

**Question 1: What is Monitoring?**

**Answer:** An ongoing activity carried out by the project implementers. It is a close follow-up of a project through its various stages of implementation. Monitoring is necessary to ensure that the activities carried out are in line with the objectives defined and the resources are put to the right use in an efficient manner.

**Question 2: What is Evaluation?**

**Answer:** The formal measurement of the success/failure of a planned intervention. Necessary to determine whether the project needs to continue and/or needs any modification or corrective action. Evaluation facilitates to make decisions about future of the same project and/or other similar activities.

Evaluation is not an accountability process, but an integral part of people growing in the development process. Evaluation is designed to provide systematic, reliable, valid and verifiable information on the conduct, impact, efficiency and effectiveness of projects.

**Question 3: What is the purpose and application of M&E in ERRA?**

**Answer:** **Purpose of M&E**

- a. As a yardstick of performance, responsiveness transparency and accountability
- b. Independent and statistically robust information and analyses on progress
- c. To support, planning and implementation across program logic model
- d. Process documentation, body of knowledge and Learning, compliance and midcourse correction

**Application of M&E**

- a. Sharing of information and learning with internal and external stakeholders
- b. As a tool for ensuring transparency and accountability for donors and sponsors
- c. Mid course correction where applicable
- d. Assess viability of planning and allocation of resources

**Question 4: What is Logical Framework Analysis (LFA)?**

**Answer:** LFA is a tool for planning and managing development projects. It aims to present information about the key components of a project in a clear, concise, logical and systematic way.

It is a tool to help designers of project think logically about what the project is trying to achieve (the purpose), what things the project needs to do to bring that about (the outputs) and what needs to be done to produce these outputs (the activities).

**Question 5: What is the role of M&E Wing?**

**Answer:** M&E Wing was established in October 2005. The role of this wing is monitoring and evaluation of the ongoing projects in all the thirteen sectors ERRA is working in. M&E is involved in the process of M&E right from planning, tendering, signing of MoUs and issuance of NOCs to keep track of the on going activities by monitoring the ongoing projects and evaluating the completed ones. The purpose of this wing is to assure that the activities carried out are in line with the objectives defined and the resources are put to the right use in an efficient manner. Another purpose is the formal measurement of success/failure of a planned intervention.

**Question 6: What questionnaires of M&E are used for Construction Monitoring and Outcome and Impact Evaluation?**

**Answer:** There are separate formats for construction monitoring and separate for each sector. The formats have been developed in line with Key Performance Indicators (KPIs) based on sectoral strategies. In case of Health and Education sectors, census approach has been followed for data collection whereas for rest of the sector samples size has been calculated out of the completed projects/facilities for the purpose of data collection.

**Question 7: How frequently does ERRA M&E Wing produce the reports?**

**Answer:** Construction monitoring reports which cover Transport, Rural Housing, Health, Education and Governance sectors are disseminated fortnightly. Outcome reports are disseminated biannually and impact evaluation report is disseminated once a year. Additionally, an ERRA Annual M&E Report is published every year by the Wing covering all M&E activities in all the thirteen sectors. The reports are available on ERRA website.

**Question 8:** Is there any way to find information about the location and mode of accessibility of a particular project site?

**Answer:** Yes, all such information is available as a project catalogue for each project ready for tendering available at the link "**Contractors Facilitation Centre**" on ERRA website "**http://www.erra.gov.pk**" home page and gives the following:

- a. Detailed location of a project
- b. Mode of accessibility
- c. Type of construction
- d. Covered area
- e. Number of rooms and sizes
- f. Type of categories of registered firms i.e. C2, C3, C4 etc. which are eligible to apply.

**Question 9:** Who monitors and surveys the ERRA projects?

**Answer:** ERRA M&E Wing carry out monitoring & evaluation of projects.

**Question 10:** What is the pre-requisite to register with ERRA to apply for contracts?

**Answer:** Registration with Pakistan Engineering Council (PEC) is the only pre-requisite for registration with ERRA projects.

**Question 11:** What is the mode of payment of ERRA projects?

**Answer:** Payment is made as per contractual rules. Procedurally, the contractor submits the bills to NESPAK and NESPAK in turn verifies the bills, forwards the payment certificate to concerned Deputy Directors of Engineering Wings. Financial Management Information System (FMIS) is another tool to control flow of payments.

**Question 12:** Which kind of reconstruction projects are currently available with ERRA?

**Answer:** All types of construction projects of infrastructure like buildings, roads and bridges etc. are available with ERRA. Visit "<http://www.erra.gov.pk>", click on "**Contractors Facilitation Centre**", and then click on "**Invitation for Bids**" option to download the same.

**Question 13: How do Construction Monitoring Teams (CMTs) categorise the projects?**

**Answer:** The projects are categorized as follows:-

**a. Critical Projects**

If construction practices are violated, they contribute to instability of the structure. Activity must be stopped immediately by the competent authority. Required remedial actions are to be initiated forthwith and then confirmation be given to the concerned quarters.

**b. Unsatisfactory Projects**

When construction practices are violated, they lead to sub-standard construction; however, these shortfalls may not directly contribute to instability of the structure. Such activities on site may be stopped by the Competent Authority. Remedial measures are required to be taken which will result in improvement of the construction being carried out and enhance the service life of the structure.

**c. Satisfactory Projects**

If construction practices are violated, they do not contribute to instability of structure, however remedial measures are required to be taken to ensure standard construction practices.

d. **Good Projects**

Good projects are those where construction practices are as per the given specifications/standards.

**Question 14: What do these CMTs specifically monitor/check in the ongoing construction projects?**

**Answer:** a. They check and ensure that construction of the structure is according to ERRA

seismic resistant specifications.

b. To point out flaws during construction and suggest suitable remedial measures to the action taking authority.

c. To resolve the problems faced by the Contractors during execution of the project, so that progress of the construction works does not suffer.

**Question 15: Where are the offices of M&E Wing located in earthquake affected areas?**

**Answer:** These offices of M&E Wing are located in the affected areas as under:

1. **Zonal Office Abbottabad**. This office is headed by a Lt. Col as Director M&E Zonal Office. It is located at Abbottabad. District offices are headed by a Dy. Director (Major) are located as following:

- a. Field Office Mansehra
- b. Field Office Battagram
- c. Field Office Besham
- d. Field Office Balakot

2. **Zonal Office Muzaffarabad / Neelum**. This office is headed by a Lt. Col as Director M&E Zonal Office. It is located at Muzaffarabad. District offices are headed by a Dy. Director (Major) and are located as following

- a. Field Office Rawalakot
- b. Field Office Bagh