

MONTHLY PROGRESS & MONITORING REPORT



SEPTEMBER 2023

**KHYBER PAKHTUNKHWA IRRIGATED AGRICULTURE IMPROVEMENT PROJECT
MONITORING & EVALUATION CONSULTANTS**

Contents

Background.....	2
M&ECs Activities till end August 2023.....	2
Activities & Achievements during Reporting Month i.e. September 2023	3
Field Monitoring and Progress Update of Data Collection.....	4
Key Challenges	6
Next Month Activities	6
Snapshots of M&EC Activities during September 2023	7
Annexes.....	8
Annex I: Minutes of the Meeting of Progress Review and Planning Meeting	9
Annex II: Invitation Letter to attend Third Party Assessment meeting at PIU	12

Background

This is the sixth monthly report detailing the work carried out by the M&ECs team as part of monitoring for the Khyber Pakhtunkhwa Irrigated Agriculture Improvement Project (KPIAIP). This report provides an overview of the activities conducted during the month of September 2023, including achievements, activities, and significant milestones reached. The KPIAIP is an important initiative of the provincial government, aimed at improving the productivity and sustainability of irrigated agriculture in the KPK. Under the leadership of the Director General of OFWM, who also serves as the Project Director, this initiative centers its efforts on improving agricultural practices among small-scale farmers in the province and the newly merged adjacent districts. Its primary objective is to tackle a range of challenges that hinder efficient agricultural management and individual farming practices. These challenges encompass issues like inefficient irrigation techniques, inadequate resource management, and low crop yield strategies.

To ensure the successful implementation and ongoing monitoring of KPIAIP, the Project Monitoring and Evaluation Consultants (M&ECs), represented by AiD-EGC JV, have been engaged. The M&EC team plays a crucial role in overseeing project progress and assessing the impact of activities. Monthly progress and monitoring reports are submitted as key deliverable to track the project's development.

M&ECs Activities till end August 2023

Several key activities have been initiated according to the agreed work plan by the consultants since submitting of final Inception report. To ensure the successful execution of these activities, extensive preparations were carried out to equip the entire staff, comprising both the field and IT teams, with the necessary knowledge and skills. This involved a comprehensive series of inclusive orientations and briefings, led by experts who effectively shared their insights and expertise with the staff. These orientations and briefings played an important role in enhancing the team's understanding of the project's scope, objectives, and the specific tasks that they needed to accomplish. Clear and concise directives were provided to ensure a unified understanding of the overarching goals of the project.

For the purpose of progress monitoring, periodic reporting, and outcome analysis, a systematic approach was precisely followed. It began with the development of field-tested questionnaires, which were designed to gather clean data for assessment. Subsequently, these questionnaire formats were digitized, laying the foundation for real-time data collection and analysis. This approach aimed to ensure that data collected was of high quality and could comprehend outcome and impact effectively. Furthermore, the scope and purpose of M&ECs was effectively communicated to field officers of the OFWM through a series of field visits conducted by key experts across all regions of the province in the preceding months. A comprehensive field plan was jointly developed and put into operation, with the full support of the PIU and district staff of OFWM.

The guidance provided by the key experts to the team members was conducted in a highly professional manner, resulting in improved project performance and qualitative outcomes. A clear and coordinated approach, strongly backed by the expertise of PIU professionals, significantly contributed to the M&ECs achieving several deliverables as outlined in the project documents.

As of the end of August 2023, the project had made substantial progress and achievements in various aspects. These accomplishments included;

- Establishment of Project Office with deployment of key experts and necessary staff.
- Essential training and orientation sessions have been effectively conducted.
- The process of drafting, field-testing, finalizing, and digitizing data gathering formats for field operations, with the consent PIU has been successfully completed.
- Output-based work planning formats have been consistently followed for project activities.
- The final Inception Report was timely submitted after incorporating valuable feedback from the PIU.
- Data cleaning of completed schemes for initial two years (2020-2021 & 2021-2022) was effectively done.

- Sampling for program interventions, following approved criteria, was executed with agreed-upon sample sizes and approach for field visits.
- Comprehensive training was provided to non-key staff for field operations and intended activities.
- Digitized data collection formats timely updated to enable the collection of real-time data from field.
- Systematic field visits have been conducted to review progress and monitor KPIAIP schemes against desirable outcome and impact indicators.
- Field Teams have consistently exceeded planned targets since the commencement of field operations.
- Well-trained FEs have gathered reliable and quantifiable data for outcome and impact analysis.
- Unambiguous data for midline impact study was collected and analyzed for impact purpose.
- Obligatory meetings as communicated by PIU were effectively attended by key staff
- Data collection for midline impact report obtained and cleaned for analysis.

