



ZANZIBAR PLANNING COMMISSION

MONITORING & EVALUATION FRAMEWORK FOR THE ZANZIBAR DEVELOPMENT PLAN (ZADEP)



MAY 2021

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Developed for the harmonized M&E Framework to track the implementation of the National, Regional and International Commitments including the Zanzibar Development Plan (ZADEP) 2021-2026, Agenda 2063 for Africa, and the Agenda 2030 on the Sustainable Development Goals (SDGs).

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PREFACE

The Revolutionary Government of Zanzibar through its Zanzibar Planning Commission has managed to review the implementation of Zanzibar Vision 2020 which came to an end in 2020. The findings of the review have informed the development of the Zanzibar Development Vision 2050 and its Zanzibar Development Plan (ZADEP) 2021-2026, SDGs, and Agenda 2063 for Africa which are very important milestones in tracking and reporting the progress in their implementation.

The electronic and results-based M&E System has been established, implemented, and must be sustained to enable the ZPC and its implementing agencies to track the implementation of the ZADEP 2021-2026 and its related interventions, and to evaluate the efficiency, relevance, and effectiveness of those planned interventions by using appropriate and accurate economic and social transformation data.

Within this context, the goal of an electronic and results-based M&E System is to enable ZPC and its partners to collect, analyze, interpret, store, and use disaggregated and gender-responsive data generated by its stakeholders to inform planning and decision-making. It is also important to note that, this results-based M&E System requires the active participation of all stakeholders involved in the implementation of the harmonized M&E Framework for ZADEP 2021-2026.

The development process of harmonized M&E Framework for the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa was a consultative process that involved a wide range of stakeholders from public, private, and other non-state actors in Zanzibar. The document outline how stakeholders should be involved in reporting its implementation.

The publication of this M&E Framework for Stakeholders who execute and report on the implementation of the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa is an important milestone for the Zanzibar Planning Commission and its stakeholders. Therefore, ZPC would like to encourage all stakeholders to read thoroughly and understand their role in reporting, attend training sessions and actively participate in tracking the implementation of the M&E Framework for ZADEP (2021-2026) to produce and submit disaggregated and gender-responsive data on time.

The Zanzibar Planning Commission wishes to acknowledge the contributions of all Ministries Departments and Agencies, Non-State Actors, public and private sectors, Civil Society Organizations, Local Government Authorities, the communities, Media, and academic institutions that were all part of the consultative process.

We also wish to acknowledge the technical and financial assistance from the United Nations Children's Fund (UNICEF), United Nations Development Programme (UNDP), Joint United Nations Programme on HIV/AIDS (UNAIDS), United Nations Resident Coordinator's Office (UNRCO), UNWOMEN and other members of the UN family for the support that made this document a reality.



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The Zanzibar Planning Commission would like to sincerely acknowledge the active participation of stakeholders who participate during the development of the harmonized M&E framework for the Zanzibar Development Plan (ZADEP) 2021-2026, SDGs, and Agenda 2063 for Africa.

We would like to express our gratitude to Ministries, Departments and Agents; Civil Society Organizations and Umbrella Non-Governmental Organizations such as ANGOZA, and private sectors including the Zanzibar Chamber of Commerce; We cardinally appreciate the effort made by Local Government Authorities & Community, media, academia, and the Members of Committee of House of Representatives in implementing and advocating for the implementation of the M&E framework for ZADEP (2021-2026) and their related interventions in Zanzibar.

The Zanzibar Planning Commission would also like to honestly recognize the efforts made by Mr Abass Taha Makame (Lead Consultant), for taking a leading role in the development of this M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa, as well as providing technical backstopping for the development and dissemination of this document.

The Zanzibar Planning Commission is also indebted to the drafting team of the harmonized M&E Framework for the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa for its hard-working that resulted in producing this valuable document.

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ABBREVIATIONS

ANGOZA	Association of Non-Governmental Organizations of Zanzibar
ATMs	Automated Teller Machines
CEDAW	Convention on the Elimination of All Forms of Discrimination Against Women
CSOs	Civil Society Organizations
DPPRs	Departments of Planning, Policy and Research
FDI	Foreign Direct Investment
GDP	Growth Domestic Product
Go	Government
HDI	Human Development Index
HIV	Human-Immunodeficiency Virus
HoR	House of Representatives
IMTC	Inter-Ministerial Technical Committee
LGAs	Local Government Authorities
M&E	Monitoring & Evaluation
MDAs	Ministry Departments and Agencies
MEL	Monitoring, Evaluation and Learning
MKUZA III	Mkakati wa Kukuza Uchumi na Kupunguza Umasikini Zanzibar
NCD	Non-communicable Diseases
NGOs	Non-Governmental Organizations
NSAs	Non-State Actors
OCGS	Office of Chief Government Statistician
ODA	Official Development Assistance
PLHIV	People living with Human Immune Virus.
PWDs	Persons with Disability
QSCRs	Quarterly Services Coverage Report
RD	Research and Development
RGoZ	Revolutionary Government of Zanzibar
SDGs	Sustainable Development Goals
TB	Tuberculosis
TV	Television
TZ	Tanzania
UN	United Nations
UNAIDS	Joint United Nations Programme on HIV/AIDS
UNDP	United Nations Development Programmes
UNICEF	United Nations Children's Fund
UNRCO	United Nations Resident Coordinator's Office
UNWOMEN	United Nations entity dedicated to gender equality and the empowerment of women.
USD	United States Dollars
YUNA	Youth of the United Nations Association of Zanzibar
ZACA	Zanzibar Climate Change Association
ZADEP	Zanzibar Development Plan (2021-2026)
ZANEM	Zanzibar Employer's Association

ZATUC	Zanzibar Trade Union Congress
ZMES	Zanzibar Monitoring and Evaluation System
ZNCC	Zanzibar National Chamber of Commerce
ZPC	Zanzibar Planning Commission

EXECUTIVE SUMMARY

The Monitoring and Evaluation Framework for the Zanzibar Development Plan (ZADEP) 2021-2026, SDGs, and Agenda 2063 is the foundation towards ensuring that the priorities, plans and objectives of the ZADEP (2021-2026) are not only implemented but done so timorously, efficiently and towards the maximum benefit for the stakeholders who implement the ZADEP (2021-2026), SDGs, and Agenda 2063 in Zanzibar.

Chapter 1 explains the context of the harmonized Monitoring & Evaluation Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa, rationale, and Structure. However, Chapter 2 introduces the Reporting System of the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. Chapter 3 presents the data management system and roles of stakeholders who report on the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

While Chapter 4 explains the steps to operationalize the electronic Reporting System and Capacity Strengthening Strategy of the M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

Chapter 5 defines the M&E Framework for the ZADEP (2021-2026), key performance indicators, and targets, data sources, data management, dissemination, use, evaluation, and surveys.

In conclusion, this M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 therefore, is intended to be the model to guide an electronic and results-based M&E system to track the implementation of the Zanzibar Development Plan. It should highlight the common steps of the harmonized M&E framework including how inputs lead to outputs which should lead to the intended outcomes and impacts that the ZADEP (2021-2026) would like to achieve.

The Zanzibar Planning Commission urges all relevant stakeholders who implement the harmonized M&E Framework for the Zanzibar Development Plan to adopt and support the utilization of this Integrated M&E Framework. It also appeals to stakeholders to embrace an electronic and the Results – M&E system as well as the Results-Based Management approach proposed in this document.

Table 1: M&E Concepts and Operational Definitions

M&E Concepts	Operational Definition
Inputs	Inputs are the resources that are needed to implement the ZADEP (2021-2026), SDGs and Agenda 2063 and their activities. Inputs can be expressed in terms of the people, equipment, supplies, infrastructure, means of transport and other resources needed. Inputs can also be expressed in terms of the budget that is needed for the implementation of the planned activity.
Outputs	Outputs are the immediate results of the activities conducted. They are usually expressed in quantities, in absolute numbers. They are generally expressed separately for each activity.
Outcomes	Outcomes are the intermediate-term results of one or several activities. Outcomes are actual or intended changes in use, satisfaction levels or behaviour that a planned intervention seeks to support. They are therefore mostly requiring the stakeholders to conduct separate surveys or rely on another population-based survey to be able to report on outcome indicators.
Impact	Impact refers to the long-term (highest level) results, expected of the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063. Impact therefore generally includes the overall goal or goals of achievement over time of implementation of ZADEP (2021-2026), SDGs, and Agenda 2063
Monitoring	It is defined as a routine tracking and reporting of priority information about a program and its intended outputs and outcomes

Evaluation	It is the episodic assessment of progress towards the achievement of the stated goals and objectives of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063. It aims to understand the progress that has been made towards the achievement of an outcome at a specific point in time.
Data quality assurance	The process of profiling ZADEP (2021-2026), SDGs and Agenda 2063 data to discover inconsistencies, and other anomalies in the data cleansing activities (e.g., removing outliers, missing data interpolation) to improve data quality.
M&E results chain	It is a framework used to demonstrate how activities within the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 progress through four levels of input, output, outcomes, and impact results.
M&E Plan	Is an integral part of the component of the harmonized M&E framework for ZADEP (2021-2026), SDGs and Agenda 2063 that addresses all the monitoring and evaluation activities of the Zanzibar Development Plan.
M&E Framework	Refers to the performance-based framework for monitoring and evaluation of ZADEP (2021-2026), SDGs, and Agenda 2063.
Performance	The extent to which relevance, effectiveness, efficiency, economy, sustainability, and impact (expected and unexpected) are achieved by the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063
Performance Review	It is an assessment of the performance or progress of the implementation of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063, periodically or on an ad hoc basis. Reviews tend to emphasize operational aspects and are therefore closely linked to the monitoring functions.
Knowledge Management	It is a set of principles, tools and practices that enable people to create knowledge, and to share, translate and apply what they know on ZADEP (2021-2026), SDGs and Agenda 2063 to create value and improve effectiveness.

CHAPTER ONE

INTRODUCTION, CONTEXT AND BACKGROUND INFORMATION

1.1 Background Information

The Revolutionary Government of Zanzibar through the Zanzibar Planning Commission (ZPC) has finalized the process of developing the Zanzibar Development Plan (2021 – 2026), SDGs, and Agenda 2063 for Africa.

The successful implementation of the ZADEP (2021-2026) requires an electronic and robust M&E system that tracks its implementation. Thus, the ZPC through the department of Monitoring and Evaluation develop the harmonized Monitoring and Evaluation Framework to track the implementation of the Zanzibar Development Plan, SDGs, and Agenda 2063 for Africa. The framework outlines how stakeholders are involved in the implementation of the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa reporting to ensure success.

It should also be noted that the Department of M&E at the ZPC carried out several consultative meetings to ensure the development of this framework involved a wide range of stakeholders from public, private, and other non-state actors including all Ministries, Departments and Agencies, Non-State Actors, private sectors, United Nations Agencies, Non-Governmental Organizations, Faith-Based Organizations, Local Government Authorities, media, academic institutions etc. Their involvement is expected to facilitate mutual understanding, build a sense of ownership, and address stakeholders' need for monitoring, evaluation, and reporting the performance of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

This M&E framework for ZADEP (2021-2026), SDGs and Agenda 2063 has taken into consideration the four Strategic areas and twenty-three priority areas (chapter six) where M&E indicators are derived from each strategic area and their priority areas. The main Strategic areas are (i) Exploring Blue Economy Potentials; (ii) Enabling Environment and Infrastructure Development, (iii) Boosting Economic Diversification, (iv) Human capital and Social Development; (v) Governance and Resilience.

1.2 Process for Development of the harmonized M&E Framework for ZADEP (2021-2026)

The process for developing the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa was consultative and participatory and leveraged the existing work and documents as described below.

1.2.1 Review of Documents

The consultant reviewed key documents and reports including the Zanzibar Vision 2050, ZADEP (2021-2026), M&E Framework Guideline for MKUZA III, Zanzibar Statistical Abstracts etc. The review process took into consideration a wide range of policies and the new emerging priorities as per Zanzibar Development Vision 2050. The process also took into consideration the international treaties and conventions including SDGs, Agenda 2063 for Africa, CEDAW, etc.

1.2.2 Technical and Stakeholder Meetings

The Consultant worked closely with stakeholders during the entire process of developing the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. The aim was to understand the existing M&E situation and explore stakeholder ideas, concerns and constructive inputs that were cooperated during the development of this framework. Indeed, several technical meetings with the technical task force were organized including the five days' retreats to discuss each component, identify discrepancies and reach a consensus that enhances commitment and ownership which is necessary for the effective implementation of the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

The rationale for stakeholders' meetings and participation in the development of the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa was to:

- 1.2.2.1 To ensure that the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa is relevant and demand-driven.
- 1.2.2.2 Give stakeholders a sense of ownership of the harmonized M&E Framework for ZADEP (2021-2026), Agenda 2030, and Agenda 2063, thus promoting its utilization in interventions of monitoring and evaluation.
- 1.2.2.3 Enhance staff capacity in the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa which in turn contributes competency in overall monitoring and evaluation of various interventions of implementation of the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa
- 1.2.2.4 Contribute to improved communication and collaboration between other stakeholders including public and private sectors, LGAs, non-state actors and other CSOs who are working at different levels of implementation of the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

1.3 Rationale for the Development of the Harmonized M&E Framework

It is imperative that the Monitoring, Evaluation and Learning of the implementation of the Zanzibar Development Plan (ZADEP) 2021-2026, SDGs, and Agenda 2063 for Africa be carried out within an electronic and national M&E framework. This will ensure that all the stakeholders involved in its implementation understand the desired changes and works towards the realization of their targets. Further, the significance of developing this framework can be stated as.

- 1.3.1 To institutionalize a mechanism for tracking and reporting results against the defined indicators and targets as outlined in the ZADEP (2021-2026).
- 1.3.2 To guide the implementers of the ZADEP (2021-2026) SDGs, and Agenda 2063 on what and how to collect, analyze and report to ZPC.
- 1.3.3 To align the reporting system and meet the international, regional, and national reporting requirements including the reporting of the

implementation of the Agenda 2030 on SDGs, Agenda 2063 for Africa, and ZADEP (2021-2026).

- 1.3.4 ``Outline monitoring, evaluation, data collection and reporting roles of all stakeholders to facilitate sound decision-making and strengthen coordination of activities in Zanzibar.

1.4 Objectives of the harmonized M&E Framework

1.4.1 Overall Objective

The overall objective of the harmonized M&E Framework for Zanzibar Development Plan (ZADEP) 2021-2026, SDGs, and Agenda 2063 for Africa is to guide stakeholders and strategy implementers to track performance, progress, and relevance of designed strategic interventions toward realizing the designed strategic goal and objectives. The framework will help ZPC and other stakeholders to understand the procedures appropriately to be used to monitor and evaluate the progress, efficiency, and effectiveness of sector interventions from different interventions.

