

## 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, using as reference the logframe matrix (for project modality) and the partner's strategy, policy or reform action plan list (for budget support).

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:

The implementing partner contracted to implement parts of the Action shall be responsible for monitoring and reporting on indicators of the logframe matrix, including the collection of baselines and data collection, as in line with the contract concluded between the EU and the implementing partner. Aside from its own monitoring system, it can also resource to data collection systems in place in Viet Nam, conduct own surveys/assessment and/or using reliable surveys/assessments available at the time of reporting. Surveys conducted by a third party for the purpose of data collection and reporting on the Action shall not be covered by the Action's budget unless otherwise discussed and agreed between the EU and the respective implementing partner.

Gender equality and HRBA results will be monitored and reported, thus, the inclusion of sex-disaggregated information within the monitoring tools used will be ensured along with including specific gender equality and HRBA questions in the monitoring protocols.

Aside from regular technical meetings, the Steering Committee meeting and Coordination Committee meeting will allow meaningful participation of stakeholders.

### 5.2 Evaluation

Having regard to the importance and nature of the action, a mid-term and/or final evaluation(s) may be carried out for this action or its components via independent consultants contracted by the Commission.

A mid-term evaluation may be carried out for problem solving and learning purposes, in particular with respect to the lack of implementation progress and limited results achieved.

A final or ex-post evaluation may be carried out for accountability and learning purposes at various levels (including for policy revision), taking into account in particular the fact that the project has been supporting important reforms in Viet Nam and there are potentials to leverage further the achievements of the project.

The Commission shall inform the implementing partner at least 30 days in advance of the dates envisaged for the evaluation missions. The implementing partner shall collaborate efficiently and effectively with the evaluation experts, and inter alia provide them with all necessary information and documentation, as well as access to the project premises and activities.

The evaluation reports may be shared with the partners and other key stakeholders following the best practice of evaluation dissemination<sup>33</sup>. The implementing partner and the Commission shall analyse the conclusions and recommendations of the evaluations and, where appropriate, apply the necessary adjustments.

The financing of the evaluation may be covered by another measure constituting a Financing Decision.

<sup>33</sup> See best [practice of evaluation dissemination](#)