Activities & Achievements during Reporting Month i.e. September 2023

Field activities continue to be the primary focus for the M&ECs team throughout the month. Management kept regular communication with OFWM officials and PIU to offer support to the FEs and IT staff when necessary. Experts actively assisted in monitoring progress and collecting primary data throughout the reporting period. The midline impact report, which is an important deliverable, was conducted by both key experts and related non-key staff. In this regard, the primary data collected from the field has undergone a thorough analysis by key experts, and the draft was submitted to the PIU for comments. Noteworthy progress is made in developing the MIS Dashboard for the KPIAIP by the IT team with good coordination and guidance of the PIU. Key experts attended a vital meeting at the PIU that involved 'Reenergia' a third party assessment firm. The subject meeting was one of many scheduled engagements with diverse stakeholders of the KPIAIP by the firm.

One of the regular features of the M&ECs, progress review and planning meeting was held on September 27, 2023. The meeting helped in validating the field monitoring data collected from various districts where the project is operational. All the staff actively participated by presenting updates on their progress in relation to their designated field activities. They shared their field experiences that encompassed their accomplishments, lessons learned, and recommendations for specific activities. Planning for the upcoming month was also thoroughly discussed. For a comprehensive record of this meeting, including the agenda, list of participants, meeting details, and action items, please refer to **Annex I** of this report. Throughout the month, all the anticipated targets were successfully met as indicated in the table below.

Target Vs. Achievement of September 2023 for the Progress Monitoring Visits of the KPIAIP			
Zone	District	No. of Schemes planned	Achieved during the Month
Central region	Peshawar	14	14
	Mardan	4	4
	Charsadda	4	5
	Swabi	6	6
	Mansehra	6	6
Northern Region	Chitral	10	10
	Malakand	7	7
	Dir Upper	6	6
Southern Region	D I Khan	26	26
	Karak	5	5
	Kohat	6	5
	Lakki Marwat	11	11
	Total	105	105

Both key and non-key staff spent ample time in finalizing the first draft of the midline impact study. This involved a detailed analysis of the data, which took place during a series of well-organized meetings involving all team members. The results of the analysis underwent a comprehensive review, with key experts and management engaging in in-depth discussions. This collaborative effort significantly contributed to the creation of a quality draft of the study. This draft of the study was submitted to the PIU to gather their input and comments. It's noteworthy that the final version of the study will contain additional information specifically addressing the impact of two components i.e. High-Efficiency Irrigation System (HEIS) and the Precision Laser Land Leveler (PLL) being executed by KPIAIP in the last year. M&EC team has conducted dedicated field visits for this task to obtain data. With these enhancements and refinements in mind, we are hopeful that the completed and finalized report will be ready for distribution in the upcoming month i.e. October 2023.

The IT expert along with his team remain dedicated to develop project MIS Dashboard with the momentum that was established during the previous month, aligning perfectly with the timelines agreed upon with the World Bank team in Islamabad. Significant advances have been made to the parameters and specifications and these have been diligently communicated to the PIU experts. This includes refining the criteria and requirements that the MIS Dashboard must meet to ensure its effectiveness in supporting the project's objectives. The database design and architecture, a critical component of the MIS Dashboard, have also seen notable enhancements. The IT expert has precisely worked on optimizing the data infrastructure, ensuring that it aligns seamlessly with the project's evolving needs. In addition, the project team has focused on establishing a robust user/role-based security model. This model ensures that data access and privileges are tailored to specific user roles, safeguarding sensitive information and maintaining data integrity. Perhaps one of the most visible outcomes of this attentive work is the prototype of the Dashboard itself. Through iterative development and feedback, the IT expert has created a functional prototype that provides a tangible glimpse into the project's future prospective. M&ECs data of the sample schemes and analysis done by the key experts in the current month helped a lot in this regard to the IT team. Moreover, collaboration among the PIU and M&ECs staff has been a key feature as respective counterparts have been actively engaged through a series of meetings in the current month. These interactions have served as opportunities to share updates, gather feedback, and align the project with the broader goals of the KPIAIP.

