

UPDATED NUTRITION MONITORING AND EVALUATION PROTOCOL

– Local Governments NME Guidelines



5th National Conference of District/City Nutrition
Program Coordinators



Are we implementing the plan/project according to guidelines?
Is our plan/project on the right track?
Are we close our targets?



Are we moving at the right speed?
Are project inputs on time?

Overall Objective

to review and enhance the existing nutrition monitoring and evaluation system into a more results-based, integrated and user-friendly monitoring and evaluation system.

Specific Objectives

Assess the current monitoring and evaluation practices or system of the NNC and other agencies;

Develop an updated nutrition monitoring and evaluation protocol and appropriate tools for nutrition programs/ interventions and for selected nutrition workers

Train national and regional nutrition evaluation personnel/ team members on the new nutrition monitoring and evaluation protocol.

THE LOCAL GOVERNMENT NUTRITION MONITORING AND EVALUATION SYSTEM (LGNMES) GUIDELINES

OBJECTIVE

To monitor and evaluate the state of nutrition security at the local level based on LGU accomplishments in service delivery systems and nutrition workforce performance.

WHO ARE COVERED BY THE LGNMMES?



Barangay



Municipal/
City



Provinces



ALL LGUs

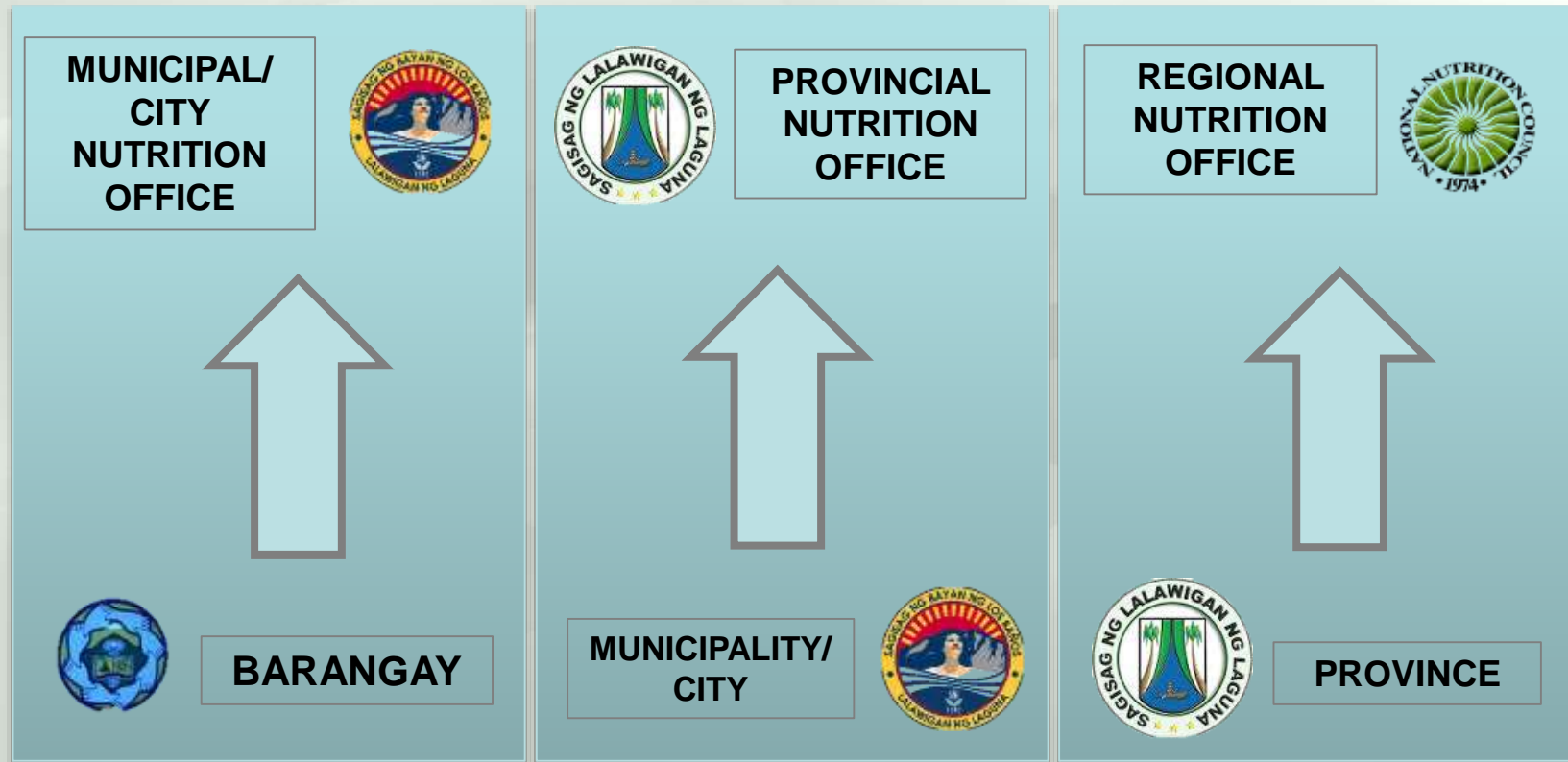
WHO PREPARES AND USES THE LGNMES AND WHEN?

