



PROJECT NOTIFICATION

Reference No.: 167

Date of Issue	27 June 2023
Project Code	23-IN-08-GE-RES-A
Title	APO Project Monitoring and Evaluation: Pause-and-reflect Activity
Timing	29 June 2023–31 December 2023
Hosting Country(ies)	APO Secretariat
Venue City(ies)	Not Applicable
Modality	Online
Implementing Organization(s)	Not Applicable
Participating Country(ies)	All Member Countries
Overseas Participants	Not Applicable
Local Participants	Not Applicable
Closing Date	Not Applicable
Remarks	Not Applicable

Objectives	Revisit the Monitoring and Evaluation (M&E) Framework of the APO Vision 2025; reconfirm the Vision 2025 impact, outcome and output indicators, and targets; develop a performance monitoring plan for the Vision 2025; and reconvene the Technical Working Group and Steering Committee to seek feedback on proposed adjustments in the indicators, targets, and performance monitoring plan.
Rationale	While the intended results were set for the strategic and operational levels of the APO Vision 2025 M&E Framework, the measures of success, indicators, and targets were not finalized. The full operationalization of a robust M&E framework hinges on this, including clear, consistent data collection and reporting of the progress and achievements.
Background	The APO Vision 2025 was approved by the 62nd Session of the APO Governing Body (GBM) in June 2020. Subsequently, the proposed operational key performance indicators (KPIs) and their corresponding targets were endorsed by the 61st Workshop Meeting of Heads of NPOs (WSM) held in October the same year. During the 63rd GBM in June 2021, the Secretariat received guidance to ensure that the results of the APO Vision 2025 were properly monitored and that progress was recorded using appropriate tools. Based on that advice and to put in place the vision's M&E Framework, it was decided to enhance the technical capability for M&E within the Secretariat in September 2022. The actual operational arrangements commenced in early 2023. At the 65th GBM in May 2023, a "pause-and-reflect" activity was proposed and approved, including the timeline and steps given in GBM Reference Paper No. 7.
Topics	M&E; Output; Outcome; Impact; KPI; Baseline; Target; Performance monitoring plan; and Data collection methods.
Outcome	Robust M&E that reflects the progress and achievements of APO Vision 2025; Clear, consistent data collection and reporting; and Improved project planning and implementation.
Qualifications	For the TWG, the APO Secretariat will identify and assign productivity and M&E experts, with a letter circulated to invite APO Directors/Acting APO Directors who are interested in participating in the Steering Committee.

Please refer to the implementation procedures circulated with this document for further details.



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