

**REPLICATING THE UN
MULTI-COUNTRY STUDY
ON MEN AND VIOLENCE:
UNDERSTANDING WHY
SOME MEN USE VIOLENCE
AGAINST WOMEN AND HOW
WE CAN PREVENT IT**

**Checklist for
Commencing
Quantitative Data
Collection**

Ethics and safety	
Obtain ethical clearance for the research	
Connect with local service providers in all study locations and, if required, hire field counsellor to accompany teams in data collection	
Communicate with local community leaders in sampled clusters in advance so that they know to expect the field teams	
Ensure all fieldworkers have attended three (3) full weeks of training and pilot	
Testing and amending instrument	
Pre-test questionnaire in local language & adapt as required	
Build PDA app in local language (if using PDAs)	
Record audio track for Section 8	
Conduct a pilot test, where each interviewer conducts at least 1 interview	
Amend instrument, audio recording for Section 8 and PDA app (if relevant) after pilot	
Translation into local language	
Questionnaire	
Consent forms	
Information sheet for participants	
Information sheet for community or head of household	
Referral services handout for participants	
Supervisor's questionnaire	
Supervisor's monitoring sheet	
Interviewer progress sheet	
Household identification form	
Household selection form	
Self-administration checklist for Section 8 (if using PDAs)	
Printing	
Print enough Respondent Information Sheets and Referral Services Sheets for 1 per every respondent	
Print enough Consent Forms for 2 per every respondent	
Print enough Household Identification Forms and Respondent Identification Forms (back-to-back) for 1 per every selected household to be approached	
Print enough Supervisor Monitoring Sheets for 1 per supervisor per cluster	
Print enough Interviewer Progress Sheets for 1 per every interviewer	
Print enough Supervisors' Questionnaires for 2-5 per cluster	
Distribute all field paperwork to supervisors	
Logistics	
Divide interviewers into small teams each led by 1 supervisor	
Draw sample and assign clusters to teams	
Plan or arrange transportation and accommodation for field teams during data collection	
Arrange payment system for fieldworkers	
Distribute team petty cash to supervisors	
Record contact numbers of all fieldworkers and share with them the contact number of the field coordinator	
If using PDAs, identify how they will be charged and where data can be uploaded via WiFi	
Prepare and distribute ID cards and ID numbers for all fieldworkers	