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THE MINUTES OF MEETINGS  
CONCERNING  
THE TECHNICAL COOPERATION  
FOR  
THE ESTABLISHMENT OF EXTENSION SYSTEM  
FOR ARTISANAL FISHERIES


The Japanese Management Consultation Team (hereinafter referred to as 'the Team') organized by Japan International Cooperation Agency (hereinafter referred to as 'JICA') and headed by Dr. Sakuramoto visited Kingdom of Morocco for the purpose of defining the details of the technical cooperation in connection with the Establishment of Extension System for Artisanal Fisheries Project (hereinafter referred to as "the Project").


During its stay in Kingdom of Morocco, the Team had a series of discussions and exchanged views with the Moroccan authorities concerned on the matter related to the Project, as well as field studies.

As a result of the discussions and field study, the Team and the Moroccan authorities reached the common understanding on the issues of the Project as attached hereto.

Rabat, March 8, 2002

  
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## **1. MONITORING AND EVALUATION PLAN**

### **1-1. Project Design Matrix (PDM) (Annex1)**

Both Moroccan and Japanese parties addressed the importance of setting up monitoring indication as well as ensuring logical linkage among key components of the Project. For this purpose, both parties agreed to utilize the PDM as a management tool of the Project.

### **1-2. Plan of Operation (PO) (Annex 2)**

In order to facilitate well planned operation of the Project, both parties discussed a detailed plan of activities described in the PO.

### **1-3. Project Achievement Chart (Annex 3)**

Both parties discussed the Project management to monitor planned activities in the Project Achievement Chart.

### **1-4. Evaluation Criteria (Annex 4)**

Both parties discussed the evaluation criteria to enhance the Project evaluation.

## **2. OTHERS**

### **2-1. Vehicles for Extension and Equipment for Mobile Classes**

Dept. of Maritime Training and Social and Professional Promotion (hereinafter referred to as "DFMPSP") referred to the necessity of vehicles for extension and equipment for mobile classes. The JICA Moroccan Office required DFMPSP to submit necessary information on providing vehicles for extension and equipment for mobile classes on February 28, 2002.

During the Team staying in Kingdom of Morocco, the information was submitted to the Team from DFMPSP.

DFMPSP further emphasized to the Team the importance of acquisition of vehicles for extension and equipment necessary for mobile classes in order to implement activities described in the PDM. If not provided, scale of the Project has to be reconsidered as well as PDM must be revised accordingly.

The Japanese government will examine the necessity to provide vehicles for extension and equipment for mobile classes based on the information given by DFMPSP and consider the number, timing, and specifications of providing vehicles for extension and equipment for mobile classes.

### **2-2. Allowance, Accommodation Fee and Travel Expenses for V/C (hereinafter referred to as "V/C")**

The Team insisted that DFMPSP should secure the allowance, accommodation fee and travel expenses for V/Cs, arisen when V/Cs having training at Larache CQPM.

DFMPSP persisted that the Japanese side should provide for the training at the Larache CQPM which is additional to their original activities. If not covered, place of training activities and frequency of project activities have to be reconsidered. The Team will convey this matter to the JICA HQ for consideration.

### **2-3. Selection and Assignment of V/Cs**

It was promised that DFMPSP would select and assign 2 (two) V/Cs and 1 (one) female V/C to each CQPM, ITPM and ISTPM by the beginning of a basic training which will be held in July 2002, paying careful attentions to their original workload, aptitude for V/C and so on in order for V/Cs to devote themselves to extension activities.

### **2-4. Role of Larache CQPM as the National Extension Training Center**

Both DFMPSP and the Project Team should define through continuous discussions mandates and activities of the future National Extension Center.

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**Monitoring and Evaluation Plan  
of  
The Project for the Establishment of an Extension System  
for  
Artisanal Fisheries**

<b>Name of the Project</b>	Project of the Establishment of an Extension System for Artisanal Fishermen
<b>Duration of the cooperation</b>	June 1, 2001 ~ May 31, 2006
<b>Implementing Organization</b>	Department of Maritime Training and Social Professional Promotion(DFMPSP)
<b>Date of Preparation</b>	March 8, 2002

**I. Project structure and activities**

**1. Project Design Matrix (PDM: Annex 1)**

The PDM was prepared by Japanese experts and Moroccan counterparts in charge in consultation with 1<sup>st</sup> Joint Coordination Committee Meeting, and was signed by the Management Consultation Team.

**2. Plan of Operations (PO: Annex 2)**

The PO was prepared by Japanese experts and Moroccan counterparts in charge in consultation with 1<sup>st</sup> Joint Coordination Committee Meeting, and was signed by the Management Consultation Team.

**II. Monitoring and evaluation activities**

**1. Monitoring system**

In accordance with the monitoring schedule (III), the Extension System Establishment Committee will be held to monitor the progress of project activities. The members of the committee are as follows:

Moroccan side:

- (1) Responsible person: Project Director
- (2) Project Manager
- (3) Co-Project Manager
- (4) Long term counterparts

(5) Representative from cell for promotion of woman's activity

(6) Other representatives from concerning section

Japanese side:

(1) Responsible person: Chief Advisor

(2) Experts dispatched

Monitoring reports should be prepared under the "Project Achievement Chart" (Annex 3).

