



IFRAP
Integrated
Flood Resilience &
Adaptation Project



**Ministry of Planning
Development &
Special Initiatives**



INTEGRATED FLOOD RESILIENCE & ADAPTATION PROJECT

Quarterly Progress Report (Q1)
(June – September 2025)
(Component-I)

MONITORING & EVALUATION (M&E) CONSULTANT

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GLOSSARY OF ACRONYMS AND ABBREVIATIONS

- API – Application Programming Interface
- AWS – Automatic Weather Station
- CE – Citizen Engagement
- DQA – Data Quality Assurance
- ESMF – Environmental and Social Management Framework
- FGD – Focus Group Discussion
- FPMU – Federal Project Management Unit
- GAP – Gender Action Plan
- GIS – Geographic Information System
- GRM – Grievance Redress Mechanism
- IFRAP – Integrated Flood Resilience and Adaptation Project
- IR – Intermediate Results
- IVR – Interactive Voice Response
- JV – Joint Venture
- KII – Key Informant Interview
- KM – Knowledge Management
- M&E – Monitoring and Evaluation
- MIS – Management Information System
- MoPDSI – Ministry of Planning, Development, and Special Initiatives
- ODK – Open Data Kit
- PAD – Project Appraisal Document
- PDO – Project Development Objective
- PDMA – Provincial Disaster Management Authority
- PIU – Provincial Implementing Unit
- PIU-HRU – Provincial Implementing Unit-Housing Reconstruction Unit
- PMIS – Project Monitoring Information System
- PSC – Project Steering Committee
- RBMEF – Results-Based Monitoring and Evaluation Framework
- TA – Technical Assistance
- TORs – Terms of Reference
- VRC – Village Reconstruction Committee

1. EXECUTIVE SUMMARY

The first quarter of Monitoring and Evaluation (M&E) operations under the **Independent Firm for Result-based Monitoring and Evaluation of the Flood Response and Rehabilitation Assistance Project (IFRAP)** marked the transition from inception to full operational deployment. During the reporting period (**June – September 2025**), the M&E firm completed baseline fieldwork, system-development milestones, and institutional coordination that together established the foundation for evidence-driven implementation monitoring across all four project components.

1.1 Progress Highlights

- **M&E Institutionalization:**

The M&E Framework initially drafted and submitted in June, which was revised and resubmitted to align with the updated Project Appraisal Document (PAD) and revised Project Paper. The updated framework reflects refined indicator definitions, revised targets, and standardized monitoring tools across all components.

- **Digital Systems Development:**

The **Project Monitoring Information System (PMIS)** is made live and is now accessible to FPMU and PIU users. Its five modules, Results Framework, Field Monitoring, GRM, Safeguards, and Dashboard Visualization were tested using dummy datasets. Integration remains pending because Component 1 has lacked MIS.

- **Field Implementation and Data Collection:**

Baseline activities covered C-1: Irrigation 16 schemes 45 beneficiaries, Road 8 and Bridge 4 beneficiaries.

- **Capacity Building:**

A four-day training workshop (30 July – 2 August 2025, Quetta) strengthened enumerator and PIU capacities in digital data collection, geo-tagging, and OHS-compliant field practices. Multiple refresher sessions ensured uniform application of M&E tools and field protocols.

1.2 Key Findings and Emerging Patterns

- **Institutional Readiness:**

Component-1 is functionally staffed and engaged with the M&E framework; however, data-system readiness remains uneven. C-1 operate on static tracking, limiting real-time progress validation.

- **Process Efficiency:**

Approval and tender cycles for Components 1 is longer than planned. The absence of digital milestone tracking is the key constraint; rolling tender calendars and online milestone registers are proposed remedies.

1.3 Emerging Risks and Management Decisions

Risk Cluster	Key Issue	Decision / Mitigation Direction
Data Integration	Currently, no MIS has been established for Component-I	FPMU to finalize interim Excel-to-web bridge by Nov 2025.
GRM Operationalization	Frameworks approved but inactive; awareness low.	Visibility campaign and hotline activation scheduled Q2 2025.

