

MONTHLY PROGRESS & MONITORING REPORT



JUNE 2023



MONITORING & EVALUATION CONSULTANTS

KHYBER PAKHTUNKHWA IRRIGATED AGRICULTURE IMPROVEMENT PROJECT

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Background

The Khyber Pakhtunkhwa Irrigated Agriculture Improvement Project (KPIAIP) is being implemented by the Government of Khyber Pakhtunkhwa (GKP) through the DG OFWM (as PD-KPIAIP) in order to enhance the productivity of irrigated agriculture on smallholder farms in its operational area. The main goal of the project is to address significant challenges related to individual farmer practices and agricultural management in the province of Khyber Pakhtunkhwa (KP) and the surrounding newly merged districts.

AID-EGC JV, the Project Monitoring and Evaluation Consultants (M&EC), has been engaged to assist the project management in monitoring the progress and assessing the impact of various activities. The M&EC team will also evaluate the project's performance in achieving desired outcomes and provide support for necessary adjustments. As part of their assignment, the M&EC is responsible for producing monthly progress and monitoring reports for the Project Implementation Unit (PIU). This particular monthly progress report presents an overview of the activities carried out in June 2023.

M&EC Accomplishments till May 31, 2023

Since the final Inception Report, which incorporated valuable feedback from the client, was submitted, the implementation of program activities has been set in motion in strict adherence to the approved work plan. To ensure the smooth execution of these activities, thorough preparations have been made to equip all staff members, including the field teams, with the necessary knowledge and skills. A series of comprehensive briefings were conducted, involving key experts who shared their insights and expertise with the staff members. These briefings served to enhance the team's understanding of the project's scope, goals, and the specific tasks at hand. Clear guidelines and instructions were provided to ensure a unified understanding of the project's objectives.

Recognizing the importance of practical skills and knowledge, thorough training sessions were organized for all staff members, particularly the field and IT teams. These training sessions focused on equipping the team with the necessary technical know-how and implementation strategies to effectively carry out the diverse range of activities. By receiving specialized training, the staff members gained confidence and competence in their respective roles, enabling them to navigate potential challenges and deliver high-quality results. By ensuring that all staff members are well-versed in the project's goals and armed with the necessary skills, the project management sought to maximize the efficiency and effectiveness of the implementation process. Close coordination accompanied by technical assistance of PIU, along with the thorough briefings and training, has positioned the M&EC team to effectively carry out its responsibilities and achieve the desired outcomes.

Management & Implementation of Project (till May 31, 2023)

- The M&EC Project Office has been established in Peshawar along with deployment of key experts and agreed staff. Orientation meetings and essential trainings have been conducted.
- Formats for data gathering from the field have been drafted, field-tested, finalized, and digitized.
- The final Inception Report has been submitted after incorporating comments from the client.
- Preliminary work for the development of the KPIAIP-MIS is in progress.
- Data cleaning and sampling of completed schemes for two financial years have been undertaken
- Sampling for program interventions in line with agreed criteria has been conducted, and the sample size along with proposed schemes has been agreed upon with PIU.
- Work planning and the rollout of field visit plans initiated after formal approval from the PIU.
- Initial targets as set out for the month and the quarter have been successfully achieved

Achievements related to Program Activities (till May 31, 2023)

- Finalization of Inception Report in line with PIU requirements
- Training of non-key Staff on Project Outputs and Execution of Activities as per work plan
- M&EC-MIS development on Kobo Toolbox and continuation of spade work for project MIS
- Digitization of Formats for data collection after input of key experts, OFWM field Staff, WUAs and Farmers

- Implementation of Output based Work Planning Formats at M&EC level
- Agreement on Sampling Methodology, Data collection, and Sampling size for M&EC assigned tasks
- Agreement on data collection approach, field planning and templates for field operations
- Conducting of Filed Visits for progress review and monitoring of KPIAIP schemes.
- Collection of reliable and quantifiable data through trained FEs for Outcome and Impact analysis

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

During the current month, the physical activities being carried out at the field level by the project staff were accelerated. Vacant positions of FEs were filled in the reporting period giving full strength to the team for the upcoming activities. In order to enhance their effectiveness, the newly recruited staff underwent orientation sessions focused on the project and program interventions. Furthermore, they were actively engaged with key experts and senior FEs for field operations. Initial work on the mid-line Impact Study remain continued under the guidance of Dr. Sajidin and will be getting shape in the coming weeks. Though field operations were done at desired speed however progress in relation to MIS development for the KPIAIP remain slow primarily because of unavailability of the IT Expert.

