



**The Total Market
Approach
Stewardship
Capacity
Assessment
Questionnaire**

**Reproductive
Health Supplies
Coalition Inovation
Grant
V 1.0**

**Contract # NOD.1841-
705888-GRT**

July 2015

Prepared for:
Reproductive Health Supplies
Coalition
c/o PATH - 2201 Westlake
Avenue, Suite 200, Seattle,
WA 98121

Submitted by:
Abt Associates
4550 Montgomery Avenue
Suite 800 North
Bethesda, MD 20814

The Total Market Approach Stewardship Capacity Assessment Questionnaire 1

General Instructions for Implementing the Assessment..... 3

1. Policy & Dialogue 1

1.1 Mandate 1

1.1.1 The government agency has a formalized responsibility to lead or participate in a multisectoral dialogue to ensure access to family planning commodities. 1

1.1.2 There is currently a multisectoral commodity security committee..... 3

1.2 Sufficient Funding Sources 4

1.2.1 The FP Planning agency receives sufficient funding to manage a TMA. 4

1.2.2 The FP Planning agency can request funding to manage a TMA. 5

1.2.3 1.2.3 The FP Planning agency receives reliable and sufficient funding to operate for a TMA..... 7

1.3 Recognized Need..... 8

1.3.1 The FP Planning agency perceives the need for a TMA. 8

1.4 Dialogue 9

1.4.1 There is a formal mechanism for the government agency to communicate with the private sector. 9

1.4.2 The government agency effectively communicates regarding with other sectors about commodity issues. 11

1.4.3 There is a multisectoral working group, committee or other forum that has met regularly to discuss the family planning commodities market. 12

1.4.4 The FP planning agency coordinates with the FP commodity regulatory agency..... 14

1.5 Monitoring & Evaluation..... 16

1.5.1 The government agency conducts M&E on multisectoral activities. 16

1.6 Human Resources 18

1.6.1 The TMA agency is sufficiently staffed to undertake TMA functions..... 18

2. Regulation 1

2.1 Regulate..... 1

2.1.1 An agency within the government regulates the quality of family planning commodities distributed in the country. 1

2.1.2 Laws exist to regulate the quality of FP commodities..... 2

2.1.3 There are procedures to license distributors and retail outlets..... 3

2.1.4 There are procedures to register FP commodities 6

2.1.5 The regulatory agency regularly conducts inspections..... 9

2.2 Sufficient Funding Sources 12

2.2.1	The commodity regulatory agency receives reliable funding to operate.....	12
2.2.2	The FP commodity agency receives sufficient funding to operate for a TMA.....	13
2.3	Legal Framework.....	14
2.3.1	Sanctions against non-compliance for FP Commodity-related regulations are enforced.....	14
3.	Data Collection & Analysis.....	1
3.1	Data Collection.....	1
3.1.1	Family Planning commodity distribution data are available from NGOs.	1
3.1.2	Family Planning commodity sales data are available from Social Marketing Organization (SMOs).	3
3.1.3	Family Planning commodity sales data are available from the commercial sector.	5
3.1.4	Family Planning commodity Price data are available from SMOs.	7
3.1.5	Family Planning commodity Price data are available from the commercial sector.	9
3.1.6	A study has been conducted in the last five years to estimate the total number of commercial sector and NGO suppliers (free and sold commodities).....	11
3.1.7	The government agency understands the FP commodity needs and usage.	12
3.1.8	The government agency collects data on customer satisfaction with family planning commodities.	14
3.2	Data Analysis.....	16
3.2.1	Data are analyzed by a government agency	16
3.3	Data Management.....	17
3.3.1	Data from all sources is cleaned by the FP Planning agency before it is analyzed.....	17
3.4	Data Quality.....	18
3.4.1	NGO data has data quality guidelines to estimate data quality and improve quality when necessary.....	18
3.4.2	Public Sector data has data quality guidelines to estimate data quality and improve quality when necessary.	20
3.5	Data Dissemination.....	22
3.5.1	FP Commodity data are disseminated.	22
3.6	Data Use	24
3.6.1	The government agency uses data collected from the public and private sector to improve access to family planning commodities.....	24

The Total Market Approach Stewardship Capacity Assessment Questionnaire

Use one questionnaire and tool per country.

Please fill in the country, the agency selected as the FP Planning Agency and the day/s, month and year of the evaluation. The regulatory agency may be engaged if the FP planning agency cannot answer questions. Please add lines and pages as necessary, throughout the questionnaire.

Version 1.0 2015

Country	
Agency	
Date of Evaluation	

Fill in the name and organization of the evaluator. Add more lines if there are more than one evaluator but note the primary evaluator and author of the report. Evaluators engage with informants to fill in the questionnaire and tool.

