

‘The Fourth Primary Education Development Program (PEDP4)(1st Revised)’

Terms of Reference (ToR)

Verification of

DLI Target 8.3: 70% of GPSs display key school data, as specified by DPE, in public areas in the schools

October 2022



IVA Unit

Implementation, Monitoring and Evaluation Division (IMED)

Ministry of Planning

Monitoring and Evaluation Sector-6

Sher-e-Bangla Nagar, Dhaka-2007

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Acronyms

Acronyms	Definition
APSC	Annual Primary School Census
DLIs	Disbursement Linked Indicators
DPE	Directorate of Primary Education
DPEd	Diploma in Primary Education
DPP	Development Project Proposal
EMIS	Education Management Information System
iBAS++	Integrated Budget and Accounting System++
IPEMIS	Integrated Primary Education Management Information System
ICT	Information and Communication Technology
IMED	Implementation Monitoring and Evaluation Division
IVA	Independent Verification Agency for DLIs
IT	Information Technology
MIS	Management Information Systems
MoPME	Ministry of Primary and Mass Education
NSA	National Student Assessment
PECE	Primary Education Completion Examination
PEDP4	Fourth Primary Education Development Program
RDPP	Revised Development Project Proposal
TOR	Terms of Reference

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Verification of

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DLI 8 (Data system, monitoring and accountability) is related to component three stated as 'Management, Governance and Financing' of PEDP4. The objective of sub-component 3.1: Data systems for decision-making is to improve decision-making through strengthened information systems, monitoring, reporting and evaluation. To address and evaluate the accomplishment of the above sub-component, Disbursement Linked Indicator (DLI) target 8.3 (70% of GPSs display key school data, as specified by DPE, in public areas in the schools) is fixed up as one of the indicators.

1. DLI: Definition and Protocol

DLI 8: Data system, monitoring and accountability

DLI Target 8.3:

70% of GPSs display key school data, as specified by DPE, in public areas in the schools.

Achievement description:

This target is considered achieved when the DPE progress report shows that 70% of the GPS displays key school data, as specified by DPE, in public areas in the schools.

Source of verification:

DPE report based on administrative data.

2. According to Verification Action Plan: DLI target 8.3

Year	DLI targets	Verification Protocol & Approach	Responsible (IVA Unit/Experts /Survey firm)	Time Schedule (Tentative) (Depends on DLI's declaration)		
				FY	Review Period	Report Submit
Year-4	8.3: 70% of GPSs display key school data, as specified by DPE, in public areas in the schools	As Per ToR conducting Sample Survey with desk review.	a) IVA unit b) Deployed data management/relevant experts.	2021-22	Oct-Dec, 2022	February, 2023

3. ToR of the Current Assignment:

- a) To review and verify the achievements of declared DLI target 8.3 and whether this DLI target is achieved according to the verification protocol and relevant tools and techniques; that is to verify that 70% of GPSs display key school data, as specified by DPE, in public areas in the schools;
- b) Consulting firm will visit concern upazilas and report and check the knowledge of the updated guidelines and application. Sample size will be statistically significant covering all the related upazilas;
- c) To verify and evaluate the implementation of activities and vice-versa plan achievement;
- d) To analyze the targets and actual achievement of DLI target 8.3 (achieved, not achieved, partially achieved, the extent to which achieved);
- e) To review all the submitted documents/evidence and analyze them to compare with the field data.
- f) To examine whether DLI targets have been delayed to meet because of untimely financing, managerial inefficiency and also identify/analyze the reason(s) and responsible factors for such delay;
- g) To analyze the strengths and weaknesses and identify potential threats and challenges (SWOT analysis) towards the achievement of the DLI target 8.3;
- h) Overall review based on findings of the Verification Study;
- i) To make specific recommendations based on the findings of the verification study;
- j) To prepare the Verification Report (RVR: Result Verification Report) according to the prescribed or standard verification format emphasizing all the essential elements and submit it as evidence for DLI achievement;
- k) To accomplish other relevant tasks assigned by the Authority within the contract period;

4. Professionals required for the verification works.

No	Types of Professionals	Educational Qualification	Experience required
1.	Consulting Firm	--	<ul style="list-style-type: none"> At least 3 (Three) years overall working experience in a relevant field. At least 3 (Three) studies in a similar field/ nature.

2.	Professionals of Consulting Firm:		
	(a) Team Leader	<p>Master's Degree in Education/ Development Studies/Social Sciences/ Population Sciences from any recognized University.</p> <p>A higher degree in a relevant field will be given preference.</p>	<ul style="list-style-type: none">• At least 10 years of overall working experience in the research field.• Experience in at least 3 (three) monitoring and evaluation studies as a Consultant.• More relevant experiences will be given weightage.• At least 2 (two) studies of working experience as a Team Leader.
	(b) Specialist (Monitoring & Evaluation)	<p>Master's Degree in Project Management/Monitoring & Evaluation (M&E)/relevant fields from any recognized University.</p> <p>Or, Master's Degree in any field with a Postgraduate diploma in Project Management/ M&E from any recognized University.</p>	<ul style="list-style-type: none">• At least 5 years overall working experience in related fields.• At least 2 (two) monitoring and evaluation studies as a Consultant.
	(c) Sociologist	<p>Master's Degree in Sociology/Social Work/Social Welfare from any recognized University.</p>	<ul style="list-style-type: none">• At least 5 years overall working experience in related fields.• At least 2 (two) monitoring and evaluation studies as a Consultant.
	(d) Statistician	<p>Master's degree in Statistics from any recognized university.</p>	<p>At least 5 years experience in conducting survey/research, data management activities and analysis, etc.</p>

5. Deliverables from consultant & Schedule of Deliveries

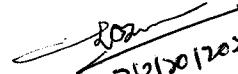
Verification approaches	List of reports & No.	Schedule of Deliveries
Sample Survey with Desk Review.	Inception report	Within 15 Days from the date of contract Signing
	1st Draft report	Within 45 Days from the date of contract Signing
	2nd Draft report	Within 75 Days from the date of contract Signing
	Final report	Within 90 Days from the date of contract Signing

- 60 nos. copies report for 3 nos. Technical Committee's meeting (20 Copies per meeting);

- 60 nos. copies report for 3 nos. Steering Committee's meeting (20 Copies per meeting);
- 130 nos. copies report for Workshop;
- 50 nos. copies final report;
- All reports will be submitted to the Director General, Monitoring and Evaluation Sector-6 (Education and Social), IMED.

6. Data, Personnel, Facilities to be provided by the Client

- Project/DLI-related following documents will be provided by the client; (Project document (DPP/RDPP)/Evidence of DLIs achievements/ prescribe format etc.)
- Provide necessary assistance for communication with different stakeholders.


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মুঃ শুকুর আলী
মহাপরিচালক
আইএমইডি, পরিকল্পনা মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার