

Reference Number

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
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WORLD BANK AND UNIVERSITY OF DAR ES SALAAM  
Tanzania

**SURVEY OF HOUSEHOLD WELFARE AND LABOUR IN TANZANIA  
(SHWALITA)  
Personal Diary**

| 1a. Region _____   | 1b. Region Number  |  |                      |                        |  |   |   |  |   |   |  |
|--|--|--|----------------------|------------------------|--|---|---|--|---|---|--|
| 2a. District _____   | 2b. District Number  |  |                      |                        |  |   |   |  |   |   |  |
| 3a. EA Name _____  | 3b. EA Number  |  |                      |                        |  |   |   |  |   |   |  |
| 4a. HH Head Name _____   | 4b. Dwelling Number  |  |                      |                        |  |   |   |  |   |   |  |
| 5a. Total number of Diaries for this HH <input type="checkbox"/> | 6. Diary Number  |  |                      |                        |  |   |   |  |   |   |  |
|  | 7. Week Number   |  |                      |                        |  |   |   |  |   |   |  |
| 5b Visiting Schedule <input type="checkbox"/>                    | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 35%;">Frequent visit Diary</th> <th style="width: 35%;">Infrequent visit Diary</th> </tr> <tr> <td style="padding: 5px;">There is at least one literate HH member present</td> <td style="padding: 5px;">1. Local Asst.: 1, 2, 3, 4, 5, 6, 7, 8<br/>Interviewer: 1, 3, 5, 8</td> <td style="padding: 5px;">3. Local Assistant: 1, 8<br/>Interviewer: 1, 8</td> </tr> <tr> <td style="padding: 5px;">There is no literate HH member present</td> <td style="padding: 5px;">2. Local Asst.: 1, 2, 3, 4, 5, 6, 7, 8<br/>Interviewer: 1, 3, 5, 8</td> <td style="padding: 5px;">4. Local Assistant: 1, 3, 5, 8<br/>Interviewer: 1, 3, 5, 8</td> </tr> </table> |  | Frequent visit Diary | Infrequent visit Diary | There is at least one literate HH member present | 1. Local Asst.: 1, 2, 3, 4, 5, 6, 7, 8<br>Interviewer: 1, 3, 5, 8 | 3. Local Assistant: 1, 8<br>Interviewer: 1, 8 | There is no literate HH member present | 2. Local Asst.: 1, 2, 3, 4, 5, 6, 7, 8<br>Interviewer: 1, 3, 5, 8 | 4. Local Assistant: 1, 3, 5, 8<br>Interviewer: 1, 3, 5, 8 |  |
|  | Frequent visit Diary   | Infrequent visit Diary   |                      |                        |  |   |   |  |   |   |  |
| There is at least one literate HH member present                 | 1. Local Asst.: 1, 2, 3, 4, 5, 6, 7, 8<br>Interviewer: 1, 3, 5, 8  | 3. Local Assistant: 1, 8<br>Interviewer: 1, 8  |                      |                        |  |   |   |  |   |   |  |
| There is no literate HH member present                           | 2. Local Asst.: 1, 2, 3, 4, 5, 6, 7, 8<br>Interviewer: 1, 3, 5, 8  | 4. Local Assistant: 1, 3, 5, 8<br>Interviewer: 1, 3, 5, 8                                  |                      |                        |  |   |   |  |   |   |  |
| 8. Name of a person keeping <u>This</u> Diary _____              | ID <table border="1" style="display: inline-table; width: 40px; height: 20px;"></table>  | Number of days person was missing from diary   |                      |                        |  |   |   |  |   |   |  |
| 9. Names of household members reported on <u>This</u> Diary.     |  |  |                      |                        |  |   |   |  |   |   |  |
| 1  |  |  |                      |                        |  |   |   |  |   |   |  |
| 2  |  |  |                      |                        |  |   |   |  |   |   |  |
| 3  |  |  |                      |                        |  |   |   |  |   |   |  |
| 4  |  |  |                      |                        |  |   |   |  |   |   |  |
| 5  |  |  |                      |                        |  |   |   |  |   |   |  |
| 6  |  |  |                      |                        |  |   |   |  |   |   |  |
| 10. Day Diary Started  | DAY <table border="1" style="display: inline-table; width: 40px; height: 20px;"></table>   | MONTH <table border="1" style="display: inline-table; width: 40px; height: 20px;"></table> |                      |                        |  |   |   |  |   |   |  |
|  |  | YEAR <table border="1" style="display: inline-table; width: 60px; height: 20px;"></table>  |                      |                        |  |   |   |  |   |   |  |
| 11a. Interviewer _____   | 11b. Interviewer Code  | <table border="1" style="width: 40px; height: 20px;"></table>                              |                      |                        |  |   |   |  |   |   |  |
| 12a. Supervisor _____  | 12b. Supervisor Code   | <table border="1" style="width: 40px; height: 20px;"></table>                              |                      |                        |  |   |   |  |   |   |  |
| 13a. Coder _____   | 13b. Coder Code  | <table border="1" style="width: 40px; height: 20px;"></table>                              |                      |                        |  |   |   |  |   |   |  |
| 14a. Data entry operator _____                                   | 14b. Operator Code   | <table border="1" style="width: 40px; height: 20px;"></table>                              |                      |                        |  |   |   |  |   |   |  |