No.	Name of Evaluator	Organization of Evaluator
1.		

Fill in the number, name and role of each focal point. Focal points are individuals who contribute to the preparation and implementation of the assessment but who do not fill in the questionnaire or tool.

No.	Name of Focal Points	Role of Focal Point

Total Market Approach Stewardship Capacity Assessment Questionnaire

Fill in the number, name, job title and agency of each informant. Informants are the individuals who answer the questions in the questionnaire and individuals who contribute to the preparation and implementation of the assessment but who do not fill in the questionnaire or tool.

No.	Names of Informants	Job Title/Position/Agency

General Instructions for Implementing the Assessment

No.	Task
1	The evaluator gathers informants from the selected agency in a quiet, comfortable place.
2	The evaluator hands out paper copies of the questionnaire to the informants.
3	The evaluator leads the informants through the questionnaire, identify appropriate data sources for each indicator, and ensure the sources are evidence for fulfillment of the criteria. Fill in the Questionnaire as accurately as possible. It is recommended that the data are filled in directly into the Word document. Please note, “immediately, upon request” means that the informant or other FP planning agency knows the correct data source and is able to produce the data source/s. If the informant needs help identifying or locating the data source from someone not employed directly by the FP planning agency, the data source is <i>not</i> immediately available upon request.
4	The evaluator accurately notes why each criterion is not fulfilled, using the precise selections when possible or filling in a reason if none of the predetermined selections appropriate. Add lines or pages as necessary.
5	The evaluator notes the obstacles for achieving the criterion. In this section you may also note challenges if the criterion is met. Add lines or pages as necessary.
6	The evaluator assigns the points to each criterion enter into the appropriate field.
7	The evaluator adds up criteria points for each indicator and enters the total into the appropriate field.
8	The evaluator transfers the points to the TMASCT Excel file.
9	The evaluator notes the agency that provided the data source in the Excel file.
10	The evaluator checks the links and double check the calculations.
11	The evaluator fills in the tables in the report template.
12	The evaluator analyzes the results. Look at the score for each indicator and use the qualitative data to justify the results and to suggest short and long term areas of improvement. Highlight successes for each responsibility (Policy and Dialogue, Regulation, Data Collection and Analysis). Synthesize the informant’s responses regarding obstacles to explain the failure to meet criteria for each responsibility. Use the specific analysis suggestions in the report template for each section.
13	The evaluator replaces the placeholder text in the report template with analyses
14	The evaluator identifies short term and long term recommendations for improvement. Synthesize the informant’s observations about the obstacles with your own. Use the qualitative data collected to explain the weaknesses.

1. Policy and Dialogue

1.1 Mandate

1.1.1 The government agency has formalized responsibility to lead or participate in a multi-sectoral dialogue to ensure access to family planning commodities.

Criteria for indicator 1.1.1		Points Earned
1. A policy or mechanism exists for the FP planning agency to initiate or convene a multi-sectoral dialogue (including the commercial sector and NGOs) about the family planning commodities market.	<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue (select all)?</p> <p style="padding-left: 40px;"><input type="checkbox"/> No policy or mechanism exists.</p> <p style="padding-left: 40px;"><input type="checkbox"/> The commercial sector does not participate</p> <p style="padding-left: 40px;"><input type="checkbox"/> NGOs do not participate</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

2. The FP planning agency currently leads a multi-sectoral dialogue (including the commercial sector and NGOs) about the family planning commodities market.	Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue (select all)?</p> <p style="margin-left: 40px;"><input type="checkbox"/> No policy or mechanism exists.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The commercial sector does not participate.</p> <p style="margin-left: 40px;"><input type="checkbox"/> NGOs do not participate.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.1.2 There is currently a multi-sectoral commodity security committee.

Criteria for indicator 1.1.2		Points Earned
<p>1. A multi-sectoral commodity security working group or committee, involving the agency, has met as scheduled for the last three cycles or at least once a year for the last three years.</p>		
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue (select all)?</p> <p style="margin-left: 40px;"><input type="checkbox"/> No multi-sectoral commodity security working group or committee exists.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The committee does not meet regularly.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The commercial sector does not participate</p> <p style="margin-left: 40px;"><input type="checkbox"/> NGOs do not participate</p> <p style="margin-left: 40px;"><input type="checkbox"/> The meeting does not meet consistently (not each of the last three scheduled meetings nor once a year for the last three years).</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>		
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.2 Sufficient Funding Sources

1.2.1 The FP Planning agency receives sufficient funding to manage a TMA.

Criteria for indicator 1.2.1		Points Earned
<p>1. There is a line item in the government budget for FP Planning agency activities in the last three funding cycles.</p>		
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue (select all)?</p> <p style="padding-left: 40px;"><input type="checkbox"/> There is no line item in the budget for the FP planning agency.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Funding is not reliable (it has not been provided for each of the last three funding cycles).</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>		
<p>TOTAL POINTS EARNED</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.2.2 The FP Planning agency can request funding to manage a TMA.