The M&EC team continued to provide briefings to the district staff of the OFWM emphasizing the importance of impact data collection and facilitating field visits. By May 2023, a total of 12 districts were covered in such briefings, including Peshawar, Charsadda, Nowshera, Abbottabad, Haripur, Mansehra, Battagram, Mardan, Swabi, Kohat, Hangu, and Karak. Additionally, in the current month, eight districts' staff was briefed about the project interventions. These districts include Torgar, Shangla, Buner, Khyber, Bunu, Lakki Marwat, Malakand, and Shangla.

In the previous month's progress and review meeting, some FEs were unable to participate due to their commitments in the field for data collection activities. It was felt to organize experience-sharing session among the team members to share their experiences, insights, and lessons learned from their respective roles and activities in different sites and regions. A formal meeting in this regard was held on June 7, 2023 that helped in enhancing the overall value of collective efforts, leading to improved efficiency, problem-solving, mist clearing and decision-making at field levels. Please see Annex 1 for details of this important meeting. It is worth mentioning that this meeting provided an opportunity for the FEs who were engaged in field operations and data collection activities to contribute their insights, identify challenges, and propose solutions for the future visits.

World Bank MTR Mission to the KPIAIP and other projects happened in the current month as it embark on a comprehensive review of ongoing projects in the KPK. A formal meeting of M&EC was held on June 8, 2023, at the PIU that was attended by the Team Leader, Monitoring and Evaluation Specialist, IT and Field staff. Ms. Maha Ahmed, the Team Leader of the World Bank Mission, DG-OFWM along with Focal Person KPIAIP and his team also attended the meeting. The meeting covered various topics, including project activities, deliverables, MIS-Dashboard, and the outcome and impact of the project. The key takeaways from the meeting included valuable input on outcomes, impact of KPIAIP initiatives, MIS and Dashboard relevancy to project and focus on environmental aspects of the project.

All important progress review and planning meeting took place in the last week of the month, providing an opportunity to assess the monthly progress for June 2023 and develop a work plan for July 2023. Details of the meeting are enclosed as Annex 2.

Field Monitoring and Data Collection

Field visits were conducted according to the revised work plan, demonstrating a high level of coordination within the team. FEs performance during these visits was exceptional, showcasing their competence and dedication. As a result, all targets set for June 2023 were efficiently achieved. Against a target of 153 for the current month 162 schemes were visited thereby surpassing the quarterly targets too. The fact that the field visits were carried out in a harmonized manner indicates effective planning, coordination with PIU, support by district OFWM staff

and execution by the team. This level of coordination was crucial for ensuring that all necessary tasks and activities are completed within the designated time frame.

Overall, the successful completion of targeted field visits for June 2023 highlight the team's professionalism, competence, and ability to deliver results effectively. The response from the OFWM staff was exceptionally positive, greatly facilitating progress in the early stages of this crucial activity. Cumulatively M&EC has covered 254 sites till end June 2023 for progress monitoring and impact purposes. Table below provides detail of site visits in respective districts during the current month.

Table: Target Vs Achievement of Field Visits for the month of June 2023

Region	District	Target for June 2023	Achieved in June 2023
Central Region	Peshawar	26	25
	Charsadda	30	29
	Mardan	3	3
	Nowshera	16	15
	Swabi	22	21
	Khyber	0	3
Northern Region	Malakand	0	4
	Haripur	1	1
	Torghar	3	3
	Buner	0	5
	Shangla	2	1
Southern Region	Bunnu	20	20
	Lakki Marwat	30	32
TOTAL		153	162

TL and M&ES provided all the backstopping related to coordination and technical assistance desired for the field operations. M&EC has planned additional 107 schemes in July 2023 according to the shared and agreed plan with PIU.

