



Social Welfare and Development Indicators Spot Check

Final Report

November 2023

Policy Development and Planning Bureau

EXECUTIVE SUMMARY

The Social Welfare and Development Indicators (SWDI) serve as a Department of Social Welfare and Development (DSWD) Management tool used for assessing the well-being of beneficiaries and guiding grassroots case management. In September 2023, the DSWD conducted a SWDI assessment involving 1,207,545 household beneficiaries tagged as non-poor in Listahanan 3.

To ensure the accuracy, validity, and reliability of the SWDI, the Policy Development and Planning Bureau (PDPB) conducted spot checks across six (6) regions nationwide. These spot checks utilized a two-stage sampling design, combining purposive and simple random sampling without replacement for both stages.

The SWDI Spot Check process involves several measures to uphold data quality. It includes the observation of actual assessments and interviews by City/Municipal Links (C/MLs) to validate the accuracy of asking questions and scoring based on the approved SWDI Manual. Additionally, beneficiaries underwent re-interviews with spot check team to provide independent assessments and feedback, with their score sheets cross-referenced with those filled out by C/MLs. The spot check team also inspects encoding stations, verifying whether encoding is performed by hired encoders and through the SWDI-Information System, while randomly comparing encoded SWDI score sheets with the original ones. Following field spot checks, the PDPB carries out SWDI-IS data validation to detect encoding errors, inconsistencies, and inaccuracies in the data.

In total, this spot check covered observing 229 C/MLs, re-assessing 280 4Ps beneficiaries, interviewing 24 encoders, and validating 360 SWDI forms in SWDI-IS. This comprehensive process aimed to ensure the integrity of SWDI data and its role in the well-being assessment of beneficiaries.

Key Findings

Generally, positive adherence by the C/MLs to SWDI Protocols was evident. Overall, the results of the observation of SWDI Assessment conducted by C/MLs are positive. Most of the C/MLs followed the SWDI assessment protocols correctly and demonstrated a good understanding of the SWDI instrument. However, there are a few areas where improvement is needed along the following areas: (a) Communication; (b) Documentation; (c) Use of the SWDI instrument; and (d) Knowledge of the SWDI instrument.

Well-being Classifications of 4Ps Beneficiaries in the re-assessment results are significantly different from the original assessment. In the original assessment, 79% of the 4Ps beneficiaries are classified as Level 2 (Subsistence), 19% are classified as Level 3 (Self-Sufficiency) and 2% are classified as Level 1 (Survival). After the PDPB spot check, the distribution of well-being levels shifted, with 90% now classified as Level 2, 7% as Level 3, and 3% as Level 1. The table below shows the percentage variations of 4Ps beneficiaries classified in certain levels of well-being. In the re-assessment, there is an increase of 1 percentage point in the number of beneficiaries categorized as Level 1, an 11 percentage point increase in Level

2, and a 12 percentage point decrease in Level 3. Similarly, the reassessment shows that there are actually fewer self-sufficient beneficiaries than initially anticipated.

Level of Well-Being	Original Assessment	Re-Assessment	Variance
Survival (Level 1)	2%	3%	1 percentage point
Subsistence (Level 2)	79%	90%	11 percentage point
Self-Sufficiency (Level 3)	19%	7%	-12 percentage point

These variances are likely due to multiple factors, including the subjective nature of some indicators (mostly in social adequacy component), which can lead to differing scores by different assessors. Due to the absence of Means of Verification (MOVs), the SWDI tool heavily depends on self-reported and recalled responses, thereby constraining the precision of the gathered information. Additionally, difficulties in answering income-related questions and recalling health service usage contribute to the disparities. Despite these variances in the SWDI Index Score, it is important to note that 73% of the 280 re-assessed households have the same overall level of well-being as their original SWDI score.

Discrepancies between the encoded SWDI scoresheets and the data in the SWDI-IS were observed. The spot check team has noted discrepancies between the encoded SWDI scoresheets and the data in the SWDI-IS. In addition, the spot-check teams and encoders have reported various issues and challenges, including: (a) System downtime, (b) Data inaccuracies, (c) Data incompleteness and (e) System performance.

Precision of the Poverty and Food Thresholds used in SWDI-IS is not ensured. Aside from the validation of the encoded SWDI scoresheet, the spot check team also generated SWDI data directly from the SWDI-IS as part of the data validation process. The SWDI IS employs Provincial Poverty and Food Thresholds based on PSA data, disaggregated by rural and urban area. On the other hand, the spot check team used other available PSA data sets of regional and provincial poverty thresholds without distinguishing between rural and urban areas. A cross-validation using these available PSA data sets showed changes in household well-being levels, with 5,160 households experiencing shifts, including 67 from Level 2 to Level 1 and 5,092 from Level 3 to Level 2. These regional and provincial poverty thresholds are more suitable for accurate analysis and decision-making, given their comprehensive regional and provincial information and alignment with the SWDI manual's province-specific threshold indications.

Recommendations

Field Office Level

1. C/ML/Enumerators should refer to the Manual of Operations as needed during the SWDI Assessment.
2. 4Ps-RPMO should conduct refresher training on the SWDI Assessment to include the data privacy act, social case management and standard protocol in handling potential cases of abuse in the household.

3. To the extent possible, the 4Ps-RPMO should hire and train additional enumerators who can assist the C/MLs in conducting the SWDI assessment.
4. C/MLs and Enumerators should be able to clearly explain the purpose of the SWDI assessment to beneficiaries.
5. The RPMO may conduct similar spot-check activity, if possible, to identify the strengths and possible weaknesses of the SWDI assessment within the region.
6. The General Intake Sheet (GIS) must be updated prior to the conduct of SWDI. In that way, pre-generated information like 4Ps household ID, name of the grantee, family composition with corresponding birthday, name of school, and among others are included in the printed SWDI (manual) form.
7. Data capture, analysis, and actions for follow-through must be made for grantees or household members classified with disabilities. The absence of information affects the quality and procedure of assessment as well as case management to the beneficiary. Participate in providing feedback on the conduct periodic review of SWDI Indicators and Tools.

Central Office Level

4Ps-NPMO

- I. Update/develop the guidelines on the implementation arrangements for conducting the SWDI assessment, including clearly defining and delineating the roles and responsibilities of all stakeholders from the CO-OBS, FO, and LGU levels.
- II. Conduct regular Training of Trainers (ToT) on SWDI Assessment.
- III. Synchronize the conduct of Beneficiary Updating and SWDI Assessment.

PDPB

1. Conduct a comprehensive review of SWDI Indicators and Tools.
2. In consultation with oversight agencies, review the appropriate schedule and timing of SWDI assessment for each household beneficiary, taking into account that significant changes in the beneficiaries' outcome-level condition typically require several years. For instance, SWDI assessment can continue on an annual basis for selected household sample only. Master sample can be established for SWDI wherein sample household beneficiary should be surveyed annually. Census of all beneficiaries can be conducted at regular intervals (e.g. every 4 years).
3. Revisit the operational definition of family composition to capture the real situation of the household. The determination of the level of well-being will be significantly impacted if extended family members are excluded from the family composition because it will change the household's per capita.
4. Establish a data governance plan and mechanism for the conduct of SWDI to improve the accuracy, integrity and reliability of SWDI data.

ICTMS

1. NPMO/ICTMS to update the SWDI IS, specifically on the following indicators:
 - Regular updating of PSA official poverty and food threshold estimation, and cascade changes to the Field Offices and RPMOs

- Regular updating of statistical classification systems, such as Philippine Standard Geographic Code (PSGC), Philippine Standard Occupational Classification (PSOC), Philippine Standard Classification of Education (PSCED) and others.
 - IP Membership
 - Disability classifications as recommended by the RA 9442
2. Consider the user experience in system interface. The systems owner must align the data fields and requirements with the SWDI manual form. Relatedly, invest in User interface design research and/or analysis to address the needs, behaviors, and attitudes of users.
 3. Establish a data privacy protocol to protect the sensitive and personal data of beneficiaries being handled by field workers.

Table of Contents

I. RATIONALE	1
II. OBJECTIVES	1
III. METHODOLOGY	2
IV. RESULTS AND DISCUSSION	4
V. RECOMMENDATIONS	19
ANNEX A: DETAILED METHODOLOGY	22
ANNEX B: RESULT OF OBSERVATION OF ACTUAL SWDI ASSESSMENT/INTERVIEW ..	26
ANNEX C: SOCIAL ADEQUACY MATCHING	27

I. RATIONALE

The DSWD Pantawid Pamilyang Pilipino Program (4Ps) is the national poverty reduction strategy of the government which was institutionalized by the Republic Act No. 11310 or “An Act institutionalizing Pantawid Pamilyang Pilipino Program (4Ps)” signed on April 17, 2019. Patterned after the conditional cash transfer scheme implemented in other developing countries, 4Ps provides cash grants to beneficiaries provided that they comply with the set of conditions required by the program.

In the context of a broader national poverty alleviation strategy and comprehensive social protection initiative, the 4Ps program aims to align and collaborate with various government agencies. This collaboration is designed to lift targeted beneficiary households out of poverty and ensure they remain non-poor even after the prescribed maximum period for conditional cash grants.

An essential tool for gauging the well-being of 4Ps beneficiaries is the Social Welfare and Development Indicators (SWDI). SWDI serves as an assessment tool for determining and monitoring the beneficiaries' well-being levels, serving as the basis for grassroots case management. The SWDI baseline data collection took place in 2015 and was updated in 2019.

In September 2023, the DSWD conducted SWDI assessments for 4Ps beneficiaries identified as non-poor in Listahanan 3. As part of the proposed exit strategy for the 4Ps program, spot checks were carried out to assess the accuracy, validity, and reliability of the SWDI.

The Policy Development and Planning Bureau (PDPB), with support from the National Program Management Office (NPMO) and Field Offices, conducted quality spot checks of the SWDI assessment. These spot checks covered six (6) regions and were coordinated by the former Research & Evaluation Division of the PDPB.