Criteria for indicator 1.2.2		Points Earned
<p>1. There is a formal mechanism for requesting more government funding by the FP Planning agency.</p>		
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue (select all)?</p> <p style="padding-left: 40px;"><input type="checkbox"/> No policy or mechanism exists.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

	Points Earned
<p>2. There is a mechanism for requesting donor funding by the FP Planning agency.</p> <p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again). Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue (select all)?</p> <p style="margin-left: 40px;"><input type="checkbox"/> No policy or mechanism exists.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.2.3 The FP Planning agency receives reliable and sufficient funding to operate for a TMA.

Criteria for indicator 1.2.3		Points Earned
<p>1. The FP Planning agency received funding equal to or greater than what was requested for the last three budget cycles to regulate the market</p>		
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue (select all)?</p> <p style="padding-left: 40px;"><input type="checkbox"/> No funding was awarded.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Less than the amount requested was awarded.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>		
<p>TOTAL POINTS EARNED</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.3 Recognized Need

1.3.1 The FP Planning agency perceives the need for a TMA.

Criteria for indicator 1.3.1		Points earned
1. Manager of the FP Planning agency is willing to lead a TMA or delegate leadership and assign existing resources within their agency to lead a TMA.		
	<input type="checkbox"/> This criterion is fulfilled. (1 point) Name of Individual, job position): Date of communication: What are any perceived obstacles to implementing a TMA? <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue (select all)? <input type="checkbox"/> The manager is not willing to lead a TMA. <input type="checkbox"/> The manager is not willing to delegate leadership. <input type="checkbox"/> The manager is not willing to commit existing resources to a TMA. <input type="checkbox"/> Other, please explain What are the obstacles to meeting this criterion?	
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.4 Dialogue

1.4.1 There is a formal mechanism for the agency to communicate with the private sector.

Criterion for Indicator 1.4.1		
1. There is a formal mechanism for the government agency to communicate with the private sector.	Points Earned	
<input type="checkbox"/> This criterion is fulfilled. (1 point) Name and Date of Data Source/s Document Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> No policy or mechanism exists. <input type="checkbox"/> Lack of any data source <input type="checkbox"/> Lack of complete data source (explain what is missing) <input type="checkbox"/> Other, please explain What are the obstacles to meeting this criterion?		
2. Communication has taken place, either three times as directed, three times on schedule, or at least once a year.	Points Earned	
<input type="checkbox"/> This criterion is fulfilled. (1 point) <input type="checkbox"/> The data source is the same as above (do not fill out again). Name and Date of Data Source/s Document: Format of Source: <input type="checkbox"/> electronic or <input checked="" type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request.		

Total Market Approach Stewardship Capacity Assessment Questionnaire

	<p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <ul style="list-style-type: none"> <input type="checkbox"/> No communication takes place. <input type="checkbox"/> Communication does not take place regularly (less than three times as directed, not each of the last three schedules times or not once a year for the last year). <input type="checkbox"/> Lack of any data source. <input type="checkbox"/> Lack of complete data source (explain what is missing): <input type="checkbox"/> Other, please explain: <p style="margin-top: 20px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.4.2 The government agency effectively communicates with other sectors

Criteria for indicator 1.4.2		
1. Feedback produced through the communication system with private sector is documented and available for use.		Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> No communication system exists.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Data are not preserved so that it can be used</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>		
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.4.3 A multi-sectoral working group, committee or other forum has met regularly to discuss the family planning commodities market.

Criteria for indicator 1.4.3		
1. The government-funded multi-sectoral working group has met each of the last three times as scheduled or at least once a year for the last three years.	Points Earned	
<input type="checkbox"/> This criterion is fulfilled. (1 point) <p style="margin-left: 40px;">Name and Date of Data Source/s Document</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p>		
<input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <p style="margin-left: 40px;"><input type="checkbox"/> No multi-sectoral working group exists.</p> <p style="margin-left: 40px;"><input type="checkbox"/> It meets infrequently (not each of the last three scheduled time or once a year for the last three years).</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

	Points Earned
<p>2. Meeting notes are documented, archived, and available for use.</p>	
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Documentation exists but is not preserved in a format that can be used.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>	
<p>TOTAL POINTS EARNED</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.4.4 The FP planning agency coordinates with the FP commodity regulatory agency.

