



**Khulisa
Management
Services (Pty) Ltd**

Verification of Certification Activities in West African Cocoa Sector

Strategy Report

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List of Acronyms

CLASSE	Child Labor Alternatives through Sustainable Systems in Education
CLMS	Child Labor Monitoring System
ECHOES	Empowering Cocoa Households with Opportunities and Educational Solutions
EA	Enumeration Area
FAL	Forced Adult Labor
FFS	Farmer Field Schools
GIS	Geographic Information System
HIV	Human Immunodeficiency Virus
ICVB	International Cocoa Verification Board
IFESH	International Foundation for Education and Self Help
ILO	International Labour Organization
IPEC	International Programme on the Elimination of Child Labour
MICS	Multiple Indicator Cluster Survey
NGO	Non Governmental Organization
OSH	Occupational Safety and Health
PARIS21	Partnership in Statistics for Development in the 21 st Century
RDS	Respondent Driven Sampling
STCP	Sustainable Tree Crops Program
UN	United Nations
UNICEF	United Nations Children's Fund
WACAP	West Africa Cocoa/Commercial Agriculture Project
WFCL	Worst forms of Child Labor
WHO	World Health Organization

1. Introduction

In June 2008, the governments of Ghana and Côte d'Ivoire, which together produce more than 60 percent of all the cocoa in the world, presented the final reports of their certification studies of the occurrence of worst forms of child labor (WFCL) and adult forced labor (AFL) in cocoa producing areas.

The certification studies were composed of two stages of research, a pilot study and a larger, scaled-up study. The studies were conducted using representative household surveys from cocoa producing communities. In both countries children in cocoa production were found to be exposed to hazardous child labor activities. None of the studies found evidence of children in trafficking or adults and children in debt bondage and forced labor, which does not explicitly imply the absence thereof. (See Chapter 2).

Between May and December of 2008, a verification of the certification studies was conducted and the resulting verification reports were published.¹ The main objective for the verification exercise was to affirm the credibility of the process and the results from the certification studies on occurrence of worst forms of child labor and forced adult labor in Ghana and Côte d'Ivoire. Verification was based on the all materials and documentation from the certification studies, as well as a separate sub-sample study carried out in each country. For both countries, the verifiers recommended acceptance of their certification activities; the recommendation in Côte d'Ivoire, however, was conditional on improvements specified within the verification report. These conditions included taking measures to improve the estimates of the percentage of children working in cocoa and to provide representative estimates by using appropriate sample weights. Though the verifiers recommended acceptance of the Ghana report, it was strongly recommended that sample weights should be applied for the final estimates of the reported results. Detailed technical recommendations were given on all the phases in the survey.

Certification, verification and remediation are all part of a continuous process to effectively address living conditions and labor practices in the West African cocoa sector. The objective of this report is to provide recommendations for a future strategy for this process, including both certification and verification activities, and how these may address and incorporate remediation efforts.

¹ Fafo and Khulisa (2008) *Verification of certification activities in west Africa cocoa sector. Final verification report: Côte d'Ivoire*, Oslo/Johannesburg.

Fafo and Khulisa (2008) *Verification of certification activities in west Africa cocoa sector. Final verification report: Ghana*, Oslo/Johannesburg.

2. Recommendation on certification studies

Certification studies were conducted in Côte d'Ivoire and Ghana to document the incidences of child labor (including worst forms of child labor) and forced adult labor practices in the cocoa sector. The main objective of the certification studies was to provide reliable, comprehensive and timely data which would improve understanding of the causes and consequences of child labor and serve as a basis for determining priorities for national action for the abolition of exploitive labor practices, in particular for the prohibition and elimination of the WFCL. In order to design strategies for intervention to improve the lives of working children, policies need to be designed in ways that address the many aspects of children's work and lives. A sound understanding of the environment in which children work and the reasons they are working provides the basis for preventative measures to keep children from engaging in a work that is detrimental to their development, well-being, health and education.

The certification studies in Côte d'Ivoire and Ghana involved both quantitative and qualitative data about the nature of child labor in cocoa production. Quantitative data was collected using sample surveys that are based on probability sampling and allow for inferences about the larger population of children working in cocoa production. Qualitative information was also gathered from key informants and focus group discussions. The certification studies in both countries were conducted using household-based sample surveys.