Monitoring reports will be submitted and approved by the Extension System Advisory Council.

## 2. Evaluation system

In accordance with the evaluation schedule, an evaluation mission will be dispatched by JICA.

The mission team and Moroccan authorities concerned will formulate a joint evaluation team.

The team will evaluate the project achievement, based on "Items of evaluation"(Annex 4).

An evaluation report should be prepared and signed by both (Japanese and Moroccan) sides.

### III. Schedule of monitoring and evaluation (provisional)

Time	Types of monitoring and evaluation	Conducted by	Reported by
March 2001	Agreement of cooperation		R/D and TSI
June 2001	Commencement of cooperation		
March 2002	Monitoring and evaluation plan	Management consultation team	Minutes
May 2002	1 st monitoring	Extension System Establishment Committee	Monitoring report
November2002	2 nd monitoring	Extension System Establishment Committee	Monitoring report
May 2003	3 rd monitoring	Extension System Establishment Committee	Monitoring report
November2003	4 th monitoring	Extension System Establishment Committee	Monitoring report
May 2004	Intermediate evaluation	Joint evaluation team	Minutes
November2004	5 th monitoring	Extension System Establishment Committee	Monitoring report
May 2005	6 <sup>th</sup> monitoring	Extension System Establishment Committee	Monitoring report
November2005	Final evaluation	Joint evaluation team	Joint evaluation report
May 2006	Termination of the project		

#### IV. Criteria and items for monitoring and evaluation

1. Criteria for monitoring

Items of monitoring correspond to the ones of activities listed in the PO. Criteria for monitoring are indicated as “indicator” in the PO.

2. Criteria for evaluation

Suggested list of criteria for evaluation is shown in Annex 4.

Annex: 1

Project Design Matrix (PDM): The Project for the Establishment of an Extension System for Artisanal Fisheries (Version-1)

Duration: June 1, 2001 ~ May 31, 2006

Beneficiaries: Artisanal Fishers

Preparation: March 8, 2002

Target Areas: 12-18 sites that Vulgarisation Coordinators (V/C) have selected

Implementation Agencies: Ministère des Pêches Maritimes (MPM) and Japan International Cooperation Agency (JICA)

Date of

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p><b>[Overall Goal]</b> To improve the socio-economic conditions of artisanal fishers along with conservation of marine resources.</p>	<p>1. The regional differences of incomes will be ironed out by 2010. 2. Knowledge regarding conservation of marine resources will be extended by 2010 (for the detailed list of indicators, see list A).</p>	<p>1. Five year plan of the MPM 2. Activity reports of extension program (marine resources) • Case study reports of the program of technique adaptation/promotion of women's activity that dealt with marine resources conservation. • V/C activity reports 1. Interviews with fisher persons • V/C activity reports • Self-evaluation reports by fishers persons 2. Accounting reports of the MPM 3. Extension activity plans prepared by the MPM.</p>	<p>• Living environment of artisanal fishers persons will not drastically change. • Other efforts for the conservation of marine resources will be implemented by the MPM. • The MPM will establish their own extension system and regulations based on the outcomes of the Project.</p>
<p><b>[Project Purpose]</b> To develop and establish an effective extension system.</p>	<p>1. Number of active groups on the selected sites will increase (for the detailed list of indicators, see list B) 2. Amount of the extension budget planned and executed by the MPM will increase compared to that of 2001. 3. Extension activities implemented by the MPM itself will increase compared to those in 2001.</p>	<p>1. Baseline survey reports. • Database of the baseline survey. • Action plan (PO, APO) • V/C activity reports • Interviews with fishers persons 2. Curriculum (for each themes) • Texts for V/Cs (for each themes) • Texts for fishers persons (for each themes) • Visual aids for mobile classes (for each themes) 3-1. Curriculum • Evaluation by V/Cs after each training (themes and basic training) • Manuals of basic training 3-2. Training records of the Project 4-1. V/C activity reports • Field visits 4-2. V/C activity reports • Evaluation by fishers persons after each extension program 4-3. Contents of the program of technique adaptation / promotion of women's activity • V/C activity report</p>	
<p><b>[Outputs]</b> 1. Practices, resources and situation of artisanal fisheries are clarified. 2. Extension programs on relevant themes for fishers persons are developed. 3. Curriculum and teaching materials are developed and technical capacity of V/Cs is improved.</p>	<p>1. Extension themes based upon the situation and needs of artisanal fishers person are selected (for the detailed list of indicators, see list C). 2. Six themes of extension programs will be completed (for the detailed list of indicators, see list D). 3-1. Training courses (themes and basic training) for V/Cs will be completed (for the detailed list of indicators, see list E). 3-2. 3/4 of V/Cs will complete training courses (basic and themes) by 2005. 4-1. 2/3 of V/Cs will be able to conduct effective mobile classes based upon the themes of extension programs by 2004 (for the detailed list of indicators, see list F). 4-2. Fishers person on the selected sites will be aware of the contents of 6 themes of extension programs by 2005 (for the detailed list of indicators, see list G). 4-3. The capacity of V/Cs to plan, implement, M&amp;E will be increased by 2006 (for the detailed list of indicators, see list H).</p>		
<p>4. Extension activities are carried out effectively on the selected sites.</p>			