Criteria for indicator 1.4.3		Points Earned
<p>1. There is a formal mechanism or policy for the FP planning agency to coordinate with the FP commodity regulatory agency.</p>		
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> There is no formal mechanism.</p> <p style="margin-left: 40px;"><input type="checkbox"/> There is no dialogue between the FP planning agency and the FP commodity regulatory agency.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

2. Collaboration or communication between the FP planning agency and regulatory agency activities is documented, archived, and available for use.	Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> There is no collaboration or coordination between the FP planning agency and the regulatory agency.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Documentation exists but is not preserved in a format that can be used.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.5 Monitoring and Evaluation

1.5.1 The government agency conducts M&E on multi-sectoral activities.

Criteria for Indicator 1.5.1		Points Earned
<p>1. The government tracks and reports on indicators of its multi-sectoral family planning commodities activities.</p>		
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> The government does not track indicators.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The government does not report on indicators.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

	Points Earned
<p>2. Meeting notes are documented, archived, and available for use.</p>	
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Documentation exists but is not preserved in a format that can be used.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>	
<p>TOTAL POINTS EARNED</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

1.6 Human Resources

1.6.1 The TMA agency is sufficiently staffed to undertake TMA functions.

Criteria for Indicator 1.6.1		Points Earned
<p>1. There is a funded, existing position of sufficient stature in the agency that can assume responsibility for leading TMA activities. Sufficient stature refers to a managerial position that is enabled to set priorities and successfully engage the other sectors.</p>		
	<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document (informant name):</p> <p style="padding-left: 40px;">Name of existing job title and description of position (specify responsibilities that meet the criterion):</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> No such position exists.</p> <p style="padding-left: 40px;"><input type="checkbox"/> No existing position can be adapted for that purpose.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED		

2. Regulation

2.1 Regulate

2.1.1 An agency within the government regulates the quality of family planning commodities distributed in the country.

Criterion for Indicator 2.1.1		Points Earned
1. There is a policy or formal responsibility assigned to an agency to regulate the quality of all family planning commodities distributed or sold in the country.		
<input type="checkbox"/> This criterion is fulfilled. (1 point) Name and Date of Data Source/s Document: Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency. <input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency. <input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> No policy or mechanism exists. <input type="checkbox"/> Lack of any data source <input type="checkbox"/> Lack of complete data source (explain what is missing) <input type="checkbox"/> Other, please explain What are the obstacles to meeting this criterion?		
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

2.1.2 Laws exist to regulate the quality of FP commodities.

Criterion for Indicator 2.1.2		Points Earned
1. Laws exist to regulate the quality of FP commodities.		
<input type="checkbox"/> This criterion is fulfilled. (1 point) Name and Date of Data Source/s Document: Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency. <input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency. <input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> No laws exist. <input type="checkbox"/> Lack of any data source <input type="checkbox"/> Lack of complete data source (explain what is missing) <input type="checkbox"/> Other, please explain What are the obstacles to meeting this criterion?		
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

2.1.3 There are procedures to license distributors and retail outlets.

Criteria for Indicator 2.1.3		Points Earned
<p>1. There are procedures to license distributors and retail outlets.</p>		Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> No procedures exist.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

	Points Earned
<p>2. There is a database of licensees.</p> <p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> No database exists.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

	Points Earned
<p>3. The database is updated regularly (the last three times, as scheduled).</p> <p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> The database is updated infrequently (not each of the last three times as scheduled).</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

2.1.4 There are procedures to register FP commodities

Criteria for Indicator 2.1.4		Points Earned
1. Procedures to register FP commodities exist.		
	<input type="checkbox"/> This criterion is fulfilled. (1 point) Name and Date of Data Source/s Document: Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency. <input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency. <input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> No procedures exist. <input type="checkbox"/> Lack of any data source <input type="checkbox"/> Lack of complete data source (explain what is missing) <input type="checkbox"/> Other, please explain What are the obstacles to meeting this criterion?	