The verification of the certification studies identified some of the challenges faced by the studies and areas of improvement were identified. The verifiers considered how the implementation of the household surveys themselves could be improved, and also identified the limitations of relying on this technique for research on child labor. The following discussion addresses both of these issues while a summary of recommendations are presented in Appendix 1 as a highlight of major points from the verification report.

Improving certification study estimates

The estimates on the various indicators reported in the certification studies in Côte d'Ivoire and Ghana did not take into account the appropriate sample weights and hence the results could not be generalized to the larger population under consideration; i.e. children in cocoa producing households. To provide representative estimates, sample weights can be calculated by following the sample structure and computing appropriate weights.

One of the major recommendations that led to the conditional acceptance of the certification studies was the likely overestimation of working children in the cocoa sector. This estimate can be improved by augmenting the existing certification data with other available data including the data collected under the sub-sample study in the verification exercise. The estimation of household size including working and non-working children would provide a basis for computing the percentage of children involved in cocoa production.

Improving survey methodologies

The certification studies in both countries were conducted using household-based sample surveys. The major limitation identified during the verification process was such methods could not provide detailed information on worst forms of child labor such as: child trafficking forced child labor, bonded child labor and commercial sexual exploitation of children. These issues can be better elicited with a more focused study using methodologies for rare and elusive populations, such as respondent driven sampling described in this section.

Sampling hidden populations

A limitation of household sampling is that only people that are part of a household have the possibility of being included in the sample. Those that do not belong to a household will not be eligible. This includes seasonal workers without a permanent place of living during their work on the cocoa farms. Another group that is excluded from household surveys is those that the head of the household is not willing to report. Such groups can be illegal immigrants to the household, or victims of trafficking, meaning persons that the household head think it could be harmful for him/her to report to strangers. The fieldworkers should always be well trained to try to approach the household head in such a way that all the persons belonging to his/her household are listed. In the certification study from Côte d'Ivoire, this problem was taken into account by asking all the child respondents to list all children they knew that were working with cocoa.

However, to verify if there are groups that have been left out or ignored, it is possible to use methods specially designed to capture rare and elusive populations. A rare population is mainly defined as one with a low number of individuals, however also large populations can appear to be rare either because the individuals' practice cause elusive behavior or because the population is sparsely distributed over large ranges.²

In the certification studies in Ghana and Côte d'Ivoire, no cases of child trafficking were reported. This was also true of the verification studies in the two countries. However, trafficked individuals can be a group that household heads will try to hide, and it is therefore important to try to reach this group using a more suitable methodology for capturing such groups.

Trafficking, by definition, involves movement. One suggestion is therefore to conduct an in-depth survey among migrant individuals in the cocoa producing areas. This will help determine if the worst forms of child labor, child trafficking and forced adult labor were adequately covered in the reported results from the certification studies, and the sub-sample studies from the verification studies. One suggestion is to carry out so called Respondent

² McDonald LL (2004) Sampling rare populations. In: Thompson WL (ed) (2004) *Sampling rare or elusive species. Concept, design, and techniques for estimating population parameters*, London: Island Press.

Driven Sampling (RDS) in selected areas among the migrant population. RDS is a method that is well suited when there is no sampling frame, or the study population cannot be listed, which is the case for the cocoa migrants. RDS is a relatively new form of a chain-referral sampling with a dual incentive system, the respondents receive a small reward for participating, and a somewhat higher reward for recruiting peers into the survey. It is a method that was developed in US by Heckathorn,³ and has been used in the US among other things on ecstasy users, HIV positives and injection drug users. More recently it has also been used in West Africa among street children, child beggars, children working with diamonds and ex-combatants.^{4,5}

More concretely, RDS starts with a small number of individuals from the target group who are asked to answer some questions and receive a small incentive for their participation. They are then asked to recruit other people from the target group for a somewhat higher incentive. The method is good for collecting information on the characteristics of the population. In the case of the cocoa migrants, this could be useful information to get a more detailed knowledge of the degree they are treated differently from the other people participating in the cocoa production, and to identify whether specific actions should be taken into consideration when planning remediation activities.

³ Heckathorn DD (1997) Respondent Driven Sampling: A new approach to the study of hidden population. *Social Infections*, 44, 174-199.

