

**Convention for Co-operation in the Protection and Development
of the Marine and Coastal Environment of the West, Central and
Southern Africa Region.**

PERFORMANCE MEASUREMENT PLAN



August 2018

ABBREVIATIONS

ABNJ	Areas Beyond National Jurisdiction
CCLME	Canary Current Large Marine Ecosystem
CEMZA	Combined Exclusive Maritime Zone of Africa
COP	Conference Of Parties
FAO	Food and Agriculture Organization
UNCLOS	United Nations Convention on the Law of the Sea
WACA	West Africa Coastal Areas Program
PRCM	Regional Partnership for Coastal and Marine Conservation
WA BICC	West Africa Biodiversity and Climate Change

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I. Justification and Context

The Abidjan Convention is a framework agreement which was born out of the need for a regional approach to prevent, reduce and control pollution of the marine environment, coastal waters and related river waters in West, Central and Southern Africa. The Convention was signed on 23 March 1981 and came into force in 1984, providing a framework for cooperation on marine and coastal environments, knowledge, environmental hazards, pollution, habitats, biodiversity, sustainable resource use and other activities that may have a negative impact on the health of ecosystems. The Convention promotes scientific and technological collaboration (including exchanges of information and expertise) as a means of identifying and managing environmental issues.

The Parties asked the Secretariat to set up a Monitoring and Evaluation system, in accordance with Article 23 regarding monitoring of the application of the Convention. An institutional analysis conducted with support from WA BiCC also highlighted the need to develop and implement a specific Monitoring and Evaluation system for the Abidjan Convention, meaning that decisions to set up an M&E system stemmed from a genuine need and legitimate request.

The Performance Measurement Plan ties in with the Convention's strategic plan and mandate, and should guide projects/programs and activities implemented by the Convention. The aim is to provide an integration mechanism that will enable Contracting States Parties and partners to share a common understanding of the progress made. All stakeholders should appropriate the system so that they can monitor and evaluate the synergy of efforts to protect and manage marine and coastal areas. This performance measurement document will therefore need to:

- Define the mechanisms for measuring progress in achieving the mandate and objectives of the Abidjan Convention
- Build the institutional memory of the Convention by providing a system for filing and documenting activities and outcomes
- Provide a work plan for monitoring and evaluation and data collection, analysis, utilization and quality control
- Define the roles and responsibilities for data collection, analysis and publication, and identify the need for capacity-building in monitoring and evaluation.

II. Methodology for developing the plan

The methodology for developing the Performance Measurement Plan is rooted in Results-based Management.¹ The main aim of this global approach to project/program management is to define the measurable results (impact, outcome and output) of an intervention, and the methodologies and tools that will be used to achieve them through an iterative process of constant feedback, learning and improvement. Because results-based management relies on a combination of planning, monitoring and evaluation, it is essential that it is taken into account when designing the monitoring and evaluation plan.

The plan was developed using a participatory and iterative approach based on synergy with all actors working on the Convention, particularly the national focal points responsible for implementing it in their respective countries. Consultations on the plan were led by a Consultant, who also conducted a literature review and interacted with different parties on production of the plan.

The literature review drew on various framework documents relating to the Abidjan Convention, namely: the mandate for the Convention, Protocols, Decisions taken at Conferences of Parties, annual work plans, various reports, and above all documents from agencies that implement projects/programs, and regional and sub-regional agencies (which already have their own monitoring and evaluation plans).

The Secretariat for the Convention acted as a steering body, providing backing and technical support for the Consultant and supplying all the necessary documentation. The Consultant held interviews with staff from the Secretariat, the WA BiCC team and members of the scientific committee.

The log frame or results matrix, which is the first stage in developing the Monitoring and Evaluation System, was validated by the Secretariat for the Abidjan Convention to support future planning and the development of the Monitoring and Evaluation guide itself.

Consultations were also organized with Contracting Parties and the different partners involved in the Convention, to inform them about the document design process. The first draft was presented to the focal points and partners concerned at a meeting on 27 March 2017, held during the Conference of Parties in Abidjan.

The key point of the process was a workshop in Dakar that took place between 28 July and 1st August 2017. About 40 actors and stakeholders (mainly staff from the Secretariat for the Convention, national focal points, partners, key resource persons and the WA BiCC technical team) gathered at this workshop to review the document and agree on the monitoring and evaluation mechanisms, indicators, collection arrangements, responsibilities, capacity-building needs and so forth. The document was then finalized by technical teams from the Secretariat for the Convention and the program partner WA BiCC.

¹ Results-based management (RBM) is defined as a “broad management strategy aimed at improving performance and achieving demonstrable results” UNEG, ‘The Role of Evaluation in Results-based Management’, 21 August 2007.

III. The Abidjan Convention

The Mandate of the Abidjan Convention

The Abidjan Convention is a framework agreement born out of the need for a regional approach to efforts to prevent, reduce and control pollution of the marine environment, coastal waters and related river waters in West, Central and Southern Africa. The Convention was signed on 23 March 1981 and came into force in 1984, providing a framework for cooperation on marine and coastal environments, knowledge, environmental hazards, pollution, habitats, biodiversity, sustainable resource use and other activities that may have a negative impact on the health of marine and coastal ecosystems.

The Abidjan Convention is mandated by State Parties to **“foster regional cooperation on environmental problems, while recognizing the different governance structures and political, social and economic variations within and between member States and their impact on the human and technological resources they are willing and able to make available.”**

This mandate is implemented through the 5 pillars of the Action Plan for the Convention, which are listed below:

- a. Evaluation
- b. Management
- c. Legal framework
- d. Institutional framework
- e. Finance

The Organs of the Convention

The system for planning and implementing the Convention is based on the organs of the Convention and decisions made by Contracting Parties. The organs of the Convention as defined in its texts and internal regulations are presented in the table below.

ORGANS OF THE ABIDJAN CONVENTION

ORGAN	MANDATE AND FUNCTIONS
The Conference of Parties	<p>Meets in ordinary session every 3 years to evaluate progress in implementing the Convention and make decisions for the next 3 years. Extraordinary meetings of Parties to the Convention may be organized at the request of one Contracting Party, provided at least one third of the other parties support this request. The purpose of the Parties' meetings is to ensure that the Convention and related protocols are enforced. Contracting Parties' responsibilities include:</p> <ul style="list-style-type: none"> • examining reports submitted by Parties and making decisions needed for the effective application of the Convention; • where necessary, creating subsidiary organs other than those established by this present Convention; • where necessary, adopting, revising and amending annexes to the Convention and associated protocols; • making recommendations regarding the adoption of additional protocols or amendments; • where necessary, setting up working groups to examine all matters relating to the Convention; • reviewing measures to combat pollution and conserve marine and coastal biodiversity; • examining and adopting periodic reports on the application of the Convention and ensuring that they are published; • studying and adopting decisions regarding cooperation activities to be undertaken in the framework of the Convention and related protocols. This includes considering their financial and institutional implications.
The Bureau	Responsible for monitoring and evaluating decisions made by Contracting Parties.
The Secretariat for the Convention	<p>The Parties appointed the United Nations Environment Programme to perform the Secretariat's functions and oversee implementation of the Convention. This entails:</p> <ul style="list-style-type: none"> • Preparing the Parties' meetings and conferences and sending them notifications, reports and information received; • Examining the Parties' requests for information and consulting them on matters relating to the Convention; • Coordinating the execution of cooperation activities agreed at meetings and Conferences of Parties; • Organizing meetings of national focal points; • Improving financial resource mobilization and strengthening links with bilateral and multilateral donors; • Strengthening regional cooperation with other projects and initiatives working on the coastal and marine environment; • Establishing and developing close cooperation with institutions for major marine ecosystems created outside the framework of the Abidjan Convention, and coordinating the activities of regional centers where they exist.

