.5 The Role Of The Research And Analysis Technical Working Group In Tanzania's National Poverty Monitoring System

The Research and Analysis (RA) paper was presented by Mr. Pim on behalf of the working group. Mr. Pim provided a summary of the work done to date by the RA working group, which were mainly reports on surveys, studies and analyses. One output he cited was the Annual Report on Poverty and Human Development (full version and popular version is available).

This was followed by an outline of the mandate of the RA working group, which includes collaborating with other working groups to ensure analysis is looped back into policy design and decision making.

In recent work that has linkages to LA level, Mr. Pim gave an example of the Participatory Poverty Assessments (PPA) carried out in the districts including Lindi Rural and Newala.

Problems in RA work were put forward by the presenter some of which included: -

- Difficulty in reporting and analysis on annual indicators of the PMS
- Recent data not available
- Some data available from a variety of sources (some parallel systems exist).

Some suggestions for improvement include, harmonization of capacity building effort at LGA level.

2.5.1 Issues Raised During Discussions

During the course of the discussions grave concern was raised on the numerous data available from different sources (institutions including NGO's) and the possible duplication of efforts going on. Participants wanted to know when is the data termed as official because each source was a possible reference. point

Different data needs from various institutions may impact on the efficiency and capability of the data collectors. They should be capacitated in order to meet the differing data needs e.g. gender disaggregated data, poverty data etc.

Participants acknowledged the development of 67 monitoring indicators however it was pointed out that it would be useful to know how the country is featuring towards poverty reduction given that goal that of Vision 2025 that poverty reduction should be by 50% by the year 2010.

In response it was said that: -

Statistics need to be used from official documents however the source can always be quoted if other sources are used. What is needed is the assurance that there is in place a system that can meet the different needs e.g. Disaggregation by gender.

There was need to have dialogue with the stakeholders in order to have in place standard procedures and definitions for data collection. However the government will use from other sources only if it is reliable.

2.6 Status Of Management Information Systems In PO-RALG

The paper was presented by Mr. Kiwelu. He said that the main focus of the MIS strategy at PO-RALG was the development and support of systems to be operated by and used within the LGAs and PO-RALG. Emphasising one of the key tenets of the strategy Mr. Kiwelu pointed out that information systems should address local needs first and foremost which PO-RALG supports. So far PORALG is already supporting and a number of Management Information Systems for Local Governments have been proposed including:

1. Socio-economic data on key sectors and basic socio-economic profile data for planning and monitoring.
2. A database for planning, budgeting and reporting in a structured, flexible and systematic manner.
3. Financial information IS Management information –

Mr. Kiwelu informed participants that PORALG had started implementation of some of the proposals in the strategy in the areas of: -

- Development of Infrastructure
- Staff Training in Networking
- Training for Computer Literacy
- Statistical Training for LGA staff
- Specialized IT Training
- Survey of ICT equipment, services and Training for Regional Secretariats and
- A training programme proposal in Data Analysis and Report Writing.

Information Systems under Implementation and Development include: -

- LGRP M &E System –
- Integrated Financial Management System (IFMS)
- Socio Economic Database (SED)
- Planning and Reporting database

In addition to his presentation Mr. Kiwelu demonstrated the Socio Economic Database (SED which, he explained, is a computer program specially designed for LGAs). During the course of the demonstration Mr. Kiwelu told participants that the hardware had been provided by JICA and it has helped to establish the nerve centre of the information system at PO-RALG.

2.6.1 Issues Raised During Discussions

- After the presentation participants raised the following concerns: -
- How were the scholarships for MIS training awarded?
- The dependence on a single MIS expert at local government levels was a threat to sustainability particularly where experts were transferred.
- The possibility of duplication where there exist different systems for data collection it was recommended that PO-RALG should ensure that the existing data collection systems are synchronized/harmonized.

It was also recommended that: -

- In order to ensure sustainability it was recommended that in-house training in MIS be initiated.
- In addition there was need to give priority to disadvantaged districts that do not have electricity during the installation of the MIS at district level.