1.4.2 Specific Objectives

To achieve the stated overall objective, specifically, the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa will to:-

- 1.4.2.1 Ensure uniformity in reporting so that gender-responsive data can be compared across all stakeholders.
- 1.4.2.2 Promote understanding of disaggregated and gender-responsive indicators, multi-stakeholder partnerships and effective networking in the implementation of the ZADEP (2021-2026), SDGs, and Agenda 2063.
- 1.4.2.3 Promote the importance of a results-based M&E system, the need for systematic data collection and the utilization of results-based monitoring and evaluation system.
- 1.4.2.4 Strengthen understanding and co-operation of monitoring and evaluation between agencies, public and private sectors, non-state actors, academia, media, CSOs, local communities and other stakeholders who implement ZADEP (2021-2026), SDGs, and Agenda 2063.
- 1.4.2.5 Strengthen and establish core M&E functions of collecting, collating, storage, analysis, interpretation and disseminating evidence-based information to stakeholders.
- 1.4.2.6 Promote the harmonized approach to a results-based M&E system and utilize the harmonized M&E framework for ZADEP (2021-2026) to track the implementation of Zanzibar Development Vision 2050, agenda 2063 and SDGs.
- 1.4.2.7 Supporting result-based decision-making and providing inputs to national planning, budgeting, and reporting systems.

1.5 Target Audiences for the M&E Framework for Zanzibar Development Plan (ZADEP) 2021-2026

- 1.5.1 Zanzibar community in its totality.
- 1.5.2 All implementers of Zanzibar Development Vision 2050, ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa – related interventions including Zanzibar Planning Commission, public sectors including Office of the Chief Government Statisticians, Ministries, Departments and Agencies (MDAs), Local Government Authorities – LGAs, regions, districts and Shehias; Non-State Actors including other Civil Society Organizations – CSOs; projects and programmes.
- 1.5.3 Planning and M&E Officers from all stakeholders who implement ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa and its related interventions.
- 1.5.4 All development partners are involved in the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa and its related interventions.
- 1.5.5 The ZPC M&E departmental staff and all professional staff in all public and private sectors, including academia, researchers, and surveyors.
- 1.5.6 M&E Focal Persons from all implementers of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa
- 1.5.7 M&E Officers from Umbrella organizations (like ZNCC, ANGOZA, ZANEMA, ZATUC, YUNA, ZACA etc.) are involved in coordinating the work of implementers of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- 1.5.8 Higher Learning and Research Institutions.

1.6 Benefits of the Harmonized M&E Framework

The benefit of developing the harmonized M&E framework for the ZADEP (2021-2026), SDGs, and Agenda 2063 include: - 1.6.1 Help stakeholders implement the Zanzibar Development Plan, SDGs, and Agenda 2063 for Africa to plan effectively: The monthly and Quarterly Service Coverage Reports (QSCRs) generated from the M&E framework for ZADEP (2021-2026) and its interventions, shall provide the stakeholders with an overview of economic, environmental, and social transformation interventions within the institutions. This overview will highlight progress as well as identify weaknesses, strengths, gaps, and overlaps. These items are very useful ingredients to inform the evidence-based planning of the organization.

- 1.6.1 Assist stakeholders in making better use of available quality, disaggregated and gender-responsive data: It is a matter of fact that, an electronic and results-based M&E system and its M&E framework will compel all stakeholders to capture data that are being generated. Therefore, organizations can use generated data on a daily and quarterly basis to quantify the outputs and measure achievement. Appropriate data use will demonstrate performance amongst staff and validate the organization's success. Further, data use will facilitate the identification of performance gaps and suggest actions for mitigation.

- 1.6.2 Establish and improve the organization's monitoring system: Since an electronic Monitoring and Evaluation System requires all implementers to submit the same data electronically, therefore all implementers will need to harmonize their M&E systems to collect ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa-related data. In such cases, implementers will be required to shift from paper-based to electronic reporting of their monitoring system or establish a new system (if one was not in place before Zanzibar Development Plan M&E System). The RGoZ through its Zanzibar Planning Commission in collaboration with the President's Office of Finance and Planning in collaboration with Development Partners will allocate resources (human, material and financial) to assist implementers to operationalize their Monitoring & Evaluation systems.
- 1.6.3 Build M&E skills within an organization that implements the harmonized M&E Framework for Zanzibar Development Plan, SDGs, and Agenda 2063 for Africa: ZPC will put an extensive M&E capacity building programme for all stakeholders who implement Zanzibar Development Vision 2050 through its ZADEP (2021-2026). This capacity strengthening programme, which will focus on an electronic M&E system and database, localized SDGs, and agenda 2063 indicators, M&E concepts as well as a Results-based Management Approach and report writing skills for correct and accurate reporting of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa will build the M&E skills of the M&E officers and M&E focal persons that attend the capacity strengthening sessions.
- 1.6.4 Facilitate Communication between organizations that implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa and ZPC: This will be achieved by standardizing the information requirements by stakeholders and creating a clear line of communication between ZPC and the organization that implements Zanzibar Development Plan, SDGs, and Agenda 2063 for Africa; and its related services.
- 1.6.5 Strengthening information sharing and networking among stakeholders that implement the harmonized M&E framework for ZADEP (2021-2026): Generating, disseminating, and reading the QSCRs and attending the feedback workshops will create opportunities for stakeholders to share information and network with other implementers of ZADEP (2021-2026) in both Unguja and Pemba.

1.7 The Structure of the Harmonized M&E Framework

- 1.7.1 Chapter 1: Explains the context of the harmonized Monitoring & Evaluation Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa, rationale, and Structure.

- 1.7.2 Chapter 2: Introduces the Reporting System of the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- 1.7.3 Chapter 3: Data management system and roles of stakeholders who report on the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- 1.7.4 Chapter 4: Steps to operationalize the electronic Reporting System and Capacity Strengthening Strategy of the M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- 1.7.5 Chapter 5: Chapter five defines the M&E Framework for the ZADEP (2021-2026), key performance indicators, and targets, data sources, data management, dissemination, use, evaluation, and surveys.

CHAPTER TWO: THE REPORTING SYSTEM

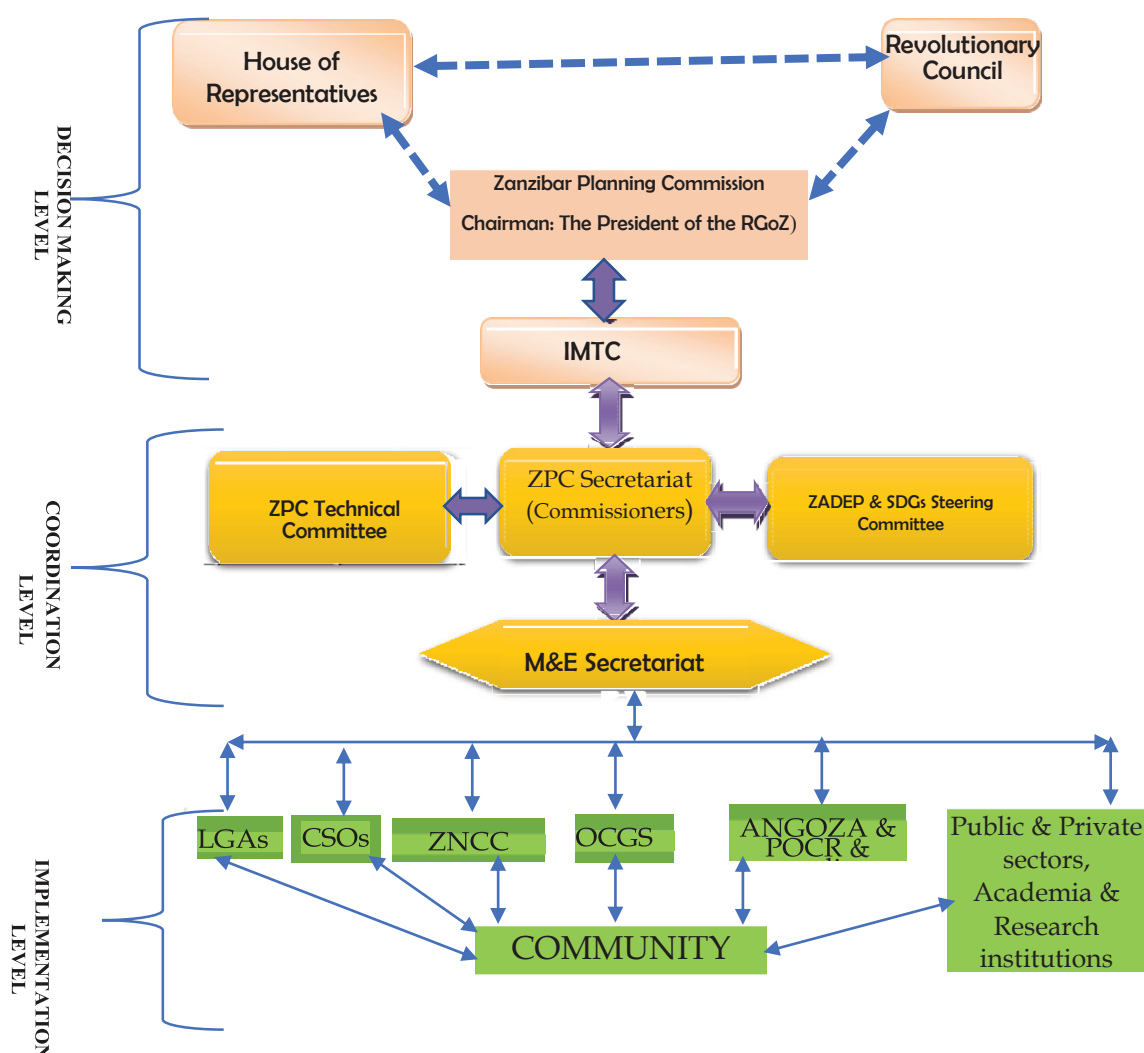
This chapter introduces the reporting system of the harmonized M&E framework for the Zanzibar Development Plan (ZADEP) 2021-2026.

2.1 An electronic M&E and a Reporting System of the Harmonized M&E Framework

The electronic M&E system for the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa is governed by its M&E Institutional framework (Figure 1) which is of three levels: -

- 2.1.1 Decision-making level: Composed of the House of Representatives, the Revolutionary Council of Zanzibar, IMTC and ZPC where the ultimate role is to make decisions.
- 2.1.2 The coordination level: Considered as the functional level which comprised the ZPC Secretariat, ZADEP Steering Committee, ZPC Technical Committee, and M&E Secretariat. The ultimate role is coordination and technical backstopping on the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- 2.1.3 Implementation level: composed of stakeholders who implement the M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa including MDAs, LGAs, NSAs (Private Sectors and CSOs), academia, media as well as the community, thus their ultimate role is to carry out regular interventions and reporting of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

Figure 1: M&E Institutional Arrangements of the Coordination of the Harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa



2.2 Roles and Responsibilities Stakeholders who implement ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa based on Institutional Arrangements of M&E Reporting System.

2.2.1 The Revolutionary Council of Zanzibar

Under the chairmanship of the President of the Revolutionary Government of Zanzibar who is also the Chairman of the Revolutionary Council, will receive feedback reports on the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa from the IMTC through the President's Office Finance and Planning for appropriate actions and guidance.

2.2.2 The House of Representatives (HoRs)

The House of Representatives (HoR) is legally mandated to oversee the effectiveness and appropriateness of the implementation of ZADEP (2021-2026), SDGs, and

Agenda 2063 for Africa and its overall performance. Therefore, HoR will play the following important roles:

- i. Scrutinize MDA's planning and budgeting by considering the alignment of Key Strategic Actions and Strategic Projects as per ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- ii. Monitor government programmes designed to implement the ZADEP (2021-2026),
- iii. Ensure community (constituency-based) projects and programmes are aligned with the expected results of ZADEP (2021-2026), as well as its implementation and reporting requirements.
- iv. Disseminate government policies, programmes, and projects to the community, as well as use the outcome of the results-based M&E system to influence government policies.

2.2.3 Zanzibar Planning Commission (ZPC)

Zanzibar Planning Commission plays a key role to guide and coordinating the formulation of development plans and spearheading their implementation, as well as monitoring and evaluation. Given undertaking the overall Monitoring and Evaluation (M&E) of the country's development efforts, therefore, the Executive Secretary of the Planning Commission will stimulate the institutionalization of M&E functions at all levels and build the capacity of stakeholders to implement the M&E plans through the provision of training, technical assistance, and other support; and improving the M&E coordination at the national level.

2.2.4 The Inter-Ministerial Technical Committee (IMTC)

The IMTC is entrusted with the responsibility of overseeing the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. The IMTC is an effective route for the flow of information from the Zanzibar Planning Commission Secretariat to the Zanzibar Revolutionary Council. The IMTC will advise the President on the performance of the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa, policy and programmes, their impacts, and the need for policy reforms where necessary. It is also expected that the feedback from IMTC to Zanzibar Planning Commission Secretariat will strengthen the coordination and the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa to attain its objectives and targets.

As a member of IMTC, the Executive Secretary will advise the IMTC on the performance of the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa, policy and programmes, their impacts, and the need for policy reforms. Therefore, The ZPC undertakes the following responsibilities: -

- i. Identify, adapt, and approve national development key priority areas and issue directives for their integration into the national and sectoral development planning for their realization and execution.
- ii. Adapt, approve, monitor, and evaluate the implementation of national and sectoral development plans.
- iii. Issue directives per the findings of the M&E reports and call for any information, representation or data relating to matters of monitoring and evaluation.

2.2.5 Steering Committee

The Steering Committee will provide technical advice on the implementation of the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. The members of the Steering Committee include Principals and Secretaries from Ministries responsible for the Blue Economy and fisheries, Agriculture; Education; Health; Environment; and Good Governance). The Committee will be chaired by the Principal Secretary responsible for Finance and the Executive Secretary of the Zanzibar Planning Commission will be the secretary to the Committee. The specific roles of the committee are:

- i. Promote effective communication and coordination of the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- ii. Review and ensure quality standards of implementation reports of ZADEP (2021-2026) before submission to IMTC.
- iii. Advice and make the necessary adjustment to the implementation of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

2.2.6 Zanzibar Planning Commission Secretariat

Zanzibar Planning Commission Secretariat plays a major role in providing strategic guidance on the overall implementation of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. It is where technical inputs guidance and clarification are provided to address issues that will emerge during the implementation of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. It is the coordination level of the ZADEP, SDGs, and Agenda 2063 for Africa and links to the decision-making level. For effective monitoring and evaluation of the implementation of the Integrated M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa the Planning Commission Secretariat has mandated to:

- i. Oversee the implementation of the harmonized M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- ii. Coordinate with Academic and Research Institutions to conduct research and capacity-building programmes.
- iii. Provide direction on how to implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa to foster evidence-based decision-making through the provision of information to IMTC, and feedback to the M&E Secretariat and the implementation level.
- iv. Spearhead second-level analytic works.
- v. Sort out issues emanating from the implementation of the Integrated M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa that needs a change of policy and advice accordingly.