Looking ahead from the M&ECs perspective, the coming weeks promise to bring about considerable, tangible progress. One notable development is the initiation of training sessions for OFWM district teams. These training sessions will equip them with the necessary skills and knowledge to effectively utilize the newly developed formats (Data Entry Forms) and the MIS Dashboard. Furthermore, efforts have been made to standardize all data entry formats, streamlining the process for district staff in the future. This standardization, in conjunction with the existing SFT based xls sheets, will contribute to greater consistency and efficiency in data management. In conclusion, the IT team commitment to the MIS Dashboard, with regular updates in various attributes, and plans for training and standardization, the project is on a clear trajectory towards achieving its goals and delivering valuable insights for the department.

Key experts attended an important meeting of a 'Third party assessment team' namely Reenergiza Consultants held at the PIU. Letter of Invitation is attached as **Annex II**. Mr. Shamshad Hussain (TL), Mr. Intisar Ahmed (M&ES) and Mr. Amir Hadi (IT Expert) participated in the subject meeting that was also attended by Mr. Javed Iqbal DG-OFWM, Director HQ Mr. Naseeb ur Rahman and all the experts of PIU along with Reenergiza experts. The meeting remained focused on the working relation among the stakeholders apart from key deliverables of the M&ECs. Findings of the draft midline study were briefly discussed and notable observations were recorded by the team that will be incorporated in final draft.

Field Monitoring and Progress Update of Data Collection

Field visits were carried out in strict adherence to the approved work plan, showcasing an impressive level of teamwork and synergy among the members. As of the end of September 2023, the M&ECs' team has effectively gathered digitized data from a total of 580 sites spanning across three regions. During these visits, FEs demonstrated exceptional performance and unwavering dedication to their responsibilities. Remarkably, this accomplishment was made possible through effective planning, smooth execution, close collaboration with the

PIU and unwavering support from the dedicated district OFWM staff. Looking at the bigger picture, the successful execution of planned field visits not only underscores the commitment of M&EC staff but also highlights the positive response and expertise of the OFWM staff in the respective districts.

As we conclude this month, it is worth mentioning that a substantial milestone i.e. the successful progress monitoring of the first two years' schemes (year 2020-21 and 2021-2022), all in accordance with the agreed-upon plan has been done. Below, please find a detailed breakdown of the cumulative visits in the respective districts, showcasing the extent of accomplishments by the project team.

Field Visits conducted till September 2023 for Two years (2020-2022) Completed Schemes of KPIAIP		
Region	District	No. of Sub-components Visited
Central	Abbottabad	2
	Peshawar	61
	Charsadda	34
	Mardan	18
	Nowshera	15
	Swabi	27
	Khyber	3
	Haripur	8
	Mansehra	10
Southern	Kohat	18
	Hangu	5
	Karak	29
	Bunnu	20
	Lakki Marwat	56
	D I khan	146
	Tank	4
Northern	Swat	37
	Malakand	31
	Dir lower	22
	Dir upper	6
	Chitral	10
	Torghar	3
	Buner	10
	Shangla	1
	Battagram	4
Total	25	580

The key experts ensured that all the necessary support for FEs was available to perform their field tasks smoothly and efficiently. This collaborative effort between M&ECs and the PIU led to the successful execution of the field plan for the initial two-year schemes of KPIAIP, as agreed upon together. IT staff played a commendable role by proactively addressing any challenges that arose during the input of data from field visits. They took a hands-on approach, making sure that field teams received immediate assistance and guidance whenever needed. This proactive support significantly improved the overall effectiveness and efficiency of data collection operations.

It's worth noting that M&ECs completed the progress monitoring of the sample schemes for the initial two years, namely 2020-21 and 2020-2022, in September 2023. The IT team of M&ECs and relevant experts at PIU have gathered the data for the completed schemes for the third year, i.e. 2022-2023, to select samples for the upcoming quarters in the current financial year. Key experts are in the final stages of cleaning and finalizing the

data obtained from the field offices and PIU. The finalized data will be used to draw fresh samples for the completed sub-component schemes of third year, following random sampling technique and practice. The list of sample schemes to be visited will be sent to PIU for obtaining consent in the coming month. Once agreed, the field plans for the coming three quarters will be formulated to ensure ongoing systematic approach for progress monitoring.

