

## **MOH Strategy 2018-2022 M&E system development approach**

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HFG followed a participatory approach to develop the M&E system for the MOH strategy to ensure engaging all relevant stakeholders to guarantee the ownership of the newly developed system.

The methodology of M&E system development consisted of three phases. The detailed tasks and deliverables of each phase were as follows:

### **Phase one: Background review, situational analysis and tools development**

1. Reviewed all background information including a thorough review of the MOH strategic indicators, as well as the semi-annual/annual M&E reports produced by the MOH; critically assessed these reports, identified missing data and gaps, and weaknesses in the informational foundation. Investigated previous written or verbal agreements and understanding among partners and the MOH regarding data provision responsibilities. Further, he reviewed materials and documents from all previous workshops, training or other efforts that have been conducted to date and analysed as to what was effective, what was not, and why.
2. Examined and analysed all indicator data collection formats/tools /templates in terms of their utility, functionality, comprehensibility and ease of use. Proposed and developed specific updates to streamline and simplify the available/proposed/developed M&E tools.
3. An indicator reference sheet was developed for each indicator with Identified sources of data for each indicator with a full description of its sources.
4. Conducted focus group discussions for the focal points responsible for and/or directly involved with the data collection including relative staff at MOH. Identified all data provision challenges faced and their suggestions and recommendations for how to improve the process.
5. Described existing logistical procedures and actions undertaken by MOH personnel to request and receive data
6. Investigated issues related to compromised accuracy and/or quality of data received by the MOH from focal points
7. Synthesized all information collected, documented the existing challenges and created a set of recommendations towards more effective streamlining and improving the delays and lack or incompleteness of reporting data to the MOH M&E system, operational procedures and tools.
8. Validated these findings and recommendations with the MOH and HFG teams.

### **Phase Two: Capacity Building Program**

1. Based on phase one assessment findings and recommendations and the newly developed M&E system and tools, the consultant designed and delivered a capacity building program that covered in detail

each Indicator along with review of the Indicator Reference Sheet, and data collection templates and mechanisms.

2. Conducted workshops to discuss and train the focal points of the MOH strategic plan on the indicators and its reference sheets and the newly proposed/developed M&E tools and mechanisms and to take into consideration the specific recommendations from the MOH staff on how the data collection process can be improved
3. Agreed with the relevant MOH staff and focal points on a 'plan of action' specifying steps they will follow the capacity building program to facilitate their delivery of required data.

**Phase Three: Semi-Annual/Annual M&E report development and analysis**

1. HFG supported designing, establishing and developing an improved structure, outline and contents for the semi-annual/annual M&E report that the MOH produces for the MOH strategic plan.
2. HFG is working to automate the newly developed M&E system through an independent computerized system that is working through the MOH official website

**Main Deliverables:**

- Action plan
- Workshops reports
- Situational analysis report (including PIRS and reporting tools)
- M&E annual Report outlines/structure
- Final consultancy report