2.2.7 M&E Secretariat

The M&E Secretariat is responsible for enhancing linkages and coordination of monitoring and evaluation activities. Therefore, the M&E Secretariat will stimulate the institutionalization of M&E functions at all levels and provide guidelines to all sectors, districts, and non-state actors for preparation of M&E plans; build their capacity to implement the M&E plans through the provision of training, technical assistance, and other support; and improving the M&E coordination at the national level.

Besides, the M&E Secretariat provides a linkage between Zanzibar Planning Commission and all stakeholders who implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. Members to the M&E Secretariat comprised all DPPRs, the Chief Government Statistician; Commissioners from ZPC; members from ANGOZA, ZNCC, Academia and Research Institutions, Commissioner for Budget, and Commissioner for External Finance.

The Commissioner for Monitoring and Evaluation at the Zanzibar Planning Commission is the Chairperson of the Secretariat. The specific roles and responsibilities of the M&E Secretariat include:

- i. Monitor and evaluate the implementation of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- ii. Establish/strengthen the M&E system and ensure adequate resources for M&E functions are allocated at all levels.
- iii. To coordinate all Stakeholders who implement ZADEP (2021-2026) and ensure that the information flow between the institutions is smooth.
- iv. To serve as a central point of information for the Monitoring System of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- v. Coordinate regular stakeholder consultations of the M&E thematic workshops/training on the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- vi. To coordinate the preparation of Annual Implementation Reports, Strategic Policy Briefs, and other technical papers as a part of information products generated from the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa,
- vii. To facilitate mid-term and end-of-term evaluation of the implementation of the Integrated M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- viii. To disseminate the progress of implementation and sharing of the lesson learnt from the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa to all stakeholders.

2.2.8 Ministries, Departments and Agencies (MDAs)

The M&E units under the Departments of Planning, Policy and Research will coordinate the monitoring and evaluation activities of the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa in the MDAs and the aspirations that they contribute to the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. They will be responsible to:

- i. Produce periodic performance reports (monthly, quarterly, semi-annually, and annually) based on their performance indicators and electronically submit the data and reports to the M&E Department of the Zanzibar Planning Commission.
- ii. Work closely with the OCGS, which is a custodian of data in Zanzibar and the M&E Department in conducting sector reviews and other special studies and surveys.

2.2.9 Local Governments Authorities (LGAs)

The Local Government Authorities will.

- i. Coordinate the implementation, monitoring and evaluation of all activities of the projects and programmes of the Zanzibar Development Plan (ZADEP) 2021-2026, SDGs, and Agenda 2063 for Africa within their areas of jurisdiction.
- ii. Through the M&E Department in their respective Ministry, the LGAs will prepare and submit periodical reports electronically demonstrating the performance of projects and programmes.

2.2.10 Office of the Chief Government Statistician

The Office of the Chief Government Statistician is responsible for the development and management of official statistics and it is the authoritative source and custodian of the official statistics in Zanzibar according to the Statistical Act No. 9 of 2007, the OCGS is the main government Institutional body mandated to oversee data collection, compilation, processing, analysis, reporting and dissemination of all official statistics of all economic and social activities of government, non-government institutions, private sectors and community in general.

The information is from different sources including national surveys, census, surveillances and systematic compilation of statistics and indicators from all major sources of data. As an agency for national official statistics, the OCGS will play a big role too:

- i. Support the Monitoring System of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa by taking a leading role in the design of the methodologies, approaches and instruments employed in collecting data at the national, MDA, LGAs, district and community levels.
- ii. Produce data that are needed to evaluate the progress of implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa objectives and targets. These include results from censuses, surveillances, surveys, and scientific studies from institutions of research and higher learning Institutions.
- iii. Coordinate and ensure effective and functional Statistical Units in MDAs and LGAs.
- iv. Maintain and regularly update the National Databank.
- v. Guide the preparations of Public Service Delivery Assessment surveys at sub-national levels.

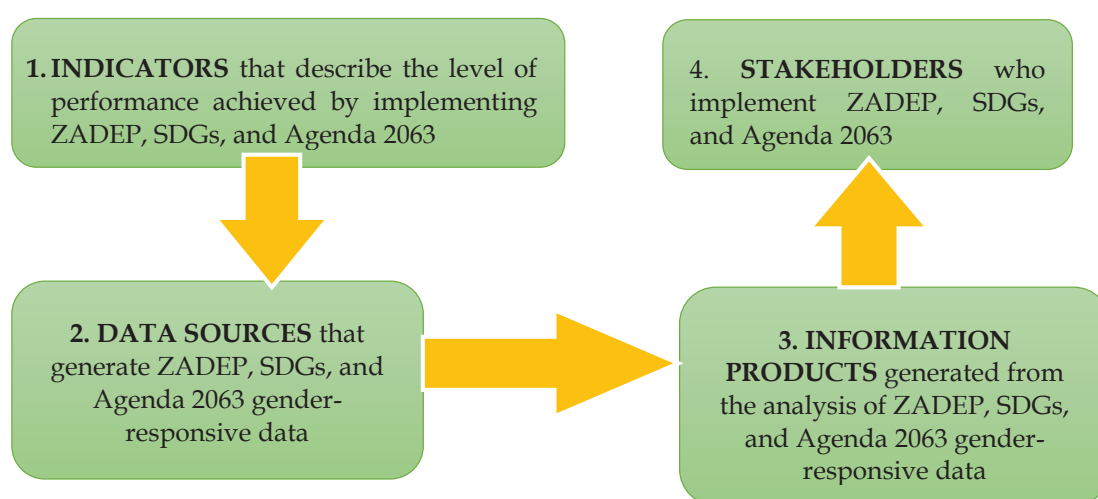
2.2.11 Non-State Actors (NSAs)

The NSAs comprise the Private Sector, Trade Unions, Civil Society Organizations and Non- Governmental Organizations. The M&E Department will capture information on the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa from the NSAs through their respective umbrellas.

2.3 An electronic M&E System to track the Implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa

The electronic M&E System for Zanzibar Development Plan (ZADEP) 2021-2026, SDGs, and Agenda 2063 for Africa must be operationalized based on the following 4 cornerstones that provide the complete logical sequence of any M&E system. The four cornerstones are indicators, data sources, information products and stakeholders.

Figure 2: Logical Flow of Four Cornerstones of the harmonized M&E System for ZADEP (2021-2026), SDGs, and Agenda 2063



2.4 Description of terms used in the Logical Flow.

- 2.4.1 Indicator:** describes the level of performance achieved about the set objectives of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa
- 2.4.2 Data Sources:** provide values for the indicators within the M&E system for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- 2.4.3 Stakeholders:** These are individuals/implementing agents or groups with an interest in the success of an organization in delivering intended results and maintaining the viability of the organization's products and services.
- 2.4.4** Information products are the reports or documents produced regularly using information generated from the M&E system for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

2.5 M&E Results Chain for Reporting of the Harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

The results chain of the electronic M&E system for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa illustrates the logical pathway (Inputs-Outputs – Outcomes – Impact levels) in which planned interventions will be implemented systematically, and therefore achieve the desired overall impact of the implementation of Integrated M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. The Monitoring and Evaluation Department at ZPC is expecting all key implementers to report based on the following levels:-

Table 2: Status of M & E of MKUZA III and Results Chain for Reporting of Zanzibar Development Plan (ZADEP), SDGs, and Agenda 2063 for Africa

Levels	Status of M&E of MKUZA III	M&E requirements for the M&E of ZADEP (2021-2026)
Inputs	Inadequate financial, human, and material resources have been allocated to all stakeholders to support M&E functions at all levels.	Advocate for sufficient Financial, human, and material resources that are necessary to produce the intended output of the strategic interventions
Activities / processes	Even though all stakeholders have implemented and reported their activities implementation, those activities were not implemented according to their work plan and M & E framework, reallocation of project implementation funds was the main challenge	All stakeholders should implement their activities based on their work plan and M&E guidelines
Outputs	Planned outputs have been achieved	Stakeholders should make sure that the outputs are captured based on the approved work plan, timeframe, and budget.

Outcomes	Outcomes of MKUZA III implementation have been achieved, however, an inadequate number of Evaluation Studies have hindered the generation of outcome-level indicators	Stakeholders should advocate for sufficient resources (financial, human, and material) to undertake the Evaluation Studies to inform outcome-level indicators.
Impact	Impacts of MKUZA III implementation have been achieved, however, an inadequate number of Evaluation Studies have hindered the generation of impact-level indicators	Stakeholders should advocate for sufficient resources (financial, human, and material) to undertake the Evaluation Studies to inform Impact level indicators.

2.6 Organization of the Harmonized M&E Framework for ZADEP (2021-2026), SDGs and Agenda 2063.

This section explores the management of electronic and results-based M&E systems for the Zanzibar Planning Commission (ZPC) and stakeholders using the twelve components M&E system. It also provides a brief description and how each component will be implemented.

Since the ZPC is mandated to coordinate the implementation of the harmonized M&E framework for ZADEP (2021-2026), SDGs, Agenda 2063 for Africa, and other development strategies toward social, environmental, technological, and economic transformation.

We urged that all implementers adapt the 12 components model of a functional M&E system in implementing and managing their M&E systems. Table 2 illustrates 12 components and their application in this Framework: -

Table 3: Description of the 12 Components of a functional M&E system and its application.

#	Organization structure for M&E:
Component 1	<p>The M&E coordination department at ZPC has been established and operationalized. M&E structures including M&E units and M&E focal persons from Stakeholders including MDAs, LGAs, CSOs and Private Sectors are in place and functional.</p> <p>Every stakeholder who implements ZADEP (2021-2026), SDGs and Agenda 2063 for Africa should operationalize an electronic M&E system and make sure they have an M&E Unit, written mandates for planning, coordination, and management of the electronic M&E system among its key organizations, with specific roles and responsibilities at all levels.</p>
Human Capacity for M&E	
Component 2	<p>The M&E capacity for M&E has been strengthened among stakeholders who were involved in the implementation of the MKUZA III. This capacity-strengthened program in M&E involved training, workshops, field visits, virtual meetings, data collection, analysis, interpretations, reporting and data quality assurance.</p> <p>Based on Zanzibar Development Vision 2050 and the newly developed and harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa, all stakeholders should ensure the availability of skilled human resources at all levels of the system according to tasks defined in this framework and its costed work plan. This must be followed up with a clear Job description at all levels, a standard curriculum, and training programmes (at local or regional training institutions).</p>

M&E partnerships	
Component 3	<p>The M&E partnership has been strengthened at all levels. It is included the Private and Public sectors, CSOs, Academia -Non-state Actors and Development Partners. The M&E partnership has been strengthened through seminars, workshops, learning visits, and short and long courses.</p> <p>Stakeholders who implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa should make sure that they maintain M&E partnerships at national, regional, and global levels. Where possible they could have an M&E Technical Working Group, effective coordination among key implementers including development partners, and routine assessment of M&E system performance.</p>
M&E work plan	
Component 4	<p>During the implementation of MKUZA III, stakeholders managed to implement their interventions according to their work plans and the M&E framework. However inadequate resources and the capacity of M&E staff to implement the M&E work plan were a challenge. Therefore, all stakeholders who implement this M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa should make sure that they scale up the M&E capacity strengthening program, define and revise, as needed, the national level M&E plan including indicators, tools, procedures, and processes and responsibilities to implement their results-based M&E system.</p>

Cost M&E Work Plan	
Component 5	During the implementation of MKUZA III, all M&E stakeholders were used to develop and implement their costed M&E work plans based on the MTEF Budget that inform the preparation of the Program Based Budget (PBB). Therefore, all stakeholders including Parastatals organizations, public and private sectors, Academia, CSOs and others should develop and cost their M&E work plans that could be used as a resource mobilization tool.
Communication, Advocacy and Culture for M&E	
Component 6	The communication, advocacy and culture for M&E resulted in the establishment of a functional M&E Department at ZPC, an M&E Unit with M&E Officers/ focal persons at MDAs and LGAs, umbrella NGOs, as well as the increased demand for M&E at all levels. Therefore, all stakeholders who implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa should make sure that knowledge of and commitment to M&E among policy- makers, managers, program staff, and other stakeholders are very vital, and they could develop and implement M&E communication and advocacy plan, to advocating for the importance of M&E in our daily work.
Routine Monitoring	
Component 7	During the implementation of the MKUZA III M&E System, all stakeholders made use of standardized data collection tools to generate data that informed the development of M&E reports (periodic and non-periodic). All stakeholders should scale up the use of the revised data collection tools to report on the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

Surveys and surveillance	
Component 8	<p>The generation of outcome and impact level indicators has been affected by the periodicity of the planned surveys and surveillance. All stakeholders who implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa should take note that, OCGS is a custodian of all types of data, and they need to consult them while conducting surveys. Coordination with development partner, with coordinated and focused data collection, analysis, and reporting system should be well prepared before conducting a survey. They are very expensive and therefore, a resource mobilization plan should be in place, as it will solicit resources for conducting the survey.</p>
M&E Database	
Component 9	<p>The MKUZA III M&E system managed to generate data that have been stored in the ZPC and OCGS Database. Therefore, stakeholders who implement the M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 should ensure that they have a functional database that enables them to access relevant strategic information for improved decision-making at all levels. Where possible the stakeholders' database should be linked with an electronic and web-based database at ZPC.</p>

Supportive Supervision and data auditing	
Component 10	<p>During the implementation of MKUZA III, the M&E Department at ZPC in collaboration with stakeholders of MKUZA III has conducted data quality assurance through field monitoring visits and validation meetings. This effort enabled them to address obstacles or produce high-quality strategic information (e.g., valid, accurate and reliable) to inform decision-making and programming purposes. Therefore, all Stakeholders who implement this M&E framework should continue to conduct data quality assurance programmes and address obstacles or produce high-quality strategic information. Zanzibar Planning Commission and all stakeholders should work together to ensure that, data quality assurance is maintained at all levels.</p>
Evaluation, research, and learning	
Component 11	<p>The ZPC has conducted several evaluations including the evaluation of the implementation of Zanzibar Vision 2020 and its five-year Medium-Term Development Strategy commonly known as (MKUZA III). The evaluation of Vision 2020 and MKUZA III informed the development of Zanzibar Development Vision 2050 and it's ZADEP (2021-2026). The research agenda for Zanzibar was in place and helped to guide stakeholders in priority areas to undertake research.</p> <p>Therefore, all stakeholders who implement this M&E framework must review the research agenda based on the existing Zanzibar M&E Policy, and research priorities, and continue to undertake evaluation studies to inform the outcomes and impact level indicators. It could be helpful, if stakeholders could as well develop an inventory of research and researchers in their sectors, and make sure that, their research agenda is linked with the national research strategy.</p>

