

FORM: DISTRIBUTION MONITORING – WINTERISATION KITS – HOUSEHOLD DISTRIBUTION

DATE OF DISTRIBUTION (DD/MM/YR): ___/___/___	MONITOR NAME: _____
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A. PRELIMINARY INFORMATION

A.1. Governorate Name: _____	A.2. District Name: _____
A.3. Subdistrict Name: _____	A.4. Camp OR Village Name: _____ Camp: _____ Village: _____
A.5. Implementing Partner Organisation: _____	

MONITOR INSTRUCTIONS

ALL Sections: Use your own, direct observation (look around) to fill the form – do not interview anyone.

B. DISTRIBUTION

B.1. Items being distributed	Item material number	Number of units per beneficiary family
Set of winter clothing for baby aged 12 months	S0000751	_____ Kits TO _____ Families <input type="checkbox"/> Not distributed
<i>If this kit was <u>divided</u> and distributed to <u>individual families</u>, please enter number of units per family:</i>		
<i>Unisex coverall set (baby)</i>	_____	Set <input type="checkbox"/> Not distributed
<i>Overall outerwear (baby)</i>	_____	Set <input type="checkbox"/> Not distributed
<i>Woollen hat</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Woollen mittens</i>	_____	Pair <input type="checkbox"/> Not distributed
<i>Woollen scarf</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Woollen socks</i>	_____	Pair <input type="checkbox"/> Not distributed
Set of winter clothing for child aged 1-2 years	S0000752	_____ Kits TO _____ Families <input type="checkbox"/> Not distributed
<i>If this kit was <u>divided</u> and distributed to <u>individual families</u>, please enter number of units per family:</i>		
<i>Unisex thermal set (top and bottom)</i>	_____	Set <input type="checkbox"/> Not distributed
<i>Unisex warm jacket</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Unisex warm cotton puffball trousers</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Woollen hat</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Woollen mittens</i>	_____	Pair <input type="checkbox"/> Not distributed
<i>Woollen scarf</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Woollen socks</i>	_____	Pair <input type="checkbox"/> Not distributed
<i>Winter boots</i>	_____	Pair <input type="checkbox"/> Not distributed
Set of winter clothing for child aged 3 years	S0000753	_____ Kits TO _____ Families <input type="checkbox"/> Not distributed
<i>If this kit was <u>divided</u> and distributed to <u>individual families</u>, please enter number of units per family:</i>		
<i>Unisex woollen sweater</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Unisex thermal set (top and bottom)</i>	_____	Set <input type="checkbox"/> Not distributed
<i>Unisex winter jacket</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Unisex warm winter trousers (denim or cotton)</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Woollen hat</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Woollen scarf</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Woollen socks</i>	_____	Pair <input type="checkbox"/> Not distributed
<i>Winter boots</i>	_____	Pair <input type="checkbox"/> Not distributed
<i>Woollen gloves</i>	_____	Pair <input type="checkbox"/> Not distributed
Set of winter clothing for child aged 5 years	S0000754	_____ Kits TO _____ Families <input type="checkbox"/> Not distributed
<i>If this kit was <u>divided</u> and distributed to <u>individual families</u>, please enter number of units per family:</i>		
<i>Unisex woollen sweater</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Unisex thermal set (top and bottom)</i>	_____	Set <input type="checkbox"/> Not distributed
<i>Unisex winter jacket</i>	_____	Piece <input type="checkbox"/> Not distributed
<i>Unisex warm winter trousers (denim or cotton)</i>	_____	Piece <input type="checkbox"/> Not distributed