Key Challenges

- Absence of IT Specialist has affected MIS related progress of M&EC.
- Security situation in some districts of KPK can hinder field visits, though no major difficulty was reported. Few schemes have been dropped because of this factor in risky areas but no major effect will be caused to the objective of this task as contingency plans have been placed accordingly.
- Unexpected rains have affected a few planned visits in some districts, but alternate plans were followed for the catch up. It is anticipated that similar weather conditions may persist in the coming month, which could potentially impact future visits as well.

Next Month Activities

- iv. The field visits to the sampled schemes, as per the agreed plans that have been shared with the PIU, will be carried out as scheduled. 107 schemes will be visited in July 2023.
- v. The preliminary work for the Mid-line Impact study to measure the impact of the project at the midpoint of its implementation will be continued. The spade work, including data collection, analysis, and planning, has begun to ensure a comprehensive and accurate study of the project's impact.
- vi. The analysis and tabulation of data for the KPIAIP will be initiated by key experts who are well-versed in the project's requirements. It will be ensured that the collected data is thoroughly processed, meticulously analysed, and accurately reflects the progress, outcomes, and impact of the project.
- vii. Key Expert Visits to the Field for meeting with stakeholders of KPIAIP will be carried out.

Snapshots of M&EC Activities



Annexes

Annex 1: MoM of KPIAIP Data Review and Field Planning

Annex 2: Minutes of the Progress and Review Meeting on June 27, 2023

Annex 1:

MoM of KPIAIP Data Assessment and Field Planning Meeting of M&EC Staff

Purpose	KP-IAIP Data Review and Field Planning
Venue	M&EC AiD Office University Town Peshawar
Date	07-June-2023
Time	11:00 AM to 2:00 PM (Wednesday)

Participant

S.NO	Participant
1	Mr. Intisar Ahmed (M&E Specialist)
2	Miss. Sumayya Khan (Field Enumerator)
3	Mr. Faheem Ullah (Field Enumerator)
4	Mr. Waqar Younis (Field Enumerator)
5	Mr. Jawwad Ahmed (Field Enumerator)
6	Mr. Abdul Fattah (Field Enumerator)
7	Mr. Umar Saeed (MIS Technician)
8	Mr. Sohrab Khan (Data Analyst)
9	Mr. Rafiq Ullah (Data Analyst)

Agenda of the meeting

1. Experience sharing related to field visits conducted in May 2023.
2. Work planning for field visit June 2023.
3. Updating the Digital questionnaire in line with FEs Feedback
4. Review of Target Vs Achievement for the current Quarter
5. Discussion on District Monitoring Report of completed schemes

Proceeding of the meeting.

At the start of the meeting, M&E Specialist welcomed all the participants and acknowledged their exceptional work in the previous month in field. He mentioned that because a few field engineers were unable to attend the previous month's Progress Review Meeting due to their field activities, it was crucial to obtain accurate feedback from them. Since it was the team's first month in the field, sharing experiences at this stage was essential to enhance the value of their collective efforts. He briefly highlighted the main points on the agenda and expressed a strong desire to gather as much input as possible from this meeting.

Mr. Jawad shared his field visit progress at Karak district where he collected data from the OFWM office of 24 schemes as sampled by M&EC. He reported completing total of 24 schemes in Karak and mentioned minor issues with 2 Water Courses at early stage but these were clarified after consultation with key staff. He pointed out few issues in the digitized questionnaire that were arising in sub-component A1 i.e. Improvement of Canal Command Water Courses. His suggestions were noted by IT staff for future action. Mr. Faheemullah informed that 22 different schemes in Badabher and surrounding areas of district Peshawar were covered by him. He appreciated the role of management of the project and OFWM which helped him completing his task without any issue at field level. Mr. Waqar shared his field visit progress at Kohat and Hungu districts where he collected data from 13 and 5 schemes respectively in the previous month. He informed that 2 schemes were dropped due to security concerns after the discussion with M&EC and KPIAIP management.