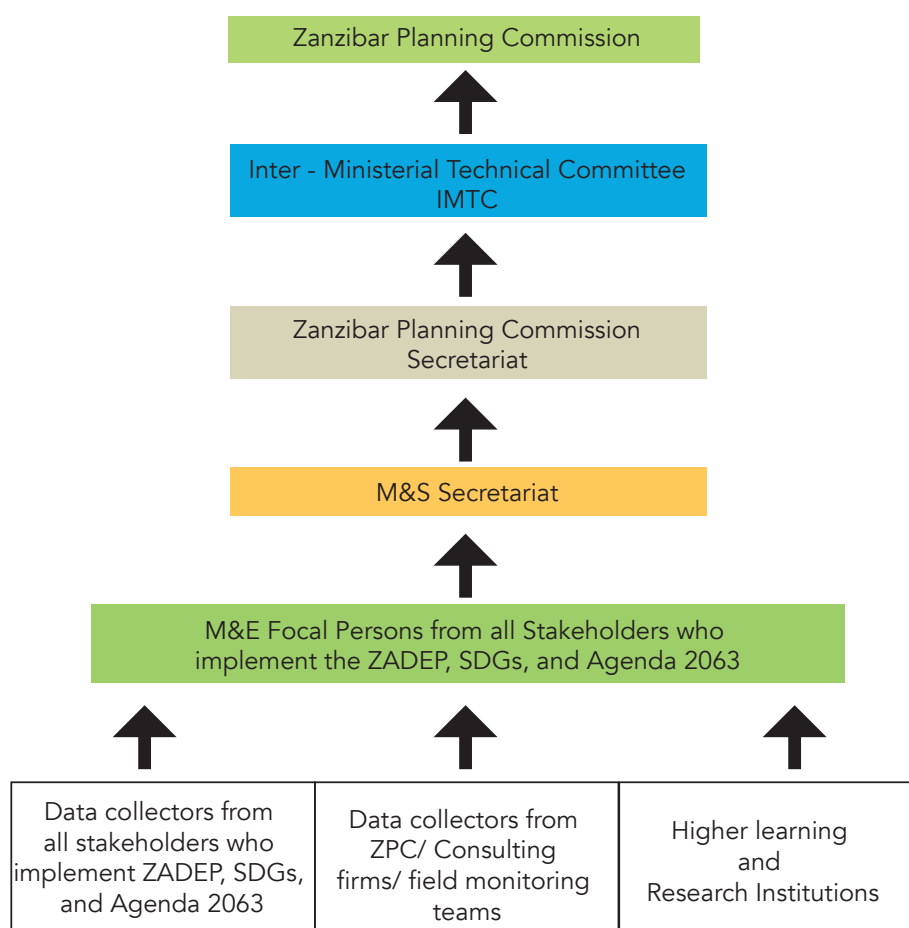
Data Dissemination and Use	
Component 12	<p>The functional M&E system of MKUZA III has generated data and reports based on the agreed reporting framework. The generated M&E reports have been disseminated through meetings, seminars, workshops, field visits and conferences at national, regional, and international levels.</p> <p>Furthermore, the disaggregated and gender-responsive quantitative and qualitative data have been made publicly accessible through the radio, T.V, video conferencing, teleconferencing, newsletters, booklets, and Zanzibar M&E system website at www.zmes.planningznz.go.to</p> <p>Therefore, all stakeholders who implement this harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa have to scale up the generation of quality disaggregated and gender-responsive M&E data, as well as generate progress reports that will be disseminated and used to inform policy, programs, and operational planning.</p>

2.7 An Electronic M&E Reporting Flow

The electronic Monitoring System for the ZADEP (2021-2026), SDGs and Agenda 2063 is a routine data source. It is a data collection and reporting system that is used to collect routine, disaggregated and gender-responsive data to measure the output-level indicators in the M&E set of indicators for the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa. Therefore, reporting flow will involve the following: -

- i. All implementers who execute the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa – related interventions are supposed to complete an electronic ‘Output Monitoring Form quarterly’ and ‘outcome monitoring form annually.
- ii. The M&E officers should compile, analyze, and submit the forms to the head of the organization and then the head of the organization electronically submit them to ZPC.
- iii. On a quarterly and annual basis, ZPC will combine, analyze, and interpret the ZADEP (2021-2026), SDGs and Agenda 2063 data that it receives from different stakeholders.
- iv. ZPC will then compile quarterly and annual reports, which document output-level indicators as well as outcome-level indicators in the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

Figure 3: Data flow for implementers who report on the harmonized M&E Framework



2.7.1 Roles of Key Stakeholders

I. ZPC M&E Department

- a) Manage all aspects of the implementation of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- b) Facilitate funding for key aspects of the M&E implementation of the Integrated M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- c) Ensure that all implementers of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa appoint their M&E Focal Persons.
- d) Develop, and electronically distribute data collection tools for monitoring ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- e) Take note of details of the distribution of data collection tools in its web-based database and where the Book Register will be used.
- f) Build the capacity of all stakeholders who implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa in the reporting system.
- g) Answer all queries relating to the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for the Africa reporting system.
- h) Advocate with development partners and all implementers in terms of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for the Africa reporting system and their requirements.
- i) Liaise with management and M&E Focal Persons to ensure their active involvement in reporting of Integrated M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa
- j) Train all implementers of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa on how to operationalize the developed electronic database and an information management system to electronically capture reporting forms, participatory supervision visit data, and data audit results.
- k) Ensure that updated statistics are sent to all relevant stakeholders for their use.
- l) Implement ongoing communication strategies to promote reporting system of the Integrated M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- m) Compile and analyses quarterly and annual reports or any other information products.
- n) Manage the dissemination of the information products generated by the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa's reporting system, and
- o) Clean data once data auditing results have been presented.

II. M&E Officer /Focal Person

- a) Review the Organization's current monitoring system and assess whether all necessary data from the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa are collected by the Organization.

- b) Create and review all individual data collection tools that are used by the Organization to ensure that the necessary ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa data are collected.
- c) Establish data flow channels for the individual reports to the M&E Focal Person in the Organization.
- d) Train and orient all relevant staff members in the completion of the individual forms and the quarterly ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa reporting.
- e) Participate in participatory supervision visits organized by your organization.
- f) Minimize the possibility of double reporting through liaison with other professional staff in their areas of expertise.
- g) Receive data from different implementers of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa, and follow up with those sectors that have not submitted their data.
- h) Submit the harmonized ZADEP (2021-2026) Output Form to the ZPC M&E officers within the 15-day deadline period.
- i) Provide any additional ZADEP (2021-2026), SDGs, and Agenda 2063 data requested by ZPC and answer questions where necessary.
- j) Attend the feedback workshops organized by the ZPC and your institution, where the QSCR for the previous quarter will be discussed.
- k) When QSCR is received, make sure that it is circulated to senior management in the Organization.
- l) Use QSCR and annual M&E report results when new environmental, technological, economic, and social transformation interventions are planned or revised.
- m) Ensure that reporting on ZADEP (2021-2026), SDGs, and Agenda 2063 monitoring data becomes a part of regular management meetings at the Organization.
- n) Inform ZPC that there is a new M&E Focal Person should the Focal Person leave the Organization or management assign a new M&E Focal Person.
- o) Information about the mechanism that is used to share results of monthly and quarterly service coverage reports within the Organization.
- p) Ensure that proper handover takes place. This handover should include the following:
 - ▶ Provision of M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063
 - ▶ Orientation to the M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063
 - ▶ Provision of file with Zanzibar M&E Framework for ZADEP (2021-2026), SDGs, and Agenda 2063 forms that have been submitted.
 - ▶ Provision of copies of monthly and quarterly service coverage reports

III. The LGAs, Projects Managers and Lower-Level Government Officials

- a) Projects' managers and lower-level government officials (as coordinated by District Commissioners' Offices and Local Government Authorities) will prepare monthly progress reports and submit them to relevant Ministries (with copies to Regional Authorities for information and updating) and ensure that those reports are electronically submitted within 10 days after the end of the month.
- b) Should consolidate monthly reports into quarterly reports and electronically submit them to the relevant Ministries (with copies to Regional Authorities for information and updating) within 15 days after the end of the quarter.
- c) Ensure other beneficiaries and other stakeholders are informed on the outputs and outcomes.

IV. Regional Commissioners / Regional Administrative Officers

The functions of the Regional Commissioner / Regional Administrative Officer include:

- a) Monitoring, supervising, and assisting in the execution of the functions of the government in his region,
- b) Assuring that the policies, plans and directives of the government are observed,
- c) Assuring those resources, both material and manpower are used for development in the economy to enhance welfare,
- d) They are very important coordinators of the implementation of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa
- e) They receive copies of reports from projects managers and lower-level government officials that are to be submitted to Ministries (coordinated by District Commissioners' Offices and Local Government Authorities),
- f) They are involved in validating the authenticity of data and information, endorsing them and sharing them electronically with the Zanzibar Planning Commission, the findings, and recommendations.

V. Umbrella Organization (ANGOZA and others)

- a) Ensure that all implementers who implement interventions related to the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa, and who are members of that umbrella organization, have been trained in M&E concepts and RBM and reporting.
- b) Ensure that implementers of stakeholders appoint Focal Persons, collect routine data, and submit filled Forms.
- c) Support the ZPC M&E staff in carrying out participatory monitoring visits.
- d) Identify constituent members that struggle with ZADEP (2021-2026), SDGs and Agenda 206 reporting, and plan for their mentorship and participatory supervision visits.
- e) Receive data collection Forms from their constituents and use these for their management purposes.
- f) Support M&E officers in the Organization of quarterly feedback workshops
- g) Attend the feedback workshops organized by the ZPC, where the QSCR for the previous quarter will be discussed.

VI. Other key Implementers of ZADEP (2021-2026), SDGs and Agenda 2063 – Related Interventions

- a) All stakeholders who implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa must report to the Zanzibar Planning Commission
- b) Must attend training arranged by ZPC to understand the reporting requirements of the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.
- c) Appoint an M&E Focal Person.
- d) Orient relevant staff members in the ZADEP (2021-2026) reporting system and its requirements.
- e) Develop the necessary data collection tools to ensure that raw data on the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa activities are collected.
- f) Collect individual data through their Organization's functioning monitoring system.
- g) Summarize individual data onto the monthly and quarterly summary form.
- h) Compile and electronically submit ZADEP (2021-2026), SDGs and Agenda 2063 Reporting Form within the required deadline to the M&E officers and M&E department at ZPC.
- i) Advocate for reporting of an Integrated M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa data in all relevant organizations and with colleagues involved in the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063.
- j) Participate in data quality assurance (participatory supervision visits) for those implementers who have submitted the ZADEP (2021-2026), SDGs and Agenda 2063 reporting forms.
- k) Attend the monthly and quarterly feedback workshops at all levels of Implementation of the Integrated M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

CHAPTER THREE:

DATA COLLECTION, ANALYSIS, INTERPRETATION, DATA QUALITY ASSURANCE, MANAGEMENT AND DISSEMINATION

This chapter describes the data collection process, verification and reporting specifications, and roles of stakeholders who report on the harmonized M&E framework for Zanzibar medium-term development strategy, SDGs, and agenda 2063, including the 'who, what, when, where and how of reporting system will be done.

3.1 Data Collection

Data collection is an important exercise for generating information that is useful for monitoring Zanzibar's development plan, SDGs, and agenda 2063 in Zanzibar. There are two ways in which disaggregated and gender-responsive data can be collected; these are

- i. Routine data that emanate from all stakeholders who implement the harmonized M&E framework for Zanzibar Development Plan (ZADEP) 2021-2026, SDGs, and Agenda 2063 for Africa, including public sectors such as MDAs, LGAs, media and Non -State Actors such as CSOs, while
- ii. Episodic data generated from research, national survey, and census.

The Data collection process will be informed by indicators that measure progress towards achievement of the set targets of the ZADEP (2021-2026), SDGs, and agenda 2063. Data collected is required to feed into the resulting framework which contains a list of indicators, targets, baseline, targets, timeframe, and responsible organization. The harmonized Monitoring and Evaluation Framework for the ZADEP (2021-2026), SDGs, and agenda 2063 shall report on intermediate results (outcome) of selected activities. However, sectors and other actors shall report on immediate results (output) of activities to measure performance.

3.2 Data Collection Forms at National Level

At the National level, data collection will mainly have limited sources of information. For ZPC to meet its demand for the required data in monitoring the Zanzibar medium-term development strategy, SDGs, and agenda 2063, tools were developed that will be used for different actors depending on the nature of required data. It is therefore important for the actors to collect, fill in and electronically submit data collection forms on time.

3.3 Types of Data Collected with Data Collection Forms

The type and nature of data to be collected are determined from the set of indicators that are outlined in the resulting framework and will be collected from the day-to-day implementation of the activities.

The Monitoring and Evaluation officers will be responsible for compiling and administering the data collection instruments and coming up with a summary report of what has been implemented under their custodian. These reports will form part

of institutional progress reports and regularly will be produced by all institutions implementing the ZADEP (2021-2026). The sample of data collection forms and a summary report.

3.4 Data Collection and Reporting Specifications

Different tools (hard, soft, and electronic copy) will be used in collecting the data depending on the type of data to be collected. Since there is a long chain of reporting from primary implementers of activities to the final decision-makers of resource allocation for activities. An electronic reporting system will be more emphasized. Therefore, ZPC will put in place the reporting channel to avoid loss of information or breakdown of data flow.

3.5 The Who, How and What Should be Reported to ZPC?

All implementers of the ZADEP (2021-2026) should report all data about the implementation of the strategic interventions to ZPC. Reporting to ZPC will be determined by the nature and type of data. For the case of national survey data, OCGS will directly report to ZPC on any latest available data about the indicators outlined in the resulting framework. For the case of routine data, respective MDAs, LGAs and other actors will report to ZPC through their M & E officers/focal persons. It is important to take into consideration that the data submitted to ZPC should be approved by the permanent secretary/ or any chief executive officer of the institution and must be the same as what has been submitted to OCGS as part of routine work of collection and compilation of statistics.

Therefore, the success of this harmonized M&E framework for ZADEP (2021-2026) depends upon the following logical success factors:

1. Who: Identification of responsible organizations and institutions which take part in the implementation of the ZADEP (2021-2026) to report the results of their works? The role of each organization /institution should be identified in section 2.2.
2. What: Institutions/organizations are supposed to collect, manage, report and document specific results/indicator(s) identified in the M&E framework which also relates to the implementation of ZADEP (2021-2026), SDGs, and Agenda 2063.
3. How: Each implanting partner is responsible to adhere to an electronic M&E system to ensure timely data collection, processing, storage, and dissemination through the comprehensive, web-based Data Repository at the Department of M&E within ZPC.
4. When: Each stakeholder implementing the ZADEP (2021-2026) strategy is obliged to adhere to scheduled and unscheduled (in some cases) reporting time to address data demand for strategic review and document the success.
5. Why: It should be clear that information to answer indicators identified in the ZADEP (2021-2026) are required to measure performance, demonstrate progress, and influence timely informed decisions.