In response the presenter said that MIS scholarships are awarded to those that qualify for training in statistics however there has been Training of Trainers (TOT) conducted in several districts and it is assumed that those trained will go back to their districts and impart the knowledge.

While harmonization of systems is a good thing, different systems meet different needs, PO-RALG has put in place a system that meets the needs of PO-RALG. It is difficult to have a system that is all inclusive. PO-RALG cannot collect everything, only that assists in implementing its strategies.

2.7 Dissemination, Sensitization and Advocacy

Mr. Mwakibibi began his presentation by informing participants that the role of the Dissemination, Sensitization and Advocacy Working Group was to ensure that the findings of the Poverty Monitoring System reach the stakeholders in appropriate format and channels. The group disseminates all information to stakeholders in various ways including the media programmes, workshops etc.

He informed participants that the DSA Working Group has representation from various stakeholders.

Mr. Mwakibibi outlined the key events undertaken by the WG and added that a guide to understanding the PMS has been developed and disseminated. And an information base on poverty status in place

2.7.1 Issues Raised During Discussions

During the ensuing discussions participants raised the following issues: -

DSA has established a feedback mechanism, participants wanted to know its success and how it worked. In response the presenter informed them that DSA intended to hire a consultant to evaluate the feedback mechanism.

What was the stage reached in developing the documentation centre and website? The presenter answered that the both activities were at their infant stages.

On feedback to remote regions, the DSA has in place a radio programme that is aired on Wednesday from 4.30-5.00 on Radio Tanzania called Tujikomboe and an annual newsletter called Mapambano. The newsletter is distributed physically to different districts.

2.8 Routine Data Collection System In The Water Sector

The paper on Routine Data Collection System In The Water Sector was presented by Ms. T. Itege who began by providing an overview of the type of data collected and reasons for data collection in the water sector.

She pointed out that the data is often collected by Village Executive Officers, Ward Executive Officers and engineers at the district level among others. Several methods are used by the Ministry of Water and Livestock Development and this data is collected on a monthly and annual basis and reported for in annual reports.

The data was stored and processed at different levels of government including basin level and accessed by different stakeholders for decision-making in their activities e.g. technical support decisions, Priority setting, resources allocations, guide investment plans, track public expenditure the preparation of development plans.

Currently she said the RDS feedback mechanism in the Water Sector is generally weak with feedback in some cases only. A number of indicators are collected by the Water Sector MIS for PMS.

In her closing remarks Ms. Itege cited the strengths, weaknesses, opportunities and threats currently facing the water sector in its endeavors to collect data.

2.8.1 Issues Raised During Discussions

Following the presentation participants raised the following issues: -

Concern was raised on the data collected by the Ministry of Water that they only collected data for domestic water consumption whereas water was also used extensively in agriculture.

The monitoring of water levels at local level was stopped by the removal of 'gauge readers' and yet this was an important as an early warning system especially in areas where water was scarce.

Mtwara is rich in cashewnut, the revenues collected are high and this revenue could be used to improve the water situation and alleviate some aspects of poverty.

There is shortage of qualified staff at district level in Mtwara region. Districts do not have qualified statisticians to collect and analyze data. There are VEOs and WEOs who are answerable to the heads of department where data collection is concerned.

In response the presenter assured participants that information on agriculture water consumption was also collected. She cited the addition of the 'Livestock' related activities to the tasks of the Ministry of Water.

It was agreed that the monitoring of water levels was important however the districts could use their own resources to employ temporary 'gauge readers'.

2.9 Contribution Of The Health Sector To Poverty Monitoring

In his background information Mr. Sam Ngatungo told participants that the development of HMIS started in 1989 and since 1997 the HMIS has been installed in all health centres, dispensaries and nearly 50 percent of hospitals in the country. Computerization has been completed at all 20 regions

The type of data collected includes that related to Administration Village/Hamlet outreach services and Reproductive and Child Health (MCH) among others. Several

indicators for Poverty Monitoring have been obtained from the HMIS Prevalence of all types of diseases including. •MTUA has the minimum package of health information to reduce the work load on health staff

Current Weakness in the HMIS include: -

- Delay in report submission of reports
- Delay in supply of HMIS tools
- Low utilization of data for decision making

The opportunities present are: -

- Health professionals are increasingly becoming IT literate
- Linkages between PORALG and MOH on data management growing stronger

The greatest challenge he reported, was in the computerization of the system in the different levels of government and the inclusion of HMIS funds in the council's budget.