Abdul Fattah presented his field visit work, which involved gathering data from remote areas in four districts namely Battagram, Haripur, Mansehra, and Abbottabad. He shared a few photos of the challenging terrain and mentioned walking for two hours in some locations for data gathering. He informed that he achieved all the targets, except for one scheme in Haripur district, which had to be postponed due to heavy rain and adverse weather conditions. Abdul Fattah acknowledged the support received from the OFWM office, including their accompaniment during field visits and provision of 4X4 vehicles whenever necessary. On behalf of Mr. Irfanullah, the IT Assistant reported on the progress made in the Mardan district. He mentioned that 11 out of the targeted 14 schemes were covered. A catch-up plan was formulated to complete the remaining schemes in the current month without disrupting the overall field plan. The M&ES commended the team for their outstanding work and instructed the IT staff to take note of all the points raised by the field engineers for improving the digitized formats.

The FEs has covered a total of 92 schemes during the month of May 2023. Please see table 1 for the details of achievement.

Table for Target Vs Achievement for May 2023.

Region	District	Target for May 2023	Achieved during May 2023
Central Region	Peshawar	20	22
	Mardan	14	11
	Haripur	8	7
	Mansehra	4	4
	Battagram	4	4
Southern Region	Kohat	14	13
	Karak	18	24
	Hungu	6	5
Northern Region	Battagram	2	2
TOTAL		90	92

The field visit plan for June 2023 was looked up by the participants in detail. FEs extensively discussed the advantages and disadvantages of various options and agreed upon a revised target of covering at least 153 schemes for data collection during this month. The following table provides a detailed overview of the region and district wise number of sampled schemes that will be covered in June 2023.

Field Target and Plan for the Month of June 2023.		
Region	District	No. of scheme to be visited
Central	Peshawar	26
	Charsada	30
	Nowshera	16
	Mardan	3
	Swabi	22
	Haripur	1
Northern	Torghar	3
	Shangla	2
Southern	Bannu	20
	Lakki Marwat	30
Total		153

Changes in Digital questionnaires were formally noted down by IT staff with the support of FEs. All the proposed changes as discussed in the meeting are given in Annex 1. It was also noted down that some changes as recommended after the pilot testing of Formats were not properly addressed in the Kobo. M&ES guided IT staff to expedite the process of updating this as PIU has been asking for real time feedback of KPIAIP initiatives through Dashboard mode. He mentioned an anticipated meeting with WB Mid-term Review Mission staff in the current week where Outcome and Impact related questions could be asked by them on preliminary data received by FEs. He assured the staff that presentation of kobo-collect data in an organized form has been worked out on xls sheets and can be shared on demand with the mission if needed. However, he stressed upon IT staff for strong coordination with AiD IT experts at Islamabad to fill in the gap on need basis.

Quarterly target versus achievement was discussed in details by the participants pertaining to field visits and data collection. Keeping in view the on-going progress of the field teams it was anticipated that targets as indicated in the table below will be achieved comfortably. In case of bad weather or security/political unrest contingency plan will be made to achieve the desired target.

Table of Quarterly Target for the M&EC

2 Years (2020-21 & 2021-2022) Data of PIU with Field Plans						
Region	District	Total Schemes	Sample Schemes	Quarter Target	May Final	June Target
Central Region	Abbotabad	11	2	2	2	0
	Peshawar	412	48	48	22	26
	Charsadah	277	30	30	0	30
	Mardan	133	14	14	11	3
	Nowshera	154	16	16	0	16
	Swabi	200	22	22	0	22
	Khyber	41	6	0	0	0
	Haripur	84	8	8	7	1
	Mansehra	52	4	4	4	0
	Mohmond	132	0	0	0	0
Southren Region	Kohat	126	14	14	13	0
	Hungu	57	6	6	5	0
	Karak	242	26	26	24	0
	Bunnu	163	20	20	0	20
	Lakki marwat	470	50	30	0	30
	D I khan	1195	129	0	0	0
	South Wazirstan	144	16	0	0	0
	Tank	58	6	0	0	0
Northren Region	Swat	350	38	0	0	0
	Malakend	225	24	0	0	0
	Dir lower	189	22	0	0	0
	Dir upper	24	2	0	0	0
	Chitral	54	6	0	0	0
	Torgher	20	3	3	0	3
	Bajaur	21	2	0	0	0
	Buner	90	10	0	0	0
	Shangla	11	2	2	0	2
	Battagram	53	4	4	4	0
TOTAL		4988	530	249	92	153