These key logical success factors should go simultaneously with a culture of information sharing and timely reflections.

Figure 4: Key Factors for the Successful Implementation of the harmonized M&E Framework (Who, What, when and why)

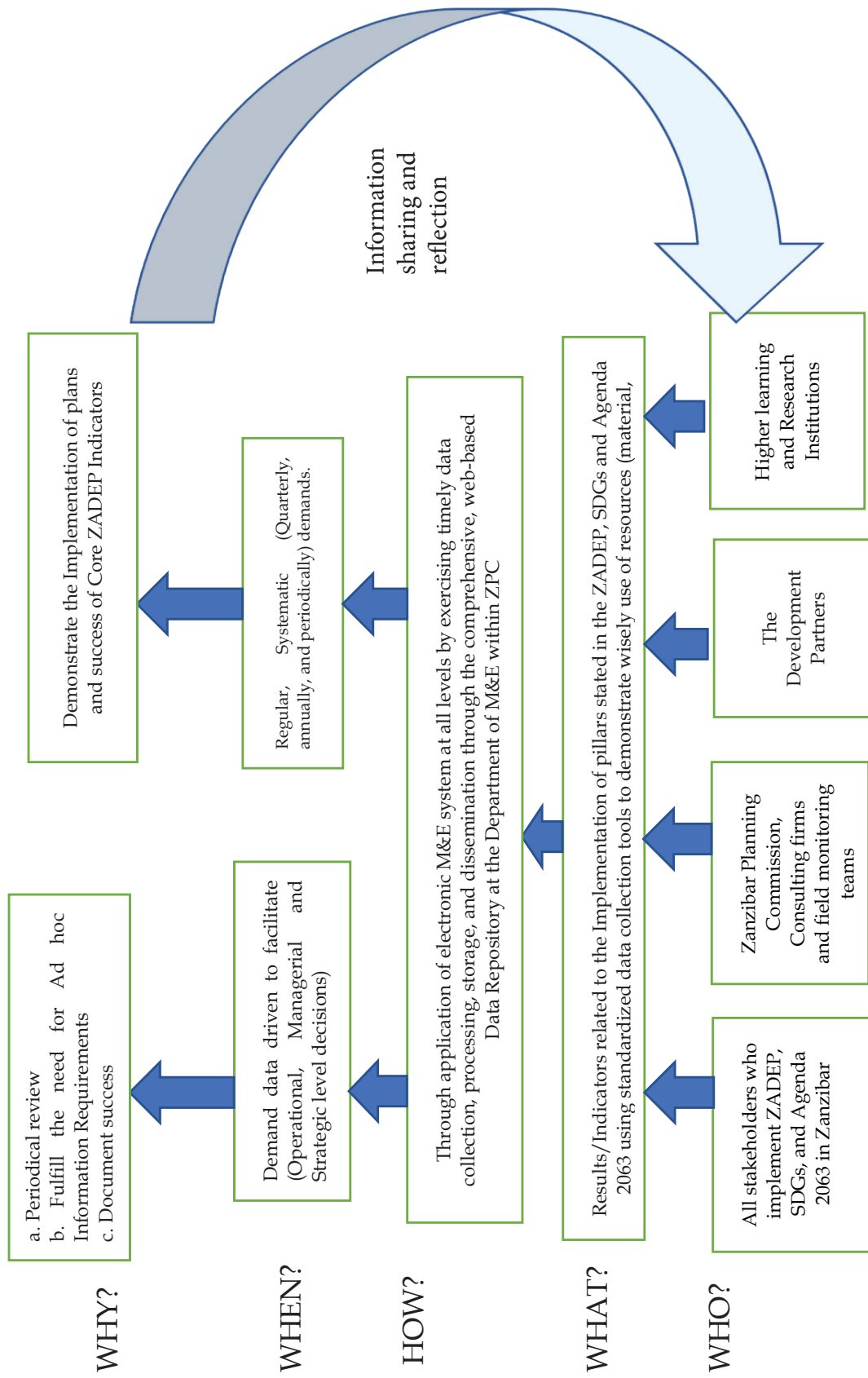
Who: Organizations, institutions supposed to provide M&E report?

What: Necessary information required to answer the need for strategic indicators.

When: Frequency of reporting.

Why: State the reasons for a particular information

Figure 4: Key Success Factors for Monitoring the Zanzibar Development Plan (ZADEP), SDGs, and Agenda 2063



3.6 Format of Data Generated by Key Stakeholders

Data to be submitted to ZPC by MDAs, LGAs, private sectors, media, academia and NSAs will be in the form of electronic (softy copy) and manual (hard copy). Nevertheless, submission of electronic information will be made parallel with the stamped paper document to ensure that, documentation is made officially. This will improve the sense of ownership and ensure the quality of data provided by an institution.

3.7 Compilation of the Data Collection Forms

The department responsible for monitoring and evaluation within ZPC should be responsible for the compilation of data. This will ensure that the multi-sectoral involvement of all key actors; the accepted national and international methodologies and standards are adhered to during the compilation of data.

3.8 Time Frame for Data Collection and Reporting

The data showing the implementation of the ZADEP (2021-2026) shall be produced on annual basis considering that data collection will be done on a short-term basis. The survey data (evaluation data) will be reported based on their availability that is either periodically or annually. Further, an ad-hock report to assess sector performance can be produced at any time data depending upon the institution and ZPC requirements. All implanters and M&E focal persons should understand that they report both outcome and output indicators for ZPC to establish the linkage between implanted activities, their results and the sector and national goals.

Therefore, stakeholders who implement the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa must adhere to the following timeframe in data submission: -

- 3.8.1 Quarterly implementation reports from MDAs, LGAs and NSAs using a standardized reporting template to be submitted electronically to ZPC within 15 days after the end of the quarter (1st quarter ends on 30th September 2nd Quarter ends on 31st December 3rd Quarter ends on 31st March, and 4th Quarter ends on 30th June),
- 3.8.2 Semi-annual implementation report from MDAs, LGAs and NSAs using a standardized reporting template to be submitted to the ZPC within 15 days after the end of the semi-annual period (semi-annual period ends on 31st December each year). This is cumulative of two first-quarter reports.
- 3.8.3 Nine-month implementation reports from MDAs, LGAs, NSAs and other stakeholders using a standardized reporting template are to be submitted to the Zanzibar Planning Commission within 15 days after the end of the nine months (nine-month end by 31st March each year). This is a cumulative nine-month report.
- 3.8.4 The annual implementation reports from MDAs, LGAs, NSAs and stakeholders using a standardized reporting template are to be submitted to the ZPC within 15 days after the end of the financial year period (the financial year ends by 30th June each year). This is a cumulative annual report,

- 3.8.5 The MDAs, LGAs, NSAs and other stakeholders that delay submitting their reports (delays up to the 25th date of the subsequent month of the reporting period) are reminded in writing with an alarm copy to their disciplinary authorities,
- 3.8.6 For the MDAs, LGAs, NSAs and other stakeholders that delay submitting their reports beyond the 25th date of the subsequent month of the reporting period, administrative incentives in the vertical form are applied per the public service regulations.

3.9 Data Verification

Data quality assurance is a crucial aspect of realizing real progress. The monitoring and Evaluation Department at ZPC shall periodically conduct quality assurance of the data collected from stakeholders reporting the implementation of ZADEP (2021-2026) in their sectors. On the other hand, OCGS will establish a mechanism to ensure the good quality of data collected.

3.10 Supportive Supervision Guidelines

To ensure that data reported to the Medium-Term Development Strategy – Electronic Monitoring system is of good quality, ZPC M&E staff and all other stakeholders who implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa whether from private or public will undertake participatory and supportive monitoring visits.

CHAPTER FOUR:

STEPS TO OPERATIONALIZE THE REPORTING SYSTEM FOR ZADEP (2021-2026) AND THE CAPACITY STRENGTHENING STRATEGY

This chapter outlines steps that all stakeholders need to follow in operationalization or scaling up the reporting system and the capacity-building strategy for the implementation of the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa in their institutions.

Based on the Government's structural changes and the emergence of new NSAs / CSOs, the following have to be adhered to: -

4.1 Step-by-Step to Guide the operationalization or scaling-up of the existing or new stakeholders to report on the harmonized M&E framework for Zanzibar Development Plan (ZADEP), SDGs, and Agenda 2063 for Africa

The following steps should be followed to operationalize reporting of this framework.

4.1.1 Ensure the existence of individuals responsible for reporting the performance of the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa

STEP 1: ZPC has to brief the head of the existing and newly established Organizations/ M&E Officers/ M&E focal person on the requirement for reporting, and provide a copy of the harmonized M&E framework for ZADEP, SDGs, and Agenda 2063 for Africa

4.1.2 Training for M&E Officers / M&E focal person

To ensure mutual understanding and uniformity on reporting system, the M&E Officers/ M&E focal person should attend a 3 days orientation training to keep them aware of all strategic pillars of ZADEP (2021-2026), SDGs and Agenda 2063 for Africa prioritized area and indicators to be reported by their respective institutions. ZPC should use the orient and supply tools to be used for data collection and reporting works.

4.1.3 Reporting of the performance of this for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

The M&E Officers / Focal person should report on the performance of the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa, therefore a trained stakeholder should:

4.2 Tips for the M&E Reporting of the Harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa in an Organization.

4.2.1 Criteria for M&E Focal Person to be nominated for reporting the performance of ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa

- Have an eye for detail and good administration skills.
- Be a person that has completed at least an ordinary diploma, with a minimum 2 years of work experience in monitoring and planning,
- Preferably have previous experience in the development of data collection forms,
- Be able to follow a logical work pattern.
- Be able to communicate well with everyone in the organization and motivate them to submit information.
- Be punctual and committed.

4.2.2 Harmonize an Electronic M&E Reporting System for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa within an Organization's Monitoring System

All the disaggregated and gender-responsive M&E data about the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa - related interventions will be requested on the electronic Monitoring form and should be collected as part of the ongoing monitoring of an Organization's interventions.

In case the electronic monitoring system failed, the manual form should be used instead.

4.2.3 Prevent Double Reporting

All stakeholders should ensure that they liaise with other Organizations and suppliers to make sure that there is no double reporting. Stakeholders who implement the M&E framework for ZADEP (2021-2026), SDGs and Agenda 2063 for Africa should always follow the principle that it is the IMPLEMENTER of the activity that does the reporting, and not otherwise.

4.2.4 Synchronize M&E Reporting with Reporting to Other Development Partners

Stakeholders should discuss the M&E reporting requirements for the ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa with their parent Organization and funder. Where possible, try to negotiate for synchronized reporting and the submission of one reporting form.

4.3 The Capacity Strengthening Strategy

To enhance the generation of quality, disaggregated, timely and gender-responsive M&E data to track the performance of the ZADEP (2021-2026), there is a need to execute the comprehensive capacity-strengthening strategies for stakeholders and implementers to impact skills and capability to execute M&E works; as well as to operationalize an electronic M&E system at all levels. The Capacity Building Strategy involves: -

4.3.1 Resources and Capacity Building

The ZPC and stakeholders shall ensure the availability of adequate skilled human resources in all aspects of M&E at all levels of the M&E system. M&E personnel require the sufficient analytical capacity to use the disaggregated and gender-responsive data and produce relevant reports.

To ensure this, the ZPC and stakeholders shall develop/improve M&E human resource capacity through training, providing guidelines and tools, supportive supervision, and mentoring.

4.3.2 Generation of quality disaggregated and gender-responsive data

To enhance the generation of quality M&E data, there is a need to establish and operationalize M&E systems at all levels. This situation calls for comprehensive capacity-strengthening programmes for stakeholders to acquire skills in M&E. The acquired skills in M&E will assist the stakeholders who implement the M&E framework for the ZADEP (2021-2026) in implementing their M&E roles and responsibilities, including generating information that will inform progress in implementation and reporting of the ZADEP (2021-2026).

4.3.3 Mentorship Visits

The purpose of the Mentorship Visits would not only to support the stakeholders who implement the ZADEP (2021-2026) in harmonizing their monitoring system with the M&E reporting system at all levels, but also provide M&E technical assistance to implementers, jointly identify M&E challenges for each implementer, to find solutions to the challenges identified, and ensure the generation of quality, disaggregated and gender-responsive data.

4.3.4 Training Need Assessment

Training needs assessments in M&E will be conducted to identify actual needs and tailored M&E programs developed to address capacity gaps in M&E. Training approaches include on-job training, coaching / mentoring, short and long M&E courses, and workshops. The Capacity Building for M&E would external, internal, and on-the-job training not only to the focal persons in the proposed M&E Units but also to the high-level government officials in the proposed institutional framework involved in day-to-day decision-making. This implies that the capacity building will cut across all levels of the M&E framework including the implementing partners in the community, whose major role is to assess the implementation of ZADEP (2021-2026).

After conducting training, the M&E staff from ZPC will conduct a follow-up with every implementer who participated in an M&E training session. The purpose of the follow-up is not only to support the stakeholders who implement the harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa in harmonizing their monitoring system with the M&E reporting system at all levels, but also to provide M&E technical assistance to identify M&E challenges, find solutions, and to ensure the generation of quality, disaggregated and gender-responsive M&E data at all levels.

4.3.5 M&E Guidelines and Procedures

The ZPC will review and disseminate M&E guidelines and Procedures to ensure the quality of disaggregated and gender-responsive data generated and routinely monitor the implementation of ZADEP (2021-2026) in a standard manner. The M&E framework for ZADEP (2021-2026) is one such document that will be disseminated to all stakeholders. In addition, other documents like the M&E plans will be reviewed and disseminated.

4.3.6 Supportive Supervision Visits

To ensure that the disaggregated and gender-responsive data reported to the Monitoring system is of good quality, M&E staff and all other stakeholders who implement the ZADEP (2021-2026) will undertake participatory and supportive monitoring visits.

Thus, the M&E Department under the ZPC shall organize a series of mentorship visits, as well as supportive supervision.

Further, ZPC shall establish a list of Monitoring, Evaluation and Learning (MEL) trainers to run training, workshops, and mentorship visits to M&E Officers from MDAs and LGAs.

During the implementation of this M&E framework the ZPC shall undertake the following review and disseminate M&E support supervision tools; conduct and support regular M&E supportive supervision and mentorship at all levels and mobilize resources from many different sources to implement M&E work plans.