<p>5. Monitoring, evaluation and feedback mechanism is established.</p> <p><b>【Activities】</b></p> <p>1. To study artisanal fisheries to clarify the situation and problems on relevant extension themes (hygiene and quality of marine products, marine safety, gender and development, marine resource conservation, etc.).</p> <p>1-1. To conduct the baseline survey.</p> <p>1-2. To select extension themes based upon needs of artisanal fisherpersons.</p> <p>2. To develop extension programs for fisherpersons.</p> <p>2-1. To develop curriculum (for each themes).</p> <p>2-2. To develop texts for V/Cs (for each themes).</p> <p>2-3. To develop texts for fisherpersons (for each themes).</p> <p>2-4. To develop visual aids for mobile classes (for each themes).</p> <p>3. To train V/Cs.</p> <p>3-1. To conduct training courses (for each themes).</p> <p>3-2-1. To develop curriculum for the basic training.</p> <p>3-2-2. To develop texts for the basic training.</p> <p>3-2-3. To conduct the basic training.</p> <p>3-2-4. To develop extension manuals.</p> <p>4. Apply extension activities on selected sites.</p> <p>4-1. To select sites for each V/C.</p> <p>4-2. To carry out mobile classes (for each themes).</p> <p>4-3. To form groups of fisherpersons and to plan the program of technique adaptation/promotion of women's activities.</p> <p>4-4. To hold group management training courses (leadership, accounting, and literacy).</p> <p>4-5. To implement study tours.</p> <p>4-6. To monitor group activities.</p> <p>4-7. To hold reporting seminars of group activities by artisanal fisherpersons.</p> <p>4-8. To evaluate the activity by artisanal fisherperson themselves and also by V/Cs.</p>	<p>4-4. Problem solving ability of fisherpersons who participated in the program of technique adaptation/promotion of women's activities will be strengthened by 2006 (for the detailed list of indicators, see list I).</p> <p>5. Feedback mechanism will be established (for the detailed list of indicators, see list J).</p> <p><b>【Inputs】</b></p> <p>&lt; Moroccan Side &gt;</p> <p>1. Personnel</p> <p>(1) Long-term counterparts</p> <p>1) Project Director</p> <p>2) Project Manager</p> <p>3) Co-manager of the Project</p> <p>4) Counterparts from CQPM Larache</p> <p>5) Counterparts from CQPM Larache</p> <p>6) Counterparts from CPF</p> <p>(2) Short-term counterparts</p> <p>Will be appointed when necessary</p> <p>(3) 3 V/Cs to each institute [ (2 male and 1 female) x 6 institutes=18V/Cs ]</p> <p>2. Land, Building and Facilities</p> <p>All facilities of CQPM Larache including offices for Japanese experts</p> <p>3. Local costs</p> <p>Necessary expenditure for the Project implementation.</p>	<p>* Filed visits</p> <p>4-4. Self-evaluation reports by fisherperson</p> <p>*V/C activity reports</p> <p>5. V/C activity reports</p> <p>* Minutes of regular meetings of V/Cs</p> <p>* Minutes of Extension System Establish Committee</p>	<p>*Continuous supports from staff in the field (DPM, ONP and INRH) are available.</p> <p>*The Project will be accepted by the artisanal fisherpersons on the sites V/Cs selected.</p> <p>*Vehicles for mobile classes are provided on schedule.</p>
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5. To develop monitoring, evaluation (M&E) and feedback mechanisms for extension activities.  
 5-1. To systematize the methodologies to M&E activities of V/Cs (V/C activity reports and regular meetings etc.).  
 5-2. To M&E extension activities (workshops of extension activities, publication etc.)  
 5-3. To improve extension and training programs based upon results of 5-1~2.  
 5-4. To reflect the evaluation results in development of new programs.  
 5-5. To hold Extension System Establish Committee to examine the extension system of Morocco.

**【Pre-conditions】**

•Time, transportation, allowance for V/Cs are secured.

