

Consolidated TORs of MEAL Officer

1. CF Project process monitoring and feedback to improve the quality of inputs towards the achievement of desired results
2. Manage MEAL Mechanism and support for CF Evaluation(External)
3. Identify implementation gaps and suggest mitigation strategies
4. Develop and implement MEAL plan
5. Keep record of learnings and Challenges
6. Maintain project record/quantitative data
7. Ensure application of MEAL tool including outcome harvesting and Sprockler inquiry for result base monitoring
8. Develop and document case studies/change stories
9. Regular Field monitoring reports
10. Review and analyze information collected through process monitoring and timely identification of need for change
11. Carry out follow up monitoring visits
12. Any other MEAL related work assigned by CF project Management