II. OBJECTIVES

The main objective of the spot checks is to cross-check the accuracy and completeness of data that will be produced in the SWDI process.

Specifically, it aims to:

1. Monitor actual data collection and encoding conducted by the Field Offices;
2. Ensure proper administration of the SWDI tool based on the SWDI Manual;
3. Guarantee precise data entries in the SWDI Information System; and
4. Collect feedback from the beneficiaries on the conduct of the assessment.

III. METHODOLOGY

A. Area Selection

The main population of the SWDI spot checks is the 17 regions, covering 1,207,545 household beneficiaries tagged as non-poor in the Listahanan 3. However, due to limited fund support, the PDPB selected six (6) regions that will represent the Luzon, Visayas and Mindanao clusters. In selecting coverage areas, a two-stage sampling design is used with a combination of purposive and simple random sampling, without replacement for both two stages (*see Annex A for detailed explanation*). The spot checks will cover only one (1) province for the six (6) regions below.

Below is the distribution of city/municipality by type of selection conducted:

Table 1. Distribution of Cities/Municipalities by Sample Province

Region	Province	City/Municipalities			
		Within the Field Office	With Highest 4Ps Beneficiaries	Randomly Selected City/Municipality 1	Randomly Selected City/Municipality 2
Region III	Pampanga	San Fernando City	Candaba	Santa Ana	San Luis
Region VI	Iloilo	Iloilo City	San Rafael	Carles	San Miguel
Region VII	Cebu	Cebu City	Bogo	Lapu-lapu City	San Remigio
Region VIII	Leyte	Tacloban City	Ormoc City	Mahaplag	Palo
Region IX	Zamboanga Del Sur	Dumalinao	Pagadian City	Pitogo	Vincenzo A. Sagun
Region XI	Davao Del Sur	Davao City	Santa Cruz	Hagonoy	Matanao

For each target city or municipality, the spot check team closely observed ten (10) Pantawid beneficiaries undergoing assessments conducted by the C/MLs from start to finish. Additionally, in city/municipality 1 and 2, the team re-assessed four (4) beneficiaries who had already been assessed by the C/MLs. In contrast, city/municipality 3 and 4, the spot check team re-assessed twenty (20) beneficiaries each. Subsequently, prior the re-assessments, the spot check team conducted individual interviews with the assigned Pantawid beneficiaries.

The spot check team then randomly selected sixty (60) encoded SWDI forms from the encoding stations situated at the Field Office, Provincial, City, and Municipality levels and proceeded to validate these forms within the SWDI-IS.

B. Data Collection

Table 2 shows the breakdown of accomplished spot checks during the fieldwork conducted last August 28 to September 29, 2023. In total, this spot check covered observing 229 C/MLs, re-assessing 280 4Ps beneficiaries, interviewing 24 encoders, and validating 360 SWDI forms in SWDI-IS. This comprehensive process aimed to ensure the integrity of SWDI data and its role in the well-being assessment of beneficiaries.

Table 2. Breakdown of Accomplishments by Spot Check Procedure

Region/Province	Cities/ Municipalities	No. of C/MLs Observed	No. of 4Ps Beneficiaries Re- Assessed	No. of Encoders Interviewed	No. of SWDI Forms Validated in SWDI IS
Region III (Pampanga)	San Fernando	10	4	4	60
	Candaba	10	4		
	Sta. Ana	10	20		
	San Luis	10	20		
SUB TOTAL		40	48	4	60
Region VI (Iloilo)	Iloilo City	10	4	4	60
	San Miguel	10	4		
	San Rafael	10	20		
	Carles	10	19		
SUB TOTAL		40	47	4	60
Region VII (Cebu)	Cebu	10	4	4	60
	Lapu-lapu	10	18		
	San Remigio	10	20		
	Bogo	10	4		
SUB TOTAL		40	46	4	60
Region VIII	Tacloban	10	4	4	60
	Ormoc	10	4		
	Mahaplag	10	20		
	Palo	10	20		
SUB TOTAL		40	48	4	60
Region IX (Zamboanga del Sur)	Pagadian	10	4	4	60
	Dumalinao	10	4		
	Pitogo	10	20		
	Vincenzo	10	17		
	Sagun				
SUB TOTAL		40	45	4	60
Region XI (Davao Del Sur)	Davao City	4	4	4	60
	Sta. Cruz	6	3		
	Hagonoy	10	19		
	Matanao	9	20		
SUB TOTAL		29	46	4	60
OVERALL TOTAL		229	280	24	360

To ensure the quality of data that will be produced during the SWDI Assessment, the spot check team visited the target areas and performed the following procedures:

Procedure 1: Observation of Actual Assessment/Interview. To minimize the potential enumerators error and avoid any form of bias assessment, the assigned spot check team observed the actual assessment that are being conducted by the C/MLs. The team monitored whether the C/MLs properly administered the SWDI tool during the actual interviews with the beneficiaries. For each area assigned, the spot check team observed at least one (1) family being interviewed from start to finish and took note of whether: (a) Questions were correctly asked (indicators were not misinterpreted); and (b) Responses of beneficiaries were correctly scored and recorded.

Procedure 2: Re-interview of Beneficiaries. Another means of assessing whether the tool is properly administered and the score sheet is correctly filled out is to re-interview the beneficiaries. Each spot check team member was assigned with families (randomly selected) who were subjected to re-interview. During the re-interview, the team member performed the following:

- **Assessed the beneficiaries using the SWDI Tool.** The spot check team conducted a completely independent re-assessment of the families assigned and filled out a new score sheet for each family.
- **Got feedback from the beneficiaries.** After the re-assessment of the assigned family, the spot check team member interviewed the respondent with another set of questions that aimed to get feedback the conduct of their original SWDI Assessment.
- **Assessment of accomplished SWDI Score sheet from the re-interviewed beneficiaries and Score sheet filled out by C/MLs.** In the encoding sites, the spot check team retrieved the score sheets (filled out by C/MATs) of the families re-interviewed. Collected data in the two score sheets were compared and deviations were reported during the exit conferences.

Procedure 3: Visits to Encoding Stations. While at the encoding stations set up at the Field Offices and/or at the Provincial Operations Offices, the spot check team: (a) Checked whether encoding is done by hired encoders; (b) Checked whether encoding is done through the SWDI-Information System; (c) Randomly selected 60 encoded SWDI score sheets; and (d) Matched encoded data in the SWDI-IS vis-à-vis data in the filled-out score sheets.

Procedure 4: SWDI-IS Data Validation. After the conduct of field spot check, the team conducted SWDI-IS data validation to further check possible encoding errors, inconsistencies, and inaccuracies in the data.

IV. RESULTS AND DISCUSSION

A. Procedure 1: Observation of Actual Assessment/Interview

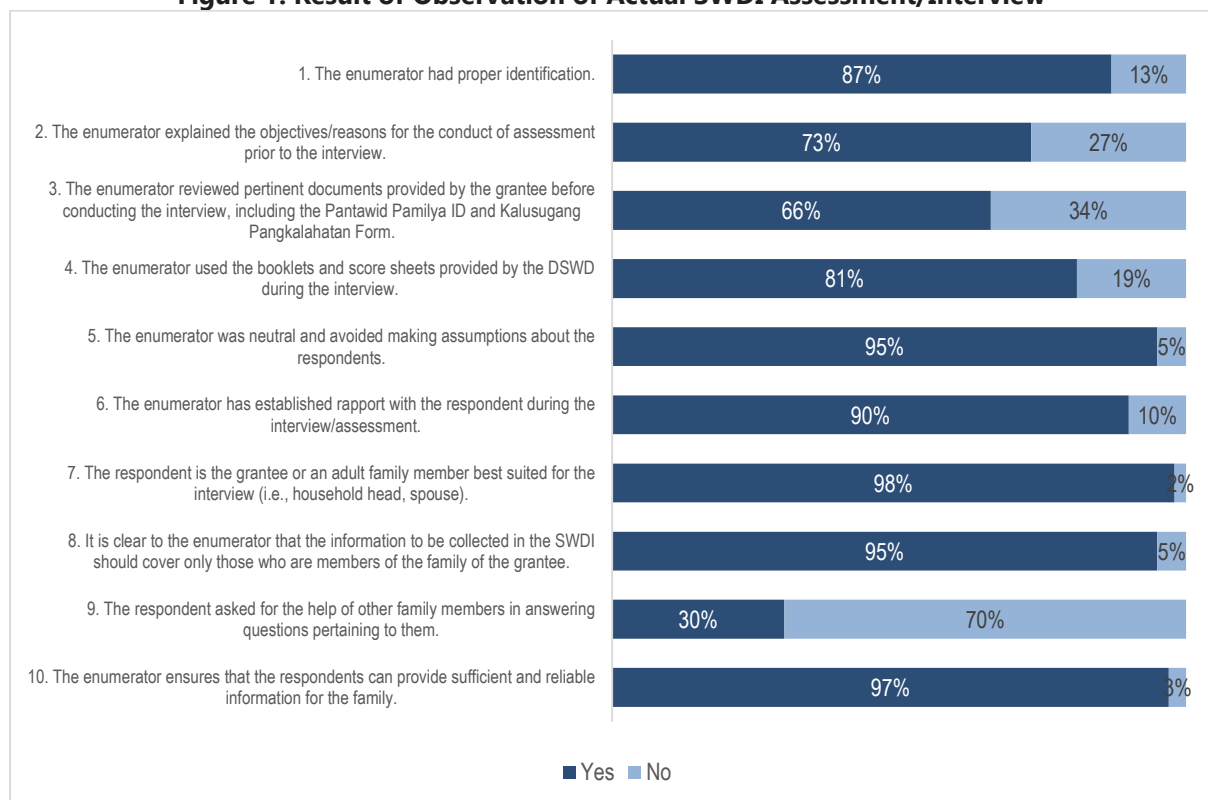
Generally, positive adherence by the C/MLs to SWDI Protocols was evident. The assigned spot check team observed the actual assessment/interviews that are being conducted by the C/MLs. The team monitored whether the C/MLs properly administered the SWDI tool during the actual interviews with the beneficiaries. The observation items included in the spot check tool assess the C/MLs' adherence to the SWDI assessment protocols, as well as their knowledge and understanding of the SWDI instrument. Overall, the results of the observation of SWDI Assessment conducted by C/MLs are positive (see Annex B). Most of the C/MLs followed the SWDI assessment protocols correctly and demonstrated a good understanding of the SWDI instrument. However, there are a few areas where improvement is needed as shown in Figure 1, 1.1 and 1.2.