# The Project for the Establishment of an Extension System for Artisanal Fisheries

## Detailed List of Indicators (Version-1)

Date of preparation : March 8, 2002

Prepared by: Long-term C/Ps, DFMPSP C/Ps, and Japanese Experts

### Detailed indicator A

1. Equivalent section in the PDM : <b>Overall Goal</b> • Project Purpose • Outputs (To improve the socio-economic conditions of artisanal fisherpersons along with conservation of marine resources.)					
2. Indicator : 2. Knowledge regarding conservation of marine resources will be extended by 2010.					
3. Target : It will be Level A by May 2010.				Standard year : 2002 (Level D)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	Level D	Level D	Level C	Level B	Level A
5. Explanation of indicator/target: Degrees of the extension of knowledge regarding marine resources conservation are evaluated into the four levels of A-D. Level A: MPM implements extension programs regarding conservation of marine resources in non-project areas on its own. Level B: Activities aiming at marine resources conservation are carried out as a part of the program of technique adaptation and promotion of women's activities. Level C: Extension programs concerning marine resources conservation are developed, and the knowledge and skills are extended through mobile classes. Level D: Not enough extension programs are carried out.					
6. Verifiable indicators/Means of verification It will be verified with reference to: Records of extension activities of marine resources conservation, Records the program of technique adaptation and promotion of women's activities contributing to marine resources conservation, and V/Cs' activity reports.					
7. Remarks					
<ul style="list-style-type: none"> <li>• According to the baseline survey fisherpersons don't find much necessity of conserving marine resources due to the absence of extension in the related fields. Assuming that priorities are to be given to the themes in which they are interested, development of programs of marine resources conservation is expected to take place after the first year.</li> <li>• Conservation of costal marine resources cannot be achieved only through extension programs. It requires comprehensive approaches including researches and development, and control on fishing. Therefore the project limits itself to the indicators achievable within its framework.</li> </ul>					

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### Detailed indicator B

1. Equivalent section in the PDM : Overall Goal • <u>Project Purpose</u> • Outputs (To develop and establish an effective extension system.)					
2. Indicator : 1. Number of active groups in the selected sites will increase.					
3. Target : By 2004, 40% of all the groups formed. By 2006, 60% of all the groups formed.				Standard year : 2002 (0%)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	—	20%	40%	50%	60%
5. Explanation of indicator/target: More than four among the below six are Yes, it is considered an active group. Evaluation is done based on the ratio that active groups account for.					
① Roles of group members (e.g. leader, accountant) have been decided.					
② More than 60% of members participate in classes held by V/Cs.					
③ Group meetings are held.					
④ More than 80% of members carry out collective activities of technique adaptation and promotion of women's activities as agreed by the group.					
⑤ Fisherpersons are capable of monitoring and evaluating their own activities as well as improving them.					
⑥ Number of group members is increasing.					
6. Verifiable indicators/Means of verification It will be verified based upon: Interviews with fisherpersons, V/Cs' activity reports and Fisherpersons' self-evaluation reports.					
7. Remarks					

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### Detailed indicator C

1. Equivalent section in the PDM : Overall Goal • Project Purpose • <b>Outputs 1</b> (Practices, resources and situations of artisanal fisheries are clarified.)					
2. Indicator : 1. Extension themes based upon the situation and needs of artisanal fisherpersons are selected					
3. Target : It will be Level A by May 2005.				Standard year : 2002 (Level B)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	Level B	Level B	Level A	Level A	Level A By initiative of MPM
5. Explanation of indicator/target: According to the check list below, appropriateness of each theme is marked into three categories (Good 2, Fair 1 and Poor 0). Comprehensive evaluation is done into three levels of A-C. Level A: Appropriate extension themes have been selected. (Total score 8-10.) Level B: Better themes need to be selected. (Total score 5-7.) Level C: Extension themes must be re-examined. (Total score 0-4.)					
Check list for appropriateness of selection of themes					Evaluation
1. Have needs of fisherpersons been met?					
2. Are themes coherent with the national policies?					
3. Have needs of artisanal fisherpersons been equally met, instead of benefiting a few fishermen?					
4. Do themes deal with questions could be solved?					
5. Are V/Cs able to select new extension themes through dialogues with fisherpersons?					
Total points for evaluation					/10
6. Verifiable indicators/Means of verification It will be verified based upon: Baseline survey reports, Database of baseline survey, Action plan (PO, APO), V/C activity reports and Interviews with fisherpersons.					
7. Remarks					

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### Detailed indicator D

1. Equivalent section in the PDM : Overall Goal • Project Purpose • <u>Outputs 2</u> (2. Extension programs on relevant themes for fisherpersons are developed.)					
2. Indicator : 2. Six themes of extension programs will be completed.					
3. Target : It will be Level A by May 2005. Number of themes to be developed: 6 themes Contents of themes: curriculum, texts for V/Cs, texts for fisherpersons and visual aids for each themes				Standard year : 2002 (0%)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	—	Level C	Level B	Level A	Level A By initiative of MPM
5. Explanation of indicator/target: According to the check list below, quality of programs are marked into three categories (Good 2, Fair 1 and Poor 0). Comprehensive evaluation is done into three levels of A-C. Level A: Excellent extension programs suitable for fisherpersons have been developed. (Total score 15-20.) Level B: Fair extension programs have been developed. (Total score 10-14.) Level C: Extension programs need to be re-examined. (Total score 0-9.)					
Check list for Appropriateness of Extension Programs					Evaluation
1. Have extension programs been developed in collaboration with C/Ps and have they been able to acquired capacities of developing and improving programs by themselves?					
2. Have curriculum been properly planned in terms of time?					
3. Have curriculum been constructed in a manner that fisherpersons could accumulate their knowledge step by step?					
4. Have communication methods (extension methods) been appropriate?					
5. Are extension programs user (V/Cs and fisherpersons) friendly					
6. Are extension programs consistent with budgets and personnel of the C/P organizations?					
7. Are texts (for V/Cs & fisherpersons, and audio-visuals) easy to understand?					
8. Have programs met needs of fisherpersons?					
9. Have programs been modified in response to results of Extension System Establishment Committee or requests of fisherpersons?					
10. Have programs been designed in a manner that fisherpersons equally benefit?					
Total points for evaluation					/20
6. Verifiable indicators/Means of verification It will be verified based upon: Curriculum, Texts for V/Cs, Texts for fisherpersons, and Visual aids for mobile class.					
7. Remarks • Checkpoint 10. should be checked whether roles of artisanal fisherpersons have been examined in					