The team discussed an already shared user-friendly draft format for the District Wise Field Monitoring Report with the FEs. The format details can be found in Annex 2. It was agreed that the FEs would submit this report at the end of the quarter in July 2023, instead of, on a monthly basis. This decision was made because there will be a substantial number of completed districts available during that period. M&ES liked this suggestion, taking into consideration that certain districts were originally scheduled to be monitored in different months. Duplication of effort will be avoided in all such cases. Furthermore, any weather-related or unexpected situation that might have impacted field plan for the districts will be taken into consideration.



Proposed changes in the digitized questionnaire after FEs Feedback

Q 1.5 If the work was not completed on time, what were reasons of delay?

New Changes (If 1.3 > 1.4 then skip 1.5)

Q 1.9 Reason(s) of cost variations, if any?

New Changes (if the difference between 1.6 > 1.7 is greater than 5000 then 1.9 will appear Otherwise skip)

Q 3.8 Is there any system for Operational and Maintenance) of the scheme?

New Changes 3.9 if yes, Mechanism of O&M

1. Self help
2. Local Labor
3. Local fund collection
4. Any other

Q 4.2 If yes, how much of irrigated area has been increased due to the water course improvement/ lining?

New changes Acre. The value will be in Acre

Q 4.4 Is there any change in cropping pattern?

New changes Remove skip from 4.5 & and 4.6

Q 4.5 Please list the crop area before & after water course improvement/ lining: New changes Remove skip from 4.5, 4.5.1, till 4.5.10 Accept Zero (0), By Default, all values will be zero (0), before /after.

Q 4.6 Please mention average increase in yield after WC improvement/lining?

New changes Remove skip from 4.6, 4.6.1, till 4.6.8 Accept Zero (0), By Default, all values will be zero (0).

Q 4.7 Please list the name of new vegetables introduced after the water course improvement/ lining:

New changes Drag List of New Vegetables

Q 4.8 Please list the name of new vegetables introduced after the water course improvement/ lining:

The new changes Drag List of New Vegetables.

Changes in Digital questionnaire in Components B2

1.5 Verified completion date?

1.6 If the work was not completed on time, what were reasons of delay?

New Changes (If 1.4 > 1.5 then skip 1.6)

1.9 Percent Community share

Type: integer

Hint: Amount

1.10 Reason(s) of cost variations, if any?

New Changes (if the difference between 1.7 & 1.8 is greater than 5000 then 1.10 will appear Otherwise skip)

2.4 Capacity of the storage tank in gallons

New Changes Auto Formula $(2.3.1 + 2.3.2 + 2.3.3) * 264.17 =$

2.5 What is the source of water for this scheme

2.5.1 What was the usage of this source of water before the scheme?

1.Non, going waste

2. Used for growing crops

3.Any other specify

4.6 If yes, how much area was irrigated before the Tank/Pond?

Type: decimal

hint: Acres

4.7 If yes, how much area is irrigated after the Tank/Pond?

Type: decimal

hint: Acres

Remove All skip option from 4.8.1-----4.8.9

4.5. 8 Any other crop area (Acres)

Before/After

Type: decimal

hint: Acres

Value should be greater or equal to zero

4.5. 9 Any other crop area (Acres)

