

UPDATE ON THE PROGRESS OF THE MOET QUARTERLY PROGRESS REPORTING'S

PRESENTED BY THE POLICY AND PLANNING: M&E UNIT

DECEMBER 2014

PRESENTATION OVERVIEW

1. Reporting structure and quarterly progress reporting update
2. Challenges
3. Achievements
4. Way forward

QUARTERLY PROGRESS REPORTING UPDATE

What, Why & How of the report has been presented in past during the management and planning meetings already;

- Reporting structure & quarterly reporting up-date
 - Same reporting template to be used in 2015 reporting
- Challenges
 - None submission
 - Delay in submission
 - Very few seek assistance
 - Reports not clearly describing the progress made
 - Reports received in different formats
 - Inconsistency of reporting adds to the difficulty of quantifying the activities to be able to estimate work plan completion rate etc.

■ Achievements

- Reporting have just started this year and there are promising signs of activity managers responding by submitting their progress reports.
- All challenges have been taken into consideration

WAY FORWARD

Areas needed improvement to ensure quarterly progress reporting becomes the basis of measuring the MoET AWP implementation;

- All cost centre work plans must be approved by the manager concern, and sign off by the DG before submitted to PPU/Finance, using introduced planning template
- Timely accurate quarterly reporting's on the activity, sign off by managers and submitted to PPU, using introduced the quarterly progress reporting format
- Discuss issues surrounding delay & non submissions of reports from managers

THANK YOU