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developing extension themes. (E.g., in addition to small-boats operators whether cram and weed collectors were incorporated in marine resources conservation schemes, and whether organization promotion targeted women's groups.)

**Detailed indicator E**

1. Equivalent section in the PDM : Overall Goal • Project Purpose • <b>Outputs 3</b> (3. Curriculum and teaching materials are developed and technical capacity of V/Cs is improved.)					
2. Indicator : 3-1. Training courses (themes and basic training) for V/Cs will be completed.					
3. Target : It will be Level A by May 2004.				Standard year : 2002 (0%)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	Level C	Level B	Level A	Level A By initiative of MPM	Level A By initiative of MPM
5. Explanation of indicator / target: According to the check list below, quality of each course is marked into three categories (Good 2, Fair 1 and Poor 0). Comprehensive evaluation is done into three levels of A-C. Level A: Excellent training courses have been prepared. (Total score 15-20) Level B: Fair training courses have been prepared. (Total score 10-14) Level C: Training courses need to be re-examined. (Total score 0-9)					
Check list for Appropriateness of Training Program					Evaluation
1. Have lectures (thematic & basic training) been fitted to V/Cs' level?					
2. Have methods of communication with V/Cs been proper?					
3. Have time-length, venue, and number of lectures been adequate?					
4. Have lecturers been competent in their areas of specialization?					
5. Have lectures been easy to understand?					
6. Are handouts and texts easy to understand?					
7. Have curriculum met needs of V/Cs?					
8. Are training programs practical?					
9. Have programs taken difference of capacities among trainees into consideration?					
10. Have programs been able to make trainees understand how to carry out extension activities and to give incentive to do so?					
Total points for evaluation					/20
6. Verifiable indicators/Mean of verification It will be verified based upon: Curriculum, V/Cs' evaluation after each training (themes and basic training), and Manuals of basic training.					
7. Remarks					

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### Detailed indicator F

1. Equivalent section in the PDM : Overall Goal • Project Purpose • <b>Outputs 4</b> (4. Extension activities are carried out effectively on selected sites.)					
2. Indicator : 4-1. 2/3 of V/Cs will be able to conduct effective mobile classes based upon the themes of extension program by 2004.					
3. Target : It will be Level B by May 2004.				Standard year : 2002 (0%)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	—	Level C	Level B	Level A	Level A By initiative of MPM
5. Explanation of indicator / target: V/Cs' ability to conduct mobile classes is evaluated from Level A to E. Level A: Having been modified according to the area specificity, almost all the techniques and teaching materials that the programs disseminated are utilized. Level B: Almost all the techniques and teaching materials that the programs disseminated are utilized as they were. Level C: A part of the programs is utilized but the rest is not. Level D: A part of the programs is referred to, but classes are not held as instructed. Level E: None of program contents or teaching materials is utilized nor classes are held as instructed.					
6. Verifiable indicators/Means of verification It will be verified based upon: V/C activity report and Regular field visits by the project.					
7. Remarks					

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### Detailed indicator G

1. Equivalent section in the PDM : Overall Goal • Project Purpose • <b>Outputs 4</b> (4. Extension activities are carried out effectively on selected sites.)					
2. Indicator : 4-2. Fisherpersons in the selected sites will be aware of the contents of 6 themes of extension program by 2005.					
3. Target : It will be Level A by May 2004.				Standard year : 2002 (0%)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	Level C	Level B	Level A	Level A By initiative of MPM	Level A By initiative of MPM
5. Explanation of indicator/target: According to the check list below, levels of awareness of fisherpersons are marked into three categories (Good 2, Fair 1 and Poor 0). Comprehensive evaluation is done into three levels of A-C. Level A: Awareness of fisherpersons has been increased. (Total score 8-10) Level B: Awareness of fisherpersons has been increased a little. (Total score 5-7) Level C: Awareness of fisherpersons has not been increased at all. (Total score 0-4)					
Check list for degree of awareness of fisherperson					Evaluation
1. Has participation of fisherpersons in the extension programs increased?					
2. As a result of participation in the extension programs have knowledge levels of fisherpersons enhanced?					
3. By participating in the extension programs have fisherpersons come to feel familiar with extension activities and/or V/Cs?					
4. Through the extension programs have fisherpersons and V/Cs been able to share problems?					
5. Have fisherpersons and V/Cs started taking steps to solve problems they shared?					
Total points for evaluation					/10
6. Verifiable indicators/Means of verification It will be verified based upon: V/C activity reports and Evaluation by fisherpersons after each extension program.					
7. Remarks					

