

**ANNEXURE 10: FIELDWORK/DATA COLLECTION METHODOLOGY TEMPLATE**

<b>PROJECT NAME</b>	<b>PROJECT DESCRIPTION</b>	<b>PROJECT DURATION</b> (Include dates)	<b>FIELDWORK SAMPLING TYPE</b> (e.g., Customer engagement surveys, observations, interviews etc)	<b>HOW WAS THE DATA CAPTURED?</b> (e.g., paper surveys with data entry afterwards, electronic systems in field, 3 <sup>rd</sup> parties etc)	<b>HOW MANY FIELDWORKERS WERE USED FOR THIS PROJECT?</b>	<b>WHAT WAS THE SAMPLE SIZE FOR THIS PROJECT?</b> (This should be the entire sample size of the project along with quarterly samples if applicable)	<b>REFERENCE LETTER ATTACHED?</b> (A signed/stamped Reference letter, with contactable references)