Before/After

Type: decimal

hint: Acres

Value should be greater or equal to zero

Serial number 4.9, 4.9.1, 4.9.2.....4.9.8

4.9.6 Any other crop area (Acres)

Before/After

Type: decimal

hint: Acres

Value should be greater or equal to zero

4.9.7 Any other crop area (Acres)

District Wise Field Monitoring Report

Visit Conducted by	
Date of Visit	
District Visited	
Village/UC/Tehsil Visited	<ul style="list-style-type: none"> ▪ A ▪ B ▪ C
KPIAIP Scheme/ Schemes	<ul style="list-style-type: none"> ▪ 1 ▪ 2 ▪ 3
Sub-Component (full name as in PC-1)	<ul style="list-style-type: none"> ▪ A-1 ▪ A-1.2 ▪ B-2
No. of days Spent	
No. of Schemes / Sites visited	
Status of the Scheme/Schemes	<ul style="list-style-type: none"> ▪ 1 (Functional)/ 2 (Non-Functional) ▪
No of OFWM Staff Met at Office	
No of Farmers / Persons Met at Site	<ul style="list-style-type: none"> ▪ WUA Members ▪ Community
Operation and Maintenance	<ul style="list-style-type: none"> ▪ A ▪ B ▪ C
Condition of Scheme	Very Good / Okay / Excellent (record keeping etc.)
Environmental and Social Aspect	
Any Issue / Grievance / Complaint for any of the schemes (be specific)	<ul style="list-style-type: none"> ▪ A ▪ B ▪ C ▪ D

Annex 2

Monthly Progress and Review Meeting of M&EC Staff

Purpose	Monthly Progress Review and Work planning Meeting
Location /sites	M&EC AiD Office University Town Peshawar.
Date	27 th June 2023
Time	10:30 to 12:50

Participant

S.NO	Participant
1	Mr. Intisar Ahmed (M&E Specialist)
2	Dr. Sajiddin (Agriculture Economist) via whatsapp
3	Miss Rakhshanda Tayyab (M&E Assistant)
4	Miss. Sumayya Khan (Field Enumerator)
5	Mr Faheem Ullah (Field Enumerator)
6	Mr Waqar Younis (Field Enumerator)
7	Mr Jawwad Ahmed (Field Enumerator)
8	Mr Abdul Fattah (Field Enumerator)
9	Mr Harris Rehman (Field Enumerator)
10	Mr Iftikhar Basheer (Field Enumerator)
11	Mr. Umar Khan (Accounts and HR Officer)
12	Mr Umar Saeed (MIS Technician)
13	Mr Sohrab Khan (Data Analyst)
14	Mr. Rafiq Ullah (Data Analyst)

Agenda

1. Progress review as per the work plan submitted for June 2023.
2. Discussion on field visit plans and targets vs achievement.
3. IT Team Updates and MIS Latest status
4. Work planning for the month of July 2023.
5. Update on Mid-line Impact Study
6. Review of the overall M&E project work plan.
7. Any other issue.

Proceeding of the Meeting

The meeting started with the Recitation of the Holy Quran by Mr Umar Saeed. M&ES extended a warm welcome to all attendees and outlined the items on the agenda. Each participant provided a concise overview of their advancement in project activities and their upcoming plans for field visits.

Mr. Waqar Younis provided an update on the advancement of his field plan. He conducted monitoring and evaluation visits to three districts, namely Charsadda, Malakand, and Swabi, in order to assess the progress and impact of the KPIAIP initiatives. He mentioned that one of the schemes in Charsadda had to be dropped due to security concerns. However, the remaining districts were visited as part of an alternate plan to compensate for the backlog in the ongoing month. Mr. Jawad reported on his progress by stating that his focus areas were Bunnu and Lakki Marwat districts. In Bunnu, he successfully visited 20 schemes as per the predetermined work plan. In Lakki Marwat, he surpassed the target of 30 schemes by visiting 32.

Summarize progress of schemes is given in Table below for the current month.

Target Vs. Achievement for the month of June 2023 for Field Visits

Region	District	Target for June 2023	Achieved in June 2023
Central Region	Peshawar	26	25
	Charsadda	30	29
	Mardan	3	3
	Nowshera	16	15
	Swabi	22	21
	Khyber	0	3
Northern Region	Malakand	0	4
	Haripur	1	1
	Torghar	3	3
	Buner	0	5
	Shangla	2	1
Southern Region	Bunnu	20	20
	Lakki Marwat	30	32
TOTAL		153	162

Mr. Harris and Mr. Iftikhar, who recently joined the team, shared their experiences regarding orientation and gaining exposure to different districts. Mr. Faheem Ullah provided an update on his field visits, sharing that he visited Mardan and Peshawar to get data of 3 and 26 targeted schemes, respectively. In Peshawar, out of the 26 sampled schemes, 25 were covered successfully, while one scheme had to be dropped due to security concerns. In Mardan, all 3 schemes were visited as planned. Mr. Abdul Fattah undertook visits to Haripur, Swabi, Shangla, Torghar, Buner, and Nowshera districts during the current month. His successful

completion of this challenging task was highly appreciated by the team, considering the difficulty of covering all the hard districts. On question raised by M&ES regarding difficulties during the visits, all the EFs reported that there were no issues during their field visits in the current month, highlighting the effective coordination between the OFWM and M&EC management.

