

Ministry of Health and Family Welfare
Directorate General of Health Services and Directorate General Family Planning

BCC/IEC Activity Monitoring Checklist

Name of the Monitor :	Designation and Place of posting:
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Name of the monitored staff	Date and place of monitoring		
Union:	Upazilla:	District:	Division:

Sl No.	Indicators	Present Status		Remarks
		Applicable*	Yes/No/Partial/ Not	
A.	Home Visit:			
i.	Is there any plan for regular home visit?			
ii.	Is there any updated register for documenting home visit?			
iii.	How many home visited last month? <i>(a. Planned and b. Visited)</i>			
iv.	Does FWA/HA use BCC materials during home visit?			
v.	Does FWA/HA segregate house hold based on client segmentation form?			
B.	Counseling:			
i.	Is there any plan for counseling?			
ii.	Is there any provision in existing format “monthly progress report” for documenting counseling activity?			
iii.	Does FWA/HA/CHCP/FWV record and report on counseling?			
iv.	Does FWA/HA/CHCP/FWV use any IEC/BCC materials for counseling? <i>(mention name of most used materials)</i>			
v.	How many counseling session done last month? (Note down the issues in the remarks column.)			
vi.	How many people attend (average) in one group counseling?			
vii.	How long each counseling session last on average?			
viii.	During counseling session, FWA/HA/CHCP/FWVs promote which positive behaviours? (Note down the issues in the remarks column.)			
C.	Courtyard meeting			
i.	Is there any plan for courtyard meeting?			
ii.	Is there any provision in existing format monthly progress report” for documenting Courtyard meeting?			
iii.	Does FWA/HA report regularly on court yard meeting?			
iv.	Does FWA/HA use any IEC/BCC materials for court yard meeting?			
v.	How many court yard meeting done last month? <i>(a. Planned and b. accomplished)</i> (Note down the issues in the remarks column.)			

Sl No.	Indicators	Present Status		Remarks
		Partial/ Not Applicable*	Yes/No/ Number	
vi.	How many people attend (average) in one courtyard meeting? (Mention the average number for pregnant women/ lactating mother in the remarks column)			
vii.	How long each courtyard meeting last on an average?			
viii.	During courtyard meeting, FWA/HA/CHCP/FWVs promote which positive behaviours? (Mention the issues in the comment column.)			
ix.	Do participants provide any comments in the court yard meeting? Do FWAs/HAs document it? (If observe during session)			
x.	How many participants could recall given messages at the end of the session? (If observe during session)			

D. Mass Media Campaign				
i.	How many film-show/ Video show arranged in last three months? <i>Mention issues in the remark column</i>			
ii.	How many people attended in these film shows/video shows? <i>(Mention the topics of the shows in the remark column)</i>			
iii.	How many Health Education Sessions organized at health facilities in last month? <i>(Mention issues in the remark column)</i>			
iv.	How many of local events (Street Drama, Folk show, Jatra etc.) organized in last month? <i>(Mention issues in the remark column)</i>			
E. Advocacy				
i.	How many advocacy sessions organized in last three months? Mention the main issues and who participated in the event in the remarks column.			Please mention the issue
	Participant:			
	Participant:			
	Participant:			
F. Distribution of IEC/BCC Materials				
i.	How many IEC/BCC materials distributed last three months?	<i>Poster/ Sticker/ Leaflet/</i>		
		<i>Flipchart/ Others</i>		

* For Yes (Y), No (N), Partial (P) and Not Applicable (NA)

Signature:

Date:

Note:

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