Forward Look (Oct – Dec 2025)

The upcoming quarter will focus on **transitioning from readiness verification to process monitoring**, emphasizing:

- deployment of GRM–PMIS pipeline.
- process monitoring Component-1 design and tender progress.

These steps will mark the transformation of IFRAP's M&E operations from discrete verification activities into a continuous, system-based performance-monitoring regime.

2. OVERVIEW OF REPORTING PERIOD

The present Quarterly Progress Report (QPR) covers the period **June to September 2025**, corresponding to the first quarter of M&E implementation under the Independent Firm for Result-based Monitoring and Evaluation of the Flood Response and Rehabilitation Assistance Project (IFRAP).

This period coincided with the Project's transitional phase between **planning, procurement, and system establishment** and the gradual shift toward **field-level reconstruction and process monitoring**.

2.1 Project Overview and Development Objectives

IFRAP supports the **Government of Pakistan's post-flood recovery and resilience agenda**, implemented through four integrated components:

1. Component 1 – Community Infrastructure Rehabilitation:

Rehabilitation and upgrading of community irrigation, rural roads, and flood-protection structures damaged during the 2022 floods.

From an M&E standpoint, this quarter focused on **testing institutional readiness, field validation of progress**, and **calibrating monitoring systems** to the revised PAD's Results Framework.

2.2 Data Sources, Coverage and Limitations

This report is based on verified information compiled from:

- **PIU progress submissions and AWP**s for all four components (June–September 2025);
- **PMIS and MIS datasets**, where available; and
- **Minutes and decisions** from coordination meetings with FPMU and PIUs.

However, **data integration with PMIS was not operational** during this reporting period. Components 1 had not yet established MIS platforms.

Limitations affecting analytical depth include:

- **AWPs lacking time and geographic disaggregation**, currently require further time-based and geographic disaggregation to enable more effective month-wise and district-wise progress tracking and analytical reporting;
- **Heterogeneous data formats** across PIUs;
- **Delayed reporting cycles**, Reporting cycles are experiencing delays, with an average gap of 7–10 days between field activities and submission to the central office.

Despite these limitations, M&E validation achieved partial validation for Component 1 through readiness assessments and design reviews.

2.3 Methodology and Analytical Basis

The M&E approach during this quarter combined **field-based verification** with **process monitoring**, guided by the following principles:

1. Evidence-based Reporting:

Every data point included in this report was supported by digital forms, geo-tagged photographs, or documentary evidence reviewed by TL M&E.

2. Triangulation and Validation:

Progress claims were cross-checked using multiple sources like; PIU reports, field surveys, and meeting records to ensure accuracy and consistency.

3. Progress Classification:

- *Completed:* Activity fully implemented and verified.
- *Ongoing:* Activity initiated but not yet verified through field evidence.
- *Pending:* Activity not initiated or awaiting documentation.

4. M&E Analytical Lens:

The report applies a three-tier M&E interpretation:

- **Readiness** – institutional and procedural setup status;
- **Implementation Efficiency** – timeliness and coordination;
- **Compliance Behavior** – adherence to safeguards, inclusion, and data protocols.

5. Results Linkage:

Quantitative progress under each component was mapped against the PDO and Intermediate Results indicators defined in the revised PAD to facilitate consistency with World Bank reporting formats.

