REPUBLIQUE DU CAMEROUN Paix – Travail – Patrie

INSTITUT NATIONAL DE LA STATISTIQUE



REPUBLIC OF CAMEROON Peace – Work – Fatherland

NATIONAL INSTITUTE OF STATISTICS

ECAM 4 COMPLEMENTARY SURVEY (EC-ECAM 4)

COUNCIL QUESTIONNAIRE

SURVEY REGION :	
DIVISION:	
SUBDIVISION/COUNCIL:	_
CONTROLLER'S NAME :	_

CONFIDENTIAL AND NOT FOR TAX PURPOSES

Information collected during this survey is strictly confidential under Law N

91-023 of 16 December 1991, on Census and Statistical Surveys which mentions in its article 5 that "individual information related to economic or financial situation recorded in any statistical survey form should never be used for control or economical repression".

	SECTION 00: GENERAL INFORMATION	
A – I	DENTIFICATION OF THE COUNCIL AND INFORMATION ABOUT DATA COLLECT	TON
Q1	SURVEY REGION :	<u> _ _ </u>
Q2	DIVISION:	<u> _ _ </u>
Q3	SUBDIVISION/COUNCIL:	_ _
	a) Does your council have a phone contact, a post office box, an e-mail address or a web site? $1 = \text{Yes}$ $2 = \text{No}$	
	b) If Yes, 1^{st} tel N°. $ \underline{} $ $ \underline{} $ $ \underline{} $ $ \underline{} $	
	2^{nd} tel N° _ _	
Q4	3^{rd} tel N°	
	c) Post office box: N°	
	d) E-mail address:	
	e) Site web :	
Q5	MAYOR'S NAME	
Q6	RESPONDENT'S NAME:	
Q7	RESPONDENT'S FUNCTION:	_
Q8	CONTROLLER	
Q9	SUPERVISOR	
Q10	DATE OF THE SURVEY : _	2_ _0_ _1_ _6_
Q11	RESULT OF DATA COLLECTION 1= Completely filled 2= Partially filled 3= Absence of the competent person 4= Refusal 6= Other (Specify)	
B. IN	FORMATION ABOUT TRADITIONAL FONDOMS (They must be got from the Sub divis	ional offices)
Q12	Number of 1 st class chiefdoms (fondoms)?	
Q13	Number of 2 nd class chiefdoms (fondoms)?	
Q14	Number of 3 rd class chiefdoms (fondoms)?	

	SECTION 01: COUNCIL PLANNING	
Q1	Are there documents of local planning or programming in your council? $1 = \text{Yes } 2 = \text{No}$ If no, go to Q4	
Q2	If yes, which of these documents of planning or programming are used in your council? I = Yes, adopted, approved and updated 2= Yes, not adopted or not approved or not updated 3= No A. Master Town Planning (PDU)	A. _ B. _ C. _ D. _ E. _ F. _ G. _ H. _ J. _ K. _ L. _
Q3	Did you associate the populations to the elaboration of these documents? I = Yes 2 = No IF NO, go to Next item or to Q4 A. Master Town Planning (PDU) B. Soils Occupation Plan (POS) C. Basic Town Plan (PSU). D. Sector Plan E. Average Term Expenditures Framework (CDMT). F. Council Development Plan or Local Development Plan (PCD/PDL). G. Basic framework for the Environmental and Social Management (CSGES). H. Priority Investment Programme (PIP). I. Contracting Plan (PPM). J. Annual Investment Plan (PIA). K. Campaign Plan	A. B. C. D. E. F. G. H. J. K.
Q4	What are, by decreasing order of importance, the three main objectives pursued by your council till the end of the ongoing financial year? 01. To provide excellent quality services to users 02. To improve on the quality of financial management of resources 03. To bring changes to existing services and to introduce new services 04. To improve the working conditions of the personnel 05. To increase the council revenues 06. To take into consideration the socio-environmental aspects in the management of projects 07. To approve the administrative and the management accounts 08. To respect the deadline in processing the file of users 09. To realize on time the activities/projects previewed in the budget 10. To reduce the cost related to activities 11. To rationally organize the council services 12. To open up the council 13. To stimulate the local economy 14. To improve the living conditions of the population 15. To make accessible to all, the basic socio economic infrastructures (school, health structures, markets, etc.) 96. Other (Specify)	