PRINCIPLES

- The ZPC as well as UNICEF, UNDP, UNRCO, UNAIDS, UNWOMEN and other Development Partners will build capacity of staff and stakeholders of ZADEP (2021-2026), SDGs, and Agenda 2063 on an electronic M&E system and reporting.
- Capacity building will not only consist of once-off training workshops, but also ongoing mentorship through participatory monitoring visits, short and long courses.
- Training on Data verification will consist of data management, record keeping and data quality assurance.

CHAPTER FIVE:

THE M&E FRAMEWORK FOR ZANZIBAR DEVELOPMENT PLAN (ZADEP) 2021-2026

Chapter five defines the M&E Framework for the ZADEP (2021-2026), key performance indicators, and targets, data sources, data management, dissemination, use, evaluation, and surveys.

5.1 The M&E Framework

The monitoring framework for tracking progress is informed by the need to comprehensively monitor the implementation of ZADEP (2021-2026). The framework for the analysis is based on the common steps of the M&E logical framework, which shows how inputs may lead to desirable outcomes.

The ZPC and stakeholders shall apply the M&E Framework for ZADEP (2021-2026) which provides a logical and results-chain representation of the key components of the results-based M&E system.

5.2 KEY PERFORMANCE INDICATORS

Indicators to monitor and measure the progress and performance of the Zanzibar Development Plan (ZADEP) 2021-2026, SDGs and Agenda 2063 are developed through Strategic Pillars and Priority Areas. There are 5 Strategic Areas, each strategic Area has several priority areas

Table 4: Strategic Areas and Priority Areas

SN	Strategic Areas	Priority areas
1.	Exploring Blue Economy Potentials	<ol style="list-style-type: none"> 1. Fisheries, Aquaculture and Marine Resources 2. Sustainable Tourism 3. Seaport and Marine Transportation 4. Oil and Gas
2.	Enabling Environment and Infrastructure Development	<ol style="list-style-type: none"> 1. Land transportation 2. Airports and Air transportation 3. Energy 4. Water, Sanitation and Hygiene 5. Information and communication
3.	Boosting Economic Diversification	<ol style="list-style-type: none"> 1. Agricultural Production and Productivity 2. Industrialization and Trade 3. Creative and Digital Economy 4. Finance and Investment
4.	Human Capital and Social Development	<ol style="list-style-type: none"> 1. Education and training 2. Research and Innovation 3. Health 4. Housing and Settlement 5. Social protection and Employment 6. Culture, Heritage, and sports
5.	Governance and Resilience	<ol style="list-style-type: none"> 1. Land utilization and management 2. Environmental and climate change 3. Safety, security, and disaster management 4. Governing Institutions and Public services

The key indicators are defined and structured to inform on and compare trends across the different indicator domains. The key indicators guide analysis of all the indicator domains – input /process, output, outcome, and impact. The election of the key indicators was through a participatory process, bringing together key decision-makers and stakeholders as per ZADEP (2021-2026). The key performance indicators are based on the following critical variables:

- They reflect all pillars of ZADEP (2021-2026) are aligned to existing national, regional, and global monitoring commitments.
- Considerations of scientific soundness, relevance, usefulness for decision-making, responsiveness to change, and availability of disaggregated and gender-responsive data.
- Responsiveness to the information to be needed for monitoring progress and performance towards the main objectives of the ZADEP (2021-2026).

The baseline and targets were set based on computations that include the likely availability of funding, how this can be translated into intervention access and coverage, and ultimately on impact in addition to considering the national, regional, and international targets.

The assumption was that all factors contributing to the attainment of the targets will be addressed. There will be a review of the indicator targets during the midterm review of the ZADEP (2021-2026) and adjustments made where necessary based on the level of achievement and other factors like funding and responsiveness to the information needs. The key performance indicators, definitions, baseline, targets, and responsible organizations are as shown in Monitoring & Evaluation Plan for the Harmonized M&E framework for ZADEP (2021-2026), SDGs, and Agenda 2063 for Africa.

5.3 Data Sources

The data needs of the ZADEP (2021-2026) are based on agreed performance indicators to facilitate M&E, reporting and decision-making. The main data sources will include.

- **Administrative data:** Reports and databases will provide information on the implementation of ZADEP (2021-2026), supervision, management meetings, logistics management, human resource, financial resource flows and expenditures at all levels.
- **Population-based - surveys:** Surveys mainly done by the National Bureau of Statistics and Office of Chief Government Statistician and other institutions that generate disaggregated and gender-responsive data relative to populations (population studies) as a whole. Research Institutions and academia that carry out policy-related research, clinical trials and longitudinal community studies will also provide data for interpretation and possible use by the ZPC and other stakeholders.

- **Civil registration and vital statistics system:** These will include data and information collected by other stakeholders in collaboration with ZPC and OCGS. It is responsible for registering all vital events including births and deaths.
- **Population and Household Census:** This is done by the National Bureau of Statistics in collaboration with OCGS and is carried out every ten years and will be the primary source of data on the size of the population, its geographic distribution, and the social, demographic, and economic characteristics. Annual projections at the national and sub-national levels will be provided by NBS and OCGS.

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5.4 Data dissemination and use

The disaggregated and gender-responsive data will be packaged and disseminated in formats that are determined by management at the various levels. The timing of information dissemination should fit in the planning cycles and needs of the users through M&E reports, Policy briefs, Data dashboards, websites, score cards, bulletins, case studies, among others. The ZPC shall provide feedback to the reporting stakeholders about the quality of data and reports (completeness, accuracy, and timeliness). Where there are issues for clarifications, stakeholders shall respond to

the feedback according to the agreed timeline. The M&E Department at ZPC will periodically disseminate information on the ZADEP (2021-2026)' performance as collated from its stakeholders.

5.5 Data Communication

The ZPC will use various communication channels including Information Communication Technology (ICT) to ensure access to gender-responsive data and reports. Quantitative and qualitative data will be made publicly accessible through the ZPC and its electronic and web-based website, radio, T.V, video conferencing, teleconferencing, newsletters, booklets etc. The public in general, will also be able to access M&E information through the Zanzibar M&E system website at www.zmes.planningznz.go.tz.

5.6 Evaluation

The ZPC and stakeholders will undertake an evaluation of the overall ZADEP implementation as well as an evaluation of specific programs, projects, policies, and interventions. The ZPC and stakeholders are responsible for the design, management, and follow-up of the ZADEP (2021-2026) related program and project evaluations (including baseline and mid-term reviews). All project evaluations will be conducted by external evaluators to ensure independence. Value for money will be undertaken by the Office of the Auditor- General.

Theme: Blue Economy for Inclusive Growth and Sustainable Development

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
1. GDP per capita at the current price	The average value added per person in terms of output of goods and services for a specified period i.e., one year	The US \$ 1,099 (2020)	US\$ 1800	Zanzibar Statistical Abstract	Annually	Ministry responsible for Finance
2. GDP growth rate	The rate of economic growth from one period to another, adjusted for inflation (i.e., expressed in real as opposed to nominal terms)	1.3 % (2020)	9%	Zanzibar Statistical Abstract	Annually	Ministry responsible for Finance
3. Inflation rate	The rate at which the general level of price for goods and services is rising over a period of time.	3.4 % (2020)	1.2%	Zanzibar Statistical Abstract	Annually	Ministry responsible for Finance
4. Proportion of the population below the basic need's poverty line.	The proportion of people whose income or expenditure is below the basic need's poverty line.	25.7% (2019/20)	17 %	HBS	5 years	Ministry responsible for Finance
5. Proportion of the population below the food poverty line (Extreme Poverty).	The proportion of people whose income or expenditure is below the food poverty line.	9.3% (2019/20)	6 %	HBS	5 years	Ministry responsible for Finance

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
6. Domestic revenue to GDP ratio	The ratio of domestic revenue collected compared to gross domestic product (GDP)	18.7% (2020)	25 %	Zanzibar Statistical Abstract	Annually	Ministry responsible for Finance and Planning.
7. Foreign Direct Investment (FDI) to GDP ratio	The ratio of Foreign Direct Investment (value of cross-border transactions) compared to Gross Domestic Product at current prices.	26.7%	47.3%	Zanzibar Statistical Abstract and PCF	Annually	Ministry responsible for Investment
8. Child food poverty	The proportion of children aged 0-17yrs fails to receive access to constituent nutrition foods due to poverty and low income.	30.1% (2019/2020)	22.3% (2025)	HBS	5 years	Ministry responsible for Finance
9. Proportion of total employment in the blue economy sector to total employment	The numbers of employed person in blue economy compared to the total number of employed.	N/A	60%	Survey	5years	Ministry responsible for the blue economy.
10. Gross investment in	The amount a company has invested in the blue economy in	USD 98.34	USD	Zanzibar Petroleum	Annually	Ministry responsible

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
the blue economy in USD	USD without factoring in depreciation.	million	157.32 million	Development Company(ZPDC) Internal Data		for the blue economy.
11. Life expectancy	The average age at which a person is likely to die	68 years (2020 projected life expectancy)	70 years	Tanzania Population Housing Census (TPHC)	Ten years	Ministry responsible for Health
12. Human Development Index (HDI)	Is a summary measure of average achievement in key dimensions (life expectancy, education, and per capita income) of human development	Tanzania HDI: 0.528 HDI Rank: 159 (2018)	HDI: 0.7 HDI rank: 116	Human Development Report (UNDP)	5years	Ministry responsible for Finance

Strategic Areas 1: Exploring Blue Economy Potential

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
Priority area 1.1: Fisheries, Aquaculture and Marine						
1.1.1 Fish catch	Tons of fish catch.	38.1 tons (2020)	120 tons	Zanzibar Statistical Abstract	Annually	Ministry responsible for Trade/ fishing and blue economy.
1.1.2 Marine products exported.	Tons of seaweed exported.	8,000 tons (2020)	20,000 tons	Zanzibar Statistical Abstract	Annually	Ministry responsible for fishing and blue economy.
	Tons of mud crabs exported	7tons	20 tons	Survey	5 years	Ministry responsible for fishing and blue economy

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
	Tons of sea cucumber exported	1.7 tons	10 tons	Survey	5 years	Ministry responsible for fishing and blue economy
Priority Areas 1.2: Sustainable Tourism						
1.2.1 Number of tourist arrival	The total numbers of people who make trips to the country.	260,644 (2020)	850,000	Zanzibar Statistical Abstract	Annually	Ministry responsible for Tourism
1.2.2 Intended Average Length of stay	The average number of nights the visitors intend to stay	8 nights (2020)	10 nights	Zanzibar Statistical Abstract	Annually	
1.2.3 Average tourist spending per day	The average amount of money that tourist spends per day.	USD 266 (2020)	USD 350	Tanzania Tourism Sectors Survey	Annually	
Priority Areas 1.3: Seaport and Marine Transportation						

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
1.3.1 Number of Passengers by mode of transport (SDGs)	The number of passengers who use either ferries or airplane to come and leave Zanzibar through official ports (both embarked, i.e., departure and disembark, i.e., arrival)	Passengers handled by seaport - Ferries: 2,210,000 (2020)	4,500,000	Zanzibar Statistical Abstract	Annually	Ministry responsible for transport
		Passengers disembarked by flight: 369,912 (2020)	900,000	Zanzibar Statistical Abstract	Annually	Ministry responsible for transport
		Passengers who departed by flights-Airplane: 374,230 (2020)	800,000	Zanzibar Statistical Abstract	Annually	Ministry responsible for transport
1.3.2 Freight volumes, by mode of transport, disaggregated by types of loans serviced (SDGs)	The total volume of load serviced	Freight loaded by air: 138.13 tones (2020)	250 tones	Zanzibar Statistical Abstract	Annually	Ministry responsible for transport
		Freight off-loaded by air: 1,864.2 tones (2020)	8,000 tones	Zanzibar Statistical Abstract	Annually	Ministry responsible for transport

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
		Freight handled at sea port: 68,707-Teus,	90,000 Teus	Zanzibar Statistical Abstract	Annually	Ministry Responsible for Transport
		Loose cargo tones (2020) 587,144	1,800,000 tones	Zanzibar Statistical Abstract	Annually	Ministry responsible for transport
Priority Areas 1.4: Oil and Gas						
1.4.1 Proportion of government expenditure on Oil and Gas exploration	Amount of government expenditure on oil and gas exploration as a total per cent of government expenditure	U\$D 61,203,529.00 (2016/22)	U\$D 101,978,960 .00	Progress report	Annually	Ministry responsible for the blue economy
1.4.2 Proportion of employment in oil and gas to total employment	Per cent of the recruited workforce on oil & gas as a per cent of total employment.	TBD (numbers)	TBD	Survey	5 years	Ministry responsible for the blue economy.

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
Strategic Areas 2. Enabling Environment and Infrastructure						
Priority Areas 2.1: Land Transportation						
2.1.1 The proportion of paved road type disaggregated by type of road	The length of paved roads divided by the total length of roads	62% (2020)	85%	Zanzibar Statistical Abstract	Annually	Ministry responsible for Transport
Priority Areas 2.2: Airport and Air Transportation						
2.2.1 Average time for passenger clearance (departures/arrivals)	This is the time taken for the passengers to accomplish formalities necessary to allow them to enter or depart as a proportion of the total number of passengers who arrived or departure	1hrs /45 min, 2019	40min /40min	ZPC, Evaluation of airport services report, 2019	2 years	Ministry responsible for Transport
2.2.2 Number of Aircraft rescue and firefighting simulator acquired	Number of Aircraft rescue and firefighting simulator acquired	2	3	Performance report	Annually	Ministry responsible for regional Administration and Local

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
						Government and Special Department
Priority Areas 2.3: Energy						
2.3.1 The proportion of households connected to electricity, disaggregated by area (SDGs 7.1.1)	Number of households connected to electricity, as a percentage of the total number of households in a particular area	57% (2019/20)	73%	Zanzibar Household Budget Survey (ZHBS)	5 years	Ministry responsible for Electricity
2.3.2 The proportion of household using other energy sources for cooking, disaggregated by area and type (ZADEP, SDGs)	Number of households using energy sources such as gas/biogas, charcoal, kerosene, and firewood for cooking, as a percentage of the total number of households in a particular area	Charcoal: 34.1% (2019/20) (Rural 13.1%; urban 60.3%)	67%	ZHBS	5 years	Ministry responsible for energy
		Firewood: 52.8% (2019/20) (Urban 18.3%; Rural 80.5%)	60%	ZHBS	5 years	Ministry responsible for energy

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
		Gas: 7.7 % (2019/20) (Urban 14.5%; Rural 2.4%)	15%	ZHBS	5 years	Ministry responsible for energy
2.3.3 The proportion of households who own mobile phones (ZADEP)	Number of households who own mobile divided by the total households	92.1% (2019/20) (Rural 89.6%; Urban 95.2%)	98%	ZHBS, Mobile Telephone Survey	5 years	Ministry responsible for communication
2.3.4 Average electricity tariff rate (TZS per KWh)	This is the unit price to the total electricity tariff x 100	266 (Year)	240	ZECO progress Reports	Annually	Ministry responsible for Energy, ZECO
2.3.5 Total official development assistance on infrastructure (SDGs)	Total ODA and other official flows including finance and in-kind support from all donors to support infrastructure	TBD	TBD	Development Partners' commitment	Annually	Ministry responsible for Finance and Planning

