

Edward French

DRAFT OF A LETTER TO PAUL JOOSTE

Dear Paul

Our site visits have been highly successful in generating thousands of records from nearly 300 KRG sites. (A few couldn't be reached because of floods or major funerals etc, and a handful didn't materialise.)

At present our first thoughts on our intentions are roughly:

1. Devise a procedure for data capture and comparative analysis of the site visit records against the submitted portfolios. It will be necessary to create a practicable spread sheet / database. Apart from scoring the verification visit records, there is also valuable information to record for KRG. Although they weren't required to do so, most of the visitors (field workers) made thoughtful reports on the situation at the sites. These can to some extent be quantified and interpreted.
2. After drafting a procedure and instrument, we will need to conduct a trial run on, say, 100 portfolios. On the basis of this we will improve the procedures.
3. At the March moderation weekend, we will do a smaller moderating sample than in previous years, and will use teams of Coordinators to process the verification records.
4. The results will need to be captured and analysed, and we will collectively need to do some focused work on how we use what we find - hopefully during the weekend or shortly after it.
5. To do this, we will need your help...
 1. Your and your team's advice about your resources. For example, will you be capturing the detailed scores on the portfolios? If so, would it be possible to piggy-back our data on this?; What part will you be able to play in the data processing and analysis? We would look forward to discussions in the New Year, but any thoughts in the mean time would be appreciated.
 2. Your dates for when you will be getting the portfolios... we can perhaps do our trial run on early arrivals.
 3. Yur work on identifying the matching sets of portfolios. (Although we insisted on Site code numbers, ID numbers etc, various centres didn't have these - but we do have detailed addresses in these cases.) We will send you a full list of KRG sites visited by our field workers.

If you're on leave already I hope you're enjoying yourself. Let's talk as soon as you're available

Kind regards