2.9.1 Issues Raised During Discussions

The issues raised following the presentation included those on: -

Incorporating data entries from traditional healers who have now been recognized. In response the presenter said that this exercise is currently going on.

Harmonizing and ensuring compatibility of TSED and MTUA is in place

In addition concern was raised on the government Medical Supplies Department and participants cited examples where it is a barrier towards prompt actions initiatives on data-based emergencies and on the problem of pharmacies assuming the functions of designated hospitals.

2.10 The System Of Data Collection In The Tanzania Meteorological Agency

Mr. Ibrahim Nassib presented the paper on The System of Data Collection in the Tanzania Meteorological Agency. He began his presentation by giving a brief introduction on the functions of the Tanzania Meteorological Agency (TMA).

He cited the type of data collected and the reasons why it was collected some which was to provide rainfall forecasts in order to facilitate agriculture and livestock performance as well as to create a national climatological database for use in various social and economical sectors.

The data was collected by TMA using trained certified personnel as well as trained uncertified personnel who collected data at climatological and rainfall stations normally operated by voluntary observers.

2.10.1 Issues Raised After the Presentation

Following the presentation participants raised the following issues: -

- Concern was raised on the correctness of weather forecast in order to facilitate farming activities and the presenter responded by saying that it was reasonably accurate given the equipment in place. He added that there is also in place a system whereby consultations are held regionally in the continent to come up with a consensus on weather forecasting.
- It was noted that there is absence of data dissemination mechanism to the users
- of data at grass root level and at the appropriate time

2.11 Routine Data Collection for Poverty Monitoring in Mtwara Zone: The Newala Experience

The paper on 'Routine Data Collection For Poverty Monitoring In Mtwara Zone: The Newala Experience' was presented by Mr. E. J. Kijanga.

Mr. Kijanga informed participants that in Newala District data was collected during different methods including Community Based Data Collection systems. He pointed out the type of Data that is Collected at Newala and the tools used in Data Collection Compilation, Reporting and Storage. He gave an example of the Child Security and Protection Programme by UNICEF, which uses, Village Registers, Follow up forms, Tally Forms etc. The data is stored in report Files and Computes but very few council staff and leaders are computer literate. Data was usually collected monthly quarterly and annually by VEOs, VHWs and Service Providers (e.g. Extensions Workers). and

processed/stored at district and higher levels. Some Data is not used at District Level for decision making because it is sent directly to respective in Ministries and no feedback is given.

The major problems cited by Mr. Kijange included those related to weak capacity at district levels. The major achievements include all head teachers have established Community Based Management information system (CBMIS) although it still needs to be strengthened.

2.11.1 Issues Raised During the Discussions

The discussions that followed the presentation once again focused on the issues of incentives to data collectors in the villages. Most were of the opinion that some sort of incentive was important given the responsibilities they have.

District capacity needs to be strengthened in order to be able to analyse, store and use the data for decision-making. The CSPD programme in Mtwara has raised some awareness on data collection and use in Mtwara.

2.12 Data Collection, Processing and Dissemination in the Ministry of Education and Culture

The paper on Data Collection Systems in the Education Sector was presented by Mr. T. S. Gichomu.

Mr. Gichomu appraised the participants on the functions of the Ministry as far as data collection was concerned, the type of data collected and the main purpose of data collection. He cited an example of the users of education data some of which were planners and researchers in education and international and local agencies.

The Process of Data Collection is coordinated by the Statistics Unit placed in the Department of Policy and planning and different points have been identified to collect various education related data e.g primary education data is collected by head teachers using special questionnaires (TSM 1 and TSM 2 forms). Other data collected he said included adult education data, examination performance data which was normally disseminated through booklets distributed freely e.g the Basic Statistics in Education (BSE): National Data which is published annually and giving data at national level for five years.