What are, by decreasing order of importance, the three main objectives pursued by your council till the end of the ongoing mandate?								of			
Q5	01. To provide excellent quality services to users 02. To improve on the quality of financial management of resources 03. To bring changes to existing services and to introduce new services 04. To improve the working conditions of the personnel 05. To increase the council revenues 06. To take into consideration the socio-environmental aspects in the management of projects 07. To approve the administrative and the management accounts										
		frastructu	ıres			ON <mark>S</mark> ON SO				S	
(Q1	What is	in kilomet	er, the len	_	d network of	•	cil/subdivisi	on?		
					Coated ro	oads, of whic		_		Non coat	ed roads
Tarred Paved gravel (Clay		Other of Clay, as concre	sphalte,								
2 = km i km $3 = No$	f < 1 km if >= I	Existing	Constructed since 2010	Existing	Constructed since 2010	Existing	Constructed since 2010	Existing	Constructed since 2010	Existing	Constructed since 2010
this type $8 = Doo$		_ / _ _	/ _	_ / _ _	_ / _ _	//	/ _	/	_ / _ _	_ / _ _	_//_ _
Q2	How do	o you find	the globa	l state of r	oad infrast	tructures acc	cording to t	he type in y	our counci	1?	
A	Tarred 1= Very		2= Good	3=Ac	ceptable	4= Bad	5= Ve	ery bad	6= Not con	cerned	
В	Pavemo	ent roads good	2= Good	3=Ac	ceptable	4= Bad	5= Ve	ery bad	6= Not cond	erned	<u> </u>
С	Laterit 1= Very	e /pouzzol good	lane/grave 2= Good		ceptable	4= Bad	5= V	ery bad	6= Not con	cerned	
B. Commercial infrastructures											
	Do the f	ollowing ty	pes of mar	ket exist in	your counc	cil?					
Q3		•				1 = Yes 1 = Yes	2 = No 2 = No				
	c. Boro	der (with a r	neighboring	country)		1 = Yes	2 = No	3=No co	ncerned		
Q4	What is	the number	r of regular	r sites used i	for markets	3?					_
	What is	the number	r of :								
	1. She	ds									
05											_
Q5	3. Sho	ps			• • • • • • • • • • • • • • • • • • • •						

4. Traders...
5. Trading complexes...
6. Functionnal services stations...

Q6	How do you find the global l= Very good 2= Good	al state of the t	_	res in the counc 5= Very b		erned		
C	Public infrastructures for dr	inkina water si	ınnly					
Q7	What is the number of fu charge in your council?			ing water supp	y accessible to the p	oublic and	free o	
Туре	of infrastructures		Existing		Constructed si	ince 2010		
Boreho	oles							
Harnes	essed wells		_					
Public	taps							
Harnes	ssed water sources							
D.	Sport infrastructures			"				
Q8	What is the number of fun	ctional sport i	nfrastructures in yo	our council/subo	livision ?			
			Pub	lic	Pri	vate		
Type o	f infrastructures		Existing	Constructed since 2010	Existing	Constr since		
Footba	ll stadium		_	_				
Handba	all stadium		_		_			
Basket	ball stadium			_				
Volley	ball stadium			_		.		
Gymna	astics/Gymnase stadium			_	_			
Compl	ex or multisports stadium		_	_				
Certifie	ed swimming pool		_	_				
Tenis y			_	_	_	.		
	site for sport practice (parcou pecify)	rs VITA,	_	_		<u> </u>		
Q9	How do you find the glol 1= Very good 2= Goo c transport means	_	rt infrastructures ii eptable 4= Ba	·				
Q10	What is the main means of p 1. Taxi 2. Moto taxi 3. Car (mini-bus) 4. Bus 5. Other (Specify)	-					<u> </u>	
Q11	1. Taxi	nns of transport	» operational in the o					

F. Street lighting

Q12	Is there any public lighting system in your council? 1= Yes 2= No (If No, go to Section 03)	
013	If Yes, what is the length of the council road having street light? (for the unit, $l = m$ if $< l km$, $2 = km$ if $> = l km$,	Unit Length
Q13	$8 = Does \ not \ know)$	
Q14	What is the number of lighting points (Number of pools bearing the street lights) ?	
015	What is the source of energy that enables to supply the public lighting system?	1 1
Q13	1= ENEO/AES-SONEL 2= Solar energy 3= Generator 4= Mixed 5= Other (Specify)	I <u> </u>

SECTION 03: COUNCIL BUDGET

		2011	2012	2013	2014	2015
Q1	What was the amount (in thousands of CFAF) of the total revenues of the council for the years hereafter?					
Q2	What was the amount (in thousands of CFAF) of base revenue generated during the years hereafter? A. From the council taxes B. From the council products and services					
Q3	What was the amount (in thousands of CFAF) of own resource awarded to investment for the years hereafter?					
Q4	What was the amount (in thousands of CFAF) of the gross savings for the years hereafter?					
Q5	What was the amount (in thousands of CFAF) of investment revenues without debts of your council for the years hereafter?					
Q6	What were the amount (in thousands of CFAF) of the following sources of revenue? A. Subvention of equipment received from the State B. General grant of the decentralization for investment C. Operating Subvention received from the State D. General grant of the decentralization for functioning E. Council additional tax F. Transferred Public Investment Budget (PIB)					
Q7	What was the amount (in thousands of CFAF) of the effective total operating expenses for the years hereafter?					