ORGAN	MANDATE AND FUNCTIONS
Committee on Science and Technology	Responsible for providing scientific and technical advice to the Conference of Parties and any other organ of the Convention and, where necessary, advising on the scientific, technical and technological aspects of the Convention.
Reporting and Compliance Committee	Responsible for examining periodic national reports sent by Parties in order to determine how they are fulfilling the Convention's obligations and proposing appropriate measures to halt non-compliance with these obligations at the Conference of Parties. In this context, the Parties are cooperating on procedures that will allow the Committee to be held responsible for non-compliance with the Present Convention.
Committee for communication, education, sensitization and resource mobilization	Responsible for increasing the visibility of the Convention, facilitating public education and raising awareness of matters relating to the protection, management and development of the marine and coastal environment.
Plenipotentiaries meeting	Adopts binding instruments (amendments to the text of the Convention, protocols and annexes). When requested by 2/3 of member Contracting Parties, the Secretariat for the Convention calls a plenipotentiaries meeting to adopt and sign textual amendments and additional protocols.
National Focal Points	Contracting Parties appoint a National Focal Point in their respective countries to liaise with the Secretariat on technical and scientific aspects of the Convention's application and disseminate information at the local, national and regional levels. Focal Points meet periodically to fulfil the functions arising from the Convention and its Protocols.
National implementation committee	The national implementation committee is a composite body of representatives from national and local administrations and civil society organizations (NGOs, private sector, etc.) involved in the application of the Convention.

Implementing Partners

The Abidjan Convention is firmly committed to increase the impact of its interventions by establishing partnership with different institutions that work on marine and coastal issues. Several projects are being implemented to strengthen synergies and learning and exchange experiences between Contracting Parties. Partners mobilized by the Convention intervene by directly implementing activities defined in the Secretariat's work plan, or by allocating resources to the Secretariat. The table below describes these partners and their activities.

PROJECTS SUPPORTING THE CONVENTION

Project Title/Name	Project Objectives	Donor	Project Duration
WABICC – West Africa Biodiversity and Climate Change Programme	<p>Overarching Objective: Address drivers of natural resources degradation, improve policy gaps on natural resource management and peoples' livelihood, and strengthen resilience of selected coastal and upland forest ecosystems across West Africa.</p> <p>Specific Objectives:</p> <ol style="list-style-type: none"> 1. Combat Wildlife Trafficking- by reviewing policies, and regulations, and enforcing laws on reducing wildlife trafficking. 2. Improve Coastal Resilience-by integrating climate coastal planning, and pilot-testing effective coastal adaptation strategies. 3. Reduce Deforestation, Degradation and Biodiversity Loss- by improving transboundary conservation and developing low emissions REDD+ strategies. 	USAID	May 2015–May 2020
MamiWata – Enhancing Marine Management in West Africa through Training and Application	<p>Overarching Objective: Provide technical and institutional trainings and peer-learning to deal effectively with marine and coastal management for government counterparts, and applying tools/methods for Integrated Marine Management to increase opportunities for human well-being</p> <p>Specific Objectives of the MamiWata Project are as follow:</p> <ol style="list-style-type: none"> 1. Establish a Combined Exclusive Maritime Zone of Africa (CEMZA); 2. Raise awareness on marine threats, and increase political will at all levels in society; 3. Improve Integrated Coastal Zone/Area Management in Africa; and 4. Ensure synergies and coherence on marine and coastal policies, by fostering integrated sectoral policy processes on Marine Spatial Planning in particular. 	GRID Arendal	Oct.2015–Sept. 2019
US Africom –Cooperation on International Environmental Security	<p>Overarching Objective: Engage and build capacity of military, civilian, NGOs, academia and the Private Sector on environmental security in Africa</p> <p>Specific Objectives of the US Africom Project seek to:</p> <ol style="list-style-type: none"> 1. Engage militaries and civilians on climate change, and the application of environmental security law in managing Oil spills from ships and offshore oil exploration and exploitation; 2. Address impact of coastal erosion and threat to livelihood; 3. Strengthen transboundary environmental collaboration, and incorporate ecosystem management into peacekeeping operations 	USAfricom	TBD

Project Title/Name	Project Objectives	Donor	Project Duration
MAVA Project –Support to the elaboration of a Protocol on Environmental Norms and Standards for the Exploration and Exploitation of Oil and Gas/offshore	Overarching Objective: Develop a regional instrument on exploration and exploitation of offshore oil and gas reserve. Specific Objectives of the MAVA Project aim at: 1. Establishing a regulatory monitoring framework on offshore oil & gas activities; 2. Anticipating difficulties in the implementation of the offshore oil & gas Protocol; 3. Strengthening technical knowledge of stakeholders	MAVA Fondation	Nov.2015– Oct.2017
AWA Project – Ecosystem Approach to the Mgmt. of fisheries and the marine environment in West Africa waters	Overarching Objective: Assess marine biological resources, and increase knowledge on global climate change impact on fishing Specific Objectives of the AWA Project seek to: 1. Understand the effects of climate change on fishing; 2. Strengthen knowledge on ocean physics, marine life, and biogeochemistry; 3. Create a sub-regional task force on the ecosystem mgmt. climate change effect on fisheries and the marine environment.	BMBF, IRD, AIRD and CNRS (Trilateral German-French-African Research Initiative in WA	TBD2015 – TBD2020
ABNJ/IASS Project – Strengthening Regional Ocean Governance in the Southeast Atlantic and Southeast Pacific	Overarching Objective: Facilitate integrated approach in sustainable use of resources in Areas Beyond National Jurisdiction (ABNJ). Specific Objective: building implementation cooperation, develop UNCLOS regional governance knowledge transfer	German Fed. Environment Ministry, Nature Conservation, Building and Nuclear Safety - BMUB	Nov2016– Nov2021
CCLME Project –Canary Current Large Marine Ecosystem Project	Overarching Objective: Strengthen knowledge, capacity and policy base for trans-boundary assessment and mgmt. of habitat and water quality critical to fisheries. Specific Objective seeks to assess: (a) the nature and severity of marine and coastal pollution; (b) modification and destruction of habitats in critical areas; and (c) land-based sources of pollution in geographical vulnerable areas	FAO	TBD
WACA Programme –West Africa Coastal Areas Programme	Specific Objective: help countries integrate infrastructure and natural resources mgmt. and climate change resilience	World Bank	TBD

Issues and challenges in measuring the performance of the Convention

One of the main constraints the Convention faces is the lack of a harmonized performance measurement system with a coherent framework that can analyze the contributions made by different actors and partners, and measure and compare the different parameters in each country. States Parties operating in completely different contexts and situations need to define appropriate mechanisms to account for their efforts to implement the Convention's decisions and report on major environmental and development dynamics. The absence of a shared information system limits the opportunities for coordination and synergy in interventions that would be more effective if they were based on reliable data and information.

The lack of a common frame of reference for performance measurement is a particular constraint at the national level as different countries have completely different or even contradictory monitoring systems, making it hard to exchange information. Hence the need to define a common frame of reference and indicators so that all concerned have a shared understanding of harmonized data collection methods and when they should be deployed.

The Convention also receives contributions from a group of projects and programs that support the institution's objectives, and which therefore need to account for their performances. These partners provide support either by allocating funds to the Convention or by directly implementing jointly defined projects. At the moment data collection is disjointed as each partner uses their own system, while the Secretariat for the Convention uses the monitoring and evaluation system of the following projects and programs:

- Funding agreement for the Swedish Cooperation program to revitalize the Abidjan Convention
- CCLME project
- MAVA project

Individual countries, national focal points and partners supporting the institution have clearly signalled the need to harmonize the frames of reference so that the Convention can provide a coherent and useful account of its actions.

IV. The Performance Measurement Plan

Objectives and expected results

One of the key recommendations of the capacity-building plan for the Abidjan Convention was the development of a Monitoring and Evaluation Manual. This should enable the Convention to fulfil its mandate to promote greater collaboration and synergy in strategic efforts and policies to address marine and coastal issues more effectively and inform its position on these cross-border environmental problems. If this is to happen, the Convention will need to put in place mechanisms and tools to increase the visibility of its interventions and their impacts.

The aim of the Monitoring and Evaluation Manual is to enhance the performance of the Convention and its stakeholders in dealing with marine and coastal issues, and strengthen collaboration, synergies and information sharing between signatory States.

More specifically, the Monitoring and Evaluation Plan should:

- Improve performances by ensuring that activities are continuously monitored, changes are regularly evaluated, and there is good communication on the progress made and lessons learned;
- Ensure accountability through greater transparency and visibility, and better communication on what has been achieved, the successes and setbacks of different interventions and their impact on the ground;
- Strengthen collaboration and synergies by enabling regional and national actors to exchange information and data on trends, achievements, accomplishments and all matters relating to the marine and coastal environment;
- Facilitate capitalization and learning by enabling stakeholders to discuss their experiences and share best practices, successes, setbacks and lessons learned.

A functional and effective monitoring and evaluation system is a key component of good governance and accountability in any project, organization or public institution. Effective monitoring and evaluation provide useful information that:

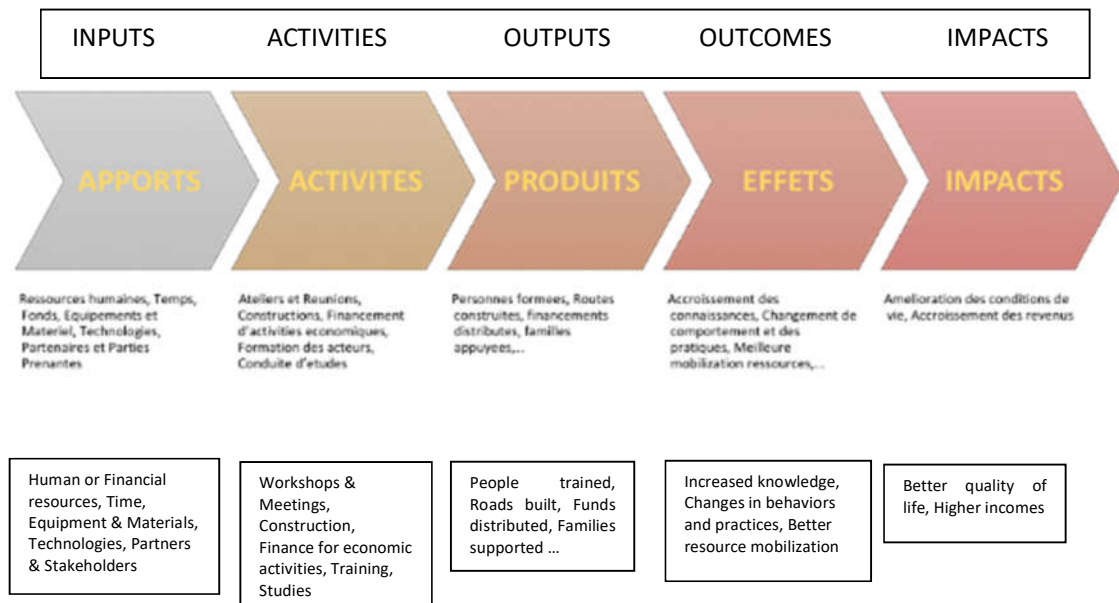
- **Supports program implementation and provides reliable data** to inform decision making and enhance performances.
- **Contributes to organizational learning and knowledge sharing** by facilitating reflection on practical experiences and lessons learned and encouraging knowledge sharing.
- **Supports the principles of accountability and transparency by demonstrating compliance with management rules and communicating what works and what doesn't work.**
- **Gives stakeholders**, especially beneficiaries, **the opportunity to express their views, opinions and perceptions**, learn from others' experiences and adapt to changing needs.

The Results Framework

The Results Framework defines all the results that the institution aims to achieve and the sequencing of elements that should contribute to the long-term impact of its actions.

Results are defined according to three levels: short-term results (outputs), intermediate results (outcomes) and long-term or strategic results (impacts).

The figure below shows how they are sequenced.



The Results Matrix for the Abidjan Convention was validated by the Secretariat in the first phase of document design, and is legitimized by the Mandate defined at the Conference of Parties. It is structured around five strategic pillars, which are the vehicles for implementing the Parties' decisions, thereby translating the Mandate into impacts, outcomes and outputs.

The Abidjan Convention identified the aim of its action as **sustainable development to maintain and preserve the natural heritage available for human use, development, quality of life, the eradication of poverty and the protection of basic natural resources in coastal and marine environments.**

The expected impact of this mandate is to: **"maintain the national and regional environment and ecosystem in a good condition that is conducive to the health and socio-economic development of present and future generations."**

The outcomes and outputs enshrined in the pillars of the Convention are:

1. **Evaluation** of ecosystem goods and services and coastal and marine habitats
2. **Management** that facilitates the implementation of programs and activities intended to reduce or prevent the degradation of marine and coastal environments
3. **Coordination** and legal policy matters
4. **The institutional** framework
5. **Finance.**

The Convention's performance measurement framework is based on a synthesis of the aforementioned elements and divided into Impact – Outcomes – Outputs.

IMPACT: "Incorporating environmental considerations into the development process has reduced degradation and threats to marine and coastal environments, fostered ecological equilibrium and sustainable use of ecosystem services, and thereby contributed to the sustainable development of Contracting Parties to the Abidjan Convention."

Contracting Parties are called upon to use their natural resources productively while respecting their carrying capacity and mitigating negative effects on the environment. It is important that economic and social development and environmental protection are not regarded as dichotomous, and that the interface between conservation and development is framed by legal texts, strong institutions, cooperation, conservation and capacity building.

To this end, all Contracting Parties should strengthen their policy on sub-regional cooperation by ratifying and implementing multilateral environmental agreements, particularly the Abidjan Convention and the action plan for its application. At the national level, Parties are asked to ensure that their national policies, strategies and plans take account of issues relating to resource use and sustainable management of the goods and services derived from marine and coastal ecosystems.

The impact of the Convention is divided into the four OUTCOMES presented below:

OUTCOME 1: POLICY, LEGAL FRAMEWORK AND COOPERATION - “Regional cooperation efforts lead to the formulation and implementation of a coherent policy and legal framework conducive to the health and productivity of coastal and marine environments”

The Abidjan Convention includes regional cooperation on the implementation of its action plan and protocols (which should be incorporated into national texts, programs and projects) and CoP decisions regarding the effective and efficient management of marine and coastal ecosystems. The Secretariat for the Convention is responsible for:

- ensuring that the action plan is implemented;
- ensuring that Conferences of Parties are properly organized and their decisions put into effect;
- strengthening synergies and mobilizing Parties to disseminate good practices;
- establishing a mechanism to mobilize the resources required for the governance and programs envisaged by Conferences of Parties.

OUTCOME 2: RESOURCES AND CAPACITIES - “States and Stakeholders have the financial, material and human resources they need to better understand and use integrated management of marine and coastal resources”

In view of the numerous interventions and dynamic nature of marine and coastal habitats, Parties are invited to develop research programs on the quality of the environment, biodiversity and climate change, and to develop technological capacity-building packages.

They will need access to scientific data, which should be translated into simple language and clear messages for decisionmakers. It is also important to create databases to serve as repositories for the knowledge and lessons learned on the management of habitats and biodiversity.

Human, material and financial resources are crucial in achieving environmental conservation objectives.

OUTCOME 3: CONSERVATION OF MARINE AND COASTAL ECOSYSTEMS - “Maintaining and improving ecosystem services through the restoration, rehabilitation, creation and management of protected areas has reduced degradation of the marine and coastal environment and fostered ecological equilibrium”

Establish national inventories of invasive alien species that could affect or have already affected the ecological characteristics of marine and coastal zones.

**OUTCOME 4: SUSTAINABLE DEVELOPMENT AND USE OF MARINE AND COASTAL ECOSYSTEMS -
“The ecosystem-based and integrated resource management approach fosters the development and sustainable use of coastal and marine ecosystem goods and contributes to people’s wellbeing”**

It is important to balance the need to protect natural resources against the need to ensure that they are developed and used in a sustainable manner. Inventories and cooperation on the management of shared marine and coastal zones and watersheds (including joint monitoring and management of species that depend on marine and coastal zones) should provide the basis for the sustainable development and use of marine and coastal ecosystems.