Majority of the C/MLs effectively communicated the objectives of the SWDI Assessment. During the observation of actual assessment, it was found that 73% of the C/MLs consistently conveyed the objectives and reasons for the SWDI assessment to the respondents before

initiating the interview. This step is crucial in ensuring the active engagement and cooperation of the respondent. It establishes a clear understanding for the beneficiaries regarding the purpose of this process. It not only fosters transparency but also conveys the importance of their participation and provision of accurate and meaningful information, which is essential for the success of the SWDI assessment.

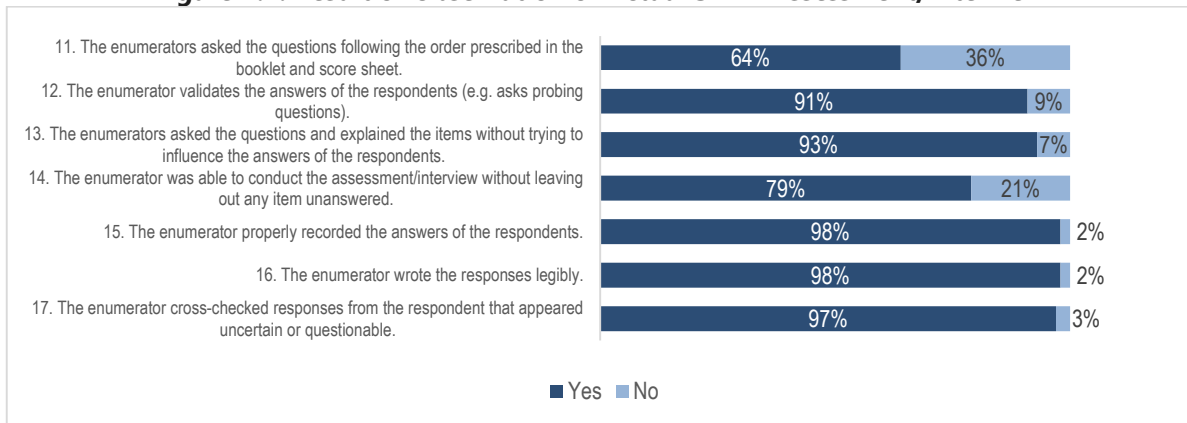
Only 66% of C/MLs routinely reviewed the pertinent documents provided by the grantee before conducting the interview. In order to have a smooth administration of the interview, the beneficiaries must be told about the necessary documents that they need to prepare such as the Pantawid Pamilya ID, the Kalusugang Pangkalahatan Form, among others. Reviewed of the mentioned documents is significant as it allows C/MLs to gain a more comprehensive understanding of the household's situation. The documents often contain valuable information that can help C/MLs tailor their approach, identify specific needs, and provide more targeted assistance.

Figure 1. Result of Observation of Actual SWDI Assessment/Interview



Only 64% of the observed C/MLs asked the questions following the prescribed order of the questionnaire. The use of the SWDI instrument is a fundamental part of the process for assessing the well-being and needs of 4Ps households. However, it was found that only 64% (see figure 1.1) the C/MLs consistently followed the prescribed order when asking the questions outlined in the booklet and score sheet. This observation underlines the critical importance of adhering to the recommended sequence of SWDI assessments. A consistent order of questions allows for better quality control in the assessment process. It is easier to identify errors or deviations from the standard when there is a clear and prescribed sequence.

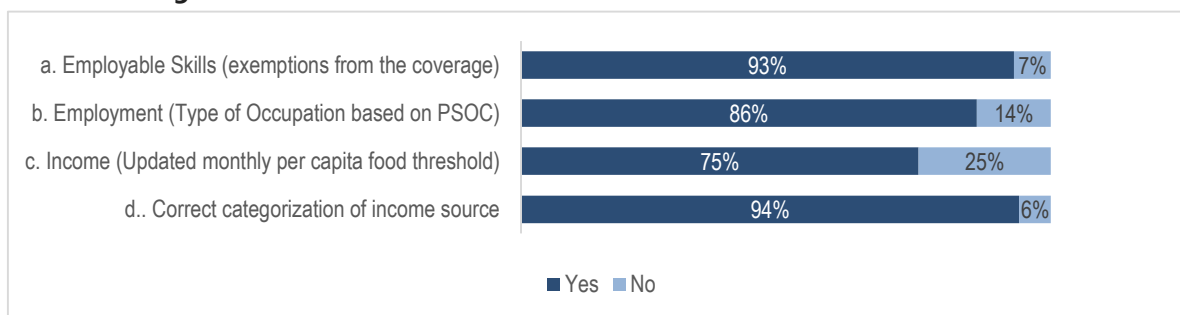
Figure 1.1. Result of Observation of Actual SWDI Assessment/Interview



Only 75% of C/MLs were familiar with the updated monthly per capita food threshold.

Figure 1.2 shows that almost all of C/MLs has correct categorization of employable skills, employment type and income source. However, only 75% were familiar with the updated monthly per capita food threshold. Information of the families monthly per capita food threshold is a crucial component of the SWDI score computation, as it serves as a fundamental element in determining the level of income component of the households. It also plays a fundamental role in determining the financial well-being of the household. When C/MLs are familiar with this threshold, they are better equipped to accurately assess and report the economic status of the households they engage with.

Figure 1.2. Result of Observation of Actual SWDI Assessment/Interview



Good Practices

As observed by the spot check team during the SWDI assessment conducted by the C/MLS, several commendable practices were noted. These practices demonstrated the dedication and resourcefulness of the C/MLs in ensuring accurate and comprehensive assessments:

1. Some C/MLs employed various verification methods to enhance the accuracy and comprehensiveness of the SWDI assessments. This included using case folders as a ready reference, on-site inspection of the house structure while inquiring about construction materials, and cross-referencing birth certificates to recall children's birthdates.
2. C/MLs displayed an understanding of the importance of building trust and rapport with the respondents. They effectively managed the range of emotions encountered during assessments and allowed respondents the time to express themselves. Using the native

language and avoiding jargon or technical terms made the interviews more accessible and empathetic.

3. Some C/MLs took initiative by preparing computer-generated General Information Sheet (GIS) forms. These forms facilitated clearer, more reliable, and faster updates of household profiles. Additionally, others prepared actual photos of beneficiaries' houses, adding a visual dimension to the assessment process.
4. Many C/MLs demonstrated a good understanding of the SWDI codes. This familiarity streamlined their work, allowing them to navigate the booklet more efficiently. While some C/MLs used the booklet to double-check their codes and scores, others employed e-classification from PSA to support their assessments.
5. Most C/MLs wore proper identification, including the ARTA ID and DSWD red vests. This not only adhered to professional standards but also allowed beneficiaries to quickly recognize them during assessments.
6. Some C/MLs utilized the beneficiaries' Family Development Sessions (FDS) learnings or participation to validate the answers provided on the social adequacy portion of the SWDI form. This practice ensured a more comprehensive and informed assessment.

These good practices reflect the dedication and commitment of the C/MLs to ensure accurate and reliable assessment of households. Recognizing these positive efforts, the DSWD can further encourage and support C/MLs in their essential role of evaluating and addressing the welfare and development needs of the communities we serve. These practices not only contribute to the reliability of our assessments but also foster a positive and respectful interaction between C/MLs and the households they engage with.

Areas for Improvement

While the SWDI assessment serves as a critical tool for tailoring case management interventions to 4Ps households, there are key areas that have been identified for potential enhancement based on the observations made by the spot check team. Addressing these areas can further refine to minimize the enumerator errors during the process of SWDI assessment. The identified areas for improvement include:

1. **Clarifying Objectives:** Ensuring that C/MLs clearly convey the true objectives of the SWDI assessment to respondents, fostering transparency and cooperation.
2. **Documentation Checks:** Requesting a copy of the Kalusugang Pangkalahatan Form and verifying the *Pantawid Pamilya* IDs before initiating the interview to ensure accurate information of household's demographics.
3. **Indicator Coding:** Double-checking that all indicators are accurately coded, guaranteeing data accuracy in the assessment.
4. **Reference Period:** Consistently using the past six months as the reference period when collecting information to maintain uniformity in data collection.
5. **Question Sequence:** Adhering to the prescribed order of questions to ensure consistency and avoid or minimize the potential bias responses.
6. **Utilize the SWDI Booklet:** Using the SWDI booklet as a reference for levels and codes to facilitate standard protocols of SWDI assessment.
7. **Income Sources:** Probing for additional sources of income to provide a more comprehensive understanding of the household's financial situation.

8. **Put emphasis on Social Adequacy Component:** Asking questions related to child rights, gender-based violence, and disaster preparedness are important component of SWDI to capture vital information of families awareness of relevant social issues. The social adequacy contains more than 60% weights of the overall SWDI score.
9. **Verification of Certificates:** Checking certificates and other documents as means of verification (MOVs) for employable skills to ensure accuracy in assessing the employability of household members.
10. **Pre-generated SWDI Form:** Implementing pre-generated SWDI forms to expedite the data entry process and reducing intake errors.
11. **Providing Next Steps:** Furnishing 4Ps households with clear information on the subsequent steps in the case management process after the SWDI administration to enhance their understanding and engagement.
12. **Data Privacy:** Avoiding any violations of data privacy to protect the confidentiality of the information gathered during the assessment.
13. **Awareness of Specific Needs:** Acquiring prior information about the grantee's condition, such as being hard of hearing or having special requirements, to ensure a tailored and accommodating assessment.
14. **Professional Attire:** Wearing appropriate clothing and safety footwear to maintain a professional appearance and ensure safety while conducting assessments.