Q8	What was the amount (in thousands of CFAF) of the total effective functioning expenditures for the years hereafter?				
Q9	Were the administrative accounts approved during the year (year)? 1 = Yes 2 = No				
Q10	What is the number of ordinary session of the municipal council held during the years hereafter?	_ _	<u> _ _ </u>	_ _	_

SECTION 04: STRUCTURE OF THE COUNCIL MANPOWER

		Q01 : Total of Men	Q02 : Total of Women	Q03 : Total of Men below 35	Q04 : Total of Women below 35
	What is the total number of the employees of the	he council who h	ave a training i	in the following do	omains?
a.	Economics				
b.	Social				
c.	Sanitary				
d.	Educative				
e.	Cultural				
f.	Sportive				
g.	Governance				
	HIGHEST CERTIFICATE				
1.	No diploma				
2.	CEP/CEPE/FLSC (or its equivalent)				
3.	BEPC/CAP/GCE O Level (or its equivalent)				
4.	Probatoire (or its equivalent)				
5.	BAC /GCE A Level (or its equivalent)				
6.	DEUG/DUT/BTS				
7.	Licence/Bachelor degree (or its equivalent)				
8.	Master/Maîtrise/DEA/MBA (or its equivalent)				
9.	Doctorat / PHD (or its equivalent)				

SECTION 05: DECENTRALISATION

(Preferably interview the Mayor or his deputy mayors or the SG)

What are the legislative texts on the decentralization process that you are aware of? A. Low No 2004/017 of the 22nd July 2004 bearing on the orientation of the decentralization 1 = Yes B. low No 2004/018 of the 22nd July 2004 fixing the rules applicable to councils $\dots 1 = Yes$

QI	C. Low No 2004/019 of the 22nd July 2004 fixing the rules applicable to regions	
Q2	Is decentralization effective in Cameroon? $1 = Yes$ $2 = No$	
Q2a	Have you received resources for the exercise of transferred skills in your council in the following domains: I = Yes, financial 2 = Yes, human 3 = Yes, material 4 = Yes, financial, human, material 5 = No a. Economic	a. b. c. d. e. g.
Q3	In the framework of the general grant for investment and the transferred Public Investment Budget (PIB), does the State consider the projects registered in your planning documents? 1= Always	

	What is the degree of appropriation of the concept of decentralization by :	
	1= Very good 2= Good 3= Acceptable 4= Bad 5= Very bad	A.
Q4	A. The municipal magistrates?	B.
	B. The Secretary General?C. The Municipal Councillors/City councillors?	C. D.
	D. The rate collector? E. The populations?	E.
Q5	Is there in your council at least one convention of decentralized cooperation? 1= Yes 2= No	
Q6	What is the level of involvement of the municipal councillors in the process of decentralization?	
	1= Very good 2= Good 3= Acceptable 4= Bad 5= Very bad What is the level of involvement of populations in the process of decentralization?	
Q7	1= Very good 2= Good 3= Acceptable 4= Bad 5= Very bad	
	What are the opportunities attached on the implementation of the process of decentralization?	
Q8	A. Good local governance	A.
Q 0	B. Participative development	B. C.
	D. Other (Specify)1= Yes 2= No	D.
	What are the threats linked to the implementation of the decentralization process?	
	A. Threats of national unity	A. B.
Q9	B. Threats national integrity	C.
	D. No threat	D.
	E. Other (Specify)	E.
	1. Insufficiency of financial resources	
	2. Deficiency of technical competence	
	3. Inefficient mechanisms to evaluate the performances of the councils4. Reluctance to change	
Q10	5. Weakness of the information system at the local level	
	6. Absence of visible objectives in the administrative reforms7. Poor motivation of the personnel	
	8. Difficulty to pay the innovation and the productivity of the personnel	
011	9. Other (Specify)	1 1
Q11	Are the fruits of decentralization already visible in your council? 1= Yes 2= No	
	Stamp of the	e council
	GOVERNOLL BRIG ORGERYLLEVONG	
	CONTROLLER'S OBSERVATIONS	
	SUPERVISOR'S OBSERVATIONS	