### Detailed indicator H

1. Equivalent section in the PDM : Overall Goal • Project Purpose • <b>Outputs 4</b> (4. Extension activities are carried out effectively on selected sites.)					
2. Indicator : 4-3. The capacity of V/Cs to plan, implement, M&E will be increased by 2006.					
3. Target : It will be Level B by May 2006.				Standard year : 2002 (0%)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	—	Level D	Level C	Level C	Level B
5. Explanation of indicator/target: According to the check list below, V/Cs' capacity to plan, implement and M&E into three categories (Good 2, Fair 1 and Poor 0). Comprehensive evaluation is done into three levels of A-D. Level A: 2/3 of V/Cs gains the total score of more than 15. Level B: 1/2 of V/Cs gains the total score of more than 15. Level C: 1/2 of V/Cs gains the total score of 10-14. Level D: 1/4 of V/Cs gains the total score of more than 10.					
Check list for ability of plan, implement and M&E					Evaluation
1. Has trust between fisherpersons and V/Cs been established?					
2. Have V/Cs been able to design appropriate programs in the socio-economic context including gender issues?					
3. Have targeted fisherpersons shared the understanding of activities with V/Cs through the joint action plans preparation?					
4. Are the plans consistent with budgets?					
5. Have V/Cs obtained abilities to solve problems through introduction of improvements, appropriate technologies and adequate training?					
6. Have V/Cs guided and advised fisherpersons properly as they carried out activities?					
7. Have more than 80% of members taken part in activities they planned?					
8. Are linkages with concerned organizations taken into consideration?					
9. Have V/Cs evaluated their progress and necessity of improvements, and clarified plans for the following year?					
10. From the viewpoint of fisherpersons has guidance of V/Cs been appropriate?					
Total points for evaluation					/20
6. Verifiable indicators/Means of verification It will be verified based upon: Contents of the program of technique adaptation/promotion of women's activity, V/C activity reports and Regular filed visits by the project.					
7. Remarks					

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**Detailed indicator I**

1. Equivalent section in the PDM : Overall Goal • Project Purpose • <b>Outputs 4</b> (4. Extension activities are carried out effectively on selected sites.)					
2. Indicator : 4-4. Problem solving ability of fisherpersons who participated in program of technique adaptation/promotion of women's activity will increase by 2006.					
3. Target : It will be Level B by May 2005.				Standard year : 2002 (0%)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	—	Level D	Level C	Level B	—
5. Explanation of indicator / target: According to the check list below, problem solving ability of fisherpersons who participated in program of technique adaptation/promotion of women's activity is evaluated into levels A to D. Level A: Their problem solving ability has been enhanced. (Total score 18-20) Level B: Some problems are solved within the group. (Total score 15-17) Level C: Groups have become active in doing their own projects but problem-solving ability remains low. (Total score 10-14) Level D: Groups have just begun their activities and they don't possess problem solving ability. (Total score 0-9)					
Check list for problem solving ability of fisherperson					Evaluation
1. Are fisherpersons eager to improve the status quo?					
2. Have members of the same group shared problems?					
3. Do fisherpersons know external means to solve problems?					
4. Do fisherpersons know external resources (specialists/organizations) to solve problems?					
5. Have fisherpersons acquired information collection capacity?					
6. Do groups own their planning ability (action plans)?					
7. Do groups own management ability (financial management, regular meetings and minutes preparation)?					
8. Do more than 80% of members conduct group activities based on their agreed action plans?					
9. Do group activities have repercussions on others?					
10. Are members able to monitor and evaluate their activities and to improve them?					
Total points for evaluation					/20
6. Verifiable indicators/Means of verification It will be verified based upon: Self-evaluation reports by fisherpersons and V/C activity reports.					
7. Remarks <ul style="list-style-type: none"> <li>Extension activities implemented by the MPM so far do not aim at fostering problem solving ability of the fisherpersons. This program is unique activity of this project.</li> </ul>					