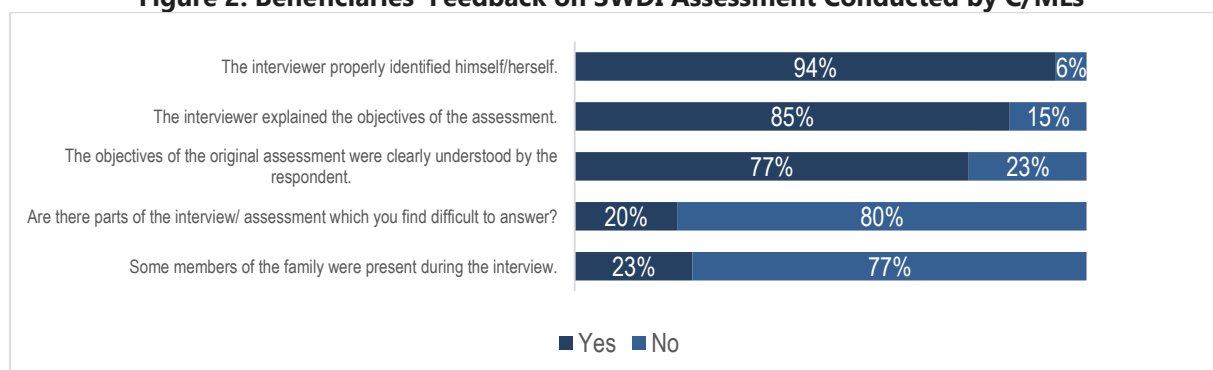
B. Procedure 2: Re-interview of Beneficiaries

To gather the feedback and experience of the beneficiaries on the SWDI administered by the C/MLs, the spot check team asked them a series of questions. Figure 2 shows the beneficiaries' feedback on SWDI Administration conducted by C/MLs.

94% of beneficiaries saying that the C/ML properly identified himself/herself prior the conduct of actual assessment The next highest percentage with positive response is on the C/ML explaining the objectives of the assessment with 85%, followed by those who provided positive response on the clear understanding of the objectives of the assessment with 77%.

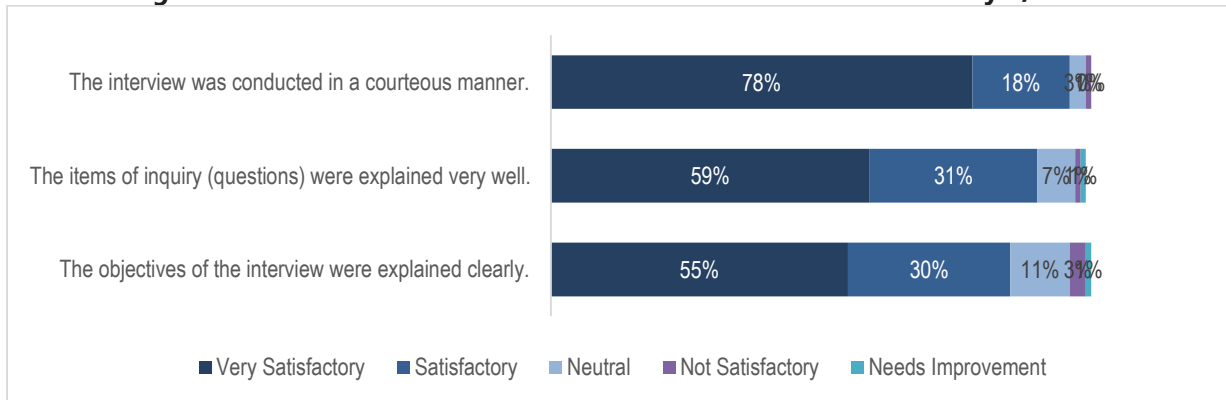
Further, only 20% of the respondents confirmed that there are parts of the interview which were difficult for them to answer. Households might encounter challenges when responding to income-related inquiries, and this can impact the calculation of the income component of Economic Sufficiency.. Likewise, only 23% of the respondents had their other family members present during the interview.

Figure 2. Beneficiaries' Feedback on SWDI Assessment Conducted by C/MLs



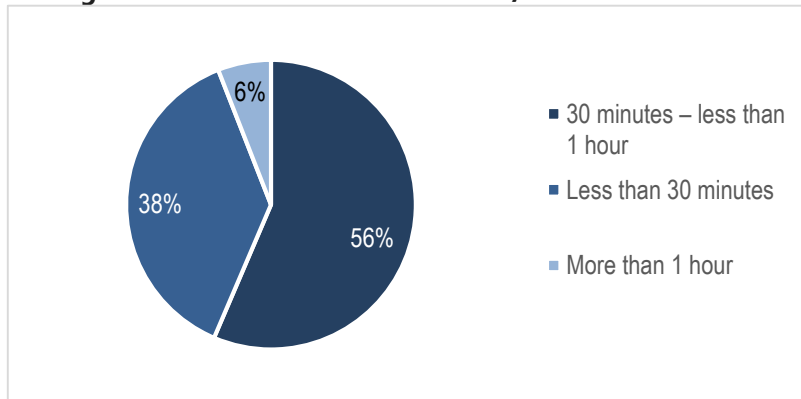
The respondents were generally very satisfied with the overall quality of the assessment, the C/MLs' ability to explain the assessment in a clear and understandable way, their ability to answer questions accurately and completely, and their professionalism and courtesy. Figure 3 shows the level of satisfaction of the beneficiaries on the SWDI assessment conducted by the C/MLs. The graph provides a very positive assessment of the SWDI assessment conducted by C/MLs.

Figure 3. Level of Satisfaction on the SWDI Assessment Conducted by C/MLs



Respondents were also asked about the duration of the assessment/interview. As shown in Figure 4, more than half (56%) of the respondents said that the assessment took 30 minutes to less than 1 hour, while 38% said that it took less than 30 minutes to finish.

Figure 4. Distribution of Assessment/Interview Duration



The spot check team was also tasked with verifying the accuracy of the SWDI assessment data by re-interviewing the beneficiaries. During the re-administration of the SWDI, the team identified a number of issues, including:

General Intake Sheet (GIS)

- Inaccuracies in the Family Roster/Composition section, such as incorrect ages and birthdates.
- Limited space in the GIS form, making it difficult to enter all of the required information.
- New C/MLs are not well-trained on how to complete the Family Roster/Composition section.

- Outdated beneficiary information, such as family members who have moved out, incomplete family lists, and non-eligible household members who are still listed on the GIS.
- The codes for Educational Attainment are not up-to-date with the current K-12 education system.
- Different municipalities use different terms for "Household Roster" and "Family Roster," which leads to inconsistencies among C/MLs and can affect the household's per capita income.

Computation of Household Income

- C/MLs usually do not indicate all qualified family members in table C1 (Salaries and Wages from Employment)
- Deviations were observed because the C/MLs do not usually ask the following income sources:
 - Cash Commission, Tips, Bonus; Cash Allowance; Basic Compensation (in kind)
 - Receipts, gifts, support and assistance from other families/entities in the country (In kind)
 - Imputed rental of owner-occupied dwelling unit
- There is no manual computation of values for the last table of income section in the actual scoresheet. Further, only "levels" are generated by the IS (no codes).

Social Security and Access to Financial Institutions

- In some cases, C/MLs failed to ask for access to formal financial institutions such as pawnshops, loan associations, and microfinance aside from membership to government or social security agencies.

Health and Education

- Respondents do not remember the exact number of times they availed of health services, thus the differences in the codes/scores. Respondents strongly rely on the probing questions of the enumerator.
- On Functional Literacy, some C/MLs still asked the members about their reading, writing, understanding, and counting skills even though this is not necessary (for members who are at least high school graduates and are currently in school).

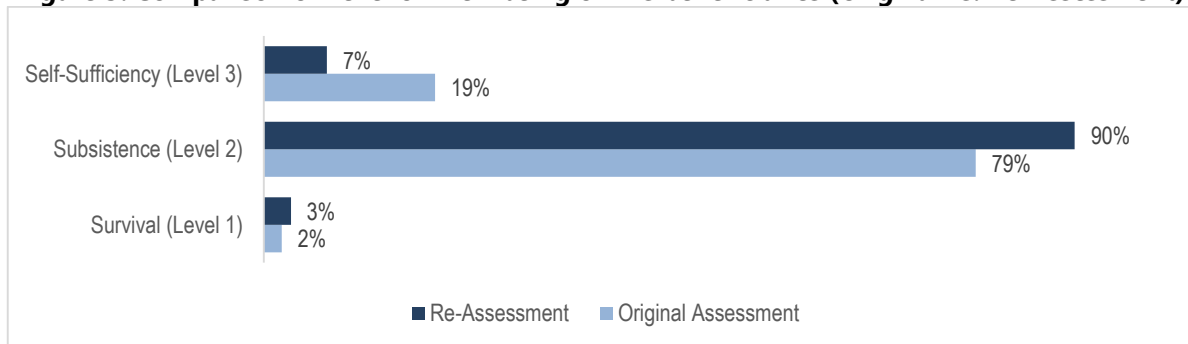
Comparative Analysis of SWDI Score

After gathering the feedback from the beneficiaries, the spot check team conducted a completely independent re-assessment of the families and filled out a new score sheet for each family. Collected data in the two score sheets (filled out by C/MLs vs. filled out by spot-check team) were compared and deviations were observed.