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
2.3.6 Renewable energy share in the total final energy consumption (SDGs)	It is the percentage of final consumption of energy derived from renewable resources	N/A	19.4%	Zanzibar Statistical Abstract	Annually	Ministry responsible for Energy
Priority Areas 2.4: Water, Sanitation and Hygiene						
2.4.1 Water supply to demand ratio	The volume of water supplied as a percentage of total water demand	69.6% (2020)	72%	Zanzibar statistical abstract	Annually	Ministry responsible for Water
2.4.2. Proportion of households using protected water sources	Number of households using protected water as a percentage of total households	91.1 % (2019/20)	100	HBS	5 years	
2.4.3. Proportion of households using improved toilet facilities	Number of households using improved toilet facilities as a percentage of the total number of households in the population	84% (2019/20)	100%	HBS	5 years	Ministry responsible for regional administration and local government
2.4.4 Proportion of total waste product collected and properly disposed	Tons of waste products collected and disposed of at technical landfill sites as a percentage of the total	55%	80%	Performance report	Annually	

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
at Technical landfill sites	tons of waste product generated.					
2.4.5 Proportion of Urban areas with Sustainable Sewerage Services	Number of Municipalities with Sustainable liquid waste management services as a percentage of the total number of Municipal Council	1	6	Performance Report	Annually	Ministry responsible for regional administration and local government
Priority Areas 2.5: Information and Communication						
2.5.1 Proportion of individuals using the Internet (SDGs)	Number of individuals/persons who used the Internet for different purposes, divided by total individuals/persons	16.8 % (ZHBS 2019/20)	60%	ZHBS	3 years	Ministry responsible for Information
2.5.2 Number of Registration Centers with user friendly public e-service	Number of registration centers with citizen-centric e-services out of total number of centers	2	11	Performance Report	Annually	Ministry responsible for regional administration and local government

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
Strategic Areas 3. Boosting Economic Diversification						
Priority area 3.1: Agricultural Production and Productivity						
3.1:1 The proportion of household that is food secured.	Numbers of households with sufficient, safe, nutritious, food to maintain a healthy and active life, as a percentage of the total number of households in a particular area.	48.9% (2019/20)	65%	HBS	5 years	Ministry responsible for Agriculture
3.1.2 Direct employment in the agricultural sector (% of total employment)	Percent of the directly employed workforce in agricultural among total employee in the agricultural sector.	35.7 % (2020/21)	55%	ILFS	5 years	Ministry responsible for Agriculture.
3.1.3 Proportion of major food crops production	Percentage of major food crops production that is cultivated out of total food crops production.	86.1 % (2020)	92%	Zanzibar Statistical Abstract	Annually	Ministry responsible for agriculture.
Priority area 3.2: Industrialization and Trade						

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
3.2.1 Growth rate of manufacturing to GDP	Percentage change in the total output value manufacturing sector to the overall GDP.	6.5% (2020)	10 %	Zanzibar Statistical Abstract	Annually	Ministry responsible for Trade
3.2.2 Value of trade	The total value of export and import of goods.	TZS 913 Billion (2020)	1,459, Billions	Zanzibar Statistical Abstract	Annually	Ministry responsible for Trade
3.2.3 Proportion Import value to GDP ratio	Proportion of import value as a percentage of GDP	20.1% (2020)	25% (2026)	Zanzibar Statistical Abstract	Annually	Ministry responsible for Trade
3.2.4 Export value to GDP ratio	Proportion export value as a percentage of GDP	1.6% (2020)	3%	Zanzibar Statistical Abstract	Annually	Ministry responsible for Trade
Priority area 3.3: Creative and Digital Economy						
3.3.1 Share of the creative and digital economy to total service sector production	Contribution ratio of the digital economy (computing) over total service sector production.	TBD	7%	Surveys	Annually	Ministry responsible for Finance and Planning

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
3.3.2 Proportion of customers using mobile and internet banking	Number of customers using mobile and/or internet banking as a percentage of total bank customers	TBD	100	Progress report	Annually	Ministry responsible for communication
Priority area 3.4: Finance and Investment						
3.4.1 Total credit to the private sector as a ratio to GDP	The sum of the financial resources that are provided to the private sector over Gross Domestic Product.	TBD	TBD	Zanzibar Statistical Abstract	Annually	Ministry responsible for Finance
3.4.2 Proportion of employment created by Investment projects	Number of employed person in Investment projects as percentage of total employment	7841 (13%) based on CCM manifesto 60,000 employment per year (2021) article 139(b)	(55%)40,000 (2026)	ZIPA progress report	Annually	Ministry responsible for Investment
3.4.3 Proportion of	Number of Entrepreneurs or	TBD	120,000	Progress	Annually	Ministry

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
3.4.3 Proportion of Entrepreneurs or business person received loans	Number of Entrepreneurs or business person received loans from financial Institutions as percentage of total of Entrepreneurs and business person applied loans	TBD	120,000	Progress Report	Annually	Ministry responsible for employment
3.4.4 Ease of doing business ranking	The relative position is taken in doing business index that measures countries' ease and simplicity of regulation for business as well as strength of property rights	101 (2020)	60	World Zanzibar business enabling environment Report	Annually	Ministry responsible for Trade
3.4.3 ATM-population ratio	Number of Automated Teller Machines (ATMs) per 100,000 adults	7%	30%	Progress report	Annually	Ministry responsible for finance
3.4.4 Commercial Bank/ population ratio	Number of Commercial bank branches per 100,000 adults (SDGs)	14	20	Progress Zanzibar Financial sector report	Annually	Ministry responsible for finance department

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
3.4.5 The debt to GDP ratio	The ratio of a country's public debt to its total GDP	(N/A)	55%	Progress report	Annually	Ministry responsible for Finance and Planning
Strategic Areas 4. Human Capital and Social Development						
Priority areas 4.1: Education and Training						
4.1.1 Net attendance rate, disaggregated by level of education and sex	Number of children of official school age who are attending school as a percentage of the total children of the official school-age population	93.6 % (2019/20)	93.6%	HBS	5 years	Ministry responsible for education
4.1.2 Proportion of schools with access to electricity, computer, basic drinking water, sanitation services and	The number of schools with access to electricity, internet, computers, basic drinking water and sanitation services to the total number of schools	Electricity: Pre-primary: 80.2% Primary: 92.7% Secondary: 97.3% (2019)	100%	Educational Abstract	Annually	Ministry responsible for education

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
Internet (SDG)		Computers: Pre-primary: 0% Primary: 42% Secondary: 65.5% (2019)	10% 50% 80%			
		Basic drinking water: Pre-primary: 89.3% Primary: 92% Secondary: 95.7% (2019)	100%			
4.1.3 Pass rate, by level	The number of students who passed their examination according to set criteria as a percentage of all students sat for the examination. (disaggregated by levels)	STD 7: 0 (2021)	100%	Zanzibar Statistical Abstract	Annually	Ministry responsible for education
		Form II: 77.1% (2020)	100%	Zanzibar Statistical Abstract		Ministry responsible for education
		Form IV: 67.8 (2020)	100%			

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
		Form VI: 96.9% (2019/20)	100%			
4.1.4 Percentage of households within 2 km to primary school	The percentage of households located within the radius of 2 km to primary school	90.1 % (2019/20)	95%	HBS	5 years	Ministry responsible for Education
4.1.5 Literacy rate by sex and Area	The proportion of the population above 10 years of age who can both read, write and simple arithmetic with an understanding of short, simple statements on his/her everyday life	87.4%	95%	HBS	5 years	Ministry Responsible for Education
4.1.6 Net enrolment rate	Number of children official school age who are enrolled as a % of the total children of the official school-age population	81.4% (2019/20)	90%	HBS	5 years	
	Primary	81.4% (2019/20)	95%	HBS	5 years	
	Secondary (FI - IV)	52.1% (2019/20)	80%	HBS	5 years	

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
4.1.7 Proportion of teachers qualified in science or technology/engineering /mathematics by sex and education level (Agenda 2063)	Number of qualified teachers qualified in science subjects as a percentage of total qualified teachers.	Primary: 13.75% Secondary: 24.38%	70%	Education Management Information System	Annually	Ministry Responsible for Education
Priority areas 4.2: Research and Innovation						
4.2.1 Research and development (R&D) expenditure as a proportion of GDP (SDG)	Is the amount of R&D expenditure divided by the total output of the economy	TBD	1%	Progress report	Annually	-Ministry Responsible for Finance
Priority areas 4.3: Health						
4.3.1 Mortality rate (Perinatal, neonatal, infant, child, maternal)	Perinatal Mortality Rate (per 1,000 live births)	49 (2015/2016)	38	TDH-MIS	5 years	Ministry Responsible for Health
	Neonatal mortality rate (per 1,000 live births)	28	25	TDH-MIS	5 years	

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
	Infant mortality rate (per 1,000 live births)	45 (2015/2016)	15	TDH-MIS	5 years	
	Under five mortality rates	56 (2015/2016)	19	TDH-MIS	5 years	
	Maternal Mortality rate per 1,000 live births)	144/100,000 (2020)	96/100,000	DHIS2	Annually	
	Institutional maternal mortality ratio per 100,000 live birth	120(2020)	100	DHIS2	Annually	
4.3.2 Mortality rate (%) attributed to common NCDs (Cardiovascular disease, cancer, diabetes, or chronic respiratory disease)	Number of deaths due to NCD as a percentage of all deaths	4.9%	4.5%	Annual Health Bulletin	Annually	
4.3.3 Prevalence of malnutrition among children under 5 years of age, disaggregated by stunting, wasting and	Number of children under five years of age that are moderately or severely malnourished and leading to stunting, wasting and/or underweight, compared to the	Stunting: 21.5% (2018 TNNS):	15%	TDH-MIS	5years	
		Wasting: 7.1% (2018 TNNS):	< 5%			

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
underweight	total number of under-5 children	Underweight: 14% (2018)	9.8%	TNNS	5 years	Ministry Responsible for Health
4.3.4 Proportion of Household using protected water source for drinking	The number of households that uses protected water sources for drinking	91.5% (2019/2020)	95%	HBS	5 years	Ministry responsible for water
4.3.5 Death rate due to road traffic injuries	The number of road traffic fatal injury deaths per 100,000 population.	1.8% (2018)	N/A	Health Bulletin	Annually	Ministry responsible for Health
4.3.6 Doctor-to-population ratio	The ratio represents the number of individuals served by one doctor in Zanzibar	1/4374 (2021/22)	N/A	Health Performance Report	Annually	Ministry responsible for Health
4.3.7 HIV incidence rate	The estimated number of persons newly infected with HIV during a specified period (e.g., a year), or as a rate calculated by dividing the estimated number of persons newly infected with HIV during a specified time period by the number of persons at risk for HIV	0.02% (2021/22)	N/A	Annual ZIHTBLP Report	Annually	

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
	infection.					
4.3.8 HIV prevalence rate	Number of the population with positive HIV test as a percentage of the total population in a given period	0.4% (2017/18)	0.3%	THIS	5 years	Ministry responsible for Health
4.3.9 AIDS mortality Rate per 100,000 per year	Number of all AIDs-related deaths as a proportion of all deaths in Zanzibar for a given period	7.8 (2017)	3.1	Zanzibar Spectrum file	Annually	
4.3.10 Percentage of people ages (15– 49) expressing accepting attitudes towards PLHIV	Numerator: Number of people ages 15–49 who respond “No” or “It depends” to either of two survey questions on stigma against people with HIV Denominator: Number of women and men ages 15–49 years who have heard of HIV	73.7% (2012)	90%	THIS/THMIS	5-years	
4.3.11 Malaria incidence rate population	The number of malaria confirmed cases in every 1000 people	0.2% (2017)	0%	Tanzania Malaria	5years	

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
4.3.12 Modern Contraceptive Prevalence Rate	Percentage of women aged 15-49 years who are currently using, or whose sexual partner is using at least one among modern family planning methods.	14% (2015/16)	34.6% SP	Indicator survey TDH-MIS		
4.3.13 Proportion of birth attended by skilled health personnel (SDG 3.1.2)	Number of births attended by professional health personnel as a percentage of total health personnel	76.9% (2019/20)	85%	Secondary analysis of 2019/20 HBS	5 years	Ministry responsible for Health
Priority areas 4.4: Housing and Settlement						
4.1.1 The proportion of households living in the modern house (walls, roof, and floor) (SDGs)	Number of households living in houses with modern walls (stone, cement brick, baked bricks, sundried) as a percentage of the total number of households	82.3% (2019/20)	87.3%	ZHBS	5 years	Ministry responsible for Land
	Number of households living in	91.3% (2019/20)	96.3%	ZHBS	5 years	

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
	houses with modern roofs (iron sheets, tiles, asbestos sheet) as a percentage of the total of households					
	Number of households living in houses with modern floors (concrete cement, tiles, timber, vinyl) as a percentage of total households	82.7% (2019/20)	87.7%	ZHBS	5 years	
Priority areas 4.5: Social Protection and Employment						
4.5.1 Proportion of vulnerable (poor) households served by social protection schemes	The number of poor households served by social protection schemes as a percentage of total eligible households.	65.%	100%	Implementation progress report (TASAF)	Annually	The Second Vice President Office
4.5.2 Proportion of poor households involved in PSSN saving	Number of PSSN /poor households saving groups	36,767(70%) 2021 yr	52,523 (100%)			
4.5.3 Proportion of poor households attend in	Number of poor households attend	3,000 (2021)	39,000			

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
Public works Projects	in public works Projects		(2025)			
4.5.8 Labor force participation rate	The ratio of the Labor force to the working-age population expressed as a percentage	76.0% (2020/21)	80.5%	ILFS	5 years	Ministry Responsible for Labor
4.5.9 Proportion of women in public decision-making positions	Number of Women in key public decision-making positions as a total percentage of all citizens in leadership positions (disaggregate by management position)	(2020) Ministers: 31% Councilors: 25% Principal Secretaries: 30% Judges: 37.5% Shehas :14.2% Directors: 24% Managers: 25% Court Magistrates: 36.2% Member of the House of Representatives: 38.7%	50%	Zanzibar Statistical Abstract	Annually	Ministry responsible for women
4.5.10 Proportion of youth (aged 15-35) not	This indicator conveys the proportion of youth (aged 15-35)	27.6%	17.3%	Integrated Labor Force	5 years	Ministry Responsible