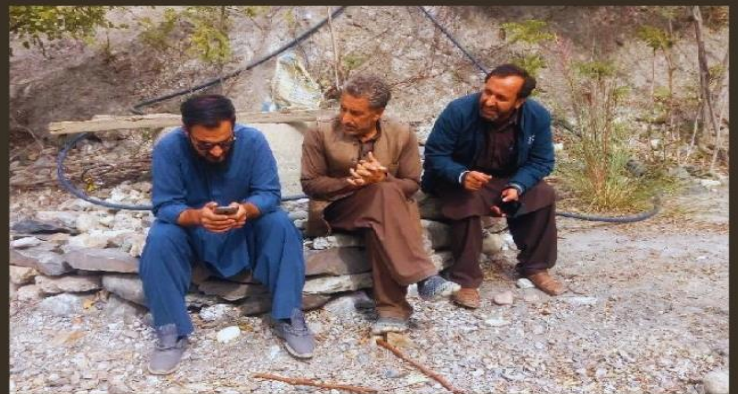
Key Challenges

No major issue or challenge was reported during the current month.

Next Month Activities

- a. Fresh sample will be drawn from the completed schemes data of KPIAIP in the year 2022-23.
- b. Consent of the PIU will be taken for the field visits to be executed in the current year.
- c. Mid-line Impact study will be finalized in line with the guidance provided by PIU.
- d. Key experts will conduct visits to the field in an effort to assist FEs and plan case studies.
- e. IT Team in consultation with the PIU will share training plans for OFWM staff on MIS Dashboard
- f. IT expert will present updated progress on MIS Dashboard to the PIU staff.

Snapshots of M&EC Activities during September 2023



Annexes

Annex I: Minutes of the Meeting of Progress Review and Planning Meeting

Annex II: Invitation Letter to attend Third Party Assessment meeting at PIU

Annex I: Minutes of the Meeting of Progress Review and Planning Meeting

M&EC Staff Meeting on 27 September 2023

Purpose	Monthly Progress Review meeting with staff
Location /site	M&EC AiD Office University Town Peshawar
Dates	27-september-2023
Time	1:30 to 3:30 (Wednesday)

Participants

1. Mr. Intisar Ahmed (M&E Specialist)
2. Mr. Amir Hadi (IT Specialist)
3. Ms. Rakshanda Tayyab (M&E Assistant)
4. Ms Sumayya Khan (Field Enumerator)
5. Mr. Faheem Ullah (Field Enumerator)
6. Mr. Waqar Younis (Field Enumerator)
7. Mr. Jawad Ahmed (Field Enumerator)
8. Mr. Abdul Fattah (Field Enumerator)
9. Mr. Shahryar (Field Enumerator)
10. Mr. Iftikhar Bashir(Field Enumerator)
11. Mr. Umar Saeed (MIS Technician)
12. Mr. Sohrab Khan (Data Analyst)
13. Mr. Rafiq Ullah (Data Analyst)

Agenda of the Meeting

1. Progress review as per the work plan submitted for September 2023.
2. Discussion on field visit plan and targets vs achievement.
3. IT Team updates and MIS latest status
4. Work planning for the month of October 2023 and field planning for the year 2022-23.
5. Update on Mid-line Impact Study
6. Review of the overall M&E project work plan.

Detail of the meeting

The meeting started with the recitation of the Holy Quran. The M&ES extended a warm welcome to all participants and provided an overview of the agenda point. Key and non-key experts provided a brief update on their progress related to project activities and shared their plans for the upcoming month.

The FEs provided an update on their progress, which included the process of the data collection from the field visit. Mr. Faheem mentioned that he has visited 14 schemes in Peshawar and 4 schemes in Mardan as per work plan. Mr. Abdul Fattah told that he has visited Swabi, Mansehra, Chitral and Dir Upper during the current month. He completed his task of getting data and monitoring all the targeted schemes in these districts. Mr. Waqar informed that he visited Kohat, Charsadda and Malakand during the reporting period and completed his task without any major hurdle. Mr. Jawad shared his progress pertaining to Karak and Lakki Marwat districts where he visited 5 and 11 sub-components respectively. Mr. Ifthikhar shared his progress of conducting field visits to 26 schemes in DI Khan. Overall FEs visited 105 sub-components across three regions. M&E Specialist expressed his heartfelt appreciation to the field team for the outstanding performance in efficiently carrying out the targeted field tasks. He conveyed that the current month marks the attainment of a crucial milestone i.e. the completion of the field visit targets for the completed sub-component schemes of KPIAIP in the initial two-year period spanning 2020-21 and 2021-22. He added that this achievement represents a significant step forward in the project's progress monitoring and impact evaluation. He acknowledged the support and guidance provided by the district staff of OFWM and PIU in this regard. Brief progress the FEs can be seen in the table below