Well-being Classifications of 4Ps Beneficiaries in the re-assessment results are significantly different from the original assessment. In the original assessment, 79% of the 4Ps beneficiaries are classified as Level 2 (Subsistence), 19% are classified as Level 3 (Self-Sufficiency) and 2% are classified as Level 1 (Survival). After the PDPB spot check, the

distribution of well-being levels shifted, with 90% now classified as Level 2, 7% as Level 3, and 3% as Level 1. There are variations in the number of 4Ps beneficiaries classified in certain levels of well-being as shown in the figure below.

Figure 5. Comparison of Level of Well-being of 4Ps beneficiaries (Original vs. Re-Assessment)



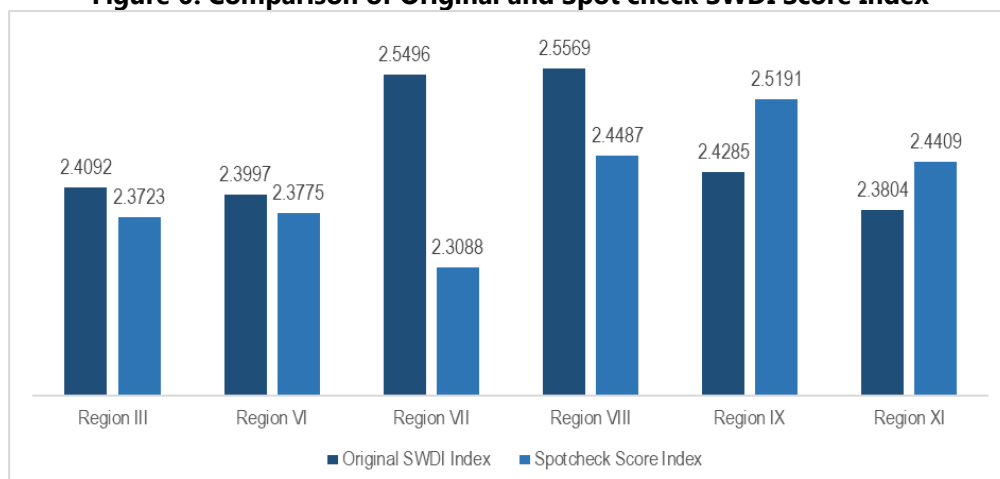
Well-being of Pantawid beneficiaries is lower in the re-assessment when compared to the original assessment. Table 3 shows the well-being of Pantawid beneficiaries is lower in the re-assessment when compared to the original assessment. This difference is evident when we compare the scores from the two assessments. In the re-assessment, there is an increase of 1 percentage point in the number of beneficiaries categorized as Level 1, an 11 percentage point increase in Level 2, and a 12 percentage point decrease in Level 3. Similarly, the reassessment shows that there are actually fewer self-sufficient beneficiaries than initially anticipated.

Table 3. Distribution of 4Ps Beneficiaries per Level of Well Being (Original vs. Re-Assessment)

Level of Well-Being	Original Assessment	Re-Assessment	Variance
Survival (Level 1)	2%	3%	1 Percentage Point
Subsistence (Level 2)	79%	90%	11 Percentage Point
Self-Sufficiency (Level 3)	19%	7%	-12 Percentage Point

Moreover, figure 7 shows the overall SWDI Index Scores. Index score variations are high in Region VII from 2.5496 (Original SWDI Index Score) to 2.3088 (Spot check SWDI Index Score).

Figure 6. Comparison of Original and Spot check SWDI Score Index



The variances and discrepancies in the levels of well-being as well as the SWDI score index are likely due to multiple factors such as:

- **Subjective indicators**

Several indicators, particularly in the Social Adequacy component of the SWDI tool, are subjective by nature, meaning they rely on the judgment or interpretation of the assessor. This inherent subjectivity can lead to variations in scoring, as different assessors may interpret and apply the criteria differently. For instance, the indicator "Has access to medical services" might be scored differently by assessors depending on their understanding of what constitutes "access" and the availability of medical services in the respondent's community.

Furthermore, respondents may face difficulties in accurately recalling specific details, such as the number of times they have availed of health services. This lack of readily available information can lead to inconsistencies in responses and, consequently, affect the precision of the gathered data. The absence of Means of Verification (MOVs) for certain indicators further reinforces the reliance on self-reported and recalled information, limiting the tool's ability to validate the accuracy of responses.

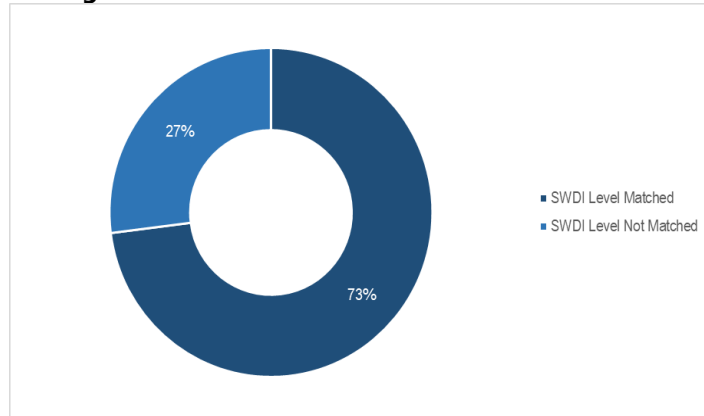
- **Income-Related Questions**

Households may encounter challenges when answering income-related questions due to various factors, including:

- Sensitivity of income information: Respondents may be hesitant to disclose accurate income information due to privacy concerns or fear of potential repercussions. This reluctance to provide truthful responses can lead to underreporting or misrepresentation of household income.
- Complex income structures: In many households, income may come from various sources, such as employment, business ventures, or agricultural activities. Accurately capturing and aggregating income from these diverse sources can be complex and may lead to discrepancies or inaccuracies in the calculation of total household income.
- Lack of documentation: Households may not maintain detailed records of their income, making it difficult to provide precise figures. This lack of documentation can contribute to estimation errors and inconsistencies in reported income levels.

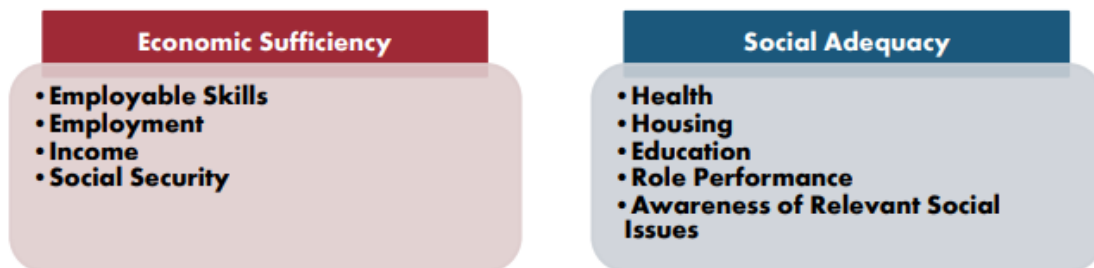
Though there are inconsistencies and discrepancies in the SWDI Index Score, it is noteworthy that 73% of the 280 re-assessed households matched the overall level of well-being scores in the initial SWDI assessment. In other words, the well-being levels for a significant majority of these households remained unchanged between the initial assessment and the re-assessment.

Figure 7. SWDI Level Matched and Not Matched



Major SWDI Components

Economic Sufficiency and Social Adequacy form the two pillars of the SWDI assessment framework. While Economic Sufficiency focuses on income and household capacities necessary to acquire basic living essentials, Social Adequacy delves into broader aspects of a family's living conditions that contribute to their overall well-being and security. These two components are further divided into the following subcomponents:

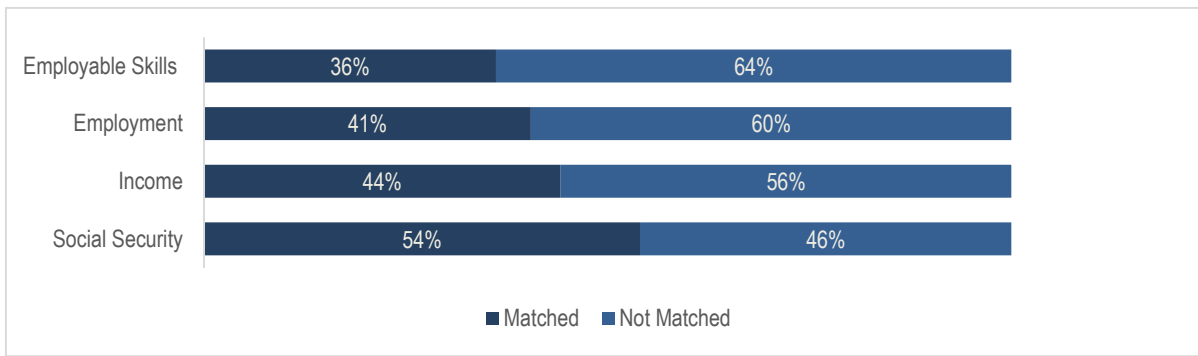


Economic Sufficiency

Figure 8 illustrates the high discrepancies observed in the Economic Sufficiency component. Employable skills (64%), employment (60%), and income (56%) accounted for the majority of these unmatched scores.

- **Employable skills and Employment.** Deviations may arise from the lack of verification processes for employable skills and employment. For instance, C/MLs may not routinely check certificates or other documentation to validate a household member's claimed skills or employment status.
- **Income.** C/MLs typically do not inquire about all potential income sources, including imputed rental income from owner-occupied dwellings, cash commissions, tips, bonuses, cash allowances, in-kind compensation, and receipts, gifts, support, and assistance received from other families or entities within the country. This omission can result in inaccurate household income calculations.