⁴ Bjørkhaug I and Hatløy A (2009) Utilization of respondent –driven sampling among a population of child workers in the diamond-mining sector of Sierra Leone. *Global Public Health*, 4 (1): 96-109.

⁵ Bøås M and Hatløy A (2008) ‘Getting in, getting out’: militia membership and prospects for re-integration in post-war Liberia., *J. of Modern African Studies*, 46 (1): 33-55

3. Certification and verification strategy: A Proposal

The certification studies conducted by the governments of Ghana and Côte d'Ivoire can be considered as a first phase in which:

- Labor practices in cocoa sector were investigated and contextualized using household based survey techniques
- Recommendations for remediation activities were proposed

Government-supported remediation activities are already in the early stages of implementation Ghana, and are in the planning phase in Côte d'Ivoire. Therefore, it is important to integrate the verification exercise with that of the certification and remediations in such a manner so that the suggestions are incorporated and be informative in the further activities.

The proposed certification model contains two major components that can be classified as remediation action and knowledge generation, presented in Figure 1 below. The certification studies conducted so far (phase 1) established a form of knowledge base that can be used for conducting remediation activities (phase 2). By addressing the recommendations from the verification, a link can be established in such a way that verification can be informative and constructive to the ongoing processes. This phase should include establishing core measurable indicators for remediation activities followed by a proposal and implementation of remediation activities. At this stage, it is important to identify institutional mechanisms (including legislation and policy) to incorporate initiatives into the development agenda of the country to make the processes sustainable.

A second aspect of the proposed certification model is to build knowledge in areas where the initial certification studies were unable to document WFCL and FAL due to methodological limitations. These include research and reporting on the nature and prevalence of WFCL including child trafficking, child debt bondage, commercial sexual exploitation of children etc. in the cocoa sector. The main focus of the research should be on identifying and targeting at risk-populations.

In addition to conducting research in some aspects of WFCL, a linkage can be created to national surveys such as labor force surveys that are regularly conducted by national statistical offices to monitor and report child and adult labor practices in the cocoa sector nationally.

This model can be implemented in repeated cycles in which the process provides continuity and a multi-pronged research for reporting on the nature and prevalence of WFCL and FAL. Continuous assessments can establish remediation activities based on the indicators identified in the previous cycle. Knowledge and action are further synergized to inform the process and update the system in the subsequent cycles.