Woollen hat		_____ Piece	<input type="checkbox"/> Not distributed
Woollen scarf		_____ Piece	<input type="checkbox"/> Not distributed
Woollen socks		_____ Pair	<input type="checkbox"/> Not distributed
Winter boots		_____ Pair	<input type="checkbox"/> Not distributed
Woollen gloves		_____ Pair	<input type="checkbox"/> Not distributed
Set of winter clothing for child aged 7 years	S0000755	_____ Kits TO _____ Families	<input type="checkbox"/> Not distributed
<i>If this kit was <u>divided</u> and distributed to <u>individual families</u>, please enter number of units per family:</i>			
Unisex woollen sweater		_____ Piece	<input type="checkbox"/> Not distributed
Unisex thermal set (top and bottom)		_____ Set	<input type="checkbox"/> Not distributed
Unisex winter jacket		_____ Piece	<input type="checkbox"/> Not distributed
Unisex warm winter trousers (denim or cotton)		_____ Piece	<input type="checkbox"/> Not distributed
Woollen hat		_____ Piece	<input type="checkbox"/> Not distributed
Woollen scarf		_____ Piece	<input type="checkbox"/> Not distributed
Woollen socks		_____ Pair	<input type="checkbox"/> Not distributed
Winter boots		_____ Pair	<input type="checkbox"/> Not distributed
Woollen gloves		_____ Pair	<input type="checkbox"/> Not distributed
Set of winter clothing for child aged 9 years	S0000756	_____ Kits TO _____ Families	<input type="checkbox"/> Not distributed
<i>If this kit was <u>divided</u> and distributed to <u>individual families</u>, please enter number of units per family:</i>			
Unisex woollen sweater		_____ Piece	<input type="checkbox"/> Not distributed
Unisex thermal set (top and bottom)		_____ Set	<input type="checkbox"/> Not distributed
Unisex winter jacket		_____ Piece	<input type="checkbox"/> Not distributed
Unisex warm winter trousers (denim or cotton)		_____ Piece	<input type="checkbox"/> Not distributed
Woollen hat		_____ Piece	<input type="checkbox"/> Not distributed
Woollen scarf		_____ Piece	<input type="checkbox"/> Not distributed
Woollen socks		_____ Pair	<input type="checkbox"/> Not distributed
Winter boots		_____ Pair	<input type="checkbox"/> Not distributed
Woollen gloves		_____ Pair	<input type="checkbox"/> Not distributed
Set of winter clothing for child aged 12 years	S0000757	_____ Kits TO _____ Families	<input type="checkbox"/> Not distributed
<i>If this kit was <u>divided</u> and distributed to <u>individual families</u>, please enter number of units per family:</i>			
Unisex woollen sweater		_____ Piece	<input type="checkbox"/> Not distributed
Unisex thermal set (top and bottom)		_____ Set	<input type="checkbox"/> Not distributed
Unisex winter jacket		_____ Piece	<input type="checkbox"/> Not distributed
Unisex warm winter trousers (denim or cotton)		_____ Piece	<input type="checkbox"/> Not distributed
Woollen hat		_____ Piece	<input type="checkbox"/> Not distributed
Woollen scarf		_____ Piece	<input type="checkbox"/> Not distributed
Woollen socks		_____ Pair	<input type="checkbox"/> Not distributed
Winter boots		_____ Pair	<input type="checkbox"/> Not distributed
Woollen gloves		_____ Pair	<input type="checkbox"/> Not distributed
Set of winter clothing for child aged 14 years	S0000758	_____ Kits TO _____ Families	<input type="checkbox"/> Not distributed
<i>If this kit was <u>divided</u> and distributed to <u>individual families</u>, please enter number of units per family:</i>			
Unisex woollen sweater		_____ Piece	<input type="checkbox"/> Not distributed
Unisex thermal set (top and bottom)		_____ Set	<input type="checkbox"/> Not distributed
Unisex winter jacket		_____ Piece	<input type="checkbox"/> Not distributed
Unisex warm winter trousers (denim or cotton)		_____ Piece	<input type="checkbox"/> Not distributed
Woollen hat		_____ Piece	<input type="checkbox"/> Not distributed
Woollen scarf		_____ Piece	<input type="checkbox"/> Not distributed
Woollen socks		_____ Pair	<input type="checkbox"/> Not distributed
Winter boots		_____ Pair	<input type="checkbox"/> Not distributed
Woollen gloves		_____ Pair	<input type="checkbox"/> Not distributed
Thermal blankets		_____ Blankets TO _____ Families	<input type="checkbox"/> Not distributed

B.2. For how long are beneficiaries waiting before they receive the items?	<input type="checkbox"/> Less than 30 minutes <input type="checkbox"/> Between 30 minutes and 1 hour <input type="checkbox"/> Between 1 and 2 hours <input type="checkbox"/> More than 2 hours
B.3. Are beneficiaries treated with respect by distribution staff?	<input type="checkbox"/> Yes <input type="checkbox"/> No – If No, Specify:
B.4. Is the distribution location accessible to everyone?	<input type="checkbox"/> Yes <input type="checkbox"/> No – If no, Specify <u>which</u> people cannot access and <u>why</u> :
B.5. Is the distribution location safe for everyone?	<input type="checkbox"/> Yes <input type="checkbox"/> No – If no, Specify <u>who</u> it is not safe for and <u>why</u> : <input type="checkbox"/> Dangerous for children <input type="checkbox"/> Dangerous for women <input type="checkbox"/> Dangerous for all Why: _____
B.6. Is there enough seating available for the elderly, disabled, pregnant women, and people carrying small children?	<input type="checkbox"/> Yes <input type="checkbox"/> Not enough seating <input type="checkbox"/> No seating at all
B.7. Is information provided to beneficiaries about the process they need to follow during the distribution?	<input type="checkbox"/> Yes <input type="checkbox"/> No
B.8. Do beneficiaries show registration cards AND/OR sign for receipt of items?	<input type="checkbox"/> Yes <input type="checkbox"/> No

C. MONITOR COMMENTS