**ETHIOPIA NATIONAL**

**MICRONUTRIENT SURVEY 2014/15**

**Training Time Table**

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**Opening ceremony: Dignitaries, Media, Directors, All Participants**

**Master of Ceremony:**

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| **Day 1: Morning Day 1, Monday Jan 19,2015** | | | |
| **Session Chair:** | | | |
| **Time** | **Details** | **Presenters/ Organization** | **Speaker** |
| **8:30 – 9:00** | Participants Arrival and registration | EPHI |  |
| **9:00 – 9:10** | Welcome remarks | EPHI |  |
| **9:10 – 9:15** | Key note speech | UNICEF |  |
| **9:15 – 9:20** | Key note speech | MI |  |
| **9:20 – 9:25** | Key note speech | WFP |  |
| **9:25 – 9:30** | Key note speech | USAID/ENGINE |  |
| **9:30 – 9:35** | Key note speech | World bank |  |
| **9:35 – 9:40** | Key note speech | GAIN |  |
| **9:40 – 9:45** | Key note speech | WORLD Vision |  |
| **9:45 – 9:50** | Key note speech | CDC |  |
| **9:50 – 10:00** | Opening Remarks | FMoH |  |
| **10:00 – 10:15** | Introduction of partners | Participant |  |
| **10:15 – 10:30** | Burden of malnutrition, micronutrient deficiencies and infection in Ethiopia and official opening | EPHI |  |
| **10:30 – 10:45** | **BREAK** |  |  |
| **10:45 – 11:15** | ENMS survey Objectives and Methodology  Question and answers session | EPHI |  |
| **11:15 – 12:00** | Media interviews | Media |  |
| **12:00** | **Lunch** |  |  |

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| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| **1:30 – 2:00** | **Brief Self introduction** |  |  |
| **2:00 – 2:30** | Survey Methodology, Target groups and Survey Implementation |  |  |
| **2:30 – 3:00** | Enumeration area (EA) and HH selection process  -How to identify EA and HH |  |  |
| **3:00 – 3:30** | **Break** |  |  |
| **3:30 – 4:00** | Overview of Questionnaire Flow |  |  |
| **4:00 – 4:30** | Overview of Biological and salt sample collection  -Target groups, biochemical samples (blood, urine, stool), Salt samples |  |  |
| **4:30 – 5:00** | Overview of survey team  -Team composition, roles and responsibilities  and survey timeline |  |  |
| **5:00 – 5:30** | Question and Answer Discussion on raised questions |  |  |
| **5:30** | **End of the day’s session** | | |

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| **Day 2: Morning Day 2, Tuesday Jan 20,2015** | | | |
| **Note taker:** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 9:30 | Good interview Technique |  |  |
| 9:30 –­­ 4:00 | Discussion/Questions and Answer |  |  |
| 10:00 –10:30 | Tea Break | Hotel | Hotel |
| 10:30 –11:00 | Read through entire HH paper questionnaire |  |  |
| 11:00 –12:00 | HH Identification and HH consent taking |  |  |
| 12:00 –12:30 | Discussion/ Question and answer |  |  |
| 12:30 –1:30 | Lunch Break | Hotel | Hotel |
| 1:30 –2:30 | Socio demographics questions |  |  |
| 2:30 –3:30 | Importance of accuracy in determining birth date of a child (use of written record and Local event calendar) |  |  |
| 3:30 –4:00 | Tea break | Hotel | Hotel |
| 4:00 –4:30 | Wheat flour fortification questionnaire |  |  |
| 4:30 –5:00 | Oil fortification questionnaire |  |  |
| 5:00 –5:30 | Salt fortification questionnaire |  |  |
| **5:30** | **End of the day’s session** |  |  |
| **Day 3, Wednesday Jan21,2015,** | | | |
| **Note taker;** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 –9:00 | Recap of day 2 |  |  |
| 9:00 –10:00 | HH food security questionnaire |  |  |
| **10:00 –10:30** | **Tea break** | Hotel | Hotel |
| 10:30 –11:00 | Women questionnaire on Consent and Identification |  |  |
| 11:00 –12:00 | General information, Health and Pregnancy questions |  |  |
| 12:00 –12:30 | Role play |  |  |
| 12:30 –1:30 | **Lunch break** | | |
| 1:30 –2:30 | Women Dietary Diversity Score Questions |  |  |
| 2:30 –3:00 | Role play |  |  |
| 3:00 –3:30 | **Lunch break** | | |

