

2.7 Monitoring Frame Work

The monitoring frame work that BRPS is practicing to ensure the quality of the training is as:

Activities	Key performance Indicators	Means of Verification	Frequencies	Responsible person
Pre-training activities				
1.1 Arrange training Curriculum	Ready trade wise training curriculum	Training curriculum	Before the training	Training Coordinator
1.2 Prepare training inception report	Details plan of allocation of indicative trades by geographical region, trainers and resources mobilization plan	Approved inception report	Before the training	Managing Director
1.3 Conduct 2 days program orientation to project staffs	Major objectives and key scopes of the training assignment, training implementation modalities monthly reporting forms and formats and other M & E system	Orientation reports, Session plan	one event, prior to mobilize in to the program district	Program team
1.5 Conduct social marketing campaign and public announcement for the participants registration	- More than 80% target beneficiaries will be aware of the program	No. of leaflets, brochures, posters distributed	Before the training	Board of director
	- 70% target beneficiaries will approach for the training	Radio jingle CD	As per need	Board of director
1.6 Conduct one day interaction with LGA, employers, CBOs and other stakeholders	Commitment from local stakeholders for the successful implementation of the trainings and placement of the training graduates	Attendance of the participants, reports and Pictures		Board of director
1.7 Final selection of the trainees	Trade wise trainees selection	Trainee Registration	Before the training	Board of director, Local NGOs/CBOs
1.8 Establish well equipped, Trade and gender friendly training centres, training materials	No of training venues	No of established training centres at different location		Training Supervisor
	- Separate toilets for male and female			
	- Availability of ECD facilities			
Training Implementation				
2.1 Inauguration of the training program	No of potential employers, LGA and other stakeholders participated in the program	Report, photographs		Board of director
2.2 Orientation and career counselling	Participants will be aware of objectives of the training, scope of the trade, training curriculum and other facilities	Commencement reports	on the day first of the training	Trainer
2.3 Online data entry of trainees and verification	Online Registration of trainees by training events	Reports from the data system	regular	Data Entry Officer
1.4 Conduct weekly performance test	Improved learning practices of the trainees based on lesson plan	Progress report	regular	Trainer
2.5 Update weekly lesson plan, Trainer's log book, Visitor's log book, Trainees attendee, time sheet and other M& E tools	Total training participants, monthly attendance, trade wise performance, teaching and learning methodologies, curriculum followed, training materials used	Monthly Progress Report	Monthly	Trainer
2.6 Conduct life skills	Number of career counselling,	Trainees attendance	once, after	Trainer

