



GREEN PARTNERS ASSOCIATION

Engaging-Empowering-Equipping for; a resilient People, resilient Planet & resilient Profit

Bamenda – Cameroon
Tel: (237) 680305422 / (237)673575868
Email: greenpartners2013@gmail.com
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Website: www.greenpasso.com
Facebook: <https://www.facebook.com/greenpartnersA>
Instagram: <https://www.instagram.com/greenpartnersassociation/>
LinkedIn: <https://www.linkedin.com/groups/12693181>

M&E POLICY

A. **GPA** is committed to ensure transparency, accountability and effectiveness in all its development efforts, projects and programs.

B. To ensure transparency, accountability and effectiveness, **GPA** requires its management to establish and strengthen an M&E function at organizational level.

C. **GPA** endorses allocating necessary human and capital resources required for establishment and proper functioning of its M&E function.

D. **GPA** firmly believes that our program management practices should be guided by certain M&E Principles. **GPA** requires its management to adhere to these principles.

These **M&E Principles** are;

Relevance:

- ☐ the projects have clearly identified their target beneficiaries
- ☐ the projects are meeting the real needs of target beneficiaries
- ☐ the projects ensure that the real needs are met in required magnitude

Effectiveness:

- ☐ the project results represent the most desirable changes in the lives of the target beneficiaries
- ☐ the intervention logic is defined correctly
- ☐ the project outputs are significantly contributing towards the project purpose
- ☐ the project inputs are identified correctly

Efficiency:

- ☐ the project inputs are organized and utilized efficiently to ensure best value for money (the project benefits reach to the maximum beneficiaries by utilizing the available resources)
- ☐ the project inputs are the best available resources to achieve the desired results
- ☐ the project targets are achieved on planned timelines

Impact

- ☐ the project is contributing towards the solution of the subject



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- ☐ the project is contributing towards the long-term goals
- ☐ the changes caused or influenced by the project sustain after the life of the projects

Sustainability:

- ☐ the project beneficiaries and partners are enabled to sustain and augment the changes caused or influenced by the project
- ☐ the reforms pursued by the project in policies, administrative structures, systems, processes and practices are institutionalized within respective entities.
- ☐ the project is not producing any changes (intentionally or un-intentionally), which are harmful for the target beneficiaries and the society at large.

Learning & Sharing:

- ☐ the key learning points are recorded and used for programmatic decisions for adequate alterations/ adjustments in the design and implementation of intended efforts
- ☐ the stakeholders especially beneficiaries are kept informed about relevant achievements, failures, changes and decisions.

Inclusion and participation:

- ☐ the stakeholders especially beneficiaries are included in designing, planning and implementation processes.
- ☐ no team member is excluded from management processes on the basis of religious, ethnic, sectarian or any other identity.
- ☐ no potential beneficiary is excluded from availing the benefits on the basis of religious, ethnic, sectarian or any other identity.

Accountability:

- ☐ the stakeholders especially beneficiaries are made part of the monitoring processes.
- ☐ A feedback/ complaint system is established and activated for the beneficiaries.
- ☐ responsibilities of stakeholders and staff are clearly identified in ways that cater to conflict of interest between implementation and monitoring roles.
- ☐ Reporting mechanisms are clearly established specifying the timelines and nature of required information.
- ☐ All programmatic decisions/ approvals are recorded adequately.

E. GPA believes that achieving results is the central thrust of our development efforts. **GPA** hence requires its M&E function to ensure continuous information gathering, assessment, analysis, learning and reporting around results.

F. GPA requires its management to constitute a Monitoring and Evaluation Committee (MEC). The Monitoring and Evaluation Committee will be custodian of **GPA** M&E function.