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| 3:30 –4:00 | Under 5 children Consent and Identification |  |  |
| 4:00 –5:00 | General information, health questions DDS and IYCF |  |  |
| 5:00 –5:30 | Role play with DDS and IYCF |  |  |
| **5:30** | **End of the day’s session** |  |  |
| **Day 4, Thursday Jan 22,2015** | | | |
| **Note taker:** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 9:00 | Recap of day 3 |  |  |
| 9:00 –­­ 10:00 | School age children Module (Consent and identification) |  |  |
| 10:00 –10:30 | **Tea break** | | |
| 10:30 –12:00 | School age children Module (General information and health) |  |  |
| 12:00 –12:30 | Role play with the module |  |  |
| 12:30 –1:30 | **Lunch** |  |  |
| 1:30 – 2:00 | Men’s Module (Consent and identification) |  |  |
| 2:00 – 2:30 | Role play |  |  |
| 2:30 – 4:00 | Men’s Module (General information and health) |  |  |
| 4:00 –4:30 | Tea break |  |  |
| 4:30 –5:30 | Role play with men questions |  |  |
| 5:30 | **End of the day’s session** | | |
| **Day 5, Friday Jan 23, 2015** | | | |
| **Note taker:** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 9:00 | Use and care for Smart phone/tablet |  |  |
| 9:00 –­­ 10:00 | Overview of application of ODK and GIS |  |  |
| 10:00 –10:30 | **Tea Break** | | |
| 10:30 –12:30 | HH questionnaire with ODK application |  |  |
| 12:30 –1:30 | **Lunch** | | |
| 1:30 – 2:30 | Role play on HH questionnaire with ODK application cont.... |  |  |
| 2:30 – 3:30 | Women questionnaire with ODK application |  |  |
| 3:30 – 4:00 | **Tea Break** | | |
| 4:00 – 5:00 | Women questionnaire with ODK application cont.... |  |  |
| 5:00 – 5:30 | Role play |  |  |
| 5:30 | **End of day’s session** | | |
| **Day 6: Saturday Jan 24, 2015** | | | |
| **Note taker:** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 –9:30 | Under 5 children questionnaire with ODK application |  |  |
| 9:30 –10:00 | Role play on under 5 children questionnaire |  |  |
| 10:00 –10:30 | **Tea break** |  |  |
| 10:30 –12:00 | Under 5 children questionnaire with ODK application cont.... |  |  |
| 12:00 – 12:30 | Role play |  |  |
| 12:30 – 1:30 | **Lunch** |  |  |
| 1:30 – 3:30 | School children questionnaire with ODK application |  |  |
| 3:30 – 4:00 | Role play |  |  |
| 4:00 – 4:30 | **Tea Break** | | |
| 4:30 – 5:00 | School children questionnaire with ODK application cont.... |  |  |
| 5:00 – 5:30 | Role play |  |  |
| **5:30** | **End of the day’s session** |  |  |
| **Day 7; Monday Jan 26, 2015** | | | |
| **Note taker:** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 –9:30 | Men questionnaire with ODK application |  |  |
| 9:30 –10:00 | Role play on men children questionnaire |  |  |
| 10:00 –10:30 | **Tea break** |  |  |
| 10:30 –12:00 | Men children questionnaire with ODK application cont.... |  |  |
| 12:00 – 12:30 | Role play |  |  |
| **12:30 – 1:30** | **Lunch** |  |  |
| 2:30 – 4:30 | Practical exercise on HH questionnaire with ODK application |  |  |
| 4:30 – 5:30 | Discussion |  |  |
| **5:30** | **End of the day** |  |  |
| **Day 8; Tuesday, Jan 27, 2015** | | | |
| **Note taker:** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 –11:30 | Practical exercise on Women questionnaire with ODK application |  |  |
| 11:30 –12:30 | Discussion |  |  |
| **12:30 –1:30** | **Lunch** |  |  |
| 1:30 – 4:00 | Practical exercise on Under 5 children questionnaire with ODK application |  |  |
| 4:30 – 5:30 | Discussion |  |  |
| **5:30** | **End of the day** | | |
| **Day 9; Wednesday, Jan 28, 2015** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 10:30 | Practical exercise on school children questionnaire with ODK application |  |  |
| 10:30 – 11:30 | Discussion |  |  |
| 11:30 – 12:30 | Practical exercise on Men questionnaire with ODK application |  |  |
| **12:30 –1:30** | **Lunch** |  |  |
| 1:30 – 2:00 | Discussion on Men questionnaire |  |  |
| 2:00 – 3:30 | Review all module and Discussion |  |  |
| **3:30 – 4:00** | **Tea break** |  |  |
| 4:00 – 5:30 | Review all module and Discussion cont...... |  |  |
| **5:30** | **End of the day** |  |  |

