

**PORT LOKO DISTRICT MONITORING AND EVALUATION
COMMITTEE MEETING HELD ON WEDNESDAY 27TH JUNE
2007 AT THE DISTRICT COUNCIL CONFERENCE ROOM**

Attendants

Name	Institution	Designation	Contact
Sama R. Nyallay	DACO	PRS- Focal Person	076- 766973
Gbassay J. Gembeh	MAFS	M& E O	
William Bangura	MSWGCA	SDO	
Abdul Kamara	UNTST	Field Officer	076-962680
Sullay B. Turay	UNDP/AFD	Dist. Assist	
Jamilatu Talo Piawa	SLRA		
Ezekiel Mensah Gbone	WFP	OIC	
Marie S. Sesay	TDS	Field Officer	
Martha V. Idriss	PADCO	Officer	
Michael M. Massaquoi	NaCSA	District Coordinator	
Slingo O. Kamara	MAFS	District Director	

Agenda

- I. Prayer
- II. Self Introduction
- III. Chairman Remark
- IV. Brief Statement by PRS Focal Person
- V. Discussions on Date, Venue and Composition
- VI. Matter Arising
- VII. Reports/ Updates from MDA's and NGO's – Submission of templates
- VIII. AOB
- IX. Closing/ Adjournment

1.0 OPENING FORMALITIES

The meeting begin a little late as scheduled because of the use of its normal venue being used for the distribution of textbooks to students in the district. This was followed by silent individual prayers and self introduction for the purpose of strengthening familiarity and understanding . In the absence of the substantive chairman , the District Coordinator had to step in as the chairman , since he has always been considered as the co-chairman of the Committee.

The chairman's remarks / statement focused primarily on the role of DACO and Committee members in ensuring that the purpose for which the committee was established was admired . He thanked members for making it possible into the meeting . The chairman further explained that the committee could only succeed

when maximum corporation is given , so that accurate reporting was done for the consumption of the general public and donors respectively.

In this brief statement, the PRS –Focal thanked everyone for coming , adding that the turn-out had been really encouraging compared to other meetings in the past. The focal person informed members about the role of DACO in the PRSP implementation not only in Port Loko District but in the entire country . He further gave a comprehensive background about the PRSP and its reporting mechanism . And how MDA’s interface with DACO and non governmental organization . He read out the terms of reference of the committee. What to be discussed and how. He appealed to members to continue in this direction as DACO was in the district to stay.

2.0 DISCUSSIONS ON DATE, VENUE AND COMPOSITION

The UNDP/TST suggested that since the district development coordination forum was back in place , there was a clear need to merge the M& E Committee so that the problem of non-attendance would be certainly addressed. He suggestion received an over-whelming support , it was therefore agreed that the committee would be part of the coordination meeting held every first Tuesday of the month . He added that the PRS-Focal person should endeavour to liaise with NaCSA and TST officer when it comes to data collecting . He concluded by urging DACO HQ o address the problem of office spac3e and other logistical support for PRS Focal person so that he can effectively perform on his job.

Similar comments were expressed by other committee members. In short , the M&E Committee meeting would now be chaired by the District council Chairman and held once every first Tuesday of the month. The Composition of the Coordination meeting was bigger and composed of heads of MDA’s and NGO’s in the district , which would entrance the collection of data for dissemination say the Chairman.

There being any other issues to discuss the meeting was adjourn to Tuesday 3rd July 2007, which is the start of the merged committee meeting.

Compiled:

Sama R. Nyallay