



Monitoring and Evaluation Policy

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Purpose

The purpose of this Monitoring and Evaluation (M&E) Policy is to outline the framework for assessing the effectiveness, efficiency, and impact of Rehmat Educational Foundation's educational and vocational training programs in Pakistan. This policy ensures that the foundation remains accountable to its donors, partners, and beneficiaries, enabling data-driven decision-making for continuous improvement.

Scope

This policy applies to all programs funded by Rehmat Educational Foundation in Pakistan, carried out in partnership with local organizations.

Objectives of Monitoring and Evaluation

- To ensure accountability and transparency to stakeholders.
- To measure the outcomes and impact of educational and vocational training.
- To enhance program effectiveness through continuous feedback.
- To identify challenges and areas for improvement.
- To promote a culture of continuous learning and improvement within the organisation.

Guiding Principles

Transparency: Clear, accessible, and open communication of evaluation processes and outcomes.

Objectivity: Unbiased and impartial evaluation processes to ensure credibility.

Participatory Approach: Involvement of stakeholders, including community members, in the evaluation process.

Usefulness: Focus on providing actionable insights that can contribute to improving programs.



Roles and Responsibilities

Board of Trustees: Oversight of the overall M&E framework and ensure alignment with strategic goals.

Program Managers: Implementation of M&E activities, data collection, and reporting.

M&E Coordinator: Coordination of all M&E activities, data analysis, and preparation of evaluation reports.

Partners in Pakistan: Provide on-ground support for data collection and engagement with beneficiaries.

Monitoring and Evaluation Framework

Planning: Define clear objectives and expected outcomes for each program.

Data Collection: Implement regular data collection methods, such as surveys, interviews, and focus groups.

Reporting: Quarterly progress reports to be prepared by program managers.

Evaluation: Conduct annual evaluations to assess program impacts and outcomes.

Capacity Building

- Conduct training sessions for staff and partners on M&E processes and tools.
- Provide ongoing support to strengthen M&E skills and knowledge.

Learning and Improvement:

- Regularly review M&E processes to ensure they remain relevant and effective.
- Update the M&E framework based on new insights, changes in the operating environment, and technological advancements.

Regulatory Compliance and Ethics:

- Adhere to ethical standards in M&E, ensuring respect, integrity, and transparency.
- Ensure compliance with UK and Pakistan legal standards and international best practices.

Review and Revision of Policy:

- Annual review of the M&E policy to incorporate feedback, learnings, and changing organizational needs.