



**2024 Census of Population and Community-Based Monitoring System
OBSERVATION RECORD**

PROVINCE:
CITY/MUNICIPALITY:
BARANGAY:
ENUMERATOR AREA NUMBER:

BSN
HUSN
HSN

NAME OF ENUMERATOR

INSTRUCTION: Write "1" for YES or "2" for NO in Column 2. Put remark/s in Column 3.

OBSERVATION CHECKLIST (1)	FORM 2	
	1 YES 2 NO (2)	REMARKS (3)
Did the Enumerator do the following:		
1. Determine if the building visited is used as a living quarter or if it is vacant, it contained a living quarter?		
2. Perform the following mapping procedures:		
2a. For PAPI user, BSN on the map is the same as the BSN recorded in Forms 2 and Form 4. For CAPI user, BSN from the Qfield CAPI application is correctly selected.		
2b. BSN of new or unrecorded building structures followed 70000- series.		
2c. Reference building/symbols/features are properly plotted on the map.		
2d. HUSN numbering followed standard procedure.		
2e. HSN numbering followed standard procedure.		
2f. "others, specify" is properly filled-out		
3. Correctly perform the following interviewing procedures for households using Form 2:		
3a. interviewing either the head or spouse or any adult member who is knowledgeable to answer the questions about the household?		
3b. listing the household members in Form 2 following the prescribed order of listing?		
3c. asking if there are other members who are not yet listed such as infants, small children, elderly persons, and overseas workers who are temporarily away after all the names of the household members given by the respondent had been listed?		
3d. identifying nuclear family assignment of each household member?		
3e. asking independently the date of birth and age of each household member?		
3f. checking the consistency of age in highest grade completed?		
3g. explaining to respondent section's introduction?		
4. Explaining to respondent and/or requesting the respondent to read and sign Form 3?		
5. Review the accomplished questionnaire after the interview before leaving the household/barangay?		
6. Accomplish the sticker properly by writing the BSN, HUSN, HSN and other information for a household interviewed (Form 2)?		

Write the exact questions that found difficult, observations and action taken during enumeration.

7a. Section/ Item No.	7b. Questions skipped by the enumerator	7c. Actions taken to correct	7d. Recommendations for future conduct of POPCEN-CBMS
Item 1			
Item 2			
Item 3			
Item 4			
Item 5			

Write the exact questions that found difficult, observations and action taken during enumeration.			
8a. Section/ Item No.	8b. Questions that confuse or are not easily understood by respondent	8c. Actions taken to correct	8d. Recommendations for future conduct of POPCEN-CBMS
Item 1			
Item 2			
Item 3			
Item 4			
Item 5			
Item 6			
Item 7			
Item 8			
Item 9			
Item 10			
9a. Section/ Item No.	9b. Questions incorrectly asked by interviewer	9c. Actions taken to correct	9d. Recommendations for future conduct of POPCEN-CBMS
Item 1			
Item 2			
Item 3			
Item 4			
Item 5			
Item 6			
Item 7			
Item 8			
Item 9			
Item 10			

GENERAL RECOMMENDATIONS:

Prepared by:

SIGNATURE OVER PRINTED NAME

DESIGNATION/POSITION

DATE ACCOMPLISHED
(MM/DD/YYYY)