

**2018 Family Income and Expenditures Survey (FIES) VISIT 2**  
**GUIDELINES FOR PACKING AND SHIPMENT OF MATERIALS**

The following are the guidelines to be adopted for efficient packing and shipment of 2018 FIES questionnaires and manuals:

For Packing:

1. Packing of materials are to be done by type of materials (questionnaire or manual), and by region and by province
2. Each pack is to be wrapped in plastic.
3. Labeling the packages according to the levels of training as well as for enumeration will be followed as listed below:
  - a. First Level Training
  - b. Second Level Training
  - c. Third Level Training
  - d. Enumeration

For Shipment:

For reference, the following are the expected dates of receipt of materials:

Activity	All Materials are to be received <b>ON OR BEFORE:</b>
First Level Training	<b>26 November 2018</b>
Second Level Training	
Third Level Training	
Enumeration	

Inspection of CO to official printer will be scheduled prior to shipment of materials to the regions and provinces.