RAM Tool 8: Discussion with market representatives or key informants template

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| **A. Assessment details** |
| Name of interviewer |  |
| Date of interview |  |
| Name of market |  |
| GPS coordinates of the marketplace |  |
| Type of marketplace*(e.g. local/district/regional/urban centre)* |   |
| Frequency of market days*(e.g. daily/weekly/monthly)* |  |
| Key commodities of interest in the assessment*(Note the key commodities to be assessed)* | Quantities of the commodity needed in the area*(Note the respective quantities you determined in Step1)* |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| Observations from travel to the marketplace*(Time needed, obstructions, trade flows observed etc.)* |
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| Contact details of interviewee(s)/ informant(s) |
| **Name and position*(Explain role if not clear from position*)** | **Telephone** |
|  |  |
| **B. Physical impact of the shock on the market** |
| Q1: How significantly has the market infrastructure been affected?(*Infrastructure includes buildings (stands or stalls, shops, store rooms, etc), and roads or pathways (to, from or through the market)* *(Tick the respective box)* |
| **Completely damaged** | **Severely damaged** | **Slightly damaged** | **Not damaged (*go to Q3*)** |
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| Q2: Can you describe the type of damage and the effects this is having on the marketplace?*(Note the answers and explanations)* |
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| Q3: Are the traders able to continue their business as usual?*(Note the answer and if it is ‘no’ ask why traders are not able to operate as usual)* |
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| **C. Market demand** |
| Q4: Where do the people who come to the marketplace come from?*(i.e. from which communities, villages, towns, etc.)* |
| **Before the shock** | **Since the shock** |
|  |  |
| Q5: How has the number of people coming to the marketplace changed since the shock?*(If number has changed, try to estimate the percentage change)* | **Decreased by** | **No change** | **Increased by** |
|  |  |  |
| Q6: Can you explain why more / fewer people are accessing the market place since the shock?*(Note the explanation. Possible prompts: physical access, other markets destroyed, security, etc.)* |
|  |
| Q7: Has the demand for the key commodities changed since the shock?*(Note the answer for each of the key commodities selected in section (A), and – if applicable – ask why demand has changed)* |
| **Commodity name** | **Change in demand? (yes/no)** | **Explanation** |
|  |  |  |
| **D. Market Supply** |
| Q8: How has the number of wholesalers supplying the key commodities in the marketplace changed since the shock?*(Note how the number has changed for each of the key commodities selected in section (A))* |
| **Commodity name** | **Number before shock** | **Number after shock** |
|  |  |  |
| Q9: Has the number of retailers supplying the key commodities in the marketplace changed since the shock?*(Note how the number has changed for each of the key commodities selected in section (A)))* |
| **Commodity name** | **Number before shock** | **Number after shock** |
|  |  |  |
| Q10: Is the market supplying the same amount, more, or less of the key commodities since before the shock?*(Note the commodity names and determine the change for each of the commodities assessed and tick the respective box)* |
| **Commodity name** | **Current supply compared to pre-shock supply** |
| **Same as pre-shock supply** | **More than half of pre-shock supply** | **Half the pre-shock supply** | **Less than half of pre-shock supply** | **No more supply** |
|  |  |  |  |  |  |
| Q11: Where did the key commodities come from before the shock, and where do they come from since the shock?*(Note where each of the key commodities selected in section (A) came from before the shock, and after if it has changed)* |
| **Commodity name** | **Source(s) before shock** | **Source(s) after shock** |
|  |  |  |
| Q12: How has the shock affected the traders in the marketplace?*(Note the answers. Possibilities include: reduced demand, no supplies, damaged infrastructure, price increases, transport problems, security problems. Ask for an explanation of the answer.)* |
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| **E. Market constraints and market response capacity** |
| Q13: If households were given money, could traders supply them with the key commodities?*(State yes, mostly, hardly, no, or don’t know for each commodity according to answer given, and ask why. Note the explanation for each commodity)* |
| **Commodity name** | **Can traders supply?(Mostly, hardly, no, do not know)** | **Explanation** |
|  |  |  |
| Q14: What are the 3 main factors which make it difficult for wholesalers to continue their business as normal at the moment?*(Note the answers in order of importance. distinguish the size of wholesalers if necessary)* |
| 1. |
| 2. |
| 3. |
| Q15: What are the 3 main factors which make it difficult for traders to continue their business as normal at the moment?*(Note the answers in order of importance, distinguish the size of retailers if necessary)* |
| 1. |
| 2. |
| 3. |
| Q16: How could the supply of key commodities be supported to improve the current situation?*(Note what would be needed and for how long)* |
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| Q17: Have there been similar shocks in the past, and if so, how has the market place been affected by them?*(Note the event, when it took place, how it compares to the current shock, and how long it took markets to recover)* |
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| **F. Mapping commodity flows and supply chains (Do only if you face a good informant and have sufficient time)** |
| Q18: Can you help us to draw a map which shows where the commodities in your market place have come from?*(Use the copy of the geographic map to indicate the respective commodity flows)* |
| Q19: Can you help us to verify and complete market system maps for each of the key commodities?*(Use Tool 4, and separate pieces of paper per commodity, try get estimates for number of traders, trade volumes and prices)* |
| **G. Price information** |
| Q20: How does the price for each key commodity normally change during the year (as the seasons change)?*(Note for each commodity and month whether prices are typically high (H), normal (N) or low (L))* |
| **Commodity name** | **Jan** | **Feb** | **Mar** | **Apr** | **Mai** | **Jun** | **Jul** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Q21: What has happened to the prices of the key commodities since the shock?*(Note the answer for each commodity, if your informant can indicate the actual price change, note it)* |
| **Commodity name** | **Price went up** | **Price unchanged** | **Price went down** | **Do not know** |
|  |  |  |  |  |
| Q22: Are there key commodities that experienced particularly large price changes? Why do you think this is?*(Note the commodities, ask how much the price changed, and ask why. Note that this may be for a commodity not selected in section A)* |
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| **H. Contact, comments, and observations** |
| Q23: Can you think of any people that can help us to get a better understanding of the market?*(Ask for names, contacts details, and help to arrange meetings.)* |
| Retailers:Wholesalers *(do not have to be present in the marketplace itself)*:Authorities, associations etc.:Others: |
| Q24: Any additional comments and observations |
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