Total Market Approach Stewardship Capacity Assessment Questionnaire

	Points Earned
<p>2. There is a database for commodities.</p> <p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> No database exists.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3. The database is updated regularly (the last three times, as scheduled or at least once a year for the last three years).	Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p>Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> The database is not updated regularly (less than the last three times, as scheduled or at least once a year for the last three years).</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p>What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

2.1.5 The regulatory agency regularly conducts inspections

Criteria for Indicator 2.1.5		Points Earned
<p>1. Inspections stipulate the agency is expected to check that commodities meet quality standards.</p>		
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

2. Inspections stipulate the agency can stop commodities that do not meet standards from being sold.	Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="margin-left: 40px;"><input type="checkbox"/> There is no explicit stipulation that the FP planning agency can stop the sale of commodities that do not meet quality standards, even if there is an implicit expectation or ability.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3. Inspections occur as needed (either on schedule or by other timeline such as random selection).	Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

2.2 Sufficient Funding Sources

2.2.1 The commodity regulatory agency receives reliable funding to operate.

Criteria for indicator 2.2.1		Points Earned
1. There is a line item in the budget for the regulatory agency for the last three funding cycles.		
<input type="checkbox"/> This criterion is fulfilled. (1 point) Name and Date of Data Source/s Document (should be the government budget): Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency. <input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency. <input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> Lack of any data source. <input type="checkbox"/> Lack of complete data source (explain what is missing): <input type="checkbox"/> Other, please explain: What are the obstacles to meeting this criterion?		
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

2.2.2 The FP commodity agency receives sufficient funding to operate for a TMA.

Criteria for indicator 2.2.2		Points Earned
<p>1. The FP commodity regulatory agency received funding equal to or greater than what was requested for the last three budget cycles to regulate the market.</p>		
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document (should be the government budget):</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>		
<p>TOTAL POINTS EARNED</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

2.3 Legal Framework

2.3.1 Sanctions against non-compliance for FP Commodity-related regulations are enforced.

Criteria for Indicator 2.3.1		
1. Guidelines for investigation of regulation non-compliance are immediately available upon request.	Points Earned	
<input type="checkbox"/> This criterion is fulfilled. (1 point) Name and Date of Data Source/s Document Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency. <input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency. <input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> Lack of any data source <input type="checkbox"/> Lack of complete data source (explain what is missing) <input type="checkbox"/> Other, please explain What are the obstacles to meeting this criterion?		

Total Market Approach Stewardship Capacity Assessment Questionnaire

	Points Earned
<p>2. Investigations into regulation non-compliance are documented and archived.</p> <p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;"><input type="checkbox"/> No investigations have taken place.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request by the FP planning agency.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was made available by the regulatory agency to the FP planning agency.</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was made available to the evaluator directly from the regulatory agency.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

3. Data Collection and Analysis

3.1 Data Collection

3.1.1 Family Planning commodity distribution data are available from NGOs.

Criteria for Indicator 3.1.1		
<p>1. Distribution data are available from NGOs distributing free family planning commodities, data from at least one NGO has been received at least once; data are available upon request for review.</p>	Points Earned	
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;">Data Collected Includes all of the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Units of product distributed for free <input type="checkbox"/> Number of products/brands in the market <input type="checkbox"/> Number of product/brand launches in the last year <input type="checkbox"/> The data source/s was immediately available upon request. <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Lack of any data source <input type="checkbox"/> Lack of complete data source (explain what is missing) <input type="checkbox"/> Units of product distributed for free data are missing <input type="checkbox"/> Number of products/brands in the market data are missing <input type="checkbox"/> Number of product/brand launches in the last year data are missing <input type="checkbox"/> Other, please explain <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

2. A report has been generated by the FP Planning agency from NGO data in each of the last three scheduled reporting cycles (or at least once a year).	Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="padding-left: 40px;"><input type="checkbox"/> The schedule of reporting requirement (last three reporting cycles or at least once a year) was not met.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.1.2 Family Planning commodity sales data are available from Social Marketing Organization (SMOs).

Criteria for Indicator 3.1.2		Points Earned
<p>1. Sales data are available from Social Marketing organizations selling family planning commodities; data has been received from at least one SMO in the last year; data are available upon request.</p>		
	<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;">Data Collected Includes all of the following from at least one SMO in the last year:</p> <p style="padding-left: 80px;"><input type="checkbox"/> Number of units sold, disaggregated by method</p> <p style="padding-left: 80px;"><input type="checkbox"/> Number of products/brands in the market</p> <p style="padding-left: 80px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Number of units sold, disaggregated by method data are missing</p> <p style="padding-left: 40px;"><input type="checkbox"/> Number of products/brands in the market data are missing</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

<p>2 A report has been generated by the FP Planning agency from sales data from Social Marketing organizations in each of the last three scheduled reporting cycles (or at least once a year).</p>	<p>Points Earned</p>
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="padding-left: 40px;"><input type="checkbox"/> The schedule of reporting requirement (last three reporting cycles or at least once a year) was not met.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	
<p>TOTAL POINTS EARNED</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.1.3 Family Planning commodity sales data are available from the commercial sector.