Communication mechanisms should be put in place to disseminate the protocols and guidelines of the Abidjan Convention at the local and national levels and promote the sustainable development and use of resources.

Incorporating environmental considerations into the development process has reduced degradation and threats to marine and coastal environments, fostered ecological equilibrium and sustainable use of ecosystem services, and thereby contributed to the sustainable development of Contracting Parties to the Abidjan Convention

OUTCOME 1: Regional cooperation efforts lead to the formulation and implementation of a coherent policy and legal framework conducive to the health and productivity of coastal and marine areas”

OUTCOME 2: States and Stakeholders have the financial, material and human resources they need to better understand and adopt integrated management of marine and coastal resources

OUTCOME 3: Maintaining and improving ecosystem services through the restoration, rehabilitation, creation and management of protected areas reduces the degradation of marine and coastal environments and fosters ecological equilibrium

OUTCOME 4: The ecosystem-based and integrated resource management approach fosters the development and sustainable use of coastal and marine ecosystem goods and services and contributes to people’s wellbeing

OUTPUT 1.1: Additional protocols and policies are implemented

OUTPUT 1.2: The Secretariat implements its communications strategy in conjunction with stakeholders to improve knowledge about the marine and coastal environment

OUTPUT 2.1: Data, information and knowledge about marine and coastal resources are produced and shared

OUTPUT 2.2: Stakeholders’ technical and institutional capacities in IMMCR are strengthened

OUTPUT 2.3: The Convention mobilizes the resources needed for its implementation

OUTPUT 3.1: Critical habitats (mangroves, coral reefs, seagrass beds, etc.) and special-status species are managed effectively

OUTPUT 3.2: The negative impact of invasive plant and animal species on marine and coastal ecosystems is mitigated

OUTPUT 3.3: The rehabilitation, restoration and protection of habitats help preserve biodiversity

OUTPUT 3.4: The prevention of marine pollution by maritime activities supports national and regional systems for managing oil spills

OUTPUT 4.1: Goods and services in coastal and marine ecosystems and habitats are evaluated

OUTPUT 4.2: The depletion of endangered species and goods that are exploited is reversed

OUTPUT 4.3: Economic development programs in coastal zones are implemented

Indicators that were defined earlier in the process should meet the criteria shown below.

The results framework is structured around four elements:

- **Results:** results are usually divided into three categories: impact, outcome, output
- **Indicators:** indicators should meet the following criteria and be:
 - Valid: i.e. measure what they are supposed to effectively
 - Reliable: i.e. verifiable or objective, generating the same conclusions regardless of when and by whom the measure is applied;
 - Relevant: i.e. relate to the objectives of the project/program/Convention
 - Sensitive: i.e. be sensitive to changes in the observed situation
 - Cost-effective: the results should be commensurate with the resources allocated for data collection;
 - Up to date: it should be possible to collect data fairly quickly

Each indicator should be associated with a reference state or situation and a target.

- **Means of verification:** the data source and location should always be specified (national institute of statistics, etc.);
- **Risks/hypotheses:** what are the risks and hypotheses regarding the achievement of results? How might they influence the results and the quality of data?

Results indicators

Two types of indicators will be monitored when the Manual is implemented:

- Outcome indicators
- Output Indicators

The table below shows the indicators that will be used to measure the performance of the Abidjan Convention

#	Results	Indicator
OUTCOME 1	Regional cooperation efforts lead to the formulation and implementation of a coherent policy and legal framework conducive to the health and productivity of coastal and marine environments	1. Proportion of COP Decisions that have started implementation
		2. Number of regional and sub-regional cooperation agreements signed and implemented
		3. Number of statutory meetings organized by the Secretariat
Output 1.1.	Additional protocols and policies are implemented	4. Number of additional protocols signed and ratified by the Abidjan Convention
		5. Number of countries that have signed/ratified and/or implemented the protocols
Output 1.2.	The Secretariat implements its communication strategy in conjunction with stakeholders	6. Number of audio-visual publications produced (communications products)
OUTCOME 2	States and Stakeholders have the financial, material and human resources they need to better understand and adopt integrated management of marine and coastal resources	7. Number of institutions whose capacities have been strengthened with support from the Convention
		8. Percentage of mandatory contribution recovered from countries for the functioning of the Abidjan Convention Secretariat
		9. Partners' contribution to implementation of the Convention
Output 2.1	Data, information and knowledge relating to marine and coastal resources are produced and shared	10. Number of functional information and monitoring systems put in place
		11. Number of research/development programs designed and implemented
Output 2.2.	Stakeholders' technical and institutional capacities in IMMCR are strengthened	12. Number of trainings on marine and coastal management organized
		13. Number of people trained on marine and coastal issues with support from the Convention
		14. Number of tools and methods developed for integrated management of coastal and marine areas with the support of Abidjan Convention
Output 2.3.	The Convention mobilizes the resources needed for its implementation	15. Amount of financial resources mobilized
		16. Proportion of State budget allocated for environmental protection in each country

	17. Number of financial partners participating in implementation of the Convention
	18. Number of Public Private Partnerships signed and/or implemented
	19. Level of Parties' contributions collected

#	Results	Indicator
OUTCOME 3	Maintaining and improving ecosystem services through the restoration, rehabilitation, creation and management of protected areas reduces the degradation of marine and coastal environments and fosters ecological equilibrium	20. Changes in the quantity and quality of benefits derived from marine and coastal ecosystems covered by the Abidjan Convention
Output 3.1	Critical habitats (mangroves, coral reefs, seagrass beds, etc.) and special-status species are managed effectively	21. Shrinkage rate of habitats and/or critical sites (process of degradation) 22. Rate of coverage of critical habitats under restoration effort
Output 3.2	The negative impact of invasive plant and animal species on marine and coastal ecosystems is mitigated	23. Proportion of special-status species that are monitored 24. Change in the area occupied by invasive species 25. Levels of eutrophication in different settings 26. Level of execution of action plans to tackle invasive species
Output 3.3	The rehabilitation, restoration and protection of habitats helps preserve biodiversity	27. Surface of protected marine and coastal areas 28. Surface of restored zones
Output 3.4	The prevention of marine pollution by maritime activities supports national and regional systems for managing oil spills (concentration of hydrocarbons in coastal waters)	29. Level of implementation of sub-regional oil spill contingency plan 30. Number of early warning systems 31. Number of vulnerability maps available and updated 32. Number of simulation exercises on accidental oil spill

#	Results	Indicator
OUTCOME 4	The ecosystem and integrated resource management approach fosters the development and sustainable use of coastal and marine ecosystem goods and services and contributes to people's wellbeing	33. Increase in the social and environmental value of exploited goods and species
Output 4.1	Goods and services in coastal and marine ecosystems and habitats are evaluated	34. Number of categories of goods and species exploited
		35. Size of stocks exploited
		36. Number of sites identified as providers of cultural, regulatory and support services (recreational, productivity and nutrient cycle services)
		37. Total income from ecosystem goods and services (ecotourism, non-consumptive use)
Output 4.2.	The depletion of endangered species and basic products that are exploited is reversed	38. Number of management plans developed and implemented
Output 4.3	Local communities derive greater benefits from marine and coastal ecosystems	39. Number of programs or projects implemented by technical partners and Parties with the support of the Abidjan Convention
		40. Number of households whose income is above the poverty threshold that can access infrastructures (roads, schools, clinics, markets, etc.)