**For Supervisors, laboratory technicians and Phlebotomists**

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| Day 10: Thursday, Jan 29, 2015 | | | |
| **Chair:** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 9:30 | Lab Safety and Universal Precautions |  |  |
| 9:30 – 10:30 | Overview of Sample Collection Process and Sample handling |  |  |
| 10:30 – 11:00 | **Break** | | |
| 10:30 – 11:30 | Sub clinical examination for VAD and IDD |  |  |
| 11:30 – 12:30 | Venous Blood Collection and Type of test tubes |  |  |
| **12:30 –1:30** | **Lunch** | | |
| 1:30 – 2:30 | Serum and plasma isolation process and handling technique |  |  |
| 2:30 – 3:30 | Finger and heel stick blood collection |  |  |
| 3:30 – 4:00 | Tea break |  |  |
| 4:00 – 5:00 | Urine and Stool sample collection and preservation |  |  |
| 5:00 – 5:30 | Discussion |  |  |
| **5:30** | **End** **of the day** |  |  |
| Day 11: Friday, Jan 30, 2015 | | | |
| **Chair:** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 10:00 | Practical finger stick and hemoglobin testing/ Hands-on Training |  |  |
| **10:00 – 10:30** | **Tea Break** |  |  |
| 10:30 – 11:30 | Practical Hemoglobin testing using HemoCue HB-201cont.... |  |  |
| 11:30 – 12:30 | Practical Rapid testing for Malaria |  |  |
| **12:30 –1:30** | **Lunch Break** | | |
| 1:30 – 3:30 | Practical Rapid testing for Malaria cont..... |  |  |
| 3:30 – 4:00 | Tea break |  |  |
| 4:00 – 5:00 | Referral procedures and criterion for referral |  |  |
| 5:00 – 5:30 | Discussion |  |  |
| **5:30** | **End of the day’s session** |  |  |
| Day 12: Saturday, Jan 31, 2015 | | | |
| **Chair:** | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 11:30 | Practical Exercise in all Modules and sample collection |  |  |
| 11:30 – 12:30 | Discussion |  |  |
| **12:30 –1:30** | **Lunch Break** | | |
| 1:30 – 4:00 | Practical Exercise in all Modules and sample collection cont..... |  |  |
| 4:00 – 5:30 | Discussion |  |  |
| **5:30** | **End of the day’s session** |  |  |

**Only for Anthropometrist**

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| Day 10: Thursday, Jan 29, 2015 | | | |
| Session Chair: | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 10:00 | Overview of Anthropometry (Age, weight, height/Length and MUAC ) and Odema assessment |  |  |
| 10:00 – 10:30 | Discussion |  |  |
| 10:30 – 11:00 | **Tea Break** | | |
| 11:00 – 12:30 | Anthropometry and Odema Demonstration |  |  |
| **12:30 –1:30** | **Lunch** | | |
| 3:30 – 4:00 | Anthropometry standardization procedure |  |  |
| 4:00 – 5:30 | Practice on Anthropometry |  |  |
| **5:30** | **End of the day’s session** | | |
| Day 11: Friday, Jan 30, 2015 | | | |
| Session Chair: | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 11:30 | Anthropometry standardization exercise (10 adult and 10 team) |  |  |
| 11:30 – 12:30 | Anthropometry standardization evaluation feedback |  |  |
| **12:30 –1:30** | **Lunch break** |  |  |
| 1:30 – 4:30 | Anthropometry standardization exercise (10 adult and 10 team) |  |  |
| 4:30 – 5:30 | Anthropometry standardization evaluation feedback |  |  |
| 5:30 | **End of the day’s session** | | |
| Day 12: Saturday, Jan 31, 2015 | | | |
| Session Chair: | | | |
| **Time** | **Presentation** | **Responsible** | **Facilitator** |
| 8:30 – 11:30 | Anthropometry standardization exercise (10 kids and 10 team) |  |  |
| 11:30 – 12:30 | Anthropometry standardization evaluation feedback |  |  |
| **12:30 –1:30** | **Lunch break** |  |  |
| 1:30 – 4:30 | Anthropometry standardization exercise (10 kids and 10 teams) |  |  |
| 4:30 – 5:30 | Anthropometry standardization evaluation feedback |  |  |
| 5:30 | **End of the day’s session** | | |