# Instructions

## Dear Household member

An interviewer from World bank in collaboration with University of Dar es Salaam has visited your household and has left you this diary to record your production (example: harvest, fishing, hunting, etc.), spending and receipt of gifts of food and other frequently consumed items for the next 14 days.

This diary is an important part of the Survey of Household Welfare and Labour in Tanzania (SHWALITA) and your cooperation is crucial to be able to determine the economic situation of Tanzanian households.

Your Household has been randomly chosen. The data collected for this survey is strictly **confidential** and the information collected will be used for statistical purposes only; all information will remain anonymous.

### Goal of the diary

Measuring consumption of households is an important part of measuring welfare of a country. This diary intends to measure the consumption of your household. It does this by adding up everything that comes into your household (through harvests, purchases, gifts, etc.) and subtracting from it everything that went out of your household (things you sold, things you gave away, things that were lost or stolen) over a two week period. At the end of the diary the interviewer will also ask you about changes in your stocks

### Instructions for filling out this diary

- You should fill in your diary every day so that you no entries are forgotten
- You should record all goods and services you obtain during the 14 days, even if they are on credit or delayed payment and some or all of the payment will be paid during some other period.
- Even if the item that is purchased, produced or received as a gift is for a large quantity that will be used longer than the 14 day period of the diary, please record it.
- You should not record any payments made during the 14 days of diary keeping for goods that you had already obtained.
- Please remember to record in the diary all foods that you eat outside of the home, such as meals bought at food stalls and restaurants, drinks and other small items
- Please record details about each item that you obtain by buying, producing or receiving a gift rather than making them as a group. For example, you have to record mangoes, pineapples and banana separately, not as "fruits"
- If you buy an item one day (e.g. on Monday) and give some of it away a couple of days later (e.g. Thursday), please report the amount you give away in the section of the diary for Thursday on selling or giving away from stocks.
- Use Q5 for all disposals that cannot be included in other tables. For example if you buy maize grains, grind them and give away as maize flour then record the disposal in the 'gifts and other disposals section.
- If more than one diary holder obtains a good or service, or disposes of it, make sure the item is only recorded in one diary.
- If you acquire something with the sole intention of re-sale or for giving away, then you need not include it when you buy the item, nor when you sell it. But if all or part of the purchase is for home consumption, then you should record both the purchase and the sale.
- You do not need to write down receipts of money, only receipts of goods and services. Similarly you do not need to write down money you gave to someone else, even if it was intended for them to buy goods with. For example, you make an entry when you give someone a bowl of sugar, but not when you give someone money to buy a bowl of sugar.
- If you take a trip outside this locality during the 14 days, and you will be coming back before the 14 days end, please take the diary with you and continue to record the goods and services you obtain on your trip.
- If you are going to leave this locality and not return before the end of 14 days, please record your spending, production and receipts of gifts until the you leave, and ask another household member to give this diary to the interviewer on your behalf the very next time the interviewer comes to visit.

**Own Production**

**Q.1 Did you harvest anything from your food garden, livestock or the forest , catch any fish or kill any wild animal today?**

No → Go to Q. 2 (page 4)

Yes → Complete the table below



| Line | Item Harvested or Caught | Quantity<br><small>For "Units" use "Kg.", "gram", "Litre", "cups", "fbundle" etc</small> |         | Value if You were to purchase It | Was any of the item sold or given t people outside the household? |                                     | Quantity sold or given away |          | Code<br><small>(Office use only)</small> |  |  |  |      |      |           |     |    |          |      |
|------|--------------------------|--|---------|----------------------------------|---|-------------------------------------|-----------------------------|----------|--|--|--|--|------|------|-----------|-----|----|----------|------|
|      |                          | Total Quantity   | Unit    |                                  | Shillings   | YES                                 | NO                          | Quantity |  |  |  |  | Unit |      |           |     |    |          |      |
|      | Item                     |  |         | Quantity                         |   |                                     |                             |          |  |  |  |  |      | Unit | Shillings | YES | NO | Quantity | Unit |
|      | Example Muhogo           | 3  | Bundles | 400                              |   | <input checked="" type="checkbox"/> |                             |          |  |  |  |  |      |      |           |     |    |          |      |
|      | Example Rabbit           | 1  | Rabbit  | 2400                             | <input checked="" type="checkbox"/>                               |                                     | 0.5                         |          |  |  |  |  |      |      |           |     |    |          |      |
| 1    |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 2    |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 3    |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 4    |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 5    |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 6    |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 7    |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 8    |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 9    |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 10   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 11   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 12   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 13   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 14   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 15   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 16   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 17   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 18   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 19   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 20   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 21   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 22   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 23   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |
| 24   |                          |  |         |                                  |   |                                     |                             |          |  |  |  |  |      |      |           |     |    |          |      |