3. M&E ACTIVITIES, PROGRESS & COORDINATION

3.1 M&E Activities

Overview of M&E Activities During the Quarter

Category	Key Activities Undertaken (June – September 2025)	Status / Outcome
Project Initiation & Coordination	- Inception meetings held with all PIUs: - Component-1 (27 May 2025), - Alignment sessions conducted on roles, methodologies, and reporting formats.	Completed
Deliverables Submitted	<i>Draft Inception Report</i> submitted on 16 June 2025. <i>Draft M&E Framework</i> submitted on 20 June 2025. <i>PMIS Development Report</i> submitted on 23 June 2025. <i>Tentative Field Activity Plan</i> shared on 2 August 2025, revised version on 13 August 2025. <i>Data Integrity Review of Component-3 MIS for PMIS Integration</i> submitted on 5 August 2025. <i>Draft GRM Implementation Plan</i> submitted on 7 August 2025.	Completed
Capacity Building	Four-day training workshop (30 July – 2 August 2025, Quetta) on digital data collection (Android/ODK) for enumerators and field coordinators. Two refresher sessions on quality control, data-validation protocols, and field safety planning conducted during field deployment.	Completed
System Development (PMIS & GRM)	- PMIS initially deployed (23 June 2025). - PMIS access shared with FPMU (22 July 2025). - GRM Implementation Plan endorsed by PIU I (22 September 2025). - Ongoing technical design for PMIS–GRM linkage	Completed / Ongoing
Field Monitoring, Baseline and Data Collection	19 baseline samples (Irrigation: 16 Schemes & 45 Beneficiaries, Road: 1 Scheme & 8 Beneficiaries, and Bridge: 2 Schemes & 4 Beneficiaries) collected under Component-1, covering 16 districts. - Use of digital ODK tools ensured real-time GPS-tagged evidence and photo logs. - Spot-checks performed for quality assurance and back-verification.	Completed
Coordination & Supervision	- Regular meetings with PIU for baseline alignment, site selection, and GRM implementation. - Participation in the FPMU Annual Workshop (27–28 Aug 2025) for harmonization of M&E tools.	Continuous
Lessons Learned	- Engagement of local field staff and inclusion of female enumerators enhanced community access and gender inclusion. - Use of digital tools improved data reliability and reduced entry errors. - Field operations faced logistical and weather-related delays but maintained full coverage through adaptive scheduling.	Consolidated

3.2 PIU Coordination Highlights and Decisions

Key coordination milestones achieved:

- M&E Framework Revision** aligned with the restructured PAD (approved 30 July 2025).
- Baseline survey instruments** validated with PIUs and approved by FPMU for rollout.

- **PMIS access** extended to FPMU and PIUs for demonstration.
- **Citizen Engagement and GRM mechanisms** reviewed and endorsed by PIU-I

Coordination among FPMU, PIUs, and the M&E firm evolved from orientation to operational alignment during this quarter. Major institutional agreements, approval of the M&E Framework, endorsement of GRM plans, and definition of PMIS metadata standards have laid the foundation for integrated process monitoring. The forthcoming quarter will test **decision-tracking efficiency** and **data-sharing discipline**, both critical to institutionalizing results-based management across IFRAP.

3.3 Coordination Meetings

i. Meeting – Component-I: Finalized Sites, M&E Roles, and GRM (Annex-I)

- **Date:** 16 July 2025
- **Venue:** PIU – Component-I Office
- **Unit:** Component-I (IFRAP)
- **Agenda:**
 - Sharing finalized site data (irrigation and roads)
 - Defining M&E roles and GRM structure
- **Key Decisions:**
 - Infrastructure Specialist shared updated site list.
 - M&E roles, baseline survey, and GRM mechanism explained to PIU.
 - Baseline field activities approved for initiation.

ii. Meeting – GRM Implementation Plan (Component-I)-Annex-II

- **Date:** 08 August 2025
- **Venue:** PIU – Component-I Office
- **Unit:** Component-I (IFRAP)
- **Agenda:** Review and finalize GRM implementation framework.
- **Key Decisions:**
 - Integration with provincial Citizen Portal approved (pending API).
 - Toll-free helpline to be costed and proposed jointly.
 - DPD (Irrigation) designated interim GRM focal person.
 - FAQs to be drafted and approved by FPMU.
 - “Under Process” flag to track delayed complaints.
 - GRM case studies to be documented.
 - Complaints box and awareness signage to be installed at PIU.

4. M&E RESULTS FRAMEWORK – COMPONENT-1 (STATUS UPDATE)

The Results Framework for IFRAP provides the overarching structure for tracking progress toward the Project Development Objective (PDO) and component-level intermediate results. For Component-1 (Community Infrastructure Rehabilitation), the approved indicators primarily relate to restoration of irrigation systems, flood protection infrastructure, and road connectivity.