Figure 8. Result of Economic Sufficiency Matching

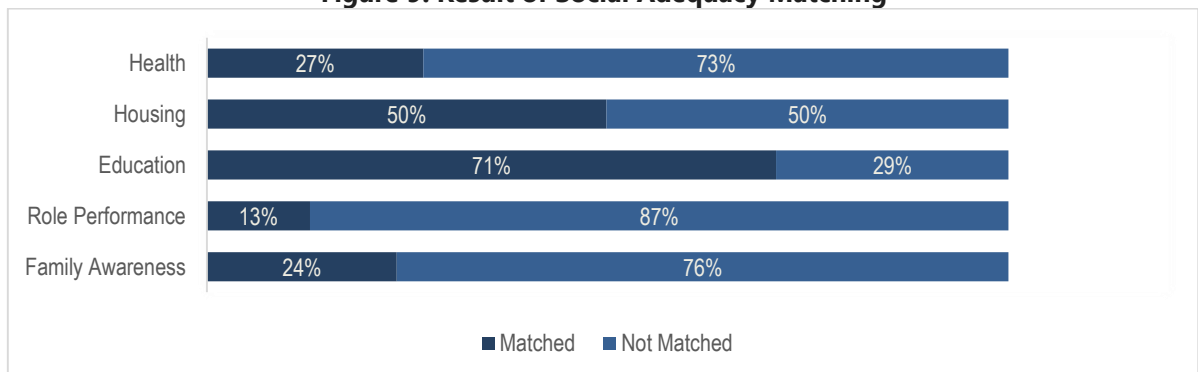


Social Adequacy

The Social Adequacy component, assigned a weight of 2/3, has a substantial impact on the overall well-being score, in contrast to the 1/3 weight given to the Economic Efficiency component. Figure 9 shows the results of the Social Adequacy matching process, revealing significant deviations from the existing SWDI scores for the following indicators:

- **Role Performance (87%):** The most substantial discrepancy lies in the involvement of family members in family activities, with a deviation of 59%. This subjective indicator heavily relies on the recall abilities of households. Cultivating trust and rapport with respondents can significantly impact the responses obtained for these indicators.
- **Family Awareness (76%):** High deviation scores were observed for family awareness of gender-based violence (61%) and children's rights (53%). These indicators assess a family's understanding of social issues and their ability to address these concerns.
- **Health (73%):** Notable discrepancies were identified in the utilization of accessible health services by family members (60%) and the health condition of family members in the past 6 months (47%). Respondents often faced difficulties in recalling health service utilization frequency, affecting their scores in this indicator. The Health component carries substantial weight in the Social Adequacy score, accounting for 46%.

Figure 9. Result of Social Adequacy Matching

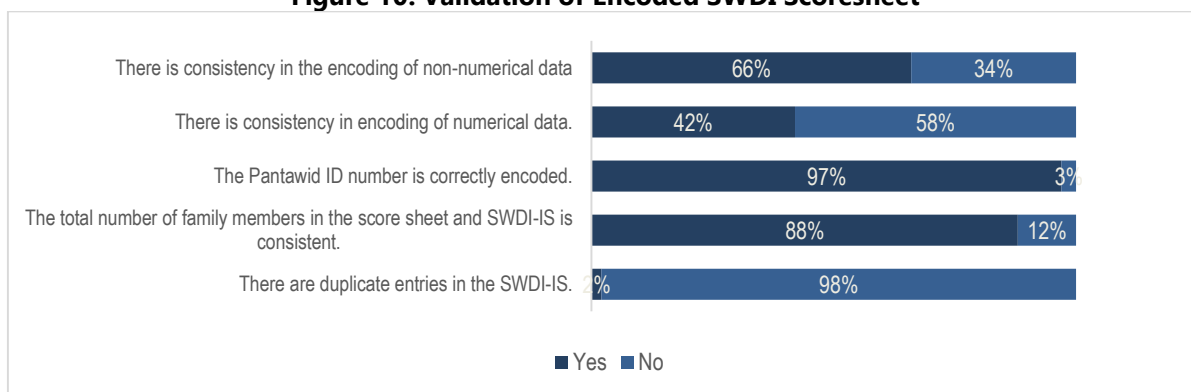


C. Procedure 3: Visits to Encoding Stations

Validation of Encoded SWDI Scoresheet

Utilizing a specialized tool, the spot check team conducted a validation to compare the encoded SWDI scoresheets against the data stored in the SWDI-IS. The findings revealed that over half (58%) of the validated scoresheets exhibited inconsistencies in the encoding of numerical data. Despite this, it is important to note that nearly all (98%) of the scoresheets were unique entries within the SWDI-IS, indicating a low incidence of duplicate records.

Figure 10. Validation of Encoded SWDI Scoresheet



Moreover, the validation revealed the following discrepancies:

Non-numerical Data Discrepancies:

- Misspelled names
- Incorrectly categorized information (e.g., primary occupation and class of work)

Numerical Data Discrepancies:

- Inconsistent income values
- Inaccurate codes for education, relation to grantee, nutritional status, housing, and sex
- Missing date of interview and 4Ps ID number in the scoresheet
- Inconsistent reporting of family members' utilization of accessible health services in the past six months
- Contradictory information regarding the family's access to drinking water and sanitary toilets
- Inconsistent responses about the tenure status of the housing unit
- Contradictory information regarding the family's most common practice of garbage disposal
- Inconsistent assessments of adults' functional literacy
- Inaccurate details about the name and school of enrolled children
- Inconsistent responses about the ability of parents and/or guardians to identify and resolve family problems
- Contradictory information regarding family members' participation in legitimate or widely recognized organizations
- Inconsistent levels of awareness about children's rights, gender-based violence, disaster risk reduction and management

In addition to these discrepancies, the spot-check team identified several challenges faced by encoders when using the SWDI IS:

1. System-Related Challenges

- Frequent system downtime, hindering data encoding efforts
- Occasional interruptions due to Global Protect signal outages, lasting from 1 to 5 hours, particularly in areas with weak signal strength
- System limitations that affect data accuracy, such as the inability to recognize "ñ or Ñ" characters and inconsistencies in birthdate capture formats between the GIS and SWDI IS

2. Data Integrity Issues

- Inaccurate data, such as missing or incorrect information related to IP membership, gender identification, and levels of well-being
- Incomplete data capture, with some manually completed SWDI forms lacking information on IP membership, gender identification, and levels of well-being
- Data entry errors, particularly in income-related information

3. Data Entry Inefficiencies

- Delays in encoded forms appearing in the system (15-20 minutes)
- Empty fields in some SWDI forms
- System design flaws, such as the inability to edit encoded forms
- Time-consuming data entry process, requiring manual entry of grantee/respondent's family members' names six times from the GIS to the SWDI Form, increasing the risk of intake errors

D. Procedure 4: SWDI-IS Data Validation

Aside from the validation of the encoded SWDI scoresheet, the spot check team also generated SWDI data directly from the SWDI-IS to further assess data quality and identified several discrepancies:

1. Data Entry Errors

- a. **Zero Values:** Some transactions exhibited zero values in the Poverty and Food Threshold fields, despite having corresponding levels of well-being. It is not accurate to say that there is zero income in the Philippines. The Income component of SWDI tried to capture total family income, including income (earnings), and receipts from others sources received during the reference period.

SWDI Transaction No.	Monthly_Provincial_Per_Capita_Poverty	Monthly_Provincial_Per_Capita_Food
_20230516141523252	0	0
_20230531151310190	0	0
_20230606105448130	0	0
_20230608141104233	0	0
_20230608142911555	0	0
_20230608151638630	0	0
_20230608162436703	0	0
_20230613122600274	0	0

- b. **Inconsistent Food and Poverty Thresholds:** Variations in Poverty and Food Threshold values were observed among transactions within the same province or city.

SWDI Transaction No.	Monthly_Provincial_Per_Capita_Poverty	Monthly_Provincial_Per_Capita_Food	region_n	prov_name	city_name
_20230516141523252	0	0	III	BATAAN	MORONG
_20230803155712933	0	0	III	BATAAN	ORION
_20230810104318286	0	0	III	BATAAN	DINALUPIH
_20230823215517789	0	0	III	BATAAN	LIMAY
_20230824120153504	0	0	III	BATAAN	MORONG
_20230919164429254	2381	1662.666667	III	BATAAN	MORONG
_20230918105129754	2413.166667	1685.166667	III	BATAAN	ORANI
_20231016233226363	2417	1687.75	III	BATAAN	PILAR
_20230210081001770	2448.5	1709.75	III	BATAAN	SAMAL
_20230327115136986	2448.5	1709.75	III	BATAAN	PILAR
_20230510095935986	2448.5	1709.75	III	BATAAN	DINALUPIH

- c. **Missing Family Size:** Certain transactions had *zero (0)* values for the Family Size field, a crucial factor in calculating household per capita income.

SWDI Transaction No.	Family_Size	Per_Capita_Income
_20230516141523252	0	0
_20230803155712933	0	0
_20230810104318286	0	0
_20230823215517789	0	0
_20230824120153504	0	0

- d. **Missing Indicator Values:** Some transactions lacked values for Economic Sufficiency Indicators and Social Adequacy Indicators.

SWDI Transaction No.	ES3	ES4	EconSuff
_20230629104210233	0	0	0.17
_20230605091921286	0	1	0.31
_20230516141523252	0	0	0
_20230803155712933	0	0	0
_20230810104318286	0	0	0
_20230823215517789	0	0	0
_20230824120153504	0	0	0

SWDI Transaction No.	HC1	HC2	HC3	HC4
_20230629104210233	0	0	0	0
_20230715044434421	0	0	0	0
_20230824113633137	0	0	0	0
_20230824144726296	0	0	0	0
_20230911103418630	0	0	0	0
_20230614104500685	0	0	0	0
_20230614115834443	0	0	0	0
_20230704103046190	0	0	0	0

Taking into account our previous detection of data entry errors and system performance issues, there is a high likelihood that the transactions mentioned above are connected to these problems. Although such occurrences might be rare, these indicators hold significant importance in evaluating the overall wellbeing of households. Hence, it is imperative to promptly address and rectify these entries within the database, along with addressing any potential system bugs, to avoid the risk of these erroneous entries being included in SWDI

reports. Addressing these issues comprehensively will ensure the accuracy and reliability of the data used for assessment.

