

## 4.7 Organisational Set-up and Responsibilities

A Programme Steering Committee (PSC) comprising all key stakeholders shall be established to oversee the implementation of the Action which shall indicatively meet at least twice a year. Members of the Steering Committee will be (indicative list): National Planning Commission, because of its mandate to “oversee the implementation of long-term national vision and strategies and the medium development”, line Ministries involved in the action, Districts Commissioners (districts targeted by the Action), the European Union and the implementing partners.

In addition to the PSC, a Programme Technical Committee (PTC) shall be established to provide technical guidance and ensure that timely and appropriate decisions are made relating to challenges or issues emerging during programme implementation. The PTC shall also make recommendations to PSC when necessary.

Under Output 4, a research and knowledge dissemination structure will be created, which will regularly report about implementation of the Action and which will provide policy recommendations to decision makers.

To the extent possible, existing coordination structures at the District level will be used to plan and monitor activities related to the Action. The information will be relayed to PTC and PSC when necessary.

As part of its prerogative of budget implementation and to safeguard the financial interests of the Union, the Commission may participate in the above governance structures set up for governing the implementation of the action.

## 5 PERFORMANCE MEASUREMENT

### 5.1 Monitoring and Reporting

The day-to-day technical and financial monitoring of the implementation of this action will be a continuous process, and part of the implementing partner’s responsibilities. To this aim, the implementing partner shall establish a permanent internal, technical and financial monitoring system for the action and elaborate regular progress reports (not less than annual) and final reports. Every report shall provide an accurate account of implementation of the action, difficulties encountered, changes introduced, as well as the degree of achievement of its results (Outputs and direct Outcomes) as measured by corresponding indicators disaggregated at least by sex, using as reference the logframe matrix (for project modality) and the partner’s strategy, policy or reform action plan list (for budget support).

All monitoring and reporting shall assess how the action is taking into account the human rights-based approach and gender equality

The Commission may undertake additional project monitoring visits both through its own staff and through independent consultants recruited directly by the Commission for independent monitoring reviews (or recruited by the responsible agent contracted by the Commission for implementing such reviews).

Roles and responsibilities for data collection, analysis and monitoring: implementing partners will be responsible for data collection on indicators of the logframe matrix. Furthermore, the Action includes a specific objective (SO 4) on support evidence-based and gender-sensitive decision making and knowledge dissemination, for which an academic institution will be responsible, and that would entail data collection, analysis and monitor of activities implementation.

The Action will also make use of surveys/data that are regularly conducted/produced by the Government of Malawi (in partnership with a wide range of entities), such as for example the Demographic and Health Survey, scheduled for 2022 and every 5 years, and the Agricultural Production Estimates.