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**Detailed indicator J**

1. Equivalent section in the PDM : Overall Goal • Project Purpose • <b>Outputs 5</b> (5. Monitoring, evaluation and feedback mechanism is established.)					
2. Indicator : 5. Feedback mechanism will be established					
3. Target : It will be Level A by May 2006.				Standard year : 2002 (Level C)	
4. Plan for achievement :	1 <sup>st</sup> year (2002)	2 <sup>nd</sup> year (2003)	3 <sup>rd</sup> year (2004)	4 <sup>th</sup> year (2005)	5 <sup>th</sup> year (2006)
	Level C	Level C	Level B	Level B	Level A
5. Explanation of indicator/target: According to the check list below, feedback mechanism to monitor and evaluate project activities is evaluated into levels A to D. Level A: More than 6 check points have been achieved. Level B: More than 4 but less than 6 check points have been achieved. Level C: Less than 3 check points have been achieved.					
Operational aspects	1. Have all the institutes planned V/Cs' work in a manner that them could implement their duty in extension programs?				
	2. Have V/Cs submitted documents such as activity reports and action plans regularly?				
	3. Have V/C Regular Meetings been held and has each institute sent its V/Cs to them?				
	4. Have related bureaus (DFMPSP/CQPM/CPF) received proceedings of V/C Regular Meetings and reports?				
	5. Has progress reporting session been held and a case study report been issued annually?				
	6. Are the committee (Extension System Establishment Committee) and bureaus to review and improve extension programs are functional?				
Financial aspects	7. Are budgets to ensure extension programs secured by MPM?				
6. Verifiable indicators/Means of verification It will be verified based upon: V/C activity reports, Minutes of regular meetings, and Minutes of Extension System Establishment Committee.					
7. Remarks					

As the Project proceeds, above detailed indicators will be revised based upon the agreement of both Governments.

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Annual Plan of Operation 2001 for the Project for the Establishment of an Extension System for Artisanal Fisheries (Version 1)

Date of preparation: March 8, 2002

Phases	Items	Themes	Activity	Indicator	Schedule (Fiscal Year)													Inputs	Remarks				
					2001												Person in charge						
					I	II	III	IV	V	VI	Japanese side	Moroccan side											
PHASE I	1.		Study the situation and problems on relevant extension themes (hygiene and quality of marine products, marine safety, gender and development, marine resource conservation, etc.).																				
	1-1.		To implement baseline survey.																				
	1-2.		To select Extension themes based upon needs of artisanal fisherperson.																				
PHASE II	2.		Development of extension programs for fisherpersons.																				
	2-1.		To develop curriculum for promotion of organization																				
	2-2.		To develop curriculum for motor maintenance																				
	2-2-1.		To develop texts for promotion of organization for V/Cs.																				
	2-2-2.		To develop texts for motor maintenance for V/Cs.																				
	2-3.		To develop texts for promotion of organization for fisherperson.																				
	2-4.		To develop visual aids for promotion of organization for mobile class.																				
	2-4-1.		To develop visual aids for motor maintenance for mobile class.																				
PHASE III	3.		Training of V/Cs.																				
	3-1.		To conduct training course for promotion of organization.																				
	3-2-1.		To develop curriculum for basic training.																				
	3-2-2.		To develop texts for basic training.																				
PHASE IV	4.		Apply extension activities in selected sites.																				
	4-1.		To select sites for each V/C.																				
	4-2.		To implement mobile class for promotion of organization.																				
	4-3.		To implement mobile class for motor maintenance.																				





Annual Plan of Operation 2002 for the Project for the Establishment of an Extension System for Artisanal Fishes (Version 1)

Date of preparation: March 8, 2002

Phases	Items	Themes	Activity	Indicator	Schedule (Fiscal Year)												Person in charge	Inputs	Remarks				
					2002																		
					I	II	III	IV	V	VI	July	Aug	Sept	Oct	Nov	Dec							
PHASE I	1.	1-1.	Study the situation and problems on relevant extension themes (hygiene and quality of marine products, marine safety, gender and development, marine resource conservation, etc.). To implement baseline survey.	Extension themes based upon the situation and needs of artisanal fishers are selected (for detailed list of indicators, see list C).																			
PHASE II	2.	2-1.	Development of extension programs for fishers. To develop curriculum for promotion of organization.	6 themes of extension programs will be completed (for detailed list of indicators, see list D).																			
PHASE III	3.	3-1.	To develop curriculum for motor maintenance. To develop texts for promotion of organization for V/Cs. To develop texts for motor maintenance for V/Cs. To develop texts for promotion of organization for fishers. To develop texts for motor maintenance for fishers. To develop visual aids for promotion of organization for mobile class. To develop visual aids for motor maintenance for mobile class.																				
PHASE IV	4.	4-1.	To conduct training course for motor maintenance. To develop curriculum for basic training. To develop texts for basic training. To conduct basic training. To develop extension manuals. Apply extension activities in selected sites. To select sites for each V/C.	- Training courses (themes and basic training) for V/Cs will be completed (for detailed list of indicators, see list E). - 3/4 of V/Cs will complete training course (basic and themes) by 2005.  - 2/3 of V/Cs will be able to conduct effective mobile classes based upon the themes of extension program by 2004 (for detailed list of indicators, see list F). - Fishers in the selected sites will be aware of the contents of 6 themes of extension program by 2005 (for detailed list of indicators, see list G).																			
PHASE V	5.	5-1.	To implement mobile class for motor maintenance. To form group of fishers and plan program of technique adaptation/promotion of women's activity. To form group of fishers and plan program of technique adaptation/promotion of women's activity. To hold management trainings (leader, accountant, literacy courses). To implement study tours. To monitor group activity. To hold seminars of group activities by artisanal fishers. To evaluate the activity by artisanal fishers themselves and also by V/Cs.	The capacity of V/Cs to plan, implement, M&E will be increased by 2006 (for detailed list of indicators, see list H).  Problem solving ability of fishers who participated in program of technique adaptation/promotion of women's activity will increase by 2006 (for detailed list of indicators, see list I).																			