Monitoring and Evaluation Team (MET)

- **Province-** Regional Nutrition Committee
- **Municipality and City-** Provincial Nutrition Committee
- **Barangay-** Municipal and City Nutrition Committee

Done every year

WHERE IS THE REPOSITORY OF LGNMES DATA?



ESSENTIAL COMPONENTS OF LGMNES

1 Local Nutrition Organizational Capacity Assessment

2 Performance Appraisal of Local Nutrition Workers (PALNW)

WHAT ESSENTIAL DIMENSIONS ARE IDENTIFIED AND REVIEWED IN THE LGNMEMS?

A. Organizational Component

- ✓ Vision and Mission
- ✓ Nutrition Laws and Policies
- ✓ Governance and Organizational Structure
- ✓ Local Nutrition Committee Management Functions
- ✓ Nutrition Interventions/Services
- ✓ Changes in the Nutrition Status in the LGU

WHAT ESSENTIAL DIMENSIONS ARE IDENTIFIED AND REVIEWED IN THE LGNMES?

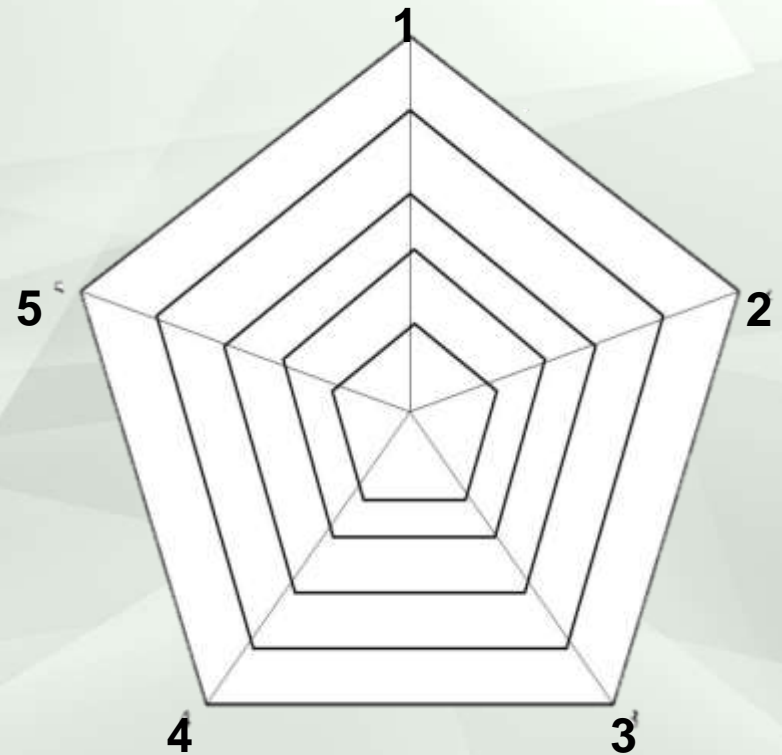
B. Worker Component

- ✓ Planning
- ✓ Organizing
- ✓ Advocacy for Nutrition Workers and Committees
- ✓ Coordination
- ✓ Resource Generation
- ✓ Documentation and Record Keeping
- ✓ Monitoring and Evaluation

PNAO
C/MNAO
D/CNPC
BNS

WHAT TOOLS SUPPORT THE LGNMES AND WHAT DO THEY SERVE?