During the reporting period, Component-1 activities at the preparatory and design stages. As such, no physical outputs or outcome-level results were realized against the Results Framework indicators. Progress during the quarter focused on preparatory actions required to operationalize the Results Framework, including preliminary assessments, design finalization processes, and planning for baseline data collection.

Accordingly, the status of Component-1 indicators remains as “baseline pending / preparatory phase”, consistent with the component’s implementation stage. Measurement of progress against PDO and intermediate indicators will commence once physical work begins and field-level implementation advances.

The Results Framework indicators applicable to Component-1, as defined in the revised PAD, will be tracked in subsequent quarters following completion of baseline surveys and initiation of construction activities.

4.1 Project Development Objectives (PDO) Indicators

Indicator No.	Indicator Description	Unit of Measure	End Target	Q-1 Status (June to Sep 2025)	Remarks
PDO-1	People regaining access to at least one essential service	Number	1,500,000	0 Achievement (Preparatory phase)	Component-1 activities at design and planning stage; surveys and measurement to commence after initiation of physical works
Sub-Indicator-01	Of which are females	Percentage	50	0 Achievement (Preparatory phase)	Gender-disaggregated measurement to be undertaken once service restoration begins
PDO-2	People with enhanced resilience to climate risks	Number	1,800,000	0 Achievement (Preparatory phase)	Flood protection and resilience interventions under preparation stage
Sub-Indicator-02a	Of which are youth	Number	540,000	0 Achievement (Preparatory phase)	Beneficiary identification pending physical implementation
Sub-Indicator-02b	Of which are females	Number	900,000	0 Achievement (Preparatory phase)	Gender-disaggregated resilience tracking to begin post-implementation

4.2 Intermediate Results Indicators

Indicator No.	Indicator Description	Unit of Measure	End Target	Q-1 Status (June–Sep 2025)	Remarks
IRI-3	Land area benefitting from restored irrigation systems	Hectare (Ha)	50,000	0 Achievement (Preparatory phase)	Irrigation design proposals and assessments ongoing
IRI-5	Land area with improved protection through rehabilitated flood protection infrastructure	Hectare (Ha)	50,000	0 Achievement (Preparatory phase)	Flood protection designs under preparation
IRI-7	Registered grievances satisfactorily resolved in line with the GRM	Percentage	100	-	GRM is operational
IRI-8	Length of roads rehabilitated	Kilometers	20	0 Achievement (Preparatory phase)	Roads & bridges design documents under review
IRI-9	Restoration of small community facilities	Number	2	Completed	Completed

5. COMPONENT-WISE PROGRESS

This section presents an independent M&E appraisal of component-wise progress based on PIU submissions, field validation, and M&E spot-checks. The analysis emphasizes process monitoring, assessing implementation efficiency, coordination readiness, and compliance with M&E and safeguard protocols rather than repeating administrative achievements.

5.1 M&E Process Monitoring Perspective

During June–September 2025, Component-1 remained in a transitional stage between planning and operational rollout. Physical progress reported by PIUs largely reflects procurement or design milestones, while system-level monitoring infrastructure particularly PMIS integrations was not yet functional.

5.1.1 M&E Role during the Quarter

The Monitoring and Evaluation function in this quarter focused on **validating progress against the AWP** and identifying bottlenecks affecting implementation efficiency across components. The current AWP does not specify **month-wise, quarter-wise, or district-wise targets**, limiting the scope of quantitative variance analysis and time-series performance tracking. Hence, M&E activities remained **diagnostic and process-oriented**, emphasizing verification and system readiness assessment.

Approach and Focus

- **Verification over measurement:** With no functional MIS for Component-1, M&E teams relied on manual evidence verification through documentation reviews, site visits, and stakeholder consultations.
- **Three-tier lens:**
 1. **Readiness Assessment:** validation of inputs (designs, tenders, staffing, GRM setup) against AWP commitments.
 2. **Implementation Efficiency:** tracking timeline adherence and decision bottlenecks.
 3. **Compliance Behavior:** gauging how PIUs embed safeguards, inclusion, and data-management within operations.
- **Data Limitations:** PMIS integration remained pending for all PIUs. Progress for this quarter is semi-automated, drawn from PIU spreadsheets and validated M&E observations rather than system-generated records.