V. Mechanisms for Managing and Sharing Monitoring Data

Data collection methods

The Convention defined 40 indicators that should provide the information needed to determine and report on how the institution and Parties perform on matters and decisions that concern them all. As the Convention's reports will be published, the institutions concerned will need to define standardized data collection methodologies that are acceptable to all the different actors. The data collection methodologies developed for different types of data are listed below:

- **Literature review and use of national data and statistics.** Data collection will initially take place at the national level, which is where most of the relevant data are found. The focus here will be on a certain number of indicators and variables relating to the performance of States Parties. Data collection will be overseen by National Implementation Committees and coordinated by the National Focal Points, who will consolidate and publish the data. The different services involved in implementing the Convention will provide data relating to national indicators, which will usually be collected and published on an annual basis.
- **Exploitation of regional data and statistics.** The literature review and collection of regional data will focus on data published by regional institutions (sub-regional and international organizations, multilateral development assistance partners and institutions, research institutions, civil society organizations, etc.). Collection of these data will be overseen by different Convention program officers, who will be coordinated by the Convention's Monitoring and Evaluation team. Partners and projects intervening to support the Abidjan Convention will also provide data.
- **Review of activity reports by the Secretariat for the Convention.** The primary source of information on the performance of the Convention and States Parties and the application and implementation of decisions will be activity reports. The Secretariat's Monitoring and Evaluation team will oversee the review of these reports and internal Convention documents (partnership agreements, administrative and financial reports). Implementing partners' activity reports will also be analyzed to gather data on their contributions to the implementation of decisions made by the Convention;
- **Periodic evaluations.** The Abidjan Convention and Partners involved in its implementation will periodically review regional studies and reviews in order to produce and publish data on the implementation of Convention decisions and their impacts on different States, and reviews of key environmental and development problems.
- **Institutional evaluations and assessments of member institutions' and partners' capacities.** The institutional capacities and performance of the Convention and its partner institutions will be periodically analyzed to gather information about the performance of partner institutions, members that receive support and stakeholders in the Convention. Analytical and evaluation methodologies will be used to assess their organizational capacities.

The tables below show the data collection methodologies and data sources for each indicator.

#	Results	Indicator	Methodology	Source
OUTCOME 1	Regional cooperation efforts lead to the formulation and implementation of a coherent policy and legal framework conducive to the health and productivity of coastal and marine environments	1. C. Proportion of Conference of Parties' Decisions that have been implemented	Review the minutes of meetings and activity reports produced by the Secretariat and National Focal Points	<i>Secretariat reports, national executive reports</i>
		Number of regional and sub-regional cooperation agreements signed and implemented	Review the minutes of meetings and activity reports produced by the Secretariat and National Focal Points	<i>Memorandum of Understanding and signed agreements Secretariat activity reports/ National reports</i>
		Number of statutory meetings organized by the Secretariat	Review the minutes of meetings and activity reports produced by the Secretariat and National Focal Points	<i>Meeting reports and minutes</i>
Output 1.1.	Additional protocols and policies are implemented	Number of additional protocols adopted by the Abidjan Convention	Review the minutes of meetings and activity reports produced by the Secretariat and National Focal Points	Meeting reports and minutes
		Number of countries that have signed/ratified and/or implemented protocols	Review the minutes of meetings and activity reports produced by the Secretariat and National Focal Points	Ratification instruments sent to the ABC depositary country (Côte d'Ivoire) / National reports
Output 1.2.	The Secretariat implements its communication strategy in conjunction with stakeholders to improve knowledge about the marine and coastal environment	Number of audio-visual publications produced (communications products)	Review products generated by the Secretariat Review products generated by partners and countries in partnership with the Convention	<i>ABC Secretariat activity reports Focal points' and partners' activity reports</i>

#	Results	Indicator	Methodology	Source
OUTCOME 2	States and Stakeholders have the financial, material and human resources they need to better understand and adopt integrated management of marine and coastal resources	Number of institutions whose capacities have been strengthened with support from the Convention	Self-evaluation by partner institutions using participatory institutional diagnostic tools	Self-evaluation reports
		Parties' level of contribution to implementation	Consult country reports and TFP reports	Annual financial reports
		Partners' contribution to implementation of the Convention	Consult administrative and financial reports	Annual financial reports
Output 2.1	Data, information and knowledge relating to marine and coastal resources are produced and shared	Number of functional information and monitoring systems put in place	Review implementing actors' activity reports: focal points, partners	Instrument completion reports (websites, online databases, activity reports)
		Number of research/development programs designed and implemented	Consult partners' and research institutes' annual reports	Activity reports, focal point reports
Output 2.2.	Stakeholders' technical and institutional capacities in IMMCR are strengthened	Number of technical trainings on marine and coastal management organized	Consult training workshop reports	Training workshop reports
		Number of people trained on marine and coastal issues with support from the Abidjan Convention	Consult training workshop reports	Training workshop reports
		Number of integrated management tools and methods developed	Review implementing actors' activity reports: focal points, partners	Activity reports
Output 2.3.	The Convention mobilizes the resources needed for its implementation	Level of financial resources mobilized	Review reports produced by the Secretariat, partners and Focal Points	Secretariat reports Focal points' and partners' reports
		Portion of State budget allocated for environmental protection in each country	Review national statistics and National Focal points' reports	Country reports
		Number of financial partners participating in implementation of the Convention	Consult activity reports	Activity reports
		Number of Public Private Partnerships signed and/or implemented	Consult activity reports, partnership agreements and contracts	Activity reports
		Level of Parties' contributions recovered	Consult activity reports	Activity reports Signed agreements

#	Results	Indicator	Methodology	Source
OUTCOME 3	Maintaining and improving ecosystem services through the restoration, rehabilitation, creation and management of protected areas reduces the degradation of marine and coastal environments and fosters ecological equilibrium	Changes in the quantity and quality of benefits derived from marine and coastal ecosystems covered by the Abidjan Convention	Evaluation of certain indicators and variables defined for particular sectors (fishing, tourism, etc.)	National- and regional- level studies and evaluations
Output 3.1	Critical habitats (mangroves, coral reefs, seagrass beds, etc.) and special-status species are managed effectively	Shrinkage rate of habitats and/or critical sites (process of degradation)	Review existing cartographic data	Existing cartographic databases
		Rate of coverage of critical habitats under restoration effort	Review existing cartographic data	National databases, action plans, reports
Output 3.2	The negative impact of invasive plant and animal species on marine and coastal ecosystems is mitigated	Proportion of special-status species that are monitored	Consult national databases, action plans, reports	National databases, action plans, reports
		Change in the area occupied by invasive species		
		Levels of eutrophication in different settings	Consult national reports Determine physico-chemical parameters	National statistics and data
		Level of execution of action plans to tackle invasive species	Literature reviews Consult plans	National statistics and data
Output 3.3	The rehabilitation, restoration and protection of habitats helps preserve biodiversity	Surface of protected marine and coastal zones	Literature reviews Consult plans, maps, activity reports	Activity reports, Cartographic databases, National statistics
		Surface of restored zones		
Output 3.4	The prevention of marine pollution by maritime activities supports national and regional systems for managing oil spills (concentration of hydrocarbons in coastal waters)	Level of implementation of sub-regional oil spill contingency plan	Literature reviews Consult plans, maps, activity reports	Activity reports, Cartographic databases, National statistics
		Number of early warning systems		
		Number of vulnerability maps available and updated	Literature reviews Consult plans, maps, activity reports, Surveys and diachronic mapping	
		Number of simulation exercises on accidental oil spill	Activity reports	Activity reports

#	Results	Indicator	Methodology	Source
OUTCOME 4	The ecosystem and integrated resource management approach fosters the development and sustainable use of coastal and marine ecosystem goods and services and contributes to people's wellbeing	Increase in the social and environmental value of exploited goods and species	Review country evaluation studies	Country evaluation studies
Output 4.1	Goods and services in coastal and marine ecosystems and habitats are evaluated	Number of categories of exploited goods and species	Review national statistics	National statistics, review of reports by relevant ministries
		Size of stocks exploited	Review national statistics	
		Number of sites identified as providers of cultural, regulatory and support services (recreational, productivity and nutrient cycle services)	Review national statistics	National statistics, review of reports by relevant ministries
		Total revenues from ecosystem services (ecotourism, non-consumptive use)	Review national evaluation reports	National evaluation reports
Output 4.2.	The depletion of endangered species and basic products that are exploited is reversed	Number of management plans designed and implemented	Review evaluation reports	Evaluation reports
Output 4.3	Local communities derive greater benefits from marine and coastal ecosystems	Number of programs or projects implemented by technical partners and Parties with the support of the Abidjan Convention	Review activity reports and national statistics	National statistics, review of reports by relevant ministries
		Number of households whose income is above the poverty threshold that can access infrastructures (roads, schools, clinics, markets, etc.)	Review national statistics	

Periodic publication of data

The Secretariat for the Convention will be responsible for ensuring that data from the monitoring and evaluation system are published at certain times, which will vary according to the data and level of collection concerned. There will be three levels of reporting: annual reviews, a triennial report and a sexennial (six-yearly) review.

