



AiD-EGC (JV)



Monthly Progress & Monitoring Report

DECEMBER 2023

**KHYBER PAKHTUNKHWA IRRIGATED-AGRICULTURE
IMPROVEMENT PROJECT (KP-IAIP)**

Submitted by

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Background

The ninth progress and monitoring report provides an overview of the activities carried out by the M&ECs team during December 2023 for the Khyber Pakhtunkhwa Irrigated Agriculture Improvement Project. Monthly reports are one of the key deliverables and are important for tracking a project's progress.

The KPIAIP is an initiative undertaken by the government to enhance the productivity and sustainability of irrigated agriculture within the region. The project is led by the DG OFWM with the role of Project Director and is aimed at uplifting the agricultural practices of small farmers operating in the province and the newly merged districts. The primary objective of the KPIAIP is to tackle the substantial challenges that currently hinder optimal agricultural management and individual farmer practices. By doing so, the project aims to guide improvements in the agricultural sector. These challenges range from inefficient irrigation practices, inadequate resource management, and ineffective crop yield strategies.

To ensure the effective implementation and progress tracking of the KPIAIP, the Project Monitoring and Evaluation Consultants (M&ECs) represented by AiD-EGC JV, have been engaged. The M&ECs have a major role in overseeing project progress and evaluating the impact of activities completed by the project.

Activities & Achievements of the M&ECs up to the Last Month

The M&ECs team commenced project activities following the agreed plan outlined in the approved inception report, ensuring that staff has the necessary knowledge and skills. Through well-coordinated orientations, focused sessions, and training led by key experts, the project's objectives and tasks were clarified. A systematic approach was employed to gather data using digital tools, facilitating swift information collection and analysis. The management collaborated with the PIU and OFWM staff to devise and implement participatory plans for collecting data on the completed schemes. Before field operations, the OFWM district staff received briefings about the consultants' activities during dedicated visits by the experts. The team, with the technical assistance of the PIU, executed a comprehensive fieldwork plan, and several assigned tasks were completed with coordination and support from the department.

By the end of November 2023, the team had made substantial progress and achievements across various aspects, including:

- The project office was set up in Peshawar along with the required staff and key experts.
- Newly inducted staff was provided with focused training and orientations to carry out project activities.
- The final inception report was submitted on time, incorporating valuable PIU feedback.
- Digitized data-gathering formats were finalized after input from various stakeholders.
- Data cleaning of KPIAIP completed schemes of the initial two years (2020-2021 & 2021-2022).
- A successful sampling of these schemes following approved criteria for planning and data collection.
- Monitoring of 580 sites across 25 districts by the M&ECs team against crucial outcome indicators.
- Gathering reliable data for outcome and impact analysis during site visits by well-trained staff.
- Submitting of draft midline impact study to the PIU / Client for feedback and comments.
- Data cleaning and sampling of KPIAIP completed schemes of 3rd year (2022-23) as per agreed criteria.
- Effective planning for the coming three quarters for progress monitoring and impact assessment.
- Monitoring visits to 210 sites conducted across three regions for the 3rd year completed schemes.
- Cumulatively 790 sub-components were effectively visited across all regions of KPK.
- The Monthly Progress and Monitoring Reports (8 No.) were submitted within due timelines.
- The Quarterly Progress and Monitoring Reports (4 No.) were submitted within respective timelines.
- IT team completed the preliminary work for the MIS Dashboard under the guidance of experts of KPIAIP.
- All anticipated deliverables outlined in the project documents up to the reporting month were achieved.
- Key experts attended all obligatory meetings as communicated by the PIU.

Activities & Achievements of the M&ECs during the Reporting Month

Field monitoring activities and MIS for the project remained the focus for the M&ECs team during the current month. Management kept close coordination with the focal person KPIAIP, district staff of OFWM and specialists at PIU. Field visits were executed by the work plan for the completed schemes of the third year to obtain impact data of the sub-components. The IT expert made significant advancements in the development of the MIS Dashboard and made it ready to be presented to the client. The progress review and planning meeting convened on December 28, 2023 helped in getting feedback from operational districts and finalizing the activity plans for the upcoming month.

The M&ECs field teams obtained data from 120 sites during the month as per the work plan. Effective teamwork among stakeholders facilitated the completion of monthly targets. Overall, the team has successfully obtained impact and outcome data from 910 sub-components by the end of the month. Planning for the forthcoming quarter has been done by the key experts and the management is in close coordination with the relevant staff at PIU and district levels to implement it.

IT expert remained engaged with the relevant specialists at the directorate of OFWM for the finalization of the MIS Dashboard. A draft version has been shared with the relevant specialists at the PIU for feedback in the current month. Upcoming plans have been agreed upon that involve formal presentations to the PIU, training sessions for the OFWM field staff, and field data uploading for the project.