Mr. Gichomu informed participants of the indicators Collected for Poverty Monitoring. On critical issued he said that there is a great variation on data collection methodologies used by different sectors although the primary source of the data is the same and hence the system of collecting data needs to be harmonized. Mr. Gichomu concluded his presentation by citing the future plans of Statistics Unit in data collection and processing.

2.12.1 Issues Raised During Discussions

The work done by the Ministry was commended however it was also important to further collect data on what happens especially to pupils who complete primary school. Other information that the ministry should consider collecting is that related to non-formal education e.g. COBET.

Primary school teachers should be used more often at grassroots level for data collection in the same way they are used during census surveys.

The data collected should be fed back to the districts for planning for instance there are areas in the regions that perform well in education, information should be available on why do they perform well, what strategies put in place in non-performing areas.

In response the presenter said that: -

- MOEC was confined to data collection at primary and secondary school levels
- The transition of primary school leavers into VETA and "Jua Kali" fell outside the scope of data collection by MOEC
- Teachers were frequently utilized for provision of guidance to data collectors of other sectors at grass root level
- MOEC collected the Poverty Monitoring Systems (PMS) related data, otherwise the TSC is responsible for the non PSM-data.

2.13 The Local Government Monitoring And Evaluation (M & E) System

The paper was presented by Dr. S. Mogaeka and he began his presentation by giving an overview of the objectives of the Local Government Reform Programme.

He then focused on the local government monitoring and evaluation (M&E) system informing participants of the organization and functions some which were: -

The development of the M&E system for service delivery. Data flow he said was bottom – up/Top – down and in implementing the system several training programmes had been carried out to regional secretariats and at council levels.

On the strengths of the System, Dr. Mogaeka said that the system allowed for harmonisation of data definition and consistency of the data collected among others and on risks he pointed several one of which was the assumption that the data collectors, especially the VEOs/MEOs would be motivated.

Dr. Mogaeka cited the challenges ahead as: -

- Coordination – sector ministries have their own system
- Physical and logistic infrastructure
- Material incentive to data providers
- Data verification and cross-checking
- Information floods of information
- Capacity building

2.13.1 Issues Raised During Discussions

In the ensuing discussions concern was raised by representatives from sectors other than the key ones used in the PMS. They felt isolated at not being included as one among the key poverty sectors e.g Commerce and Trade sector. The response was that the sectors were identified at zonal workshops as the priority pro-poor sectors targeted to reduce poverty. It was also added that in the review of the PRSP other sectors will be included e.g. access to land, environmental degradation.

3.0 GROUP SESSIONS AND RESULTS

Following the paper presentations on progress for various PMS working groups and sector information systems, the participants were divided into groups so that they could discuss in depth the key issues that had emerged from the last two days' sessions as well as make recommendations on how to address them.

Some key guiding questions were presented to the participants who had been divided into four groups in no particular order. Each two groups were requested to address one set of questions.

The key guiding questions were as follows: -

Group One and Two

- i. What are the four most important constraints related to data collection and storage (motivation, verification, equipment, relevance etc) in the areas of (agriculture, health, water, roads, education and basic demographic data) at the LGA level?
- ii. For each constraint formulate at least two key interventions (be specific and realistic) to overcome the constraints. Also indicate who is responsible to implement the interventions and indicate what support is required. Please note at least one intervention needs to be a 'quick win' to be implemented by the LGA itself.
- iii. Please identify three key interventions, which could help the LGA teams to improve collaboration between sectoral data collection systems in terms of data collection, verification, utilization and feedback.



Group Sessions

Group Three and Four

- i. What are the four most important constraints related to analysis, use and feedback of data (skills/capacity, appropriate mechanisms, dissemination, relevance) in the areas of (agriculture, health, water, roads, education and basic demographic data) at the LGA level?
- ii. For each constraint formulate at least two key interventions (be specific and realistic) to overcome the constraints. Also indicate who is responsible to implement the interventions and indicate what support is required. Please note at least one intervention needs to be a 'quick win' to be implemented by the LGA itself.
- iii. Please identify three key interventions, which could help the LGA teams to improve collaboration between sectoral data collection systems in terms of data collection, verification, utilization and feedback.