MONTHLY TARGET VS ACHIEVEMENT TABLE			
REGION	DISTRICT	TARGET FOR THE MONTH	ACHIEVED IN THE MONTH
CENTRAL REGION	Peshawar	14	14
	Mardan	4	4
	Charsada	4	5
	Swabi	6	6
	Mansehra	6	6
NORTHREN REGION	Malakand	7	7
	Dir Upper	6	6
	Chitral	10	10
SOUTHREN REGION	DI Khan	26	26
	Karak	5	5
	Kohat	6	5
	Lakki Marwat	11	11
TOTAL		105	105

The IT team provided an overview of their ongoing efforts, highlighting their consistent support to the FEs on need basis. IT Expert informed the participants about the updated status of MIS Dashboard. In a formal presentation, he provided a concise overview of the MIS for the KPIAIP and explained the

agreed-upon way forward, which had been collaboratively discussed by the PIU and key experts. Expressing his satisfaction, he highlighted the team's adherence to the established timelines set by the PIU and the process of seeking the consent of PIU specialists at every critical stage. Additionally, the IT team shared their progress and efforts with respect to the data analysis for the midline impact study.

During the meeting, the team discussed about the target sub-components schemes for the coming months and tentative plans. M&ES shared his thoughts by referring to the final inception report that clearly explains the way forward in this regard and methodology for progress monitoring at field levels. He informed that spadework for the sampling of the last year completed schemes has been initiated. Responding to queries from the participants regarding the upcoming activities in the next year, the IT Expert conveyed that his team had successfully acquired the scheme data for the year 2022-23 and was in the process of accurately cleaning it. Once this crucial task is completed, the data will be promptly shared with key experts to inform and guide future planning initiatives. Key experts were of the view that by the mid-October 2023, sampling process in line with the agreed procedures will be completed.

Midline impact study that was initiated at the start of this quarter was submitted in the draft form for obtaining comments from the client. The participants were informed that the coordinated efforts of non-key staff and technical guidance by the experts has helped in developing a quality draft. M&ES however, informed that the final draft of the study will have additional information too that will include benefits of the project due to HEIS and laser land leveler components. The finalized report will be sent in the coming month that will include client comments apart from covering unintended benefits of the project. He also informed that Dr. Sajidin and key experts will be meeting PIU staff in the coming weeks to brainstorm the findings of the study and get a real time feedback on the submitted draft.

The M&ECs' work plan, as outlined in the final inception report, was precisely reviewed in terms of key deliverables and agreed timelines. While all major goals were successfully accomplished, there was a slight delay in progress related to MIS development. The IT team assured that the backlog observed with regards to the MIS Dashboard would be addressed in the upcoming months, in accordance with the agreement made with the client.

The meeting concluded with a unanimous expression of gratitude from all participants.

Annex II: Invitation Letter to attend Third Party Assessment meeting at PIU

**Tentative Visit Schedule Reenergiza Consultants for
Third Party Assessment-Khyber Pakhtunkhwa Irrigated Agriculture Improvement
Project (WBA) Peshawar**

Day	Date	Time	Activity	Venue
I	Tuesday 19 th Sept 2023	11:00 to 03:00 pm	Meeting with PIU KPIAIP	Committee Room of Directorate General OFWM
		03:00pm to 04:00 pm	Meeting with Project Implementation & Supervision Consultants	
II	Wednesday 20 th September 2023	10:30 am to 11:30 am	Meeting with M&E Consultants	Committee Room of Directorate General OFWM
		12:30 am to 01:00 pm	Meeting with Chief/Assistant Chief Foreign International Development Section, P&D Department	P&D Department, Civil Secretariate, Peshawar
		01:30 pm to 02:00 pm	Wrap up Meeting with Secretary Agriculture	Civil Secretariat, Peshawar

DIRECTOR GENERAL/PROJECT DIRECTOR,

Directorate General On-Farm Water Management/
Khyber Pakhtunkhwa Irrigated Agriculture Improvement
Project (KPIAIP), Khyber Pakhtunkhwa