Analytical Implication: To further strengthen M&E analytics in the subsequent quarters, it would be highly beneficial to consider restructuring the AWP to include monthly and district-wise targets. This would provide the necessary level of granularity to support meaningful variance analysis and more evidence-based management decision-making.

5.2 Component 1: Community Infrastructure Rehabilitation

By the end of September 2025, Component 1 remained within the **design and procurement preparation phase**. Both Design & Supervision (D&S) consultancies for Irrigation and Roads were mobilized, contracts signed in June 2025, and initial design packages under development.

Process-Monitoring Observations

AWP Group	Q1 Target (2025-26)	Achievement by 30 Sep 2025	% Progress	Remarks / Variance
D&S Contracting (Irrigation & Roads)	Complete mobilization	Contracts signed (June 2025)	100 %	Target met on time (Ref: Meeting 16 Jun 2025).
Design Development and Tender Docs	Draft for 3 priority packages	Designs in progress; none cleared for bid	≈ 70 %	Iteration cycles extended to Oct 2025.
GRM Framework and Focal Setup	Focal designation + plan approval	Approved; the focal person has been designated; however, the establishment of a public interface, including awareness signage, is still under process	60 %	Pending signage and helpline activation.

M&E Analysis

Meeting records (July & August 2025) show delays linked to multiple design approvals and coordination with Finance and Procurement Sections. Without a Component-1 MIS, design packages lack metadata and audit trails, restricting M&E tracking.

Recommendations:

- Establish a *Design Milestone Register* for monitoring progress digitally.
- Introduce a *rolling tender calendar* to avoid end-quarter compression.
- Integrate GRM visibility before civil-work mobilization.

6. PMIS / DATA SYSTEMS UPDATE

6.1 PMIS development & integrations

The PMIS serves as the central data repository for IFRAP, intended to consolidate physical, financial, safeguard, and grievance information across all PIUs.

By the close of Q1, the system was functionally developed but not yet integrated, primarily due to asymmetric MIS capacities across components.

Component	MIS Status	Integration with PMIS	Observed Issues / Remarks
C-1 Community Infrastructure	No component-level MIS	Not integrated	The D&S firms are presently submitting progress updates through standardized Excel-based reporting formats. The operationalization of automated data API integration is planned for subsequent phases to further strengthen real-time data management and reporting efficiency.

Status Summary:

- **Integration:** 0 % functional interconnection as of 30 Sep 2025.
- **Development:** Core PMIS modules (Indicators, GRM, Safeguards, GIS, Reports) built and tested in isolation.
- **Dependency:** Missing MIS for C-1.

6.2 Data completeness & synchronization status

- **Data Coverage:** C-1 data limited to procurement logs.
- **Version Control:** No auto-timestamping or audit trail enabled at PIU level.

M&E Interpretation:

The current environment is *data fragmented*. M&E validation therefore depends on **offline verification** → **manual reconciliation** → **PMIS upload**. Without automated sync, quarterly reporting remains subject to timing lags and human error.

6.3 Dashboard snapshots & planned enhancements

Existing Dashboard Modules:

1. **Results Framework Dashboard** – displays PDO/IR indicators (sample data only).
2. **GRM Module** – architecture and live complaint feed complete.
3. **Field Monitoring Module** – linked to Android data capture app tested in Quetta training.
4. **Safeguard Compliance Tracker** – ESMF and OHS variables ready for activation.

Enhancements Planned for Q2 (Oct–Dec 2025):

Upgrade Area	Planned Action	Responsible Entity	Timeline
Component 1 MIS Development	Design lightweight Excel-to-web upload interface pending full MIS build	PIU-I w/ M&E Support	Dec 2025
Data Dictionary / Metadata Catalogue	Freeze indicator names, units, and frequency for cross-PIU standardization	FPMU M&E Unit	Nov 2025
User Access and Audit Trail	Enable login roles and version control for data uploads	M&E Firm	Dec 2025
Visualization Upgrades	Add geo-referenced heat maps for construction and GRM cases	M&E Firm	Dec 2025

6.4 M&E Interpretation and Way Forward**Key Technical Debates and Learning:**

- **Architecture vs Adoption:**

The PMIS backend is *technically complete* but *institutionally underutilized*. The debate is no longer about coding capacity; it is about **data ownership and accountability**. Without designated data custodians in each PIU, the system risks remaining a showcase tool.