Criteria for Indicator 3.1.3		
1. Sales data are available from commercial actors selling family planning commodities data has been received at least once; Data are available upon request	Points Earned	
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;">Data Collected Includes all of the following from at least one SMO in the last year:</p> <p style="padding-left: 80px;"><input type="checkbox"/> Number of units sold, disaggregated by method</p> <p style="padding-left: 80px;"><input type="checkbox"/> Number of products/brands in the market</p> <p style="padding-left: 80px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Number of units sold, disaggregated by method data are missing</p> <p style="padding-left: 40px;"><input type="checkbox"/> Number of products/brands in the market data are missing</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

2 A report has been generated by the FP Planning agency from commercial sector data in each of the last three scheduled reporting cycles.	Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="margin-left: 40px;"><input type="checkbox"/> The schedule of reporting requirement (last three reporting cycles or at least once a year) was not met.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.1.4 Family Planning commodity Price data are available from SMOs.

Criteria for Indicator 3.1.4		Points Earned
<p>1. Prices of products sold by SMOs are known; data from at least one SMO have been received at least once; data are available upon request. This includes confirmation of “no cost” or free commodities.</p>		
	<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;">Data Collected Includes all of the following from at least one SMO in the last year:</p> <p style="padding-left: 80px;"><input type="checkbox"/> Price disaggregated by method and brand</p> <p style="padding-left: 80px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Price data, disaggregated by method, are missing</p> <p style="padding-left: 40px;"><input type="checkbox"/> Price data, disaggregated by brand, are missing</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

<p>2. A report has been generated by the FP Planning agency for price data from SMOs in each of the last three scheduled reporting cycles (or at least once a year).</p>	<p>Points Earned</p>
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="padding-left: 40px;"><input type="checkbox"/> The schedule of reporting requirement (last three reporting cycles or at least once a year) was not met.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	
<p>TOTAL POINTS EARNED</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.1.5 Family Planning commodity Price data are available from the commercial sector.

Criteria for Indicator 3.1.5		
1. Prices of products sold by commercial sector are known and have been collected from at least one commercial enterprise or association at least once; data are available upon request.		Points Earned
	<input type="checkbox"/> This criteria is fulfilled. (1 point) Name and Date of Data Source/s Document Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper Data Collected Includes all of the following from at least one SMO in the last year: <input type="checkbox"/> Price data, disaggregated, by method and brand <input type="checkbox"/> The data source/s was immediately available upon request. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> Lack of any data source <input type="checkbox"/> Lack of complete data source (explain what is missing) <input type="checkbox"/> Price disaggregated by method data are missing <input type="checkbox"/> Price disaggregated by brand data are missing <input type="checkbox"/> Other, please explain What are the obstacles to meeting this criterion?	

Total Market Approach Stewardship Capacity Assessment Questionnaire

<p>2. A report has been generated by the FP Planning agency for price data from the commercial sector in each of the last three scheduled reporting cycles (or at least once a year).</p>	<p>Points Earned</p>
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="padding-left: 40px;"><input type="checkbox"/> The schedule of reporting requirement (last three reporting cycles or at least once a year) was not met.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	
<p>TOTAL POINTS EARNED</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.1.6 A study has been conducted in the last five years to estimate the total number of commercial sector and NGO suppliers

Criteria for indicator 3.1.6		Points Earned
1. A survey or other reliable method has been used and documented to estimate the total number of suppliers of family planning commodities. The data source is immediately available upon request.		
	<input type="checkbox"/> This criterion is fulfilled. (1 point) Name and Date of Data Source/s Document (should be the survey name): Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> Lack of any data source. <input type="checkbox"/> Lack of complete data source (explain what is missing): <input type="checkbox"/> Other, please explain: What are the obstacles to meeting this criterion?	
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.1.7 The government agency understands the FP commodity needs and usage.

Criteria for Indicator 3.1.7		Points Earned
<p>1. The government has access to population surveys such as the DHS or MICS surveys.</p> <p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing)</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

2. Population survey data has been used to report on the government's commodity policy or activities in the last year.	Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="padding-left: 40px;"><input type="checkbox"/> The schedule of reporting requirement (last three reporting cycles or at least once a year) was not met.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.1.8 The government agency collects data on customer satisfaction with family planning commodities.

Criteria for Indicator 3.1.8		Points Earned
1. There is a functioning data collection system to collect customer satisfaction data for family planning commodities.		
	<input type="checkbox"/> This criterion is fulfilled. (1 point) Name and Date of Data Source/s Document Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> There is no communication system in place. <input type="checkbox"/> There is a communication system but it is not functional (please explain): <input type="checkbox"/> Lack of any data source <input type="checkbox"/> Lack of complete data source (explain what is missing) <input type="checkbox"/> Other, please explain What are the obstacles to meeting this criterion?	