**Purchases**

**Q.2 Did you buy any goods and services today from stores,markets,food vendors or any other type of seller?**

No → Go to Q.3 ( page 5)

Yes → Complete the table below



| Line | Item purchased or Service paid for | Quantity purchased  |       | Amount Spent | Was any of the item sold or given to people outside the household? |    | Quantity sold or given away |          | Code (office use only) |  |  |
|------|------------------------------------|---|-------|--------------|--|----|-----------------------------|----------|------------------------|--|--|
|      |                                    | For "Units" use "Kg.", "gram", "Litre", "cup", "bundle" etc |       |              | YES  | NO |                             |          |                        |  |  |
|      |                                    | Total Quantity  | Unit  |              |  |    | Shillings                   | Quantity |                        |  |  |
|      | <b>Example</b> Rice                | 2   | kg    | 1400         | ✓  |    | 1                           | kg       |                        |  |  |
|      | <b>Example</b> Kerosene            | 1   | litre | 1200         |  | ✗  |                             |          |                        |  |  |
|      | <b>Example</b> transport (by bus)  | 2   | trips | 3000         |  | ✗  |                             |          |                        |  |  |
| 1    |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 2    |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 3    |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 4    |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 5    |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 6    |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 7    |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 8    |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 9    |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 10   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 11   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 12   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 13   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 14   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 15   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 16   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 17   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 18   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 19   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 20   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 21   |                                    |   |       |              |  |    |                             |          |                        |  |  |
| 22   |                                    |   |       |              |  |    |                             |          |                        |  |  |

**Purchases (continued)**

Use the table below to record the rest of your purchases.  
Only record purchases made on **DAY 1**.

| Line | Item purchased or Service paid for | Quantity purchased  |      | Amount Spent | Was any of the item sold or given to people outside the household? |    | Quantity sold or given away |      | Code (office use only) |  |  |
|------|------------------------------------|---|------|--------------|--|----|-----------------------------|------|------------------------|--|--|
|      |                                    | For "Units" use "Kg.", "gram", "Litre", "cup", "bundle" etc |      |              | YES  | NO | Quantity                    | Unit |                        |  |  |
|      |                                    | Total Quantity  | Unit |              |  |    |                             |      |                        |  |  |
| 23   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 24   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 25   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 26   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 27   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 28   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 29   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 30   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 31   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 32   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 33   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 34   |                                    |   |      |              |  |    |                             |      |                        |  |  |
| 35   |                                    |   |      |              |  |    |                             |      |                        |  |  |

**Obtained from Gifts or other Sources**

**Q.3 Did you receive any goods and services today from people outside this household or from any other sources (example in-kind wages or free transport from a friend)?**

No → Go to q. 4 (page 6)

Yes → Complete the table below

| Line | Item or Service Received | Quantity  |      | Value if purchased | Was any of the item sold or given to people outside the household? |          | Quantity sold or given away |      | Code (office use only) |  |  |
|------|--------------------------|---|------|--------------------|--|----------|-----------------------------|------|------------------------|--|--|
|      |                          | For "Units" use "Kg.", "gram", "Litre", "cup", "bundle" etc |      |                    | YES  | NO       | Quantity                    | Unit |                        |  |  |
|      |                          | Total Quantity  | Unit |                    |  |          |                             |      |                        |  |  |
|      | <b>Example Ugali</b>     | Plates  | 2    | 300                |  | <b>X</b> |                             |      |                        |  |  |
| 1    |                          |   |      |                    |  |          |                             |      |                        |  |  |
| 2    |                          |   |      |                    |  |          |                             |      |                        |  |  |
| 3    |                          |   |      |                    |  |          |                             |      |                        |  |  |
| 4    |                          |   |      |                    |  |          |                             |      |                        |  |  |
| 5    |                          |   |      |                    |  |          |                             |      |                        |  |  |
| 6    |                          |   |      |                    |  |          |                             |      |                        |  |  |
| 7    |                          |   |      |                    |  |          |                             |      |                        |  |  |
| 8    |                          |   |      |                    |  |          |                             |      |                        |  |  |
| 9    |                          |   |      |                    |  |          |                             |      |                        |  |  |
| 10   |                          |   |      |                    |  |          |                             |      |                        |  |  |