- **Integration Sequence:**

Instead of waiting for full MIS deployment, M&E recommends a **phased “data-bridge” model**:

1. Import static quarterly progress sheets through standardized templates.
2. Automate validation scripts for duplicates / anomalies.
3. Transition to live APIs once MIS systems stabilize.

Planned Actions for Q2 Oct-Dec 2025

1. Establish a **Data Governance Protocol** defining roles for FPMU M&E, PIU Data Focal Points, and the M&E Firm.
2. Introduce a **Data Submission SLA** requiring PIUs to upload verified records within 48 hours of field activity.
3. Activate **auto-generated Data Quality Scorecards** within PMIS (accuracy, timeliness, completeness).

As of 30 September 2025, IFRAP’s digital monitoring infrastructure is at a *functional* stage rather than an operational system.

The M&E Firm’s priority for the next quarter is to transform PMIS from a repository into a decision-support platform through phased integrations, metadata discipline, and real-time analytics.

7. RISK REGISTER & MITIGATION

The M&E firm maintains a live, evidence-based Risk Register aligned with the World Bank's Environmental & Social Framework (ESF) and the IFRAP Results Framework. This section summarizes risk categories tracked through process monitoring, defines their current rating, and specifies mitigation actions with accountable entities.

7.1 Updated Risk Matrix

No.	Risk Category	Description / Root Cause	Current Rating*	M&E Evidence Source	Mitigation Actions & Responsible Entity
1	Implementation Delays (C-1)	The sequential design–procurement workflow, along with a less robust data handover mechanism between the D&S firms and the PIU procurement teams, has resulted in coordination and information continuity challenges	High	PIU minutes (16 Jul & 22 Aug 2025); M&E spot reviews	• Establish parallel approval tracks for design lots. • Adopt rolling tender schedule per package. Resp.: PIU-I
2	Data Integration Failure	Missing MIS for C-I	High	PMIS review (Aug–Sep 2025); M&E ICT notes	• Develop temporary Excel-to-web bridge for C-1. Resp.: PIU-1+ M&E Firm.

* Risk Rating Scale: Low / Moderate / Substantial / High as per World Bank Operational Guidelines.

7.2 Mitigation Monitoring Matrix

Risk Cluster	Lead Mitigation Action	Target Date	Monitoring Indicator (tracked by M&E)
Implementation Delays	Design milestones register and rolling tender calendar	Nov 2025	% of packages launched vs plan
Fiduciary Flow	Mutation certification protocol in place	Dec 2025	Avg. tranche approval time (days)
OHS Compliance	PPE distribution + safety briefing log	Nov 2025	% sites with active safety signage
Citizen Engagement	GRM visibility campaign through VRCs	Nov 2025	# of complaints logged / resolved
Institutional Capacity	Missing staff onboarded at PIU I	Nov 2025	Positions filled (%)

7.3 M&E Recommendations for Q2 (Oct–Dec 2025)

Focus Area	Strategic Action	Expected Outcome
Institutionalize Risk Register in PMIS	Embed dynamic risk dashboard with auto alerts for high risks.	Real-time visibility for FPMU and WB.
Strengthen Data Ownership	Appoint Data Custodians in each PIU.	Clear accountability for indicator accuracy.
Integrate Safeguard and OHS Metrics	Convert ESS 2 & 3 checklists into mandatory PMIS fields.	Preventive compliance culture.
Refine GRM Feedback Loop	Link GRM module to site logs.	Increased complaint intake & resolution tracking.
Quarterly Risk Audits	Conduct joint FPMU–M&E reviews every quarter.	Continuous learning and adaptive management.

As of 30 September 2025, IFRAP's risk environment remains **substantial** overall, dominated by data-system and OHS deficiencies rather than structural failures.