A spider web diagram shows the computed scores for both organizational and worker component



WHAT TOOLS SUPPORT THE LGNMES AND WHAT DO THEY SERVE?

QUALITATIVE DATA

- matrix summary capturing reflections, learning, and action commitments for organizational component
- the evaluation summary sheet for the worker component



MECHANICS OF THE LGNMES

I. PREPARATORY STAGE

A. Organization of Monitoring and Evaluation Team (MET)

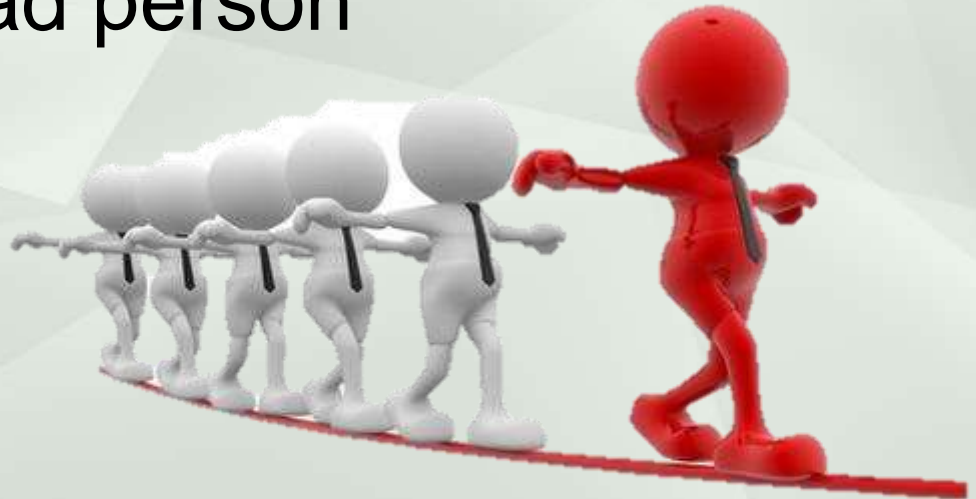
- ✓ 3-4 members with Elected Leader
- ✓ Express Commitment
- ✓ System of Rotation



I. PREPARATORY STAGE

B. Role of Office and Nutrition Workers

P/C/M/B Nutrition Office facilitates and coordinates all activities with the NAO as the lead person



I. PREPARATORY STAGE

C. Areas to be visited

1. **All P/C/M/B with nutrition action plans**
2. Schedule of the visit will be confirmed subject to completeness and readiness status of documents for evaluation



I. PREPARATORY STAGE

D. Required documents (LGNMES)

Dimension	Key Reference Documents
1. Vision and Mission	<ul style="list-style-type: none">• Local Nutrition Action Plan• Sangguniang Panlalawigan/Bayan Resolutions on Nutrition and Related Concerns• Approved Annual Investment Plan• Approved Annual Budget• Minutes of meeting attesting to adoption of national laws for local implementation• Line item budget for specific nutrition actions• Documentation Reports• Organizational Chart
2. Nutrition Laws and Policies	
3. Governance and Organizational Structure	

I. PREPARATORY STAGE

D. Required documents (LGNMES)

Dimension	Key Reference Documents
4. Local Nutrition Committee Management Functions	<ul style="list-style-type: none">• Local Nutrition Action Plan• Highlights of Meetings• Accomplishment Reports• Sangguniang Panlalawigan/Bayan Resolutions on Nutrition and Related Concerns• Organizational Chart• Project/Activity Documentation Reports• Annual Investment Plan• Letters from Private Sectors

I. PREPARATORY STAGE

D. Required documents (LGNMES)

Dimension	Key Reference Documents
5. Nutrition Interventions and Services	<ul style="list-style-type: none">• Local Nutrition Action Plan• Project/Activity Documentation Reports• Masterlist of Beneficiaries• Local Nutrition Action Plan• Project/Activity Documentation Reports• Masterlist of Beneficiaries• Local Nutrition Action Plan• Operation Timbang Plus Report• Health Office Reports• School Weighing Reports