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
in education, employment, or training	years) not in education, employment, or training	(2020/21)		Survey (ILFS)		for Labor
4.5.11 Proportion of youth (aged 15-24) not in education, employment, or training	This indicator conveys the proportion of youth (aged 15-24 years) not in education, employment, or training	33.6% (2020/21)	22.1%			
4.5.12 Proportion of Children experiencing physical, Psychological and/or sexual abuse	Number of children aged 0-17years experienced physical, Psychological and/or sexual abuse as a percentage of all children aged 0-17years	TBD	TBD	Annual progress report	Annually	Ministry responsible for Children
4.5.13 Proportion of charges on violence against women and children cases reported and concluded by age, sex, and disability.	The number of charges for violence against women and children cases concluded, as a percentage of total violence cases reported.	34%(2021/22)	15%	Annual progress report	Annually	Ministry Responsible for Women and DPP
4.5.14 Unemployment rate by sex, age, and persons with disability	The unemployment rate conveys the percentage of persons in the	19.7% (2020/21)	9%	ILFS	5 years	Ministry Responsible

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
(SDG 8)	labor force who are unemployed.					for Labour
4.5.15 Proportion of informal employment in nonagricultural employment by sex (SDG 8.8.3.1)	Number of the informal employment in the non-agricultural sector as a percentage of total employee	67.5% (2020/21)	11%	2020/21 ILFS		
4.5.1 Annual growth rate of real GDP per employed person (SDG 8)	Annual percentage change in real Gross Domestic Product per employed person.	-0.7%	N/A			
Priority areas 4.6: Cultural, Heritage and Sports						
4.6.1 Proportion of youth employed in sports segregated by type.	Number of youths employed in sports as a percentage of total youth employed	TBD	TBD	Progress report	Annually	Ministry responsible for sports
4.6.2 Percentage Share of cultural heritage sites on	Value contribution of cultural heritage on GDP	TBD	TBD	Annual progress report	Annually	Ministry responsible for Culture/OC

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
GDP						GS
4.6.3 Number of medals and trophies won in international tournaments	N/A	26	40	Progress report	Annually	Ministry responsible for sports
Strategic Areas 5. Governance and Resilience						
Priority areas 5.1: Land Utilization and Management						
5.1.1 Proportion of land allocated by categories	Number of lands allocated by categories (settlements, agriculture, industry, open space, and recreational areas) as a percentage of the total land of Zanzibar Islands	Settlements 10 %	10%			Ministry responsible for Lands
		Agriculture 67%	63%			
		Industry: 2%	3%			
		Open space and recreational services: 4%	5%			
		Land reserves: 17%	19%			

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
5.1.2 Proportion of land recycled as a share of total land area	Number of areas recycled over the total number of areas planned for recycling	TBD	TBD		Annually	
5.1.3 Proportion of urban population living in informal settlements or inadequate housing (SDGs 11.1.1)	Number of urban populations living in informal settlements divided by total urban population	TBD	TBD	Annual performance report	Annually	Ministry responsible for Lands/settlement/housing
	Number of urban populations living in inadequate housing divided by total urban population	TBD				
5.1.4 Proportion of total adult population with secure tenure rights to land, with legally recognized documentation and who perceive their rights to land as secure, by sex and by type of tenure (SDGs 1.4.2)	Number of the adult population with secure tenure rights to land, with legally recognized documentation and who perceive their rights to land as secure, by sex and by type of tenure divide by the total adult population	TBD	TBD			
Priority areas 5.2: Environment and Climate Change						

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
5.2.1 Land area restored from seawater intrusion/inundation	Area of nature-based solutions to rehabilitate and restore affected land	230 hectares	328 hectares	Department of Environment Project Implementation report	Annually	Ministry responsible for Environment
	Area of hard-measure solutions to rehabilitate and restore affected land	2610 meters	6210 meters	Department of Environment Project Implementation report	Annually	
5.2.2 Proportion of fish stock within safe biological units	Number of fish stock within the safe biological unit as a percentage of total fish stocks	TBD	TBD	Survey		Ministry Responsible for Fishery
5.2.3 Proportion of terrestrial and marine areas protected	Number of terrestrial and marine areas protected, as a percentage of total protected areas	Terrestrial: 16% (2020)	23%	Declaration	Annually	
		Marine: 8.1% (2020)	15%		Annually	

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
5.2.4 Afforestation rate	Areas of forest restored, compared to the total forest area	640 hectors(2015/16)	4,000 hectares	Annual tree planting report	Within 5 years	Ministry responsible for Forestry
5.2.5 Forest area as a proportion of total land area (SDGs)15.1.1	Forest area compared to total land area	181,538 hectors (2020)	TBD	Performance report	Annually	
5.2.7 Proportion of areas affected by environmental degradation surveyed and improved	The number of official sites of mining quarries (sand, murram and soil) rehabilitated as a percentage of the total official mining quarries recorded.	7.2% (2020) mining quarries	30.1%	Annually performance report	5 years	Ministry responsible for Minerals
5.2.8 Proportion of activities with reduced economic, environmental, and social risks	Number of development projects complied with environmental requirements as percentage of planned projects	85% (2021)	100%	ZEMA Progress report	Annually	Ministry responsible for the environment
Priority area 5.3: Safety, Security and Disaster Management						

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
5.3.1 Proportion of people rescued from all types of emergencies	Number of people rescued divided by the total number of people affected by any emergency, multiplied by 10	Marine accidents: 60% (2020)	100	Disaster Management Information System	Annually	Disaster Management Commission
		Floods: 98% (2020)	100%			
5.3.2. Proportion of public and private sector facilities with access to early warning information system	Number of public and private sector facilities with access to early warning system as a percentage of total facilities	90% (2020)	100%	Disaster Management Commission	Annually	
5.3.3 Proportion of households with access to early warning information	Number of households with access to early warning information as a percentage of total households	59%	70%	Disaster Implementation Report	Annually	
5.3.4 Proportion of local governments that adopt and implement local disaster risk reduction strategies	Number of local governments that adopt and implement local disaster risk reduction strategies as a percentage of total LGAs	70%	100%			

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
5.3.5 Proportion of deaths and missing peoples from disasters per 100,000 people annually	No. of deaths from disasters per 100,000 people annually as a percentage of the total number of affected peoples from disasters	59%(2019)	30% (2026)			
	No. of missing peoples from disasters per 100,000 people annually as a percentage of the total number of affected peoples from disasters	N/A	20%			
Priority area 5.4: Governing Institutions and Public Services						
5.4.1 Crime rate	Number of recorded crimes per 100,000 population in a given period	8% (2015)	5%	Constitutional Affairs Annual progress report	Annually	Ministry responsible for the judiciary
5.4.2 Corporate Governance Index	Ranking of institutions according to their compliance with corporate governance principles (accountability, transparency,	0 %	100 %	Annual progress report	Annually	Ministry responsible for Good Governance

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
	responsibility, and integrity)					
5.4.3 Proportion of young women and men aged 18-24 years who experience sexual violence before the age of 18 (SDGs)16.2.3	Number of young women and men aged 18-24 years who experienced sexual violence before 18year as a percentage of a total population group	Male: 7/10 Female: 6/10 2015/16	0	TDH-MIS	5years	Ministry responsible for Women
5.4.4 Percentage of outstanding court cases for two or more years, by type of case	Number of cases in court that have not been concluded for more than two years, as a percentage of total cases in court	43.5% (2014)	5%	Ministry of Constitutional Affairs Annual performance report	Annually	Ministry responsible for the judiciary
5.4.5 Proportion of government services digitalized	Number of digitalized government services as a percentage of total Public services	20%	75%	Annual performance report	Annually	E-government authority
5.4.6 Proportion of the public satisfied with public services. (Public satisfaction	Number of people satisfied with public services as a percentage of the total population	N/A	75%	Annual performance report	Annually	Ministry responsible for good government

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
index)						
5.4.7 Rate of Job satisfaction by public employees	Number of public employees satisfied by their jobs as a percentage of total public employees	N/A	80			
5.4.8 Corruption Perceptions Index	Ranking position of the country according to the extent to which corruption is believed to exist	Tanzania: 94 (2020)	75	Corruption Perception Index report	Annually	Ministry responsible for good governance
5.4.9 Percentage of people who believe that there are effective mechanism and oversight institutions to hold their leaders accountable (Agenda 2063)	Total number of people who believed that effective mechanism and oversight institution to hold their leaders accountable against of all population	0%	100%	Assessment report	Annually	
5.5.0 Percentage of Voter turn out	Number of voters turn out in Election as a percentage of number of voters in permanent	88.07% (2020)	100%	Zanzibar Electoral Commission	5years	Zanzibar Electoral Commission (ZEC)

Indicators	Indicator definition	Baseline	Target (2026)	Data source	Frequency	Responsible Institution
	register book			Report (ZEC)		
5.5.1 Percentage of special members of special groups (Women, Youth and People with disabilities) fully involved in decision making in the house of representative	Number of members of special groups (Women, Youth and People with disabilities) fully involved in decision making in the house as a total percent of each special group	Women 2	4 %	Zanzibar House of Representative Statistical Report	5 years	House of Representative Zanzibar
		Youth 0	1%		5 years	
		People with disabilities (0)	3%			
5.5.2 percentage of the House of Representative leaders by gender	Number of the House of Representative leaders by gender	50% Female 50% Male	50% Female 50% Male		5 years	
5.5.3 Percentage of the Standing Committees leaders by gender	Number of the Leaders by Gender	50% Female 50% Male	50% Female 50% Male	Zanzibar House of Representative Statistical Report	5 years	House of Representative Zanzibar
5.5.4 Number of Seminar/workshop/training on human right, corruption, Government Oversight	Number of Seminar / workshop / training on human right, corruption, Government Oversight	1 (2020)	8 per year		annually	

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ZANZIBAR PLANNING COMMISSION

ANNEX 2: FORM M&E 01 - QUARTERLY MONITORING FORM

A. Information About the Organization

Particular	Description
Name of Institution	
Type of Institution (Government, CSOs, Private Sector)	
Postal Address	
Office Telephone	
Office Email Address	
Name of M&E Focal Person	
Contact details of M&E Focal Person	
Telephone	
Email Address	
Period of Reporting	
Date of Submission of the form	

B: Description of the Project

Assign to the Project type		Start Date:	End Date	Duration Unit	Phase
Description:	enter project description	dd/mm/yyyy	dd/mm/yyyy	dd/mm/yyyy	
Title/Name of the Project		Sponsor Type			
Type	Program/ Project aligned with	Program/Project Status	Sector	Internal Code	Duration of the Program/Project

C: Implementation Information About the Program/Project

Strategic Area	Priority Area	Planned Activity	Key Performance Indicator	Baseline	Target		Planned Expenditure Quarter	Disbursed Expenditure Quarter	Actual Expenditure Quarter	Actual Implementation Quarter	% of Implementation Quarter	% of Implementation Annual	Remarks
					Quarter	Annual							

I verify that the information in this form is accurate and based on the records kept by my organization.

Name:

Title:

Signature

Date:

Approved by Head of Organization:

Name:

Title:

Signature:

Date:

STAMP

Thank you for completing the Form.

FOR OFFICIAL USE ONLY

Date received		Date verified:	
Received by:	Name:	Verified by:	Name:
	Signature:		Signature:



ZANZIBAR PLANNING COMMISSION

ANNEX 3: FORM M&E 02 - ANNUAL MONITORING FORM

A. Information About the Organization

Particular	Description
Name oof Institution	
Type of Institution (Government, CSOs, Private Sector)	
Postal Address	
Office Telephone	
Office Email Address	
Name of M&E Focal Person	
Contact details of M&E Focal Person	
Telephone	
Email Address	
Period of Reporting	
Date of Submission of the form	

B: Implementation Status of Institution Intervention as per ZADEP (Please fill in for indicators that are relevant to your Organization)

Strategic Areas	Priority Area	Performance Indicators	Definition	Baseline	Data Source	Target	Status	Remarks
Theme: Blue Economy for Inclusive Growth and Sustainable Development 1. Exploring Blue Economy Potentials								
	1. Fisheries, Aquaculture and Marine Resources							
	2. Sustainable Tourism							
	3. Seaport and Marine transportation							
	4. Oil and Gas							
2. Enabling Environment and Infrastructure Development	1. Land transportation							
	2. Airports and Air transportation							
	3. Energy							
	4. Water, Sanitation and Hygiene							
	5. Information and communication							

I verify that the information in this form is accurate and based on the records kept by my organization.

Title:
Signature
Date:
Approved by Head of Organization:
Name:
Title:
Signature:
Date:

STAMP

Thank you for completing the Form.
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Date received		Date verified:	
Received by:	Name:	Verified by:	Name:
	Signature:		Signature:



ZANZIBAR PLANNING COMMISSION

ANNEX 4: FORM M\$E 03 - RESOURCE TRACKING

1: Resources of Status of Institution Intervention

Development Programme or Project									
Recurrent Activity:									
Period Time From:	dd/mm/yyyy	To:	dd/mm/yyyy	Report Period	Currency	Total Amount	Type of Financing		
Source of Fund									
Particulars	Source of Fund								
	Government (SMZ)	Development Patners (DP) TZS		Others TZS		Total Amount	Percentage		
		Grant	Loan	Grant	Loan				
Planned Expenditure									

Disbursed Expenditure									
Actual Expenditure									
Percentage of Actual Against planned expenditure									
Percentage of Actual Against disbursed expenditure									

I verify that the information in this form is accurate and based on the records kept by my organization.

Name:

Title:

Signature

Date:

Approved by Head of Organization:

Name:

Title:

Signature:

Date:

STAMP

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Date received		Date verified:	
Received by:	Name:	Verified by:	Name:
	Signature:		Signature:

ANNEX 5:

NARRATIVE MONITORING AND EVALUATION PROGRESS REPORT FORMAT

(Please write summary with not more than five pages)

Reporting period:

SECTION ONE: PLANNING:

Budget Term: yyyy

P1: What are the result expected to be achieved by your project/program

P2: What are the activities planned for project intended to implement:

SECTION TWO: IMPEMETATION:

I1: What is the actual implementation to date:

I2: What activities have you planned to implement 2022/23 but you have not yet implemented

I3: If not implemented Why

I4: Which activities that you have not planned to implement in 2022/23 but they implemented

I5: If implemented Why?

I6: What is the Strategic action undertaken to ensure the activities have you planned to implement 2022/23 but you have not yet to achieve the target

I7: Does the implementation of project activities follow the timeframe outlined in the implementation plan?

I8: If not why

SECTION THREE: RESULT

R1: Have the implemented activities led to the planned output(s) and outcomes?

R2: If not why?

R3: What outputs/results have been produced so far?

SECTION FOUR: CHALLENGES

C1: What challenges faced during the implementation

C2: Which measure did you take to overcome challenges

SECTION FIVE: LESSON LEARNT AND RECOMMENDATION

L1: What were the Lessons Learnt during the implementation of the project/ programme

L2: What is your recommendation?