Total Market Approach Stewardship Capacity Assessment Questionnaire

2. Documentation generated by the system is available immediately upon request for follow-up action.	Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source is the same as above (do not fill out again).</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document:</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p style="padding-left: 40px;"><input type="checkbox"/> The schedule of reporting requirement (last three reporting cycles or at least once a year) was not met.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Other, please explain:</p> <p style="padding-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.2 Data Analysis

3.2.1 Data are analyzed by a government agency

Criteria for indicator 3.2.1		
1. The FP Planning agency conducts the data analysis of FP commodity data for reporting (data analysis is not done by a consultant or external agency).	Points Earned	
<input type="checkbox"/> This criterion is fulfilled. (1 point) Name and Date of Data Source/s Document (last three reports that had data analyzed by the FP commodity agency): Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper <input type="checkbox"/> The data source/s was immediately available upon request. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> Lack of any data source. <input type="checkbox"/> Lack of complete data source (explain what is missing): <input type="checkbox"/> Other, please explain: What are the obstacles to meeting this criterion?		
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.3 Data Management

3.3.1 Data from all sources are cleaned by the FP Planning agency prior to analysis.

Criteria for indicator 3.3.1	
1. The FP Planning agency cleans data before use and reporting	Points
<p><input type="checkbox"/> This criterion is fulfilled. (1 point)</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document (guidelines for cleaning data from multiple sources):</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;">The guidelines for data cleaning include, at minimum:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Data definitions <input type="checkbox"/> Procedures for eliminating duplicate data <input type="checkbox"/> Procedures for archiving data <input type="checkbox"/> Procedures for managing questionable and incorrect data <input type="checkbox"/> Guidelines for protection against unauthorized changes <input type="checkbox"/> The data source/s was immediately available upon request. <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) What is the issue?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Lack of any data source. <input type="checkbox"/> Data definitions are missing <input type="checkbox"/> Procedures for eliminating duplicate data are missing <input type="checkbox"/> Procedures for archiving data are missing <input type="checkbox"/> Procedures for managing questionable and incorrect data are missing <input type="checkbox"/> Guidelines for protection against unauthorized changes are missing <input type="checkbox"/> Lack of complete data source (explain what is missing): <input type="checkbox"/> Other, please explain: <p style="margin-left: 40px;">What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED	

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.4 Data Quality

3.4.1 NGOs have guidelines to estimate and improve quality when necessary.

Criteria for indicator 3.4.1		
1. Data Quality Guidelines for datasets supplied by NGO distributors are documented and are immediately available upon request.		Points Earned
	<p><input type="checkbox"/> This criterion is fulfilled. (6 points possible)</p> <p style="padding-left: 40px;">Name and Date of Data Source/s Document (guidelines for cleaning data from multiple sources):</p> <p style="padding-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="padding-left: 40px;">The guidelines for data quality include, at minimum:</p> <p style="padding-left: 80px;"><input type="checkbox"/> Data definitions (1 point)</p> <p style="padding-left: 80px;"><input type="checkbox"/> Procedures for ensuring the data are complete (1 point)</p> <p style="padding-left: 80px;"><input type="checkbox"/> Procedures for ensuring the data are accurate (1 point)</p> <p style="padding-left: 80px;"><input type="checkbox"/> Procedures for ensuring data are available when it is needed (1 point)</p> <p style="padding-left: 80px;"><input type="checkbox"/> Procedures for ensuring data are collected and disseminated on time (1 point)</p> <p style="padding-left: 80px;"><input type="checkbox"/> Procedures for data quality assessments or audits (1 point)</p> <p style="padding-left: 80px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Data definitions are missing.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Procedures for ensuring the data are complete are missing.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Procedures for ensuring the data are accurate are missing.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Procedures for ensuring data are available when it is needed are missing.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Procedures for ensuring data are collected and disseminated on time are</p>	

Total Market Approach Stewardship Capacity Assessment Questionnaire

	<p>missing.</p> <p><input type="checkbox"/> Procedures for data quality assessments or audits are missing.</p> <p><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p><input type="checkbox"/> Other, please explain:</p> <p>What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.4.2 The public sector data has guidelines to estimate and improve quality