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| Day 13: Monday, Feb 2, 2015All Group | | | |
| **Session Chair:** | | | |
| **Time** | **Time** | **Time** | **Time** |
| 8:30 – 9:30 | Labelling Procedures for different tubes/containers and target groups |  |  |
| 9:30 – 10:30 | Packaging and Shipping samples on dry ice and frozen gel pack |  |  |
| **10:30 – 11:00** | **Break** |  |  |
| 11:00 – 12:30 | How to operate Freezer, Centrifuge and generator |  |  |
| **12:30 – 1:30** | **Lunch break** |  |  |
| 1:30 – 2:30 | Sample aliquoting, Sample storage, Cold chain logistics and transportation |  |  |
| 2:30 – 4:00 | Practice session for storage, labelling of different sample for each target group |  |  |
| **4:00 – 4:30** | **Tea Break** |  |  |
| 4:30 –5:30 | Discussion |  |  |
| **5:30** | **End of the day’s session** | | |
| Day 14 to 18 (Pilot practice) | | | |
| **Pilot Organizer;** | | | |
| **Pilot day1(Feb 3, 2015)** | | | |
| 6:30 | Departure from EPHI for pilot practice |  |  |
|  | Each team will interviews and takes samples |  |  |
|  | Team presentation |  |  |
|  | Day 1 pilot filled questionnaires Sample collection quality review |  |  |
| **Pilot day 2 (Feb 4, 2015)** | | | |
|  | Each team will interviews and takes samples |  |  |
|  | Team presentation |  |  |
|  | Day 2 pilot filled questionnaires Sample collection quality review |  |  |
| Pilot day 3 (Feb 5, 2015) | | | |
|  | Each team will interviews and takes samples |  |  |
|  | Team presentation |  |  |
|  | Day 3 pilot filled questionnaires Sample collection quality review |  |  |
| Pilot day 4 (Feb 6, 2015) | | | |
|  | Each team will interviews and takes samples |  |  |
|  | Team presentation |  |  |
|  | Day 4 pilot filled questionnaires Sample collection quality review |  |  |
| **Pilot day 5 (Feb 7, 2015)** | |  |  |
|  | Each team will interviews and takes samples |  |  |
|  | Team presentation |  |  |
|  | Day 5 pilot filled questionnaires Sample collection quality review |  |  |
| **Feb 7, 2015** | **Travel back to Addis Ababa** |  |  |
| **Feb 9, 2015** | **General discussion on the field pilot survey and feedback** |  |  |
| **Feb 9, 2015** | **Official closing remark** |  |  |
| **Feb 10, 2015** | **Deploy Survey team to their respective region.** |  |  |

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# Driver training

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| Feb 9, 2015 | | |
| **Time** | **Presentation** | **Responsible** |
| 3:30 – 4: 00 | Over view of the survey |  |
| 4:30 – 5: 00 | Role and responsibility of drivers |  |
| 5:00 –5: 30 | Introduction with survey team |  |

Summary of ENMS training Agenda

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| **Sun** | **Mon** | **Tues** | **Wed** | **Thu** | **Fri** | **Sat** |
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|  | **Opening ceremony** | **Day 2** | **Day 3** | **Day 4** | **Day 5** | **Day 6** |
|  | Everyone together | Together for Morning | Enumerator | Enumerator | Enumerator | Enumerator |
|  |  | Enumerator and Lab (all teams) concurrent | Lab (all teams) | Lab (split into 2 groups) | Lab (split into 2 groups) | Lab (split into 2 groups) |
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|  | **Day 7** | **Day 8** | **Day 9** | **Day 10** | **Day 11 –Practice Day** | **Day 12**  **Review** |
|  | Enumerator | Enumerator | Enumerator | Enumerator | Teams together | Teams together |
|  | Lab (split into 2 groups) | Lab (all teams) | Lab (all teams) | Lab (all teams) |  |  |
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|  | **Day 13 – Pilot 1st cluster** | **Day 14- Pilot 1st cluster** | **Day 15 Pilot 1st cluster** | **Day 16 – Review 1st Pilot cluster** | **Day 17 - Pilot 2nd cluster** | **Day 18 - Pilot 2nd cluster** |
|  | Together | Together | Together | Together | Together | Together |
|  |  |  |  |  |  |  |
|  | In Field | In Field | In Field | In Conference room | In Field | In Field |
|  |  |  |  |  |  |  |
|  | **Day 19 - Review 1st Pilot cluster** | **Implementation** |  |  |  |  |
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|  | In Conference room |  |  |  |  |  |
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