3.1 Results of the Group Work

Constraints, Key Interventions, resource Requirements and Actors in Data Collection and Storage

S/N	Constraints	Key Interventions	Resources Required	Responsible	
1	Inadequate skilled manpower	Identify and train data collectors at all levels.	Financial Equipment Human resources/Capacity building.	Villages, Wards LGAs PO-RALG Sector Ministries.	
2	Lack of resources e.g. stationery, equipment, transport, storage facilities, and incentives.	Avail stationery e.g. files, forms, village registers including transport and equipment. Introduce incentives for motivation. Provide budget lines for data collection.			
3	Limited/lack of awareness at all levels and interference due to personal agendas.	Conduct awareness raising seminars/workshops.			Village/Mtaa, LGAs Central Government Development Partners.
4	Poor coordination of available infrastructure, lack of a standard format, poor language skills and limited willingness	Hold regular meetings. Establish centralized storage centres of information at all levels. Improve infrastructure and communication systems.			

Interventions Needed in Data Collection and Storage to Improve Collaboration

There is need to have statistical services at district level in order to improve sectoral, NGO collaboration. PO-RALG and the Councils should be responsible for the intervention.

In order to gain 'quick wins' there is need to identify target groups for training and begin training.

Constraints, Key Interventions, Resource Requirements and Actors in Data Analysis, Use and Feedback

S/N	Constraints	Key Interventions	Resource Requirements	Responsible
1	Low capacity of data analysers in terms of skills	Capacity building at all levels through regular orientation seminars and sensitization workshops at all levels.	Facilitation by experts Funds and Budget allocations Incentive mechanisms	<u>Training</u> Village, NGO's, District PO-RALG
2	Lack of awareness on the importance and use of data (Why should they collect it)			<u>Resources</u> Village
3	Lack of a standardized format for data collection. No clear mechanism for feedback and limited access to data by users.	Establish centralized storage centres at community centres. Disseminate guidelines for data users.		Central Government Development Partners Treasury

4	Lack of mobility at all levels and hence verification becomes difficult.	Facilitate availability of transport where possible (motorcycles, Bicycles, 4WD Motor vehicles.		
5	Poor, inadequate storage facilities at all levels (Regions, Districts, Wards and Villages) and equipment.	Avail storage facilities e.g. cabinets, files, office space and computers. Provide appropriate software for analysis.		

Interventions Needed in Data Analysis, Use and Feedback to Improve Collaboration

- i. Identify key data collectors and conduct sensitization workshops on data collection and analysis (Quick win)
- ii. Provide a data bank and a clear system of harmonizing data.
- iii. Establish centralized storage centres of information at all levels and provide equipment.

4.0 CLOSING SESSION

The workshop was officially closed by Mr. R. Musingi from PO-RALG. In his closing remarks Mr. Musingi expressed his gratitude at the good work done by the organizers to contact participants who responded well by attending the workshop. He further commended the active participation of the participants and was confident that this was an indicator of improved performance.

Mr. Musingi summarized three issues that had emerged during the whole 3 days of the workshop. These were: -

- i. The issue of motivation of the data collectors because without it we may not get the quality of data that the programme intends to get. He assured participants that this would be looked into by the Ministry including ways to improve good working conditions, training and instill ownership in the process.
- ii. The issue of capacity building: There is urgent need to build capacity in terms of ICT, training, use of data and availability of resources because the analysis aspect might fail to yield results. He promised participants that this would be also addressed by his ministry.
- iii. On the issue of coordination and collaboration. Mr. Musingi acknowledged that there was a big gap between data collectors, users, key sectors and government. The data sectors were collecting data and the formal government system was left aside. In addition there is no feedback to the village councils, the wards or the districts. He stressed the need for information to be fed into the village council so that it becomes part of the village information system to enable them make informed decisions.

In conclusion he said that collaboration would only be enhanced if service providers both public and private are able to feed information into the government system and that the official spokesperson be the government. He also informed participants that the issues raised would be incorporated into the Ministry's annual budget.

Having said this, Mr. Musingi declared the workshop officially closed.

APPENDICES