

## Terms of Reference

### MONITORING AND EVALUATION SPECIALIST (SPLIT-REF-017-B)

Name of Project:	Support to Parcelization of Lands for Individual Titling (SPLIT) Project
Project Duration:	January 2024 – October 2027
Implementing Agency:	Department of Agrarian Reform (DAR)

#### 1. Procurement Summary

1.1	Component:	Project Management
1.2	Related Major Activity:	M&E
1.3	Fund Source:	Loan Proceeds
1.4	Contract Duration:	8 months renewable yearly
1.5	Rate per Month:	Php 100,000.00
1.6	Supervisor:	National Project Manager
1.7	Procurement Unit:	CPMO

#### 2. Rationale / Background

The **Support to Parcelization of Lands for Individual Titling (SPLIT)** is a development Project of the Department of Agrarian Reform (DAR) with the World Bank which aims to improve land tenure security and stabilize property rights of agrarian reform beneficiaries (ARBs) in their CARP-awarded lands through accelerated subdivision of collective CLOAs and generation of individual titles.

Project SPLIT will reinforce the desire of DAR to accelerate its current CCLOA parcelization program by increasing efficiencies through the introduction of digital technology in the parcelization process, streamlining workflows and processes, enhancing stakeholder engagement, and building capabilities of project implementers, including competency enhancement on project management and supervision.

As an integral part of project management and supervision, monitoring and evaluation (M&E) plays a critical function to improve project performance and achieve desired results. It is a management tool to improve current and future management of outputs, outcomes and impact. It is used to assess the performance of projects, institutions and program set up by government/international organizations and NGOs. It establishes links between the past, present and future actions.

To ensure that this function is properly undertaken, the Project will hire a **Monitoring and Evaluation Specialist (MES)** who will be responsible for the design, installation, and operationalization of the Project SPLIT M&E System. He/she shall directly report to the National Project Manager.

### **3. Scope of Services**

***Specific tasks and responsibilities include, but not restricted to, the following:***

1. Design and implement the monitoring and evaluation system by developing a M&E institutional set-up and a project logical framework that will include key performance indicators, baseline data, Environment and Social Safeguards information, a grievance/redress system, and generate periodic reports and impact studies in close coordination with the MIS Specialist;
2. Provide technical inputs in the preparation, consolidation and updating of the annual work and financial plans as well as quarterly, semestral and annual progress reports and financial status;
3. Provide technical inputs in the revision and update of the project operations manual particularly on the guidelines for planning, monitoring and evaluation system;
4. Provide technical inputs in the preparation of the project strategic directions and sustainability measures;
5. Supervise the management of the M&E databases at all levels;
6. Design, organize and conduct program evaluation and impact assessments;
7. In collaboration with the Capability Building and Technical Assistance unit, conduct capacity building and technical skills enhancement programs for designated DAR and other implementing agency personnel in monitoring and evaluation systems;
8. Conduct periodic visit and on-the-spot problem solving activities at the regional and provincial PMOs related to M&E support processes;
9. Perform other tasks that may be assigned from time-to-time

### **4. Qualification Requirements and Basis for Evaluation**

#### ***4.1. Educational Qualification***

- Holder of Bachelor's Degree in Agriculture Economics, Statistics, Community Development, Rural Development or any related field.
- Master's Degree is an advantage.

#### 4.2. Work Experience

- At least 3 years work experience as an M&E Specialist preferably on rural development Projects;
- Designed or managed at least two (2) M&E systems;
- Experience in conducting at least one (1) baseline or one (1) impact study is an advantage.

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