2. Poverty and Food Threshold Data

The Provincial Poverty and Food Threshold used in the SWDI-IS was based on the *PSA Annual Per Capita Food and Poverty Thresholds, by Region, Province and Urban/Rural Classification: 2021*. This data should ideally differentiate between rural and urban areas within a province. Meanwhile, the PSA also has other available data of *Annual Per Capita Poverty Threshold and Poverty Incidence Among Families with Measures of Precision, by Region and Province: 2021* as well as *Annual Per Capita Food Threshold and Subsistence Incidence Among Families with Measures of Precision, by Region and Province: 2021*. These other available data sets offer a more accurate representation of poverty and food thresholds at the regional and provincial levels without requiring the specific rural and urban classification within provinces.

The spot check team then conducted a cross-validation of the SWDI-IS data of the covered spot check regions, utilizing the aforementioned other available data sets for Poverty and Food thresholds. The analysis revealed a shift in the level of well-being of households, with a total of 5,160 households experiencing a decline in their level of well-being when compared to the existing Food and Poverty Thresholds applied in the SWDI-IS calculations. This includes 67 households initially classified as Level 2, which were reclassified as Level 1 using the other available data sets. Additionally, 5,092 households originally categorized as Level 3 were reclassified as Level 2 based on the recalculations using the other available PSA Poverty and Food thresholds data sets. Further, analysis also revealed that there are also households experiencing an increase in their level of well-being when compared to the existing Food and Poverty Thresholds applied in the SWDI-IS calculations, which may be due to the inconsistent thresholds found on the system. This includes 523 households initially classified as Level 1, which were reclassified as Level 2 using the other available data sets. As well as, 20 households originally categorized as Level 2 were reclassified as Level 3 based on the recalculations using the other available PSA Poverty and Food thresholds data sets.

Table 4. Adjusted Computation using Alternate PSA Data Sets

		Adjusted Computation using alternate PSA data sets		
		Level 1	Level 2	Level 3
Original SWDI IS Computation	Level 1	2,657	523	0
	Level 2	67	1,015, 734	20
	Level 3	0	5,093	194,165

Thus, it may be implied that although the SWDI-IS used PSA data for poverty and food thresholds, there are more precise and comprehensive data sets available from the PSA. These other available data sets provide detailed information on poverty and food thresholds at the regional and provincial levels without the need to distinguish between rural and urban areas within each province. This makes the other data sets a more suitable choice for accurate analysis and decision-making, considering also that the SWDI manual only indicated the use of food and poverty threshold for each province only.

V. RECOMMENDATIONS

Field Office Level

1. C/ML/Enumerators should refer to the Manual of Operations as needed during the SWDI Assessment. The Manual of Operations should serve as a primary reference for enumerators, enabling them to conduct the SWDI Assessment accurately, consistently, and efficiently. By adhering to the manual, enumerators contribute to the overall success and credibility of the assessment, leading to meaningful and reliable level of wellbeing of Pantawid households.
2. 4Ps-RPMO should conduct refresher training on the conduct of SWDI Assessment to include the following:
 - All C/MLs must practice the data privacy act adhering to the principles and provisions for the protection of personal data, obtaining consent, implementing security measures, and being accountable for data privacy practices.
 - All C/MLs must understand the use of SWDI as one of the assessment tools in preparation for social case management. This includes understanding how the data collected through SWDI informs the formulation of intervention strategies for individuals and families in need of social services.
 - All C/MLs must apply the standard protocol if there are “potential” cases of abuse encountered during the administration of SWDI. C/MLs are expected to be vigilant and observant, identifying any unusual behavior, physical signs, or verbal cues that might suggest the possibility of abuse. Further, C/MLs should be aware of the standard protocols to ensure a consistent and appropriate response to safeguard the well-being of individuals who might be at risk. Prompt action is also expected to prevent further harm and protect the vulnerable individuals involved.
3. To the extent possible, the 4Ps-RPMO should hire and train additional enumerators who can assist the C/ML in conducting the SWDI assessment. By expanding the workforce, the 4Ps-RPMO can ensure that there are enough personnel to cover all the necessary areas, households, and individuals targeted for the assessment. Hiring additional enumerators ensures that the SWDI assessment can be conducted within a reasonable timeframe. C/ML/Enumerators should be able to clearly explain the purpose of the SWDI assessment to beneficiaries.
4. C/ML/Enumerators should be able to clearly explain the purpose of the SWDI assessment to beneficiaries. When the beneficiaries understand the purpose of the SWDI assessment, they will become active participants in the process and it would create a safe environment for beneficiaries encouraging honest responses.
5. The RPMO may conduct similar spot-check activity, if possible, to identify the strengths and possible weaknesses of the SWDI assessment within the region. Identifying strengths will allow the RPMO to acknowledge and reinforce these positive aspects, promoting consistency and best practices across the region. In the same way that identifying weaknesses is crucial for the RPMO to take corrective actions promptly and leading to improved implementation and enhance the overall quality of the assessment.
6. The GIS must be updated prior to the conduct of SWDI. In that way, pre-generated information like 4Ps household ID, name of the grantee, family composition with corresponding birthday, name of school, and among others are included in the printed

SWDI (manual) form.

7. Data capture, analysis, and actions for follow-through must be made for grantees or household members classified with disabilities. The absence of information affects the quality and procedure of assessment as well as case management to the beneficiary. Participate in providing feedback on the conduct periodic review of SWDI Indicators and Tools.
8. At the Regional Office, there is a need to establish Data Quality Control process that will require reviewing manually the SWDI score sheet before encoding in the SWDI-IS. Reviewing data manually allows for quality control by identifying and correcting errors and inconsistencies.

Central Office Level

4Ps-NPMO

1. Update or develop the guidelines on the implementation arrangements for conducting the SWDI assessment, including clearly defining and delineating the roles and responsibilities of all stakeholders from the CO, FO, and LGU levels. This clarity in roles promotes effective coordination, streamlined decision-making, consistent implementation, and enhanced collaboration, ultimately leading to the successful execution of the SWDI assessment.
2. Conduct regular Training of Trainers (ToT) on SWDI Assessment. ToT will help build expertise and ensure quality in the conduct of the SWDI assessment. Further, these trained trainers will aid in disseminating accurate information, maintaining high standards, and contributing to the success of the SWDI assessment. Synchronize the conduct of Beneficiary Updating and SWDI Assessment.
3. Synchronize the conduct of Beneficiary Updating and SWDI Assessment. Given that the SWDI assessment captures important household and beneficiary data especially on family roster, it would be a good opportunity to synchronize these data capture and ensure data consistency. Likewise, it would optimize the use of resources and minimize disruption to beneficiaries.

PDPB

1. Conduct a comprehensive review of SWDI Indicators and Tools.
 - Review the indicators on Economic Sufficiency for possible inclusion of household expenditures. This will provide a means to validate the income information provided by the household. While households may report their income, examining their expenditures offers a practical way to cross-verify this information. By comparing reported income against actual spending patterns, a more reliable picture of the household's financial status can be obtained, ensuring the accuracy of the economic sufficiency assessment.
 - Reevaluate the indicators on Social Adequacy to address the potential subjectivity of certain indicators and ensure the timeliness of indicators related to program conditions and desired outcomes. Social adequacy indicators often involve qualitative aspects, making them susceptible to interpretation and subjectivity. Reevaluating these indicators allows for a thorough examination of their wording, context, and potential biases.

2. In consultation with oversight agencies, review the appropriate schedule/timing for conducting SWDI for each household beneficiary, taking into account that significant changes in the beneficiaries' outcome-level condition typically require several years. For instance, SWDI assessment can continue on an annual basis for selected household sample only. Master sample can be established for SWDI wherein sample household beneficiary should be surveyed annually. Census of all beneficiaries can be conducted at regular intervals (e.g. every 4 years).
3. Revisit the operational definition of family composition to capture the real situation of the household. The determination of the level of well-being will be significantly impacted if extended family members are excluded from the family composition because it will change the household's per capita.
4. Establish a data governance plan and mechanism for the conduct and management of SWDI to improve the accuracy, integrity and reliability of SWDI data.

ICTMS

1. NPMO/ICTMS to update the SWDI IS, specifically on the following indicators:
 - Regular updating of PSA official poverty and food threshold statistics, and cascade changes to the Field Offices and RPMOs
 - Align under Economic Sufficiency the B. Employment dropdown selection of the SWDI-IS to the 2012 Philippine Standard Occupational Classification (PSOC) lists
 - Regular updating of statistical classification systems, such as Philippine Standard Geographic Code (PSGC), Philippine Standard Occupational Classification (PSOC), Philippine Standard Classification of Education (PSCED) and others.
 - IP Membership
 - Disability classifications as recommended by the RA 9442
2. Consider the user experience in using the system interface. The systems owner must align the data fields and requirements with the SWDI manual form. Relatedly, invest in UX design research and/or analysis to address the needs, behaviors, and attitudes of users.
3. Establish a data privacy protocol to protect the sensitive and personal data of beneficiaries being handled by field workers.

ANNEX A: DETAILED METHODOLOGY

Area Selection

The main population of the SWDI spot checks is the 17 regions, covering 1,207,545 household beneficiaries tagged as non-poor in the Listahanan 3. However, due to limited fund support, the PDPB selected seven (7) regions that will represent the Luzon, Visayas and Mindanao clusters. In selecting coverage areas, a two-stage sampling design is used with a combination of purposive and simple random sampling, with replacement for both two stages.