In the last week of the month, a progress review and planning meeting was convened. Staff representing different sections presented updates about the project activities. Details reflecting their attainments in the reporting period are as follows;

- Mr. Faheem Ullah covered 15 sub-component schemes in Peshawar and 10 in Mardan as per his plans.
- Mr. Iftikhar managed to collect data from 30 sites in Dera Ismail Khan, by the work plan.
- Mr. Waqar conducted field monitoring visits in Kohat and successfully acquired data from 20 schemes.
- Mr. Abdul Fattah visited Buner and Battagram to acquire information from 12 and 8 schemes respectively.
- Mr. Jawad visited 25 sub-component schemes effectively in district Lakki Marwat as per his work plan.
- IT staff remained engaged with the relevant staff at the PIU and district level in acquiring data for MIS.
- The MIS Dashboard has been uploaded to the server for feedback and comments from the PIU.

Planning for the coming month was also done in the meeting. For more details on the progress review and planning meeting, please refer to **Annex I** of this report.

Field Monitoring and Progress Update of Impact Data Collection

Field visits adhered to the approved work plan for the completed third-year schemes of KPIAIP (2022-23). The FEs showed exceptional performance by achieving a target of 120 sub-component visits across 9 districts in the respective regions. Continuous coordination among key stakeholders, efficient M&ECs planning, and assistance of respective district OFWM staff remain key in ensuring the completion of field activities. For a summary breakdown of the monthly site visits, please see the table below.

Target Vs. Achievement of December 2023 for the M&ECs Field Visits			
Region	District	No. of Schemes Planned	Achieved during the Month
Central	Peshawar	15	15
	Mardan	10	10
Northern	Battagram	08	08
	Buner	12	12
Southern	D I Khan	30	30
	Kohat	20	20
	Lakki Marwat	25	25
	Total	120	120

After the successful completion of monitoring visits in the ongoing quarter, FEs were provided with guidelines for planning quarterly targets in consultation with OFWM staff across three regions. A tentative plan was further segregated to have monthly visit plans keeping in view the ground realities like availability of field staff of OFWM, security conditions and accessibility in case of harsh weather. Following this process, the M&ECs team has agreed to conduct visits to a total of 110 schemes spread across three regions in January 2024. The breakdown of these planned visits is provided in the table below.

Field Monitoring and Data Collection Target for the Month of January 2024		
Region	District	No. of Schemes Planned for the Visit
Central	Peshawar	25
	Charsada	20
Northern	Swat	10
	Lower Dir	10
Southern	D I Khan	25
	Lakki Marwat	20
Total		110

Key Challenges

- The security situation in certain areas of the southern region deteriorated during the month. FEs were instructed to maintain close communication with the administration and exercise increased vigilance.
- Extremely cold weather in the northern region and the short duration of the day compelled staff to spend additional days in a few districts. However, no major deviation in the work plan was observed.

Next Month Activities

- FEs will continue their site visits across six districts of KPK for impact monitoring data.
- The team will keep close liaison with PIU experts to get feedback and comments on the KPIAIP-MIS dashboard uploaded on the server in the current month.
- The draft midline impact study will be finalized after obtaining input (comments) from the PIU / client.
- Key experts will keep close coordination with the directorate (PIU) and the district staff of OFWM.
- The Monthly and Quarterly Progress and Monitoring reports will be submitted as key deliverables.
- Key experts and management will conduct field visits in consultation with OFWM staff to assist FEs.

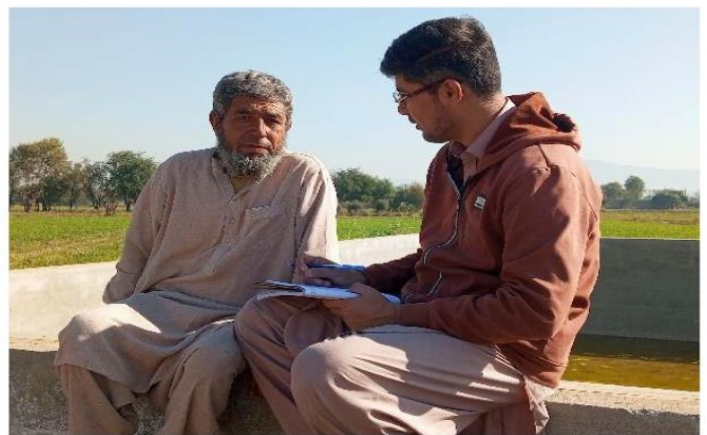
Snapshots of the M&ECs Activities during December 2023



Monthly Progress Review and Planning Meeting of the M&ECs



District D.I.Khan Village Bilot Kacha



District Kohat Village Kot Kharmato



District Battagram Village Kandar



District Kohat Village Usterzai Payan



District Battagram Village Sakargah Bala



District D.I.Khan Village Bhutaiser

Annexes

Annex I: Details of Monthly Progress Review and Planning Meeting held on December 28, 2023

M&ECs Staff Meeting on Progress Review and Planning on 28th December 2023

Purpose	Monthly Progress Review and Planning
Location /site	AiD Project Office Peshawar
Dates	December 28, 2024
Time	11:00 AM to 02:30 PM (Thursday)

