

## **National level**

- 1.1. How does the forestry information system work in your institute?
- 1.2. What organizations are actively involved at the Regional and District level and what kind of institution are they?
- 1.3. Is there any regulation forming this mentioned agency?
- 1.4. How many people are involved in the mentioned system and what is their position?
- 1.5. Who is coordinating the team?
- 1.6. In your opinion, is the number of staff and their competency adequate? Why is that?
- 1.7. How many staff do you think would be ideal to manage this activity?
- 1.8. Do you think that the allocated budget is sufficient for each level?
- 1.9. What is the position of the person who decided on the budget allocation?
- 1.10. What is regulated in the Standard Operational Procedure (SOP) to manage the system? If there is no SOP, why?
- 1.11. What type of data are collected and received from the lower level?
- 1.12. What is the purpose of this data collection?
- 1.13. In your opinion, does the collected data fulfill the needs and purpose of the activity? If yes, why is this? If no, what should be done?

- 1.14. What is the format of the data collected and received from the lower levels?
- 1.15. How often do you receive data or reports from the lower levels?
- 1.16. What activities are conducted after getting this data from the lower levels?
- 1.17. How often do you report to the higher level?
- 1.18. How are things related to data collection and reporting communicated to the lower level?
- 1.19. How often do you communicate with the lower level?
- 1.20. How often do you receive feedback and input from the higher level regarding the mentioned forestry information system?
- 1.21. Do you think the received feedback is useful to develop a better process of data collection and reporting to fulfill the purpose of the activity? In what aspect?
- 1.22. Are there any challenges in your organization to meet the standards?
- 1.23. Since its establishment, has the system always been active or were there periods in which the system was not active? Please elaborate.
- 1.24. In your opinion, how easy is it for the public to get access to the data?
- 1.25. Where is your information published and how are the procedure for public to access this data?
- 1.26. What makes this system different from other forestry database systems?

- 2.1. What is the position of the person that conducts data validation on data received from the regional level?
- 2.2. How often do you conduct data validation?
- 2.3. How many staffs are involved in data validation? How long have they been validating data?
- 2.4. Where they ever trained in data validation processes? If yes, what kind of training? For how many day? Who organized this training? When?
- 2.5. How do you validate the data? What is the procedure?
- 2.6. What is the position of the person who decided on the criteria for data validation?
- 2.7. What is the purpose of data validation? Is it mandatory or voluntary?
- 2.8. What is the position of the person who is responsible for the final data validation?
- 3.1. In your opinion, is the procedure on data collection and reporting efficient enough to obtain the data as expected related to budget and human resources?
- 3.2. Do you have an explanation for this?
- 3.3. In your opinion, what factors in the database could be useful for policy analysis?
- 3.4. In your opinion, what could make this system more efficient? Please elaborate.
- 3.5. In your opinion, is this system active? What makes this system active? If not, what makes the system inactive?

3.6. In your opinion, would it be possible to integrate MR+V data collected by the local communities into this system and what should be the approach?

3.7. In your opinion, which organization/agency should be responsible for system improvement?

3.8. In what ways do you think the information system could be improved?