Table 1. Summary of Sampling Method Used

Stage 1 Sampling (Purposive)	Stage 2 Sampling (Purposive and Random)	Stage 3 Sampling Beneficiary Selection	Validation of SWDI Forms in SWDI IS
1 province per region - either the province where the encoding site or Field Office is located or the province with the highest number of Pantawid beneficiaries	1st city/municipality (purposive) - where the DSWD Field Office is located	A. Ten (10) Pantawid beneficiaries for observation of actual assessment/ interview	<ul style="list-style-type: none"> ● Sixty (60) encoded SWDI forms of Pantawid beneficiaries for validation in the SWDI-IS ● Four (4) encoders for interview
	2nd city/municipality (purposive) - has the highest number of Pantawid beneficiaries in the province	B. Four (4) Pantawid beneficiaries for re-interview (from the interviewed beneficiaries from July to August 2023)	
	3rd city/municipality (simple random) *Note: Barangay will be randomly selected. Can be replaced if no SWDI assessment is ongoing on the selected barangay	<ul style="list-style-type: none"> ● Ten (10) Pantawid beneficiaries for observation of actual assessment/ interview 	
	4th city/municipality (simple random) *Note: Barangay will be randomly selected. Can be replaced if no SWDI assessment is ongoing on the selected barangay	<ul style="list-style-type: none"> ● Twenty (20) Pantawid beneficiaries for re-interview (from the interviewed beneficiaries from July to August 2023) 	

Stage 1: Provinces

The spot checks will cover only one (1) province for the seven (7) regions below. For NCR, one district will be covered.

Table 2. Distribution of Sample Province

Region	Province	Number of 4Ps Beneficiaries	Criteria	
			Within the FO	Highest # of 4Ps
Region III	Pampanga	34,105	/	
Region VI	Iloilo	21,739	/	*/
Region VII	Cebu	55,361	/	/
Region VIII	Leyte	28,124	/	/
Region IX	Zamboanga Del Sur	30,591	/	/
Region XI	Davao Del Sur	20,389	/	/

Note: */ second province with the highest number of beneficiaries.

Stage 2: Cities/Municipalities

Below is the distribution of city/municipality by type of selection conducted:

Table 3. Distribution of Cities/Municipalities by Sample Province

Region	Province	City/Municipalities			
		Within the Field Office	With Highest 4Ps Beneficiaries	Randomly Selected City/Municipality 1	Randomly Selected City/Municipality 2
Region III	Pampanga	City of San Fernando	Candaba	Santa Ana	San Luis
Region VI	Iloilo	Iloilo City	Carles	San Rafael	San Miguel
Region VII	Cebu	Cebu City	Bogo	Lapu-lapu City	San Remigio
Region VIII	Leyte	Tacloban City	Ormoc City	Mahaplag	Palo
Region IX	Zamboanga Del Sur	Dumalinao	Pagadian City	Pitogo	Vincenzo A. Sagun
Region XI	Davao Del Sur	Davao City	Santa Cruz	Hagonoy	Matanao

Stage 3: Selection of Beneficiaries

For each target city/municipality, ten (10) Pantawid beneficiaries that are being assessed by city/municipal link were observed by spot checkers from start to finish.

Another four (4) Pantawid beneficiaries that were already assessed by the city/municipal link were re-assessed by the spot checkers in city/municipality 1 and 2. Meanwhile, in city/municipality 3 and 4, twenty (20) Pantawid beneficiaries (per city/municipality) were re-assessed.

After the re-assessment, the spot checkers conducted individual interviews with the assigned Pantawid beneficiary.

From the encoding stations set up at the Field Office and/or Provincial, City and Municipality, the assigned staff randomly selected 60 (sixty) encoded SWDI forms and validated them in the SWDI-IS.

C. Data Collection

To ensure the quality of data that will be produced during the SWDI Assessment, the spot checks visited the regional/provincial/city/municipal encoding stations, reviewed filled-out score sheets, observed actual assessment/interview of the beneficiaries, and validated data of SWDI-IS.

Procedure 1: Observation of Actual Assessment/Interview

To minimize the potential enumerators error and avoid any form of bias assessment, the assigned spot-check team observed the actual assessment/interviews that are being conducted by the City/Municipal Action Team (C/MAT). The team monitored whether the C/MAT properly administered the SWDI tool during the actual interviews with the beneficiaries. For each city/municipality assigned, the spot-check team member observed at least one family being interviewed from start to finish and took note of whether:

- Questions were correctly asked (indicators were not misinterpreted); and
- Responses of beneficiaries were correctly scored and recorded.

Procedure 2: Re-interview of Beneficiaries

Another means of assessing whether the tool is properly administered and the score sheet is correctly filled out is to re-interview the beneficiaries. Each spot-check team member was assigned with families (randomly selected) who were subjected to re-interview. During the re-interview, the spot-check team member:

1. ***Assessed the beneficiaries using the SWDI Tool.*** For the spot check, the staff conducted a completely independent re-assessment of the families assigned and filled out a new score sheet for each family.
2. ***Got feedback from the beneficiaries.*** After the re-assessment of the family, the staff interviewed the respondent with another set of questions that aimed to get feedback from the beneficiaries on the conduct of their original SWDI Assessment.
3. ***Assessment of accomplished SWDI Score sheet from the re-interviewed beneficiaries and Score sheet filled out by C/MATs.*** Once in the encoding sites, the staff retrieved the score sheets (filled out by C/MATs and enumerators) of the families re-interviewed. Data in the two score sheets were compared and deviations were reported to the RPMO during the exit conferences.

Procedure 3: Visits to Encoding Stations

While at the encoding stations set up at the Field Offices and/or at the Provincial Operations Offices, the spot-check team:

- Checked whether encoding is done by hired encoders;
- Checked whether encoding is done through the SWDI-Information System;
- Randomly selected 60 encoded SWDI score sheets; and

- Matched encoded data in the SWDI-IS vis-à-vis data in the filled-out score sheets.

Procedure 4: SWDI-IS Data Validation

After the conduct of field spot-checks the PDPB will conduct SWDI-IS data validation to further check possible encoding errors, inconsistencies, and inaccuracies in the data.

There will be a matching and integration of SWDI results from the baseline conducted in 2015 up to the present.

ANNEX B: RESULT OF OBSERVATION OF ACTUAL SWDI ASSESSMENT/INTERVIEW

Question	Response	
	Yes	No
1. The enumerator had proper identification.	87%	13%
2. The enumerator explained the objectives/reasons for the conduct of assessment prior to the interview.	73%	27%
3. The enumerator reviewed pertinent documents provided by the grantee before conducting the interview, including the Pantawid Pamilya ID and Kalusugang Pangkalahatan Form.	66%	34%
4. The enumerator used the booklets and score sheets provided by the DSWD during the interview.	81%	19%
5. The enumerator was neutral and avoided making assumptions about the respondents.	95%	5%
6. The enumerator has established rapport with the respondent during the interview/assessment.	90%	10%
7. The respondent is the grantee or an adult family member best suited for the interview (i.e., household head, spouse).	98%	2%
8. It is clear to the enumerator that the information to be collected in the SWDI should cover only those who are members of the family of the grantee.	95%	5%
9. The respondent asked for the help of other family members in answering questions pertaining to them.	30%	70%
10. The enumerator ensures that the respondents can provide sufficient and reliable information for the family.	97%	3%
11. The enumerators asked the questions following the order prescribed in the booklet and score sheet.	64%	36%
12. The enumerator validates the answers of the respondents (e.g. asks probing questions).	91%	9%
13. The enumerators asked the questions and explained the items without trying to influence the answers of the respondents.	93%	7%
14. The enumerator was able to conduct the assessment/interview without leaving out any item unanswered.	79%	21%
15. The enumerator properly recorded the answers of the respondents.	98%	2%
16. The enumerator wrote the responses legibly.	98%	2%
17. The enumerator cross-checked responses from the respondent that appeared uncertain or questionable.	97%	3%
18. The enumerator is well-versed on how to administer the following questions:		
a. Employable Skills (exemptions from the coverage)	93%	7%
b. Employment (Type of Occupation based on PSOC)	86%	14%
c. Income (Updated monthly per capita food threshold)	75%	25%
d. Correct categorization of income source	94%	6%

ANNEX C: SOCIAL ADEQUACY MATCHING

Result of Social Adequacy- Health Matching

Question	Matched	Not Matched
Overall Health	27%	73%
Availment of family members of accessible health services in the past 6 months	41%	60%
Health condition of family members in the past 6 months	53%	47%
Number of meals the family had in a day	90%	10%
Nutritional status of children aged 5 years or below	86%	14%
Family's access to safe drinking water	83%	17%
Family's access to sanitary toilet facilities	89%	11%
Most common family practice of garbage disposal	58%	42%

Result of Social Adequacy- Housing Matching

Question	Matched	Not Matched
Overall Housing	50%	50%
Construction materials of the roof	57%	44%
Construction materials of the outer walls	67%	34%
Tenure status of housing unit	82%	18%
Lighting facility of the house	94%	6%

Result of Social Adequacy- Education

Question	Matched	Not Matched
Overall Education	71%	29%
Functional literacy of family members aged 10 years or over	78%	23%
School enrolment/attendance of children aged 3-17 years in formal/informal school	85%	16%

Result of Social Adequacy- Role Performance and Family Awareness

Question	Matched	Not Matched
Overall Role Performance	13%	87%
Involvement family members in family activities	41%	59%
Ability of Parents and/or guardians to discern problems in family and arrive at solution	56%	44%
Participation of family members in legitimate or widely recognized people's organizations/associations or support groups in the past six months	46%	54%

Result of Social Adequacy- Family Awareness

Question	Matched	Not Matched
Overall Family Awareness	24%	76%
Awareness of the rights of children	47%	53%
Awareness of gender-based violence	40%	61%
Awareness of disaster risk reduction and management	52%	48%