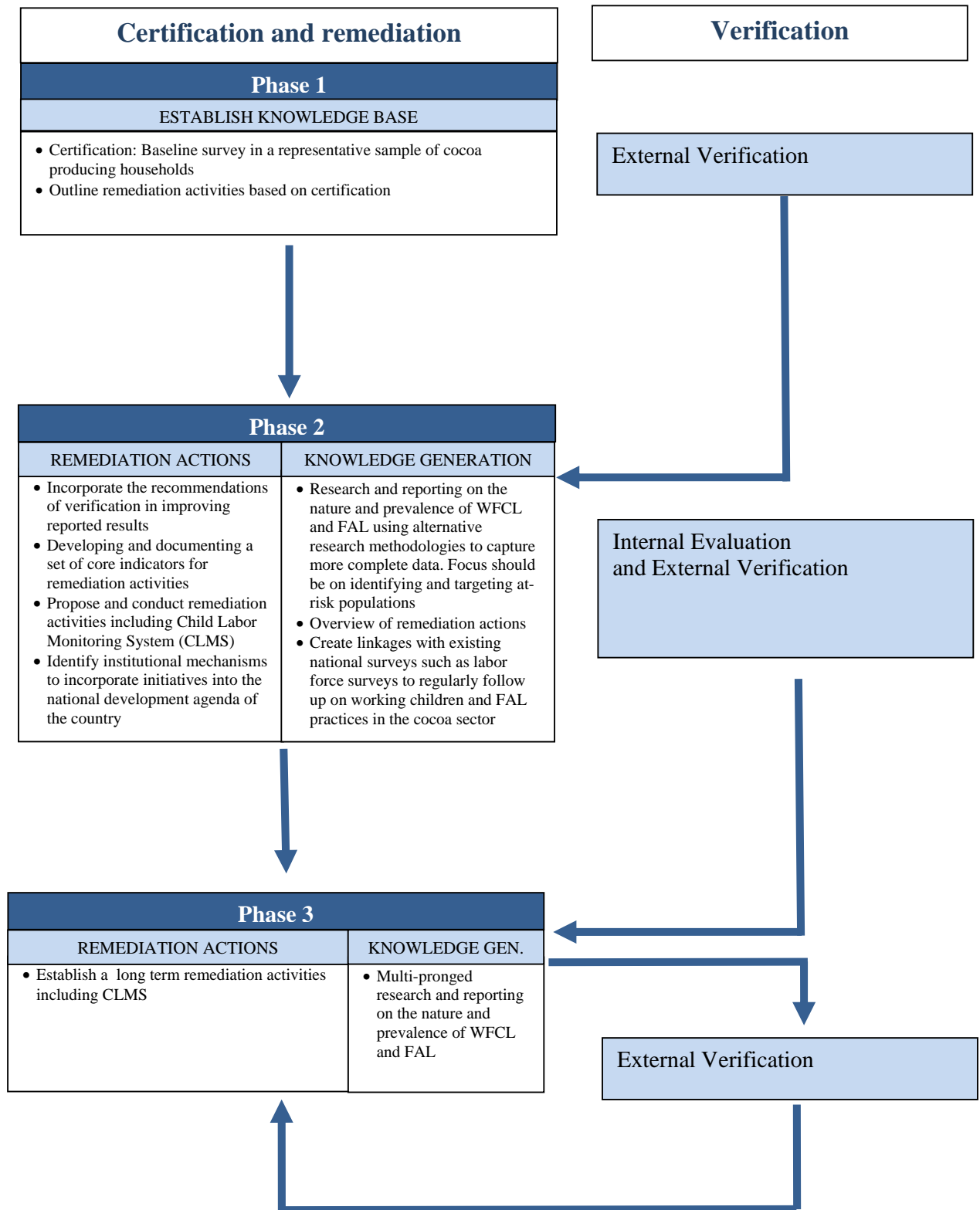


Figure 1 Model of certification, remediation and verification activities

Verification assumes the existence of a process that needs to be verified for its credibility and reliability. The experience thus far in verification of certification activities solely focused on verifying credibility through active re-implementation of the certification studies through replicating results, initiating data quality audits and sub-sample surveys in each country. It can be informative about the certification studies by identifying areas of improvements but limits design and implementation of further methodological processes to address gaps found in the certification studies.

The proposed certification model combines remediation and further knowledge building activities. This calls for verification to be applied in both the action and knowledge component of the certification model. Verification should occur in tandem with the certification cycles, so that verification of the action component of each cycle occurs while the knowledge component is being conducted.

4. Remediation activities

Below is a brief discussion of existing, planned and recommended remediation activities in each country. Though a comprehensive review of remediation activities was not in the verifiers’ mandate, input from government officials in both Ghana and Côte d’Ivoire about proposed country initiatives as well as discussions with other key stakeholders provided the verifiers with insight into the remediation process as it relates to certification and verification.

Certification recommendations for remediation

The verifiers note that the government certification reports concluded with recommendations for improving the situation of children and adults working in the cocoa sector, as listed in Table 1 below.

Table 1: Certification study recommendations

Ghana	Côte d’Ivoire
<ul style="list-style-type: none"> • Awareness and sensitization on national laws on child labor • Farm safety initiatives – OSH Interventions • Tackling the broader socio-economic situation of farmers • Increasing access to education/training and participation • Apprenticeship training that incorporates child labor monitoring • Female-headed household empowerment • Further research in broader geographic clusters and use GIS to support this effort • Interventions directly related to the Hazardous Child Labor Activity Framework, such as training, awareness and sensitization on the framework 	<p>Short term action:</p> <ul style="list-style-type: none"> • Defend the rights of children • Defend the rights of adults <p>Medium and long-term action:</p> <ul style="list-style-type: none"> • Reinforce education policy • Food security policy • Agricultural training policy and capacity building • Security of property and person • Improvements to infrastructure • Rural Development initiatives to retain youth in rural areas and provide literacy courses for adults • Define and implement strategies to reduce poverty in rural areas

The verifiers support the implementation of such efforts. However, in future reports, it is suggested that recommendations be more explicitly linked to the certification study findings. The validity of these recommendations would be strengthened considerably if they were clearly substantiated by the data collected and findings and described in more detail to identify specific actions to be taken.