In total, the field team managed to cover 162 schemes in the month of June 2023, surpassing the target of 153. M&ES acknowledged the team's performance and advised them to promptly complete the necessary formalities related to record-keeping and accounts.

Ms. Rakshanda explained her involvement in HR and Admin-related support tasks. Additionally, she assisted the TL (Team Leader) in drafting emails and handling official correspondence to ensure the smooth functioning of the project. Ms. Sumayya provided a brief overview of her role, which primarily entailed compiling meeting minutes and assisting M&ES in preparing the monthly progress and monitoring report.

The IT team provided an update on their progress, which involved receiving data from the field through Kobo Toolbox and subsequently conducting data analysis in Excel spreadsheets. Data Analysts Mr. Rafiqullah and Mr. Sohrab shared their initial work on the available data and explained the draft outcome tables developed in accordance with the ISR (Implementation Status Report) and Outcome/Impact indicators. They also mentioned that they had received draft analysis tables from Dr. Sajidin and planned to seek further guidance in the upcoming month. Mr. Umar briefly described his role, which included providing support to the FEs (Field Executives) for data input and resolving any format-related ambiguities during fieldwork in real-time.

The participants thoroughly reviewed the field visit plan for July 2023, engaging in extensive discussions about the pros and cons of various options. They eventually reached a consensus to revise the target and aimed to cover a minimum of 107 schemes for data collection during the month. The following table provides a detailed overview of the region and district wise number of sampled schemes to be covered in the coming month.

Field Visit Plan For the Month of July 2023		
Region	District	No. of Targeted Schemes
Northern Region	Buner	5
	Malakand	20
	Swat	20
Southern Region	D I Khan	40
	Tank	6
	Lakki Marwat	16
Total		107

The M&ES provided an update on the mid-line study and emphasized the relevance of the collected field data for this task. As the relevant staff members had been in regular communication with Dr. Sajidin regarding the study, it was decided to schedule a dedicated meeting in the first week of July 2023. M&ES proposed holding the meeting on July 5th, where the sub-team consisting of Ms. Sumayya, Mr. Jawad, Mr. Umar, and Mr. Abdul Fatah, who had been identified to work on the mid-line impact study, would

receive guidance from Dr. Sajidin. To accommodate the interest of other staff members, it was agreed that all non-key staff could join the meeting as long as it did not affect their work plans. IT staff, particularly Mr. Umar and Mr. Sohrab, offered their assistance in areas such as data cleaning and management, analysis of outcome/impact tables, and providing back-stopping support from the PIU. M&ES and Dr. Sajidin emphasized the importance of collaboration between the data analyst and FEs to streamline the data collection process and ensure the acquisition of high-quality data for analysis. By assigning specific responsibilities to each team member and promoting collaboration and support, it was hoped that a high-quality draft would be produced in the upcoming quarter.

The team reviewed the overall M&EC work plan as agreed upon in the final Inception Report to assess the progress in terms of the agreed deliverables. It was noted that apart from the MIS /Dashboard, the overall performance of the M&EC was on track. The M&ES updated the team on the urgency expressed at the management level regarding the input of an IT expert and expressed confidence that this issue would be resolved in the coming month.

Mr. Umar Khan (AFO) requested all staff to submit their field expenses according to the provided guidelines. The M&ES further reminded the FEs to strictly adhere to the deadlines for submitting field expense details and invoices. Any delay in this regard could hinder the release of advances for field operations, directly impacting the team's progress. The FEs assured their full support in this matter. The M&ES also requested district-wise field reports on the prescribed format from the FEs in the first week of July 2023.

Meeting concluded with an expression of gratitude and appreciation for the efforts and achievements made in the project thus far.

