Tool 3: Fortnightly feedback from field teams

Method for data collection: interviews with field teams and officers, data input in word Tool, supported by a dedicated team of experts

Frequency of data collection: Fortnightly

Key incidents and highlights during the fortnight[1]	What was done to respond to the situation?	Relevant suggestions as per the guidelines	Deviation from the guidelines/ SOPs	Changes required in the relevant section in guidelines	Adaptations to be done at the division/ state level		
					for ensuring availability of physical (infrastructure, finance) resources to operationalize	for ensuring availability of competent human resources	Others

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[1] Use tool 05 for recording the incidence and reflection