In line with the remediation strategies suggested above, the verifiers particularly note that both the certification and verification studies in the two countries indicated many children are engaged in hazardous child labor, and therefore recommend several strategies to this aspect of the problem. For example, training programs should be developed and implemented to educate children, parents and farmers on OSH hazards and protective measures that are aligned with relevant ILO conventions and national legislation. Furthermore the drafting of a hazardous work list should be linked to ILO Convention No 182 and ILO Convention No 184 of 2001 on safety and health in agriculture. Article 4 of Convention No 184 requires countries to draw up national programs on safety and health in agriculture and to regularly review them.

In Ghana, future studies should include an assessment of the actual occurrence of injuries reported by children in relation to cocoa production activities to enable remediation actions to be taken to alleviate such problems faced by children. Such an assessment will clarify whether policy interventions linked to the drafting of the country list of hazardous work are required as per the terms of ILO C182. A list of hazardous child labor exist in the Children's Act, however, the Hazardous Child Labor Activity Framework for the Cocoa Sector in Ghana (June 2008) includes references to age standards, permissible carrying weight standards, work intensity standards, permissible carrying weight, weight of typical cocoa loads and a standards chart for evaluating carrying weight that are not included in the Children's Act. It consists of a Hazardous Cocoa Child Labour List (17 points), permissible work and recommendations, and general recommendations for child participation in cocoa. The list needs to be adopted and included in appropriate legislation as specifically defined hazards within the country to be regarded as WFCL in terms of C182 and Recommendation 1999 and immediate actions should be taken to eliminate such forms of exploited child labor.

In Côte d'Ivoire, future studies should include an assessment of the type of cocoa production activities that resulted in reported injuries or illnesses, as these studies only focus on hazardous activities as classified in the Labor Code of 1995. Such information could illustrate the need for reviewing and amending the list as contained in the Labor Code.

Public sector remediation activities

The two governments have begun to undertake specific activities to address the findings and recommendations of their certification studies. For example, in Ghana, steps have been taken to put in place a community-based monitoring system that will serve as an interface between data collection and intervention activities. This type of monitoring system was also recommended in the ILO report of 2007 on the safety and health hazards of child laborers in the cocoa industry⁶. Community-based monitoring can assist in identifying children at risk of child labor, rendering assistance to them, and removing children already engaged in child labor from harmful situations. It can be a source of information pertaining to the nature and prevalence of child labor incidents, which links directly to the certification process by

⁶ IPEC. Rooting out child labour from cocoa farms. Paper No. 4 Child labour monitoring – A partnership of communities and government. Geneva, International Labour Office, 2007, p 39.

identifying key areas of concern that need to be addressed by all stakeholders. In Côte d'Ivoire, l'Agence Nationale d'Appui au Developpement Rural (ANADER) continues to provide assistance to cocoa farmers and agricultural development and is further disseminating the farmer field school approach, which helps farmers master cocoa production techniques and includes awareness modules on schooling of children, illnesses and hygiene in rural areas. Furthermore, such initiatives work towards achieving one of the key goals of the Harkin-Engel Protocol, which is to render support to children and community members within the cocoa industry.

Private sector, NGO and other institutions' remediation activities

The verifiers note that a significant number of programs and initiatives have been implemented by private sector and NGO stakeholders, often with funding from international donors. These include but are not limited to the Empowering Cocoa Households with Opportunities and Education Solutions (ECHOES) Alliance programs, the Child Labor Alternatives through Sustainable Systems in Education (CLASSE) program, the Sustainable Tree Crops program (STCP), the International Foundation for Education and Self Help (IFESH) Farmer Field School (FFC), and the IPEC program on West Africa Cocoa/Commercial Agriculture Program to Combat Hazardous and Exploitive Child Labor (WACAP)

Discussions with service providers previously engaged or currently working in the West African cocoa sector and a review of relevant reports revealed the importance of assessing ongoing and/or completed initiatives, and continuing and strengthening those that are found to be most effective, (e.g. strengthening capacity building of existing structures such as the Trafficking Board in Ghana and NGOs to manage referral services in Côte d'Ivoire and Ghana). These initiatives may serve as models for improving livelihoods in cocoa-growing communities in West Africa, for example, through training and educational alternatives for children which provide school retention, transition, and completion data, or through combining literacy programs with initiatives such as IFESH. The progress made as a result of these initiatives can provide valuable lessons for future and continued activities. The verifiers support further research into recent and ongoing remediation activities to identify best practices and additionally recommend that assessment of current initiatives is incorporated into the certification and verification processes as described below.