I. PREPARATORY STAGE

D. Required documents (LGNMES)

Dimension	Key Reference Documents
5. Nutrition Interventions and Services	<ul style="list-style-type: none">• Local Nutrition Action Plan• Project/Activity Documentation Reports• Masterlist of Beneficiaries• Local Nutrition Action Plan• Project/Activity Documentation Reports• Masterlist of Beneficiaries• Local Nutrition Action Plan• Operation Timbang Report• Health Office Reports• School Weighing Reports

I. PREPARATORY STAGE

D. Required documents (LGNMES)

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I. PREPARATORY STAGE

D. Required documents (PALNW)

Dimension	Key Reference Documents
1. Planning	<ul style="list-style-type: none">• Local Nutrition Action Plan• Minutes of the Meetings
2. Organizing	<ul style="list-style-type: none">• Local Nutrition Action Plan• Minutes of the Meetings
3. Advocacy for nutrition workers and committees	<ul style="list-style-type: none">• Local Nutrition Action Plan• Minutes of the Meetings

I. PREPARATORY STAGE

D. Required documents (PALNW)

Dimension	Key Reference Documents
4. Coordination	<ul style="list-style-type: none">• Local Nutrition Action Plan• Minutes of the Meetings
5. Resource generation	<ul style="list-style-type: none">• Local Nutrition Action Plan• Minutes of the Meetings
6. Documentation and record keeping	<ul style="list-style-type: none">• Local Nutrition Action Plan• Minutes of the Meetings

I. PREPARATORY STAGE

E. Schedule of M and E Visits

Yearly

Between January to March



II. IMPLEMENTATION STAGE



Desk review and rating



Meeting with stakeholders



Exit meeting with local nutrition officials

3

Days per LGU

II. IMPLEMENTATION STAGE

Part 1. Desk Review

ROLES
Facilitator
Document locator
Document assessor
Report Presenter

- ✓ Individual Scoring
- ✓ Consensus for final scoring
- ✓ Rotation of reference documents

LGNMES FORMS

Has **eight (8) forms** to record performance data during the monitoring and evaluation activity.

- ✓ Four (4) forms for the Organization Component
- ✓ Four (4) forms for the Nutrition Worker Component.

ORGANIZATIONAL COMPONENT'S DIMENSIONS

Dimension		Highlighted Feature
1	Vision and Mission	Presence of vision and mission statement on nutrition and consideration in the Executive and Legislative Agenda and Annual Investment Plan. Note that this is distinct from the vision and mission of the LGU in general.
2	Nutrition Laws and Policies	Presence of localized nutrition laws and policies and the status of its review or updating as evidenced by an institutionalized mechanism
3	Governance and Organizational Structure	Presence of a well-functioning institutional structure for nutrition in the locality, i.e. committee, functions, staffing, decision making powers

ORGANIZATIONAL COMPONENT'S DIMENSIONS

Dimension		Highlighted Feature
4	Local Nutrition Committee Management Functions	Quality of nutrition management performance by the nutrition committee, i.e. LNAP formulation, advocacy work, resource generation and mobilization, monitoring and evaluation
5	Nutrition Interventions/Services	Extent of provision by the LGU on package of nutrition services
6	Changes in the nutritional status in the LGU	Key indicators of nutritional status, i.e. children, pregnant women, adults

HOW IS THE LGNMES TOOL SCORED AND ANALYZED?

A. Likert-scale for Form #1

Score	Description
0	lowest level suggesting no/absence of compliance
1	indicating partial compliance
2	indicating full compliance

B. All dimensions are of equal weight

LGNMES FORMS

Performance Appraisal of Local Nutrition Workers Component

WORKER COMPONENT'S DIMENSIONS

- ✓ Planning
- ✓ Organizing
- ✓ Advocacy for Nutrition Workers and Committees
- ✓ Coordination
- ✓ Resource Generation
- ✓ Documentation and Record Keeping
- ✓ Monitoring and Evaluation

PNAO
C/MNAO
D/CNPC
BNS

HOW IS THE PALNW SCORED AND ANALYZED?

