Palestinian National Authority
Palestinian Central Bureau of Statistics

Governance Survey, 2008

User Guide

Table of Contents

Concepts and Definitions

Clannish Arbitration:	This is the unofficial way of solving conflicts among citizens outside the framework of the regular courts. Clannish arbitration draws its provisions from the dominant clannish traditions of the area where it functions. Such traditions are drawn from the Arab Palestinian historic, social, and cultural legacy. This arbitration is conducted by individuals belonging to different families and clans of various social backgrounds.
Corruption:	To break a law or the regulations based on such law or to violate the general policies approved by the public servant for own or other people benefits or to consciously abuse the absence of the law for such benefits.
Dispute:	It is a conflict between two parties who could be individuals or groups or institutions. The conflict could be the result of conflicting interests or infringements upon rights or freedoms. The conflict could also be due to an infringement on behalf of an individual, institution, or group of people of the effective laws of the Palestinian Territory.
Executive Authority:	The president, the ministers, and the directorates of the state. Their main responsibilities include executing the laws and legislations of the judicial authority.
Governance:	Governance expresses the practice of a political authority, and the administration of such authority of the society's affairs and resources as well as its socioeconomic development. Governance is a larger concept compared with government since it embodies the operations of the unofficial institutions, the civil society organizations, and the private sector in addition to the operations of the official state agencies including the executive, legislative, and judicial authorities as well as the public administration. The concept of governance also reflects the political, economic, and social practices of the authorities in running public affairs at all centralized and decentralized levels, i.e. the national, regional, and local levels.
Independence:	It is the capacity of a governmental or non-governmental institution that is working for the benefit of the public, to take its work-related decisions in accordance with the effective laws and the interests of the work without intervention of an external party whether such party is governmental or non-governmental, group, or individual.
Judicial Authority:	It is the authority that is represented in all types of courts, which adjudicates all kinds of conflicts between the individuals of the society or between the citizens and the government in accordance with the state's constitution and laws.
Lawsuit:	It is when a person (plaintiff) seeks to obtain what he/ she believes is his/ her right from another person or people (defendant(s)) in the presence of a judge.

Legislative Authority:	Legislative authority is also known as the parliament, the legislative council, the people's council, the house of representatives, the congress, the council of the national society, or any other name. The legislative authority is the authority that passes the laws in line with the conditions and needs of the society.
Rule of law:	The rule of law is to consider the law as the reference to all and to be above all with no exceptions. This, necessarily, requires establishing and developing a stable governance form through political stability, civil peace, and building of democratic institutions, which allow peaceful and periodic transition of power without resorting to violence.
Household:	The household is defined as one person or a group of persons with or without a family relationship, who live in the same housing unit or part of the housing unit, share meals and make joint provision of food and other essentials of living.
Household Membership:	Persons staying in the dwelling unit are considered members of the household if the dwelling unit is their usual or only place of residence.
Unemployed:	Unemployed persons are those individuals aged 15 years and over who did not work at all during the reference period, who were not absent from a job, were available for work and actively seeking a job during the reference period by one of the following methods news paper, registered at employment office, ask friends or relatives or any other method.
public Sector:	Includes all institutions of the three branches of legislative, judicial and executive.
private Sector:	Includes all institutions owned by individual/s or almost belongs to profit institutions
Curriculum:	The strategic plans which lead the education policies in the schools which targeted particular class with its suitable contents to be accumulative in the educational environment
local Authority:	The body which authorized to supervise providing the public services and the population whole affairs on the community level

Survey Questionnaire
The survey questionnaire on Democratic Governance is the main instrument for data collection, and thus its design took into consideration the standard technical specifications to facilitate the collection, processing and analysis of data. Because this type of specialized surveys is new to PCBS, relevant experiences of other countries and international best practices were thoroughly reviewed to ensure the contents and design of the survey's instruments are within international standards. The survey's questionnaire includes the following basic components:

Data Set Linkage

File Name	Contents	Link
Roster	Data file for households members	IDH00
Main data	Main data	IDH00

Target Population
The target population consisted of all Palestinian households that usually reside in the Palestinian Territory

Sampling Frame
The sampling frame consisted of a master sample of enumeration areas (EAs) selected from the Population Housing and Establishment Census 2007 The master sample consists of area units of relatively equal size (number of households, about 150 housing units), and these units has been used as primary sampling units (PSUs).