## Evaluation Criteria

### 1. Accomplishment of the Project

The achievement level of the Project activities in terms of inputs, activities, outputs and project purpose, as in the accomplishment of the Project, is assessed in comparison with the plan such as R/D, PDM and PO.

#### (1) Inputs

- Accomplishment of the inputs from Moroccan side according to the plan.
- Accomplishment of the inputs from Japanese side according to the plan.

#### (2) Activities

- Progress of the activities planned according to the PO.
- Degree of difference between the plan and actual condition.
- Reasons for the earlier accomplishment than originally planned.
- Reasons and constraints for the postponement.

#### (3) Outputs

- Achievement level of the outputs according to the PDM.

#### (4) Project Purpose

- Achievement level of the project purpose according to the PDM.

### 2. Evaluation Criteria

#### (1) Effectiveness

Effectiveness will be assessed by analyzing the extent to which the outputs and the project purpose have been achieved or/and can be expected to be achieved.

#### (2) Efficiency

Efficiency will be assessed by analyzing productively of the implementation process; through examination of relationship between the outputs and the inputs, in terms of timing, quality and quantity, etc.

#### (3) Impact

Impact of the project activities will be identified by focusing mainly on positive and negative

impact, on the project purpose level and the overall goal level.

(4) Relevance

Relevance will be clarified by examining whether the outputs, the project purpose and the overall goal can still be in keeping with the priority needs and concerns of both the MPM and beneficiaries. The rationale of the project design, especially the relationship between each item in the narrative summary, will be also reviewed on the PDM.

(5) Sustainability

Sustainability will be clarified by examining whether project activities and benefits can be likely to continue, after completion of external assistance; through examination of institutional and management capacity, financial condition, technical ability, ownership of implementing organization, etc.

### 3. Items of Evaluation

Items of Evaluation		Indicators
1. Effectiveness	1-1. Achievement of Project Purpose	1. To what extent has the project purpose been achieved in comparison with the achievement of the outputs? 2. To what extent have output contributed to the achievement of project purpose? 3. What factors can be considered to cause delay or obstructs to the realization of the project purpose? 4. What are ratios of self-reliant group?
	1-2. Contribution of outputs to achieve Project purpose	1. To what extent has the outputs been achieved? 2. How much have the activities been proceeded on schedule of the initial plan? 3. To what extent have the activities contributed to the achievement of the outputs? 4. Are there any outputs and activities that have been changed during the Project? (See detailed list of indicator of PDM and indicators in PO)
	1-3. Important Assumptions	1. Continuous supports from staff in the field (DPM, ONP and INRH) are available. 2. The Project will be accepted by the artisanal fisherperson in the sites V/Cs selected.
2. Efficiency	2-1. Timing, quality and quantity of inputs to	1. Have input for planed activities provided as scheduled? 2. Have input for planed activities adequate (personnel,

	produce outputs	materials and expenses)?
		3. Have sufficient quality and quantity of inputs provided? 4. Have sufficient output produced as scheduled?
	2-2. Linkages with other type of cooperation	1. Number of collaborative works and seminar with other organization. 2. Positive and negative influence to the project Activities by other organization in selected sites.
3. Impact	3-1. Direct impacts on Project purpose level	1. Are there any behavior changes in artisanal fisherperson who have been supported by the Project? 2. Have the MPM enforced a fisheries extension system(budget, V/Cs, extension programs)?
	3-2. Indirect impacts on overall goal	1. Have living standard of artisanal fisherperson improved? 2. Have extension activities influenced to conservation of marine resources? 3. Are there any impacts on social, economical, institutional and environmental aspects predicted by the continuation of the Project?
4. Relevance	4-1. Relevance of Overall goal	1. Is the overall goal consistent with the Government policy, such as Development Plan? 2. Is the overall goal consistent with needs of artisanal fisherperson?
	4-2. Relevance of Project purpose	1. Does the project purpose contribute to the achievement of the overall goal? 2. Is the project purpose consistent with the need/interest of artisanal fisherperson, CQPM Larache and DFMPSP?
	4-3. Relevance of Project design	1. Are relationships among overall goal, project purpose, outputs, activities and inputs designed in PDM appropriate?
5. Sustainability	5-1. Institutional aspect	1. Has the implementation organization of the project able to maintain/strengthened to establish extension system?
	5-2. Financial aspect	1. Has sufficient budget to implement extension activities allocated by the MPM?