Participants of the Meeting

1. Mr. Intisar Ahmed (M&E Specialist)
2. Dr. Sajidin Hussain (Agri Expert) via WhatsApp
3. Mr. Amir Hadi (IT Specialist) via WhatsApp
4. Mr. Mubarik Syed (Admin Assistant)
5. Mr. Umar Khan (HR and Admin)
6. Ms. Sumayya Khan (Field Enumerator)
7. Mr. Faheem Ullah (Field Enumerator)
8. Mr. Jawad Ahmed (Field Enumerator) via WhatsApp
9. Mr. Haris-ur-Rehman (Field Enumerator)
10. Mr. Muhammad Hamza (Field Enumerator)
11. Mr. Waqar Younis (Field Enumerator)
12. Mr. Abdul Fattah (Field Enumerator)
13. Mr. Shahryar (Field Enumerator)
14. Mr. Wajahat Ullah (Field Enumerator) via WhatsApp
15. Mr. Umar Saeed (MIS Technician) via WhatsApp
16. Mr. Sohrab Khan (Data Analyst) via WhatsApp
17. Mr. Aammad Ahmed Khan (Data Analyst) via WhatsApp

Agenda of the Meeting

1. Progress Review as per Work-plan submitted for December 2023
2. Work Planning for the month of January 2024
3. Formal Presentation of the Project (M&ECs and KPIAIP)
4. MIS Dashboard and IT Updates
5. Finance and Admin related Issues

Details of the Meeting

The meeting started with the recitation of the Holy Quran. The M&E Specialist extended a warm welcome to all participants and provided an overview of the agenda point. He presented the work plan submitted by the team members in the last month and requested to provide an update on their progress related to project activities and share plans for the upcoming month.

The staff provided an update on their progress that related to office work and also included the data collection from the field. Mr. Waqar informed that he visited district Kohat during the current month and successfully achieved target of 20 schemes for data collection. Mr. Faheem visited Peshawar and Mardan whereby he covered 15 and 10 schemes respectively as part of his agreed plan. Mr. Itikhar told participants that he has covered schemes of DI Khan during the month and obtained data of 30 sites. Mr. Abdul Fattah shared his field visit progress of Battagram and Buner districts where he collected the monitoring data from 8 and 12 sub-components respectively. Mr. Jawad visited Lakki Marwat and successfully covered 25 schemes in the month. Overall the FEs have visited 120 schemes and respective sub-component data was uploaded on Kobo server in real time. The summary detail of the field visits can be seen in the below table.

Target Vs. Achievement of December 2023 for the M&ECs Field Visits			
Region	District	Target of the Month	Achievement in the Month
Central	Peshawar	15	15
	Mardan	10	10
Northern	Battagram	08	08
	Buner	12	12
Southern	DI Khan	30	30
	Kohat	20	20
	Lakki Marwat	25	25
Total		120	120

The work plans for the coming month were reviewed, with the M&E Specialist stressing the importance of adhering to the quarterly targets previously outlined. He instructed the FEs to focus on ensuring the quality of data collected from the field. After a lengthy discussion, the field teams reached an agreement to visit a total of 110 schemes across three regions during the upcoming month, as detailed in the table below.

Field Visit Plans for the Month of January 2024		
Region	District	Schemes to be visited
Central region	Peshawar	25
	Charsaddah	20
Northern region	Swat	10
	Dir Lower	10
Southern region	Lakki Marwat	20
	DI Khan	25
Total		110

The participants were apprised of the need for an updated presentation catering to diverse stakeholders. The M&E specialist informed about making an inclusive presentation during the month. He presented the same during the meeting that provided an overview of the KPIAIP and M&ECs, integrating the updated data available as of December 2023. The initial part of the presentation explained the specifics of the KPIAIP project, followed by an in-depth know-how of the M&ECs. The later section incorporated findings from the midline study and key recommendations provided by consultants for the betterment of the project. Moreover, the additional slides featuring snapshots of both office and field activities were also included. Valuable input from the team was received, offering positive suggestions for further improvement. Recognition was duly extended to Mr. Wajahat and Ms. Sumayya for their invaluable contributions in sourcing data and preparing slides from various channels.

A wide-ranging discussion, led by the IT Expert, centered on the status of the MIS Dashboard for KPIAIP. Participants received updates on its development, emphasizing the collaborative efforts between the PIU and M&ECs experts in its refinement. It was highlighted that the MIS dashboard has reached completion at the M&ECs' end and has been uploaded onto the AiD-provided server. The M&E Specialist apprised the participants that the PIU experts have acknowledged the uploading of the draft MIS Dashboard and are in the process of reviewing it for providing feedback in the coming weeks.

During the meeting, Mr. Umar, Admin and Finance Officer, briefly outlined the expenses associated with our field operations. He emphasized the importance of timely submission of expense details by the FEs and provided clear guidelines for summarizing various expenditures. Additionally, he instructed against overwriting in the official log-books of vehicles and cuttings on the fuel bills. The staff expressed their commitment to adhering to these guidelines and meeting the specified timelines.

The meeting concluded with a vote of gratitude to all participants.