The M&E firm's monitoring approach now reframes the risk register from a *static checklist* into a *learning instrument* linking each risk to process indicators, accountability, and mitigation evidence within the PMIS.

Implementation of the digital risk dashboard in Q2 (Oct–Dec 2025) will institutionalize early-warning capability across all components, enabling FPMU and the World Bank to transition from reactive to predictive risk management.

8. PLAN FOR NEXT QUARTER (OCTOBER – DECEMBER 2025)

The following plan defines M&E priorities and deliverables for the next reporting cycle. It aims to transition from “readiness and verification monitoring” to “process and performance monitoring,” embedding live data flows, GRM analytics, and cross-component learning.

8.1 PMIS Milestones and Data Improvement Actions

Milestone	Key Task	Output / Indicator	Target Date	Responsible Entity
MIS Prototypes for C-1	Design minimal data-entry interface (Excel-to-web).	Functional data bridge for D&S and PIUs.	Dec 2025	PIUs + M&E Firm

8.2 Reporting Calendar and Deliverables Due

Deliverable	Description	Due Date	Notes
Q2 Progress & GRM Reports (Oct–Dec 2025)	Comprehensive M&E progress covering field verification, PMIS readiness, and risk tracking.	15 January 2026	Incorporate automated PMIS extracts and GRM analytics.
Updated Risk Register	PMIS-generated risk summary with evidence notes.	15 January 2026	To accompany Q2 report submission.
Photographic & GIS Evidence Compendium	Geo-tagged portfolio of verified sites (all components).	31 December 2025	Forms Annex to next QPR.

8.3 Strategic Emphasis for Q2 (M&E Focus Areas)

1. Shift to Process Monitoring:

Evaluate workflow efficiency from design approval to field execution using measurable indicators (approval time, data entry delay, tranche lag, grievance resolution time).

2. Institutionalize Data Governance:

Assign **Data Custodians** in each PIU, responsible for data validation and timeliness before PMIS uploads.

3. Field-Level Learning Integration:

Transform field monitoring insights into system improvements and policy briefs.

4. Inter-PIU Learning Exchange:

Facilitate quarterly “Learning Clinic” for data teams from all components to discuss integration challenges and harmonization solutions.

ANNEX I: MINUTES OF MEETINGS

1 MINUTES OF MEETING HELD WITH PIU-I

Subject: Finalized Sites of Irrigation and Roads, M&E Consultants' Roles and Responsibilities, and GRM Mechanism – Component-I

Date: 16th July 2025

Venue: PIU - Component-I Office

Participants:

- Project Director, Component-I, IFRAP
- Infrastructure Specialist, Component-I, FPMU
- Procurement Specialist, Component-I
- Team Leader, M&E Consultants

Agenda:

Sharing of data with M&E Consultants for Component-I (Irrigation and Roads), and briefing on the role and responsibilities of M&E Consultants as per the M&E Framework, monitoring procedures, and the M&E Consultants' setup in Balochistan for baseline and regular field monitoring.

Proceedings:

The Team Leader, M&E Consultants, requested the Infrastructure Specialist to share the finalized/updated list of sites under Component-I to initiate baseline activities. Furthermore, the Team Leader briefed the Project Director on the M&E Framework and baseline field activities.

Decisions and Action Points:

1. Data/Site Sharing

- Discussion: The Team Leader requested the Infrastructure Specialist to share the finalized sites of Component-I to facilitate site selection for baseline activities in line with the sampling method.
- Decision/Action: The Infrastructure Specialist provided the updated list of sites to the Team Leader along with findings from the D&S Consultants' recent survey assessment.

2. M&E Roles and Responsibilities

- Discussion: The Project Director asked the Team Leader to share details of the M&E roles and responsibilities. The MTs regarding the baseline survey and the GRM mechanism were also discussed.
- Decision/Action: The Team Leader briefed the Project Director on the M&E roles, responsibilities, and scope of work in line with M&E frameworks. He also explained the MTs for the baseline survey, as well as the mechanism and KPIs for the GRM.