**Harvests, Purchases, Gifts and other Acquisitions of Children and Other HH Members Listed on this Diary**

**Q.4 Did any children or others listed on this diary buy, harvest or receive gifts of any goods and services today?**

No → Go to Q.5 (This page)

Yes → Complete the table below

| Line | Item or Service Acquired by Children | Quantity  |      | Value if purchased | Was any of the item sold or given to people outside the household? |          | Code (office Use Only)      |          |
|------|--------------------------------------|---|------|--------------------|--|----------|-----------------------------|----------|
|      |                                      | For "Units" use "Kg.", "gram", "Litre", "cup", "bundle" etc |      |                    | YES  | NO       | Quantity sold or given away |          |
|      |                                      | Total Quantity  | Unit |                    |  |          | Shillings                   | Quantity |
|      | <b>Example Maandazi</b>              | 1   | bun  | 100                |  | <b>X</b> |                             |          |
| 1    |                                      |   |      |                    |  |          |                             |          |
| 2    |                                      |   |      |                    |  |          |                             |          |
| 3    |                                      |   |      |                    |  |          |                             |          |
| 4    |                                      |   |      |                    |  |          |                             |          |
| 5    |                                      |   |      |                    |  |          |                             |          |
| 6    |                                      |   |      |                    |  |          |                             |          |
| 7    |                                      |   |      |                    |  |          |                             |          |
| 8    |                                      |   |      |                    |  |          |                             |          |
| 9    |                                      |   |      |                    |  |          |                             |          |
| 10   |                                      |   |      |                    |  |          |                             |          |

**Sale or Gift from Stock or other Unrecorded Disposal**

**Q.5 Have (today) you or any other household member recorded in this diary sold, planted, or given away to people outside your household any item from the stock you had up to last night?**

Also include any item that was sold, planted or given away today and was impossible to record in any other today's tables.

No > The recording is complete for today

Yes > Complete the table below

| Line | Item sold or given away    | Quantity sold or given away |      | Value if purchased | Code (office use only) |  |
|------|----------------------------|-----------------------------|------|--------------------|------------------------|--|
|      |                            | Total quantity              | Unit |                    | Shillings              |  |
|      | <b>Example maize flour</b> | 2                           | cups | 600                |                        |  |
| 1    |                            |                             |      |                    |                        |  |
| 2    |                            |                             |      |                    |                        |  |
| 3    |                            |                             |      |                    |                        |  |
| 4    |                            |                             |      |                    |                        |  |
| 5    |                            |                             |      |                    |                        |  |
| 6    |                            |                             |      |                    |                        |  |
| 7    |                            |                             |      |                    |                        |  |
| 8    |                            |                             |      |                    |                        |  |

REPEATED FOR DAYS 2-7 (OMITTED FROM THIS DOCUMENT)

**Interviewer Use Only**  
**(ask at the end when this diary is completed)**

**Q.1 Are there any household animals such as cattle or chicken that the diary-keeper is responsible for?**

No >> The interview with the diary keeper is complete

**Q.2 Did these animals eat any of the food that was recorded as production, purchased, gift received or taken from stock in the diary? (exclude scraps and food waste)**

No >> The interview with the diary keeper is complete.

Yes >> Complete the following table

| Line | Food Fed to Animals | Quantity purchased<br>For "Units" use "Kg.", "gram", "Litre",<br>"cup", "bundle" etc |      | Amount Spent | Quantity Produced, Received as gift or taken from stock |      | Value if purchased | Code (Office Use Only) |  |  |  |
|------|---------------------|--|------|--------------|---|------|--------------------|------------------------|--|--|--|
|      |                     | Total Quantity   | Unit | Shillings    | Total Quantity  | Unit | Shillings          |                        |  |  |  |
| 1    |                     |  |      |              |   |      |                    |                        |  |  |  |
| 2    |                     |  |      |              |   |      |                    |                        |  |  |  |



### Diary Visits Attendance Register

|   | Date | Local Assistant |                |                     | Interviewer |                |                       | Supervisor  |                |                      |
|---|------|-----------------|----------------|---------------------|-------------|----------------|-----------------------|-------------|----------------|----------------------|
|   |      | Visited HH?     | Diary checked? | Original assistant? | Visited HH? | Diary checked? | Original interviewer? | Visited HH? | Diary checked? | Original Supervisor? |
| 1 |      |                 |                |                     |             |                |                       |             |                |                      |
| 2 |      |                 |                |                     |             |                |                       |             |                |                      |
| 3 |      |                 |                |                     |             |                |                       |             |                |                      |
| 4 |      |                 |                |                     |             |                |                       |             |                |                      |
| 5 |      |                 |                |                     |             |                |                       |             |                |                      |
| 6 |      |                 |                |                     |             |                |                       |             |                |                      |

Response: YES. . . 1 NO. . . 2

Instructions: 'c' should be filled if the HH has been visited and/or diary checked

**COMMENTS**