Annual progress reviews

Annual reports will cover a certain number of indicators designed to measure the progress that States Parties have made from one year to the next. These are usually output indicators, which are likely to change significantly from year to year. The review will be based on annual reports produced by the Focal Points, the Secretariat's activity reports and projects' and partners' reports.

Data from the annual indicators covered by the annual progress review are shown in the table below, along with the actors responsible for data collection and production.

Indicator	Indicator	#	Responsible actor
Indicator 34	Number of categories of goods and species exploited	Output 4.1	National Focal Points, Partners
Indicator 35	Size of stocks exploited	Output 4.1	
Indicator 39	Number of programs or projects implemented by technical partners and Parties with the support of the Abidjan Convention	Output 4.3	
Indicator 12	Number of technical trainings on marine and coastal management organized	Output 2.2.	National Focal Points, Partners Secretariat
Indicator 13	Number of people trained on marine and coastal issues with support from the Abidjan Convention	Output 2.2.	
Indicator 14	Number of integrated management tools and methods developed	Output 2.2.	
Indicator 5	Number of countries that have signed/ratified and/or implemented protocols	Output 1.1.	
Indicator 10	Number of functional information and monitoring systems put in place	Output 2.1	
Indicator 6	Number of audio-visual publications produced (communications products)	Output 1.2.	
Indicator 8	Parties' level of contribution to implementation	Outcome2	
Indicator 9	Partners' contribution to implementation of the Convention	Outcome 2	
Indicator 11	Number of research/development programs designed and implemented	Output 2.1	
Indicator 2	Number of regional and sub-regional cooperation agreements signed and implemented	Outcome 1	
Indicator 1	Proportion of Conference of Parties' Decisions implemented	Outcome 1	
Indicator 4	Number of additional protocols adopted by the Abidjan Convention	Output 1.1.	
Indicator 19	Level of recovery of Parties' contributions	Output 2.3.	Secretariat for the Convention
Indicator 17	Number of financial partners participating in implementation of the Convention	Output 2.3.	

The data for indicators provided by the National Focal Points (national level), the Secretariat for the Convention (regional level) and partners will be consolidated and analyzed by the Monitoring and Evaluation team, which will be responsible for publishing and sharing it every year.

Triennial reviews

Triennial reviews will be published every three years in preparation for the Conference of Parties. They will be based on certain indicators gathered at the national level (by National Focal Points) and the regional level (by the Secretariat for the Convention and partners). The Convention's Monitoring and Evaluation team will consolidate and analyze the data and ensure that they are published in preparation for the next Conference of Parties.

Indicator	Indicator	#	Responsible actor
<i>Indicator 33</i>	Increase in the social and environmental value of exploited goods and species	Outcome 4	National Focal Points, Partners
<i>Indicator 21</i>	Shrinkage rate of habitats and/or critical sites (process of degradation)	Output 3.1	
<i>Indicator 22</i>	Rate of coverage of critical habitats under restoration effort	Output 3.1	
<i>Indicator 23</i>	Proportion of special-status species that are monitored	Output 3.2	
<i>Indicator 24</i>	Change in the area occupied by invasive species	Output 3.2	
<i>Indicator 25</i>	Levels of eutrophication in different settings	Output 3.2	
<i>Indicator 26</i>	Level of execution of action plans to tackle invasive species	Output 3.2	
<i>Indicator 27</i>	Surface of protected marine and coastal zones	Output 3.3	
<i>Indicator 28</i>	Surface of restored zones	Output 3.3	
<i>Indicator 29</i>	Level of implementation of sub-regional oil spill contingency plan	Output 3.4	
<i>Indicator 30</i>	Number of early warning systems	Output 3.4	
<i>Indicator 31</i>	Number of vulnerability maps available and updated	Output 3.4	
<i>Indicator 32</i>	Number of simulation exercises on accidental oil spill	Output 3.4	
<i>Indicator 36</i>	Number of sites identified as providers of cultural, regulatory and support services (recreational, productivity and nutrient cycle services)	Output 4.1	
<i>Indicator 37</i>	Total income from ecosystem services (ecotourism, non-consumptive use)	Output 4.1	
<i>Indicator 38</i>	Number of management plans developed and implemented	Output 4.2.	
<i>Indicator 40</i>	Number of households whose income is above the poverty threshold that can access infrastructures (roads, schools, clinics, markets, etc.)	Output 4.3	
<i>Indicator 16</i>	Proportion of State budget allocated for environmental protection in each country	Output 2.3.	Secretariat for the Convention
<i>Indicator 15</i>	Level of financial resources mobilized	Output 2.3.	
<i>Indicator 3</i>	Number of statutory meetings organized by the Secretariat	Outcome 1	Secretariat for the Convention and National Focal Points
<i>Indicator 18</i>	Number of Public Private Partnerships signed and/or implemented	Output 2.3.	
<i>Indicator 7</i>	Number of institutions whose capacities have been strengthened with support from the Convention	Outcome 2	Secretariat, Consultants

Reviews of the state of marine and coastal ecosystems.

Every six years the Convention will publish a review of the state of marine and coastal ecosystems covered by the Abidjan Convention and the services they provide. These reports will respond to the indicator 'Changes in the quantity and quality of benefits derived from marine and coastal ecosystems covered by the Abidjan Convention'.

The reports will cover certain parameters, such as water quality, the productivity of fisheries, condition of mangroves, priority species that are significant for the community and their habitats, invasive species, the cumulative effects of human activities, including pollution, the negative impacts of degradation of the marine and coastal environment, impacts of extractive use, urban industries and infrastructures, demographic growth, the development of ports, fisheries, tourism, facilities and dams, pollution, the vulnerability of ecosystems and populations, and so forth. These reports will be used to establish each country's national environmental profile.

They will be produced by a team of experts recruited by the Convention to collect and analyze data and trends in the marine and coastal environment and ecosystems.

The design of this reporting system does not conflict with the periodic activity reports required by the organs of the Convention. Monitoring and evaluation reports will become a component of the normal reporting system, providing quantitative data on the performance of the Convention and States Parties. Contracting Parties send the Secretariat periodic reports on the measures adopted to apply the Convention and the protocols to which they are party, which the Secretariat then sends to the Reporting and Compliance Committee for examination. The form and frequency of these reports is determined at meetings of the Contracting Parties.

The different reports listed below can be consulted to determine what progress and advances have been made:

- Cumulative progress reports (three months, six months, nine months and annual)
- Annual review reports
- Triennial performance reports
- Reviews of the state of the marine and coastal ecosystem
- Project and program evaluation reports (mid-term, final, outcomes, impact)
- Reports on the implementation of decisions taken at Conferences of Parties

Actors in the system and their responsibilities

Responsibilities for managing the Monitoring and Evaluation system are shared between the following actors:

- States Parties
- Different technical commissions (scientific committee, Focal Points)
- Coordination units in different projects/programs
- The Secretariat for the Convention
- The Convention's Monitoring and Evaluation team
- Focal Points
- National Implementing Committees.

The table below sets out each party's roles and responsibilities in the M&E system.