5. Enabling structures and mechanisms

In the view of the verifiers, in order to successfully implement this model for certification and verification, the following elements are required.

Legislative framework

National legislation is a key element in combating child labor that is available for the government. It sets principles, objectives and priorities for national policy and creates specific legal rights and responsibilities and sets up the procedures for acting on complaints and making investigations. It also helps deter the exploitation of children by providing sanctions against violators and redress for victims. The policy and legislative framework in Côte d'Ivoire and Ghana need to create an enabling environment to prevent and eliminate WFCL and adult forced labor. Ongoing revision and appropriate drafting and or amendments are to be considered to attend to key issues of concern identified through the ongoing certification process.

Issues of enforcement

The establishment of a legal framework into place is only a first step and needs to be followed by awareness raising and enforcement, which is a considerable challenge in both countries. Though both Côte d'Ivoire and Ghana have child labor laws, they commonly find it difficult to put them into practice. Various types of enforcement mechanisms are needed to make national legislation effective, but their proper functioning depends on both human and material resources as well as political will.

Child labor monitoring systems, mentioned above, can help ensure that child labor is not used in cocoa production and that children are not exposed to hazardous work. Monitoring also highlights issues that need decisions such as what specific measures are needed when child labor is found. However, these systems require a commitment to set up workable and reliable systems and methods for selecting units of monitoring. Monitors must be hired, trained, and sometimes provided with resources that are needed for effective monitoring activities. Proper referral systems need to be setup to use institutions that can take action.

The Harkin-Engel Protocol stipulated the creation of a *voluntary* certification system. Yet even a voluntary system requires accountability and a mechanism for enforcement. The ICVB, which is mandated to deal with verification but inevitably deals with certification as well, should be strengthened and take on a more substantial role in guiding both the certification and verification processes. As a multi-stakeholder structure, it is best positioned to take on these responsibilities. This should include developing and updating core indicators in consultation with both governments.

Sustainability

The importance of cocoa in the countries' economy and the engagement of children in cocoa production require that child labor initiatives and concerns are "mainstreamed" in that they need to be firmly integrated into national development agendas. This is important in addressing the problem of child labor in a sustainable manner and can be conducted in national agendas that address poverty alleviation, reducing household vulnerability, education and elimination of WFCL.

There are several elements of sustainability in the foregoing remediation model proposed. The first is having the necessary structures and processes in place to support a robust certification process (which includes certification and reporting, remediation, and verification), as addressed above.

Another important element of sustainability is ensuring that adequate time and resources are dedicated to the entire certification process. From the verifiers' observations in the field, project management planning should be given more consideration, ensuring allocation of sufficient time to conduct research in deep rural areas where a lack of infrastructure creates significant challenges (refer to local country fieldworker reports submitted). Where possible, research costs can be reduced by leveraging and building on other sources of data on related issues from studies conducted by universities and or other research institutions as well as sources such as Labor Force Surveys. Outside sources of data such as the WHO's World Health Survey, the ILO's Migration Database, the UN statistical Division, the Multiple Indicator Cluster Survey (MICS) program developed by UNICEF, and the Partnership in Statistics for Development in the 21st Century (PARIS21) can help fill information gaps as well.

6. Summary

The strategy outlined in this report describes findings of the verification report in Côte d'Ivoire and Ghana and presents areas of improvement regarding reported results and general methodologies used in the certification studies. A strategy for future certification and verification activities is presented that systematically includes remediation activities. With the knowledge that was gained so far through the certification studies, remediation activities can be designed or improved and there is a need to setup core indicators that will be used for evaluating progress and conducting verification. The strategy describes activities that will be conducted in phases where remediation along with knowledge building regarding the problem of child labor and forced adult labor practices can be made.