ANNEX II: MINUTES OF MEETINGS

2 MINUTES OF MEETING WITH PIU-I

Subject: Grievance Redress Mechanism (GRM) & Implementation Plan – Component-I

Date: 08th August 2025

Venue: PIU - Component-I Office

Participants:

- Deputy Project Director (DPD) – Irrigation, Component-I
- Deputy Project Director (DPD) – Roads, Component-I
- Infrastructure Specialist – FPMU
- Procurement Specialist – Component-I
- Team Lead – M&E Consultants
- ICT Coordinator – M&E Consultants

Agenda:

To review and finalize the GRM Implementation Plan prepared by the M&E Consultants for Component-I, including operational modalities, resource allocation, and coordination mechanisms.

Proceedings:

The meeting commenced with a detailed presentation by the M&E Consultants, outlining the proposed GRM framework, operational workflow, and phased rollout strategy. The presentation included technical integration possibilities, complaint handling processes, and monitoring/reporting protocols.

Decisions and Action Points:

1. Integration with Citizen Portal:

Discussion:

- The Infrastructure Specialist from FPMU suggested linking the proposed GRM system with the provincial Citizen Portal to create a single complaint entry point for citizens. This would avoid duplication and allow citizens to use an already familiar channel.

Decision/Action:

M&E Consultants confirmed that integration is technically feasible, provided the Citizen Portal's technical team shares an API. PIU will coordinate with the concern authority to obtain API access.

2. Toll-Free Number – Cost Estimation:

- **Discussion:** The idea of establishing a toll-free helpline dedicated to Component-I was discussed. It was noted that such a service would improve accessibility for rural beneficiaries but might require recurring costs.

- **Decision/Action:** PIU and M&E Consultants will jointly collect quotations from telecom service providers, assess budget implications, and present options in the next coordination meeting.

3. Designation of GRM Focal Person:

- **Discussion:** Since the recruitment of the M&E Specialist and M&E Officer for PIU is still in process, there was concern about immediate coordination for GRM rollout.
- **Decision/Action:** DPD (Irrigation) will serve as the interim GRM Focal Person until the M&E staff are on board. This ensures a single point of contact during the initial phase.

4. Development of FAQs:

- **Discussion:** It was agreed that clear, user-friendly FAQs based on approved SOPs would improve both staff and public understanding of the GRM process.
- **Decision/Action:** M&E Consultants will draft a set of FAQs for review and approval by FPMU. Once approved, these will be uploaded to the GRM platform and shared with field teams.

5. Handling of Delayed Complaints:

- **Discussion:** Concerns were raised about complaints pending for extended periods with higher authorities. These unresolved cases may appear as inactive in the system and create negative perception.
- **Decision/Action:** All such cases will be marked as “Under Process” in the GRM database with a note on the current status. These will be tracked in monthly and quarterly reports until resolved.

6. Case Studies on Good Practices:

- **Discussion:** The Infrastructure Specialist (FPMU) emphasized the importance of documenting case studies that highlight good practices and demonstrate the overall effectiveness of the GRM system. This would serve as a reference for learning, replication, and continuous improvement.
- **Decision/Action:** The M&E Consultants will identify and compile such case studies based on actual field experiences. These will be included in periodic reports and shared with relevant stakeholders to showcase successful approaches and outcomes.

7. Workspace for GRM Associate:

- **Discussion:** M&E Consultants requested a dedicated workspace at the PIU office for the GRM Associate to enhance day-to-day coordination. PIU explained that current office space is fully occupied.
- **Decision/Action:** Until space becomes available, the GRM Associate will operate from the M&E Consultants’ office, maintaining daily coordination via email and virtual meetings.

8. Complaints Box:

- **Discussion:** It was discussed that a complaints box, along with a panaflex awareness poster, should be installed at the PIU office to facilitate grievance submission and public awareness.

- **Decision/Action:** The DPD (Irrigation) will ensure that the complaints box at the PIU office is installed and made fully operational.

Conclusion:

The PIU team expressed appreciation for the collaborative approach and reaffirmed their commitment to supporting the smooth rollout of the GRM framework. Meeting concluded with a vote of thanks.