Organ	Roles and Responsibilities
Conference of Parties	Establishes the broad guidelines for measuring performance, validates reports and ensures that the information produced is used efficiently in decision making. Also responsible for validating the performance measurement system and reports submitted by the Secretariat, and undertaking actions defined in the context of the results.
Secretariat for the Convention and Monitoring and Evaluation Team	Responsible for managing the system, coordinating the process, disseminating results, and managing data and learning. Specific duties include: <ul style="list-style-type: none"> • Defining the monitoring framework (Indicators, Results framework, Monitoring and Evaluation Agenda) and presenting the system at the Conference of Parties; • Overseeing capacity building for different stakeholders; • Receiving M&E data from Focal Points, partners and service providers; • Analyzing data and producing periodic reports on changes in the Convention's indicators; • Conducting all evaluations scheduled in the Work Plan; • Producing communication materials to disseminate results.
National Focal Points	Responsible for implementing the System at the national level and gathering data <ul style="list-style-type: none"> • Coordinating data collection at the national level in conjunction with national committees, and analyzing data; • Producing national reports on indicators for the Convention; • Helping disseminate results at the national level.
National Coordination Committees	Ensuring communication between responsible institutions and National Focal Points to circulate data and share achievements and successes. National committees will support focal points in implementing the Monitoring System and be responsible for: <ul style="list-style-type: none"> • Gathering and analyzing data ; • Helping the National Focal Point consolidate the data; • Reporting to their respective institutions on progress and successes
Different projects/ programs	Oversee implementation of the Monitoring System in the context of their respective projects. Responsible for producing data, using the designated tools and methodologies, transmitting their data to other actors and contributing to data analysis and reporting.
Scientific Committee	The Scientific Committee will be a consultative body responsible for technical support to the Convention, reviewing monitoring reports and giving advice on the indicators for the Convention.

Monitoring schedule

Overall timeframe

The main activities planned in the context of monitoring and evaluation are presented in the indicative table below, which shows the annual reviews with decision makers and National Focal Points to harmonize their activity reports and define Monitoring Work Plans for the following year. These annual reviews will also enable them to agree on the main indicators and data to be collected, and train focal points and staff on the data collection tools to be used.

YEAR	2018		2019				2020				2021				2022			
	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
PLANNING AND IMPLEMENTATION PROCESS																		
1.1. Periodic monitoring (progress reports)																		
1.2. Annual planning meeting and validation of reports (with focal points and partners)																		
1.3. Publish annual reports																		
1.4. Prepare annual Work Plan and budget																		
1.5. Train Abidjan Convention staff and Focal Points																		
1.6. Publish triennial report																		
1.7. Conference of Parties																		
1.8. Publish report on the state of marine and coastal ecosystems																		

Preliminary implementation schedule

A number of priority actions have been identified for the deployment phase of the system. To complete the process, indicator reference sheets with a harmonized definition of the indicators and reference situations for the different countries concerned will need to be designed

YEAR	2018		2019			
QUARTER	3	4	1	2	3	4
Recruit an M&E team to implement the system						
Recruit a consultant to lead on defining reference situations and targets						
Develop reference sheets for the monitoring indicators						
Present and validate reference sheets						
Develop data collection tools						
Develop the simplified version of the Manual						
Train Abidjan Convention staff and National Focal Points						
Set up the Resource Center						
Develop the GIS						

VI. EVALUATION PLAN

In addition to periodic monitoring exercises, the Abidjan Convention intends to roll out an evaluation plan that will help generate knowledge and identify the lessons learned from implementing projects and activities. The evaluation criteria shown below were established in consultation with the Focal Points.

CRITERIA	QUESTIONS	FREQUENCY	MECHANISMS
Sustainability/ Participation/ Appropriation	Level of civil society and community engagement in implementing the Convention	6 years and 6 months before the next Conference	Recruit external Consultants to lead field activities in each country
	Level of national decision makers' engagement in implementing the Convention		Review conducted in partnership with National Focal Points and National Committees
	Level of national authority activity in implementing the Convention	3 years and 6 months before the next Conference	Self-evaluation by National Committees using participatory diagnostic tools
Impact	Impact of implementing the Convention's decisions	6 years and 6 months before the next Conference	Review conducted by a team of external consultants in conjunction with expert committees and National Committees
Relevance / Coherence	Alignment of the Convention's Decisions with national systems and mechanisms	3 years and 6 months before the next Conference	Self-evaluation by National Committees
Effectiveness	Analysis of States' performances in implementing Decisions, and analysis of actors' capacities	3 years and 6 months before the next Conference	Recruit external Consultants to lead field activities in each country Review conducted in partnership with National Focal Points and National Committees
	Level of the Secretariat's performance in implementing the Convention	6 years and 6 months before the next Conference	Self-evaluation with assistance from National Focal Points

VII. Communicating and Disseminating the Results

Communicating and disseminating results is a key element of the Monitoring and Evaluation process, as it is important to ensure that the information generated by the system is translated into clear messages and shared among stakeholders so that it can influence future decisions.

The Convention will put in place a data storage and management system that is accessible to all stakeholders. Information on monitoring indicators and the lessons learned will be stored on databases; and communications will be designed to inform political authorities and decision makers about the activities and results and enable them to discuss the knowledge, lessons learned and best practices in managing marine and coastal areas.

Communications relating to the results will target the following groups:

- Political actors and decision makers and authorities at the national and regional levels
- Coastal communities in West Africa
- Opinion Leaders
- Partners to the Abidjan Convention
- The Press and Communicators

An integrated communication approach will be used to disseminate the results generated by the system. A mixture of channels and tools will be used according to the needs and situation concerned, with reports as a key means of disseminating monitoring data. The Secretariat for the Convention and the Monitoring and Evaluation Team will ensure that these reports are produced and shared with partners. Other information channels will include:

- Individual meetings / interviews
- Group discussions
- Multi-stakeholder consultations
- Community meetings
- Websites and online databases
- Social media
- E-Learning Platform
- Training members of the press
- Media coverage (radio, television and papers)

VIII. RECOMMENDATIONS

The Convention regards a functional monitoring and evaluation system as a key factor for a well-managed and accountable project/program. Timely and reliable monitoring and evaluation provides information that can be used to:

- **Support implementation of the Convention** with reliable reports based on accurate data to inform decision makers and help guide and improve performance;
- **Contribute to organizational learning and knowledge sharing** based on lessons learned from experience;
- **Support the principles of accountability and respect for rules** by showing performances that follow the stated objectives and established standards and expectations;
- **Give stakeholders**, especially beneficiaries, **the opportunity to express their opinions and perceptions**, thereby demonstrating openness to criticism and willingness to learn from others' experiences and adapt to changing needs.

Certain tasks will need to be accomplished before the monitoring and evaluation plan can be implemented, namely:

- ✓ Defining a common frame of reference for indicators, in the form of draft sheets
- ✓ Establishing the reference situation for the different indicators
- ✓ Preparing a strategic plan for the Abidjan Convention
- ✓ Recruiting a Monitoring and Evaluation Officer
- ✓ Setting up a Geographic Information System and recruiting a manager for this system.

Defining a common frame of reference for the indicator sheets.

To build a common understanding of the monitoring indicators and data collection methodologies, the Convention will start a process of defining a frame of reference for these indicators. A consultant will initiate consultations with National Focal Points and partners in order to define the monitoring indicators, and there will be an attempted comparative analysis of data collected at the national level and data collection methodologies in order to harmonize the current mix of methods and definitions.

Establishing the reference situation for the different indicators

The two key elements in measuring an indicator are the reference situation or baseline, and the target. As there is no baseline for the performance indicators in the results matrix for the Abidjan Convention, they need to be established so that the indicators can be measured and it can be determined whether the Abidjan Convention has achieved certain results.

Preparing a strategic plan for the Abidjan Convention

The strategic plan is the starting point of the results-based management cycle, setting out the vision and road map for the organization, presenting the strategic objectives and proposing the actions it plans to take in order to achieve these objectives. This plan may include the following elements: a description of the organization's mission, the context in which it is evolving, the main issues it faces, the guidelines, objectives, selected intervention themes and desired results and finally, the performance indicators used to measure the achievement of these results. The Abidjan Convention has mandates, mission statements and Decisions made at different Conferences of Parties, but does not have a proper strategic plan, and urgently needs to prepare one to lay down clearer strategic guidelines for its actions.

Recruiting a Monitoring and Evaluation Officer

In order to implement the projects, programs and major activities in the framework of the Abidjan Convention and execute this Monitoring and Evaluation Plan efficiently and effectively, the Convention needs a dedicated Monitoring and Evaluation officer who will work in the Secretariat for the Convention. The M&E officer's role will be to coordinate all M&E activities, working in tandem with the Communication Officer to raise awareness of what the Abidjan Convention has achieved.