The verifiers propose the following next steps in realizing the strategy described in this report:

- Refine strategy in consultation with the respective governments and the ICVB
- Draw a time line for the different phases described in this report.

Appendix 1: Summary of recommendations

Côte d’Ivoire recommendations	
Objectives	<p>Ensure clear problem definition prior to designing the study (and document it explicitly)</p> <p>The research objectives had no specific reference specifically to forced adult labor or to adult labor in general; this could be added in future studies</p>
Literature review and background research	<p>Consult previous literature and research and document this formally</p> <p>Once the study is complete, compare the new findings with other studies – explain if findings are consistent, if not, provide an analysis of why they are not</p> <p>Ensure adequate time between studies (e.g. pilot and scaled-up) to reflect on and incorporate lessons learned into the next study</p> <p>Consult more thoroughly those involved in completed certification studies (e.g. ICK from the pilot study) instead of just relying on submitted reports when designing the next study</p>
Include research techniques for capturing rare and elusive populations	<p>Consider the use of focus groups and other more qualitative methods</p> <p>Interview children outside the household structure. Indirectly, this could have been done by talking to teachers and learners in the schools.</p> <p>Interview the police about illicit activities, such as trafficking</p> <p>Consider alternatives such as action research, more participatory approaches, capture/recapture sampling, etc.</p>
Sampling	<p>Minimize bias by avoid using substitution and do not allow household head to “filter” which children are interviewed</p> <p>Apply sample weights for estimates</p> <p>In the future, use two stage sampling to minimize variance introduced from four stages</p> <p>Ensure adequate procedures are in place for dealing with non-response.</p>
Instruments	<p>Include information on all household members (Include all children in selected households, not just working children)</p> <p>Probe more into forced child labor.</p> <p>Ensure definitions are precise; for example, clarify time reference periods when asking about cocoa activities (Last year? Last week?)</p> <p>Provide fieldworkers with comprehensive experiential training on translating questions into local languages</p> <p>Probe more thoroughly into local education resources and infrastructure</p> <p>Use the opportunity to also gather information about the level of knowledge of the household head on occupational health and safety, and awareness of themes concerning child labor</p> <p>Shorten the questionnaires by removing unnecessary or redundant questions, and improve structure and flow of questionnaires. For each questionnaire item consider the purpose. Also consider if respondents are likely to be willing/able to provide accurate responses. If not, reword or remove.</p> <p>Can the data be obtained from another source? If so, remove the question</p>

Data collection	<p>Scheduling should take into account variations in the villages (accessibility, distance to and from, etc).</p> <p>Full schedules should be recorded (not just on questionnaires)</p> <p>Ensure timely feedback to fieldworkers by streamlining communication channels</p> <p>Inform all respondents that participation is voluntary and obtain informed consent for all interviews</p> <p>Formal procedures to address late, incomplete, inaccurate, or missing reports should be documented</p> <p>Ensure systematic record keeping, logging of found errors, and documentation of processes and procedures.</p> <p>Investigate the causes of errors (rather than just fixing them) so as to prevent them in the future</p>
Data Capture	<p>Train data capturers on how to deal with non-response. Missing values in the questionnaires were sometimes left blank rather than coded as missing</p> <p>Develop a written explicit archiving / retention schedule for all questionnaires, data, error logs, etc.</p> <p>Formal and written quality control procedures should be in place</p>
Improve overall audit trail	<p>Documentation of the administrative processes and the procedures, including financial, staff and other resource management.</p> <p>Minutes of meetings held</p> <p>Correspondence with service providers</p> <p>Training attendance registers</p> <p>Quality assurance measures (e.g. follow-up procedures of non-response)</p> <p>Data management policy or data-related standard operating procedures</p> <p>Back up all data electronically</p>
Data analysis	<p>Calculation of percentages should not include missing values. The total number of valid responses should be taken into account when one calculates percentages.</p> <p>Provide an analysis of data on forced adult labor instead of simply stating the facts</p> <p>Ensure that graphs and charts are clearly labeled and explained</p> <p>Issues needing more analysis (also relates to research techniques and instrument design): Child trafficking, debt bondage and FAL</p> <p>Attempts to answer the question of what determines the involvement of children in hazardous cocoa production activities can be improved by using a correctly applied regression model with a clearly defined dependent variable and diagnostic tests to evaluate the explanatory power of the model.</p>