Criteria for indicator 3.4.2		Points Earned
<p>1. Data Quality Guidelines for datasets supplied by the public sector are documented and are immediately available upon request.</p>		Points Earned
<p><input type="checkbox"/> This criterion is fulfilled. (6 points possible)</p> <p style="margin-left: 40px;">Name and Date of Data Source/s document (guidelines for cleaning data from multiple sources):</p> <p style="margin-left: 40px;">Format of Source: <input type="checkbox"/> electronic or <input type="checkbox"/> paper</p> <p style="margin-left: 40px;">The guidelines for data quality include, at minimum:</p> <p style="margin-left: 80px;"><input type="checkbox"/> Data definitions (1 point)</p> <p style="margin-left: 80px;"><input type="checkbox"/> Procedures for ensuring the data are complete (1 point)</p> <p style="margin-left: 80px;"><input type="checkbox"/> Procedures for ensuring the data are accurate (1 point)</p> <p style="margin-left: 80px;"><input type="checkbox"/> Procedures for ensuring data are available when it is needed (1 point)</p> <p style="margin-left: 80px;"><input type="checkbox"/> Procedures for ensuring data are collected and disseminated on time (1 point)</p> <p style="margin-left: 80px;"><input type="checkbox"/> Procedures for data quality assessments or audits (1 point)</p> <p style="margin-left: 80px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> Lack of any data source.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Data definitions are missing.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Procedures for ensuring the data are complete are missing.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Procedures for ensuring the data are accurate are missing.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Procedures for ensuring data are available when it is needed are missing.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Procedures for ensuring data are collected and disseminated on time are missing.</p> <p style="margin-left: 40px;"><input type="checkbox"/> Procedures for data quality assessments or audits are missing.</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

	<p><input type="checkbox"/> Lack of complete data source (explain what is missing):</p> <p><input type="checkbox"/> Other, please explain:</p> <p>What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.5 Data Dissemination

3.5.1 FP Commodity data are disseminated.

Criteria for Indicator 3.5.1		Points Earned
<p>1. The FP Planning agency disseminates FP commodity data to the public (citizens, partners, commercial enterprises) and government stakeholders at least once in the last 12 months.</p>		
<p><input type="checkbox"/> This criterion is fulfilled. (4 points possible)</p> <p style="margin-left: 40px;">Name and Date of Data Source/s Document for each of the target audiences:</p> <p style="margin-left: 40px;"> <input type="checkbox"/> Citizenry (available to the general public) (1 Point) <input type="checkbox"/> paper <input type="checkbox"/> electronic </p> <p style="margin-left: 40px;"> <input type="checkbox"/> FP Partners (external Stakeholders such as donors, funders, and NGOs) (1 Point) <input type="checkbox"/> paper <input type="checkbox"/> electronic </p> <p style="margin-left: 40px;"> <input type="checkbox"/> Commercial Sector (1 Point) <input type="checkbox"/> paper <input type="checkbox"/> electronic </p> <p style="margin-left: 40px;"> <input type="checkbox"/> Government Stakeholders (1 Point) <input type="checkbox"/> paper <input type="checkbox"/> electronic </p> <p style="margin-left: 40px;"><input type="checkbox"/> The data source/s was immediately available upon request.</p> <p><input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue?</p> <p style="margin-left: 40px;"><input type="checkbox"/> There is no dissemination to the Citizenry.</p> <p style="margin-left: 40px;"><input type="checkbox"/> There is no dissemination to the FP Partners.</p> <p style="margin-left: 40px;"><input type="checkbox"/> There is no dissemination to the Commercial Sector.</p> <p style="margin-left: 40px;"><input type="checkbox"/> There is no dissemination to Government Stakeholders.</p>		

Total Market Approach Stewardship Capacity Assessment Questionnaire

	<p><input type="checkbox"/> Lack of available data sources</p> <p><input type="checkbox"/> Lack of complete data source (There is no evidence that dissemination occurred at least once in the last 12 months.)</p> <p><input type="checkbox"/> Other, please explain</p> <p>What are the obstacles to meeting this criterion?</p>	
TOTAL POINTS EARNED		

Total Market Approach Stewardship Capacity Assessment Questionnaire

3.6 Data Use

3.6.1 The government agency uses data collected from the public and private sector to improve access to family planning commodities.

Criteria for Indicator 3.6.1		
1. A report is routinely produced by a government agency (at least annually, for the last three years) that uses data collected from the public sector and the private sector for evidence-based decision-making.		Points Earned
<input type="checkbox"/> This criterion is fulfilled. (1 points possible) Name and Date/s of Data Source/s Document for each of the target audiences: <input type="checkbox"/> The data source/s was immediately available upon request. <input type="checkbox"/> This criterion has <i>not</i> been fulfilled. (0 points) If criterion has not been fulfilled, what is the issue? <input type="checkbox"/> Lack of available data sources <input type="checkbox"/> Lack of complete data source (No data source for each of the last three years.) <input type="checkbox"/> Other, please explain What are the obstacles to meeting this criterion?		
TOTAL POINTS EARNED		