A. Likert-scale for Form #5

Score	Description
1	minimum compliance
2	Satisfactory compliance
3	Excellent compliance

B. All dimensions are of equal weight

PALNW TOOL FOR DISTRICT/CITY NUTRITION PROGRAM COORDINATORS

PALNW FOR D/CNPC FORM 5c

[4_DCNPC_Sept29.ppt](#)

HOW IS THE PALNW ANALYZED AND USED FOR DECISION-MAKING?



OBJECTIVE is to achieve a **PERFECT SCORE of 3** in all, if not most, dimensions

HOW IS THE PALNW TOOL ANALYZED AND USED FOR DECISION-MAKING?

The relative scores will indicate **where** the Nutrition Worker is strong and where assistance/mentoring is needed



LOCAL GOVERNMENT NUTRITION MONITORING AND EVALUATION FORM

LGNMES Form 1a

SPIDER WEB ASSESSMENT DIAGRAM

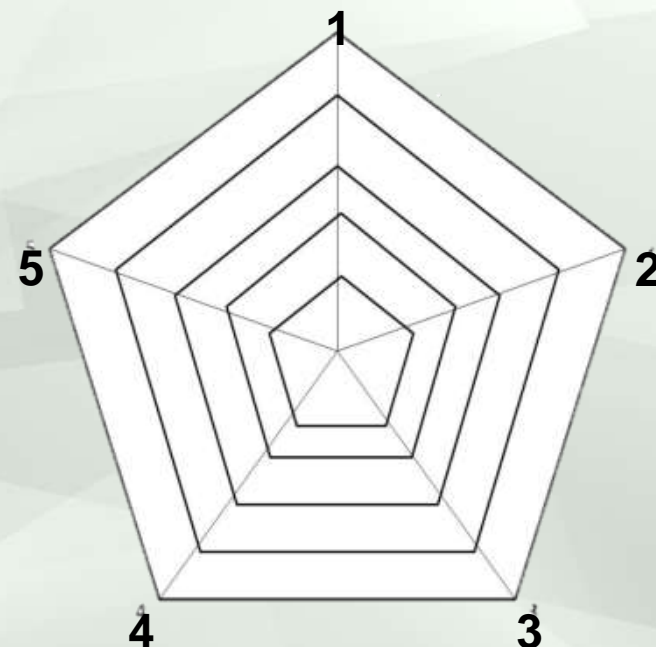
LGNMES FORM 2a
Revised June 22, 2015

Local Government Unit: _____

Date of Monitoring and Evaluation: _____ Period Covered: _____

DIMENSIONS

1 .	Vision and Mission
2.	Nutrition Laws and Policies
3.	Governance and Organizational Structure
4.	Local Nutrition Committee Management Functions
5.	Nutrition Interventions/Services



Name and Signature of Evaluator: _____	Name and Signature of Evaluator: _____	Name and Signature of Evaluator: _____	Name and Signature of Evaluator: _____
Designation: _____	Designation: _____	Designation: _____	Designation: _____
Name of Office: _____	Name of Office: _____	Name of Office: _____	Name of Office: _____
Date: _____	Date: _____	Date: _____	Date: _____

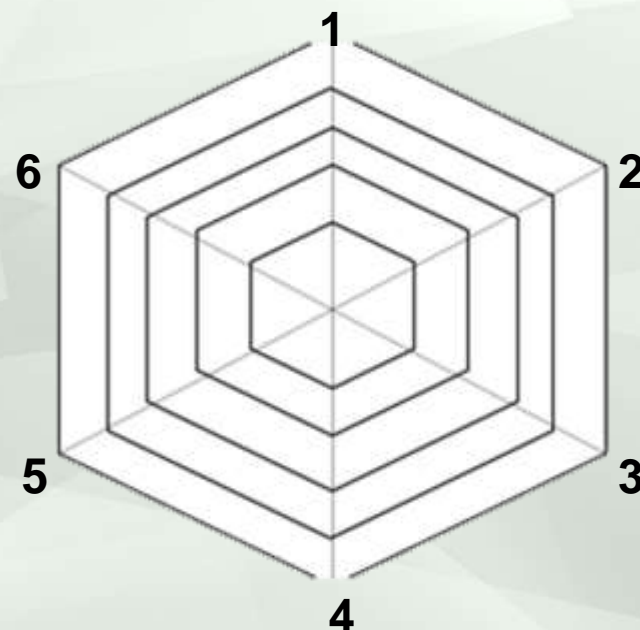
SPIDER WEB ASSESSMENT DIAGRAM FOR CHANGES IN THE NUTRITIONAL STATUS IN THE LOCAL GOVERNMENT UNIT