Sample Design:
The sample is a two-stage stratified cluster systematic random sample.

Stratification:
Two levels of stratification were made:
1. Stratification by Governorates (16 Governorates)
2. Stratification by type of Locality which comprises:
    (a) Urban   (b) Rural   (c) Refugee Camps

Sample Size
The sample size of the survey was estimated to about 2,544 household. The target population is all individuals who are 18 years old or more and usually reside in the Palestinian Territory.

Target cluster size:
Sample design considered the target cluster size or "sample-take," the number of households to be selected per PSU on the average. In this survey 2,544 households has been selected from 212 master sample areas.

Weighting
Weights has been calculated for each sampling units.

4.3 Calculation of Variances

It is very important to calculate standard errors for the main survey estimates, so that the user can identify the accuracy of estimates and the survey reliability. Errors of the survey are of two kinds: statistical errors, and non-statistical errors. Non-statistical errors are related to the procedures of statistical work at different stages, such as the failure to explain questions in the questionnaire, unwillingness or inability to provide correct responses, low statistical coverage, etc. These errors depend on the nature of the work, training, supervision, and conducting of all the various related activities.

The work team spared no effort at the different stages to minimize non-statistical errors; however, it is difficult to estimate numerically such errors due to absence of technical computation methods based on theoretical principles to tackle them.

On the other hand, statistical errors can be measured. Frequently they are measured by the standard error, which is the positive square root of the variance. The variance of this survey has been computed by using SPSS package

Data Collection

PCBS conducted the third round of the Governance Survey 2008: data collection was conducted during 16/10/2008 until 30/11/2008.

10 teams of interviewers, 7 in the West Bank and 3 in the Gaza Strip carried out the data collection. Fieldwork teams were distributed to different districts according to sample allocation.

All Fieldwork staff received a training session combining general theoretical and practical components. Fieldwork procedures and organization were designed to ensure adequate supervision and the collection of high quality data. To this end, several quality control measures were used through out fieldwork.

Response Rate

The study is based on a random sample of 2,544, response rate was 100% in the Palestinian Territory

Data Processing

Both data entry and tabulation were completed by using the ACCESS and SPSS software programs. Data entry was organized into two files, corresponding to the main parts of the questionnaire. Data entry template was designed to reflect an exact image of the questionnaire, and included various electronic checks: logical check, range checks, consistency checks and cross-validation.

Data Quality

1. Statistical Errors:

Sampling rather than comprehensive enumeration has been used to collect data in this survey. Therefore it is liable to two types of errors affecting the quality of survey data, sampling (statistical errors) and non-sampling errors (non-statistical errors). Statistical errors mean the errors resulting from sample designing and this is computed simply.

Variance and effect of sample design has been computed for the Palestinian Territory, the West Bank and Gaza Strip.

2. Non-Statistical Errors:
Non-statistical errors, on the other hand, could not be determined easily, due to the diversity of sources from which they may arise, e.g., the interviewer, respondent, editor, coder, and data entry operator.

However, several measures were adopted to minimize the effects of non-statistical errors on the data. To avoid errors and reducing their effects, the interviewers, editors, and coders have exercised intensive training course, and were provided with fieldwork manuals to resort to when facing any problem.

To have a fair idea on the situation and limiting obstacles, there has been continuous contact with supervisors and editors through regular visits to the regional offices and regular meetings. Also problems faced by interviewers has been discussed to clarify any issues they have faced.

Also data entry staff were trained on an entry program that was examined for the questionnaires received during the training, The data entry program was programmed in a way that allows error detection and correction, particularly logical errors that might not be discovered before data entry. Consistency check was applied to assure accuracy after data entry.

3. Data Quality:
The data of this survey is of a high quality..