Ghana recommendations	
Literature review and background research	<p>Provide context for results in comparison to previous research.</p> <p>Ensure accurate and complete reference list</p>
Include research techniques for capturing rare and elusive populations	<p>Interview children outside the household structure. Indirectly, this could have been done by talking to teachers and learners in the schools.</p> <p>Interview the police about illicit activities, such as trafficking</p> <p>Consider alternatives such as action research, more participatory approaches, capture/recapture sampling, etc.</p>
Sampling	<p><i>For future surveys:</i> Two stage sampling.</p> <p>Substitution is not recommended</p> <p><i>Short term:</i> Apply sample weights for estimates (compute the appropriate weights using the information on amount of cocoa production and the number of cocoa producing households in each EA.)</p> <p>Make distribution of districts more even</p> <p>Use correct formulas for determining sample size</p>
Instruments	<p>Improve the flow and consistency of instruments</p> <p>Avoid compound (two or more part) questions</p> <p>Improve skip patterns to avoid asking questions that the respondent cannot answer</p> <p>Themes covered by the adult questionnaire were very limited. Questions about activities were collected in the household questionnaire, and it may have been advisable to repeat some of the questions in the adult questionnaire for comparison.</p> <p>Shorten instruments if possible especially child questionnaire - children became impatient, requiring the fieldworkers to break the interview, motivate the child and then proceed with the interview. Questionnaire can be shortened by getting some information from other sources.</p> <p>Use simple and direct queries such as: Are you currently enrolled in school?</p> <p>Remove redundant questions in future studies.</p> <p>Ensure that questions don't require calculations to be answered - during the data collection there were a few problems like difficulties in estimating "man-days" for a certain question in the household questionnaire.</p> <p>Lack of introductory sections in the questionnaires needs to be addressed.</p>
Reporting	<p>Ensure accurate reporting – sampling, etc. (omission of the households with only one child)</p> <p>Improve definition used for adult workers</p> <p>Include more questions to probe about adult forced labor; also consider different research techniques</p> <p>Include a discussion of how non-response was dealt with</p> <p>The frequent reference to all subjects as "respondent" may provide a misleading impression. Be clear when referring to subjects that were not themselves respondents.</p> <p>Consider not interviewing 5 yr olds – do you get reliable/valuable information from them? Does it justify questioning them? Presence of parents while interviewing children 5-6 yrs may have affected the truthfulness of the children's responses.</p>

Data quality	<p>Ensure participants don't think they will get "benefits" from participating</p> <p>Households complained of interview- fatigue from previous interviews or unmet expectations following previous surveys – try to "piggyback" on other surveys (adding questions to existing surveys conducted by others or by GSS)</p> <p>Increase training time for fieldworkers</p> <p>Discuss risks relating to tampering</p> <p>Have fieldworkers sign a code of conduct</p> <p>Ensure systematic logging of found errors</p> <p>Better planning: Under-estimation in time budget could have created pressure for fieldworkers to meet deadlines which, in turn, could have led to shoddy data collection</p> <p>Ensure that there is an up-to date listing of households. The listing of households was done during the planting season, but when data collection took place months later, some of the migrant families had left their farm houses.</p> <p>Clarify what should be done in cases of unavailable respondent households or individuals. If fieldworkers went to a listed household and one of the respondents was unavailable, they would fill in the demographic details of that respondent in a questionnaire but leave the rest of the questionnaire blank. They did this as evidence that they had visited that household. However this posed problems for office editors who were often confounded by the missing information they found on such questionnaires</p> <p>Procedure to address late, incomplete, inaccurate and missing reports need to be better documented.</p> <p>Train data capturers on how to deal with non-response. Missing values in the questionnaires are left blank by data entry clerks (DEC) rather than coded as missing (e.g. 99). This is potentially problematic for the data cleaning process as there may be confusion as to whether the blank entries are actually missing values in the questions or omissions by the DEC.</p> <p>Double-entry during data capture while time consuming, may have reduced the frequencies of errors in the data capturing process</p> <p>Develop a written explicit archiving / retention schedule for all questionnaires, data, etc.</p> <p>Analytical procedures and rounding practices need to be better documented</p>
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