LGNMES FORM 2b

Local Government Unit: _____

Date of Monitoring and Evaluation: _____ Period Covered: _____

Elements	
1 .	Underweight 0-<5 children
2.	Stunted 0-<5 children
3.	Wasted 0-<5 children
4.	Overweight and obese 0-<5 children
5	Wasted school-age children
6	Nutritionally at-risk pregnant women



Name and Signature of Evaluator: _____	Name and Signature of Evaluator: _____	Name and Signature of Evaluator: _____	Name and Signature of Evaluator: _____
Designation: _____	Designation: _____	Designation: _____	Designation: _____
Name of Office: _____	Name of Office: _____	Name of Office: _____	Name of Office: _____
Date: _____	Date: _____	Date: _____	Date: _____

CHANGES IN THE NUTRITIONAL STATUS IN THE LOCAL GOVERNMENT UNIT

Local Government Unit: _____

Form#1b

Date of Monitoring and Evaluation: _____

Period Covered: _____

ELEMENTS		PERFORMANCE LEVEL			DOCUMENT SOURCE	CURRENT RATING	JUSTIFICATION OF THE RATING (EVIDENCE)
		0	1	2			
1	Prevalence of underweight 0-<5 children	No change or increased prevalence compared to the previous year	Decreased prevalence compared to the previous year	Sustained decrease prevalence compared in the last two years	Local Nutrition Action Plan Operation Timbang Report		
2	Prevalence of stunted 0-<5 children	No change or increased prevalence compared to the previous year	Decreased prevalence compared to the previous year	Sustained decrease prevalence compared in the last two years	Local Nutrition Action Plan Operation Timbang Report		
3	Prevalence of wasted 0-<5 children	No change or increased prevalence compared to the previous year	Decreased prevalence compared to the previous year	Sustained decrease prevalence compared in the last two years	Local Nutrition Action Plan Operation Timbang Report		
4	Prevalence of Overweight and Obesity among Children	No change or increased prevalence compared to the previous year	Decreased prevalence compared to the previous year	Sustained decrease prevalence compared in the last two years	Local Nutrition Action Plan Heath Office Reports		
5	Prevalence of thin school-age children	No change or increased prevalence compared to the previous year	Decreased prevalence compared to the previous year	Sustained decrease prevalence compared in the last two years	Local Nutrition Action Plan School Weighing Reports		

HOW IS THE LGNMES TOOL ANALYZED AND USED FOR DECISION-MAKING?

OBJECTIVE is to achieve a **PERFECT SCORE of 2** in all, if not most, dimensions



HOW IS THE LGNMES TOOL ANALYZED AND USED FOR DECISION-MAKING?

If

Results from Dimension #1 to #5 is **positively consistent** with the result in Dimension #6

Then

There is linkage or **effective translation** of service provision into desirable nutrition outcomes

HOW IS THE LGNMES TOOL ANALYZED AND USED FOR DECISION-MAKING?

If

There is an **inconsistent result** between Dimension #6 vis-à-vis Dimensions #1 to #5

Then

Nutrition actions do not explain nutrition performance which could mean **appropriate but inefficient interventions**

II. IMPLEMENTATION STAGE

Part 2. Meeting with Stakeholders

- A. Presentation of the spider web diagram
- B. Discussion of each dimension



II. IMPLEMENTATION STAGE

Part 3. Exit Stage

- A. Final deliberation
- B. Signing of evaluation report



II. IMPLEMENTATION STAGE

Part 3. Exit Stage