Setting up a Geographic Information System and recruiting a GIS manager

The Geographic Information System (GIS) is a tool that can be used to structure and store localized data from various sources, and cross-reference, analyze and present them in graphic or cartographic form according to the goal or target needs. GIS can be used to:

- improve information sharing and communication between different services
- make available the information that actors need to make informed decisions.

Given the geographic scope and large number of projects and activities involved in the Abidjan Convention, there is a clear need for a GIS as it is an effective and invaluable tool for monitoring and evaluating projects/programs and public policies and conventions.

Coastal zones are recognized as extremely sensitive spaces where the disruptive effects of human activity are sometimes irreversible. This is certainly the case in developing countries in Africa, where demographic growth along coastlines has resulted in wide-ranging territorial changes. But how can these complex spaces be managed without detailed knowledge of their functioning and development? The Abidjan Convention is one of several actors working on this issue, and needs to use methods and technological tools that are suitable for storing, analyzing and representing various types of data from different sources in order to monitor and evaluate its actions. GIS can store, analyze and represent spatialized information, and can therefore help improve knowledge of the overall functioning of ecosystems and inform decision-makers' thinking. The Abidjan Convention will need to recruit a GIS officer if it adopts this system, but may initially need to make the M&E officer responsible for both systems in order to reduce costs.

ANNEXES

GLOSSARY

Monitoring & Evaluation framework	In addition to the elements usually set out in a typical evaluation framework, this document plans monitoring measures that provide continuous information on the progress of the intervention and its outcomes on the one hand, and on the other hand prepares the ground for a high quality evaluation. A monitoring and evaluation framework should be prepared every time a new initiative is designed, before implementation starts. The section on evaluation is normally revised when work on the evaluation as such begins.
Evaluation framework	Document prepared prior to the start of information-gathering work. It describes how the evaluation will be undertaken, and sets out the evaluation questions and planned strategies for obtaining the information needed to answer them. Evaluation frameworks usually specify the client, the evaluation's other target audiences and the context in which it is undertaken. They include a presentation of the initiative that is being evaluated and its logic, and set out the strategies and methodologies envisaged to answer the evaluation questions and their limitations. For each question, they indicate the information to be compiled, the main sources of this information, who will be responsible for gathering it and when it should be gathered.
Result	The outputs and intended outcomes of the organization's activities and the initiatives that it implements. The term 'result' should preferably be reserved for the outputs and intended outcomes ('expected', 'desired', 'targeted') of interventions. There are two categories of results. The first are goods or services that flow from activities or operations, which are known as 'operational results'. The second, which are known as the 'results of the intervention' or 'societal results', flow from situational or behavioral changes triggered by contact with the goods and services that have been made available: information, financial assistance, education, healthcare, etc. In addition to operational and societal results, there may be unexpected outputs (such as sub-products and waste) and unintended outcomes, which may be favorable or unfavorable, anticipated or unanticipated. These should not be regarded as results, but need to be taken into account when assessing the value of the intervention. Related terms: achievement, spin-off
Output	Outputs are observable and measurable goods or services (briefing paper, development of a park, a piece of information, a grant, etc.). As their production is usually entirely controlled by the organization, they are usually easier to take into account than outcomes.
Outcome	Consequence that can be attributed to an intervention. These consequences may be favorable or unfavorable, anticipated or unanticipated. Results chain: in a logical chain of results the outcomes of the intervention may be presented according to a temporal perspective (short-, medium- or long-term outcomes) or a sequential perspective (direct, intermediate and ultimate/final outcomes). In a results-based management dynamic, the term 'results' is used to designate the outputs of interventions, either their operational results or their desired, anticipated and favorable outcomes for the target clients.
Impact	Sum of the desired outcomes and other favorable/unfavorable, anticipated/unanticipated outcomes of an intervention.
Results chain	Representation of the sequence of events that starts with the allocation of resources facilitating activities that generate goods and services and the outputs of the intervention, which in turn trigger changes for target beneficiaries of the actions, i.e., outcomes. The results chain provides the framework for logic models that give stakeholders in interventions an overview of the events that link resource needs to the anticipated results of actions.
Indicator	Measure used to evaluate or assess results, resource use, progress with work, context, etc. An indicator can provide qualitative or quantitative understanding of a phenomenon with the help of data or information used as reference points. Indicators should ideally be relevant, valid, reliable, realistic, timely and affordable.
Performance Indicator	Information or measure used to determine the progress made in achieving an objective. Performance indicators may be associated with operational or organizational objectives, or linked to a particular intervention, and can be used to measure success in terms of effectiveness, efficiency and quality.

Performance measurement	Continuous process of data collection, interpretation and reporting on critical aspects of activities or interventions by a person, group or organization. Performance measurement can be used to monitor activities and processes, and determine whether the results obtained are in line with what was expected. Its main aim is to document progress in achieving predetermined objectives.
Evaluation	Evaluation is a rigorous and independent assessment of completed or ongoing activities to determine the extent to which they are achieving the stated objectives and contributing to decision making. Evaluations, like monitoring, can apply to many things, including an activity, project, programme, strategy, topic, theme, sector or organization . The key distinction between the two is that evaluations are done independently to provide managers and staff with an objective assessment of whether or not they are on track. They are also more rigorous in their procedures, design and methodology, and generally involve more extensive analysis. However monitoring and evaluation both have very similar aims: to provide information that can help inform decisions, improve performance and achieve planned results.
Hypothesis	In the context of evaluation, the proposition regarding the causal links between variables of the intervention's underlying theories and suggesting an explanation that needs to be validated.
Logic model	Tool that depicts the logical connections between the expected results of the intervention and its activities, outputs and inputs. It shows the causal relations between the different components of the intervention. The logic model is usually used when interventions are evaluated, but is also a useful design and planning tool that can help clarify the intentions and validate the theoretical basis of an intervention. Synonym: Logframe
Evaluation plan	The term 'evaluation plan' is commonly used in two contexts: <ul style="list-style-type: none"> • To describe the document that sets out an organization's work plan for program and project evaluations to be conducted in the next year or years. It lists the programs and provides information on the planned timing and budgets for these evaluations. Such documents are often known as ministerial or organizational evaluation plans, or multiannual evaluation plans when they cover more than one year (three or five years). • The term also describes the document summarizing the planned evaluation procedure for a given program, usually in the form of a table. For each evaluation topic or question, this document sets out the recommended data collection methods, indicators, responsibilities for producing information and collecting and analyzing data, and the proposed timing and frequency of activities to guide data collection. These documents are sometimes called an 'evaluation matrix' or 'evaluation grid'.
Monitoring	<ul style="list-style-type: none"> • Continuous or periodic examination of activities and their outputs to provide information on their progress and recommend prompt corrective action if the situation is not what was intended and is likely to interfere with achievement of the desired objectives. Monitoring provides managers and stakeholders with regular feedback on progress or lack of progress in achieving the intended results of the intervention. • Process whereby stakeholders receive feedback on progress made in achieving their stated objectives. Rather than simply asking "Are we doing what we planned to do?", it poses the question "Are we making progress in achieving the results that we originally aimed to achieve?"
Risk	Effect of uncertainty on achieving objectives. A risk is often characterized in terms of events and potential consequences, or a combination of the two. It is often expressed as the combination of the consequences of an event (including a change of circumstances) and its likelihood. Related term: Integrated risk management

Results-based management	<ul style="list-style-type: none"> • Results-based management (RBM) is a management approach that focuses on achieving the desired results • Structuring management around results means that resources are managed and used in a way that focuses on the desired results, and the available data are used to improve decision-making processes. • RBM is a procedure that centers around performance and making sustainable improvements to achievements. • It provides a coherent framework with practical tools for strategic planning, risk management and evaluating results.
Theory change	<p>of Broad picture of the desired changes for society establishing the preconditions at each stage of the intervention, specifying the paths and actions needed, and explaining how they will contribute to the success of the initiative.</p>

Source: “Glossaire des termes usuels en mesure de performance et en évaluation (pour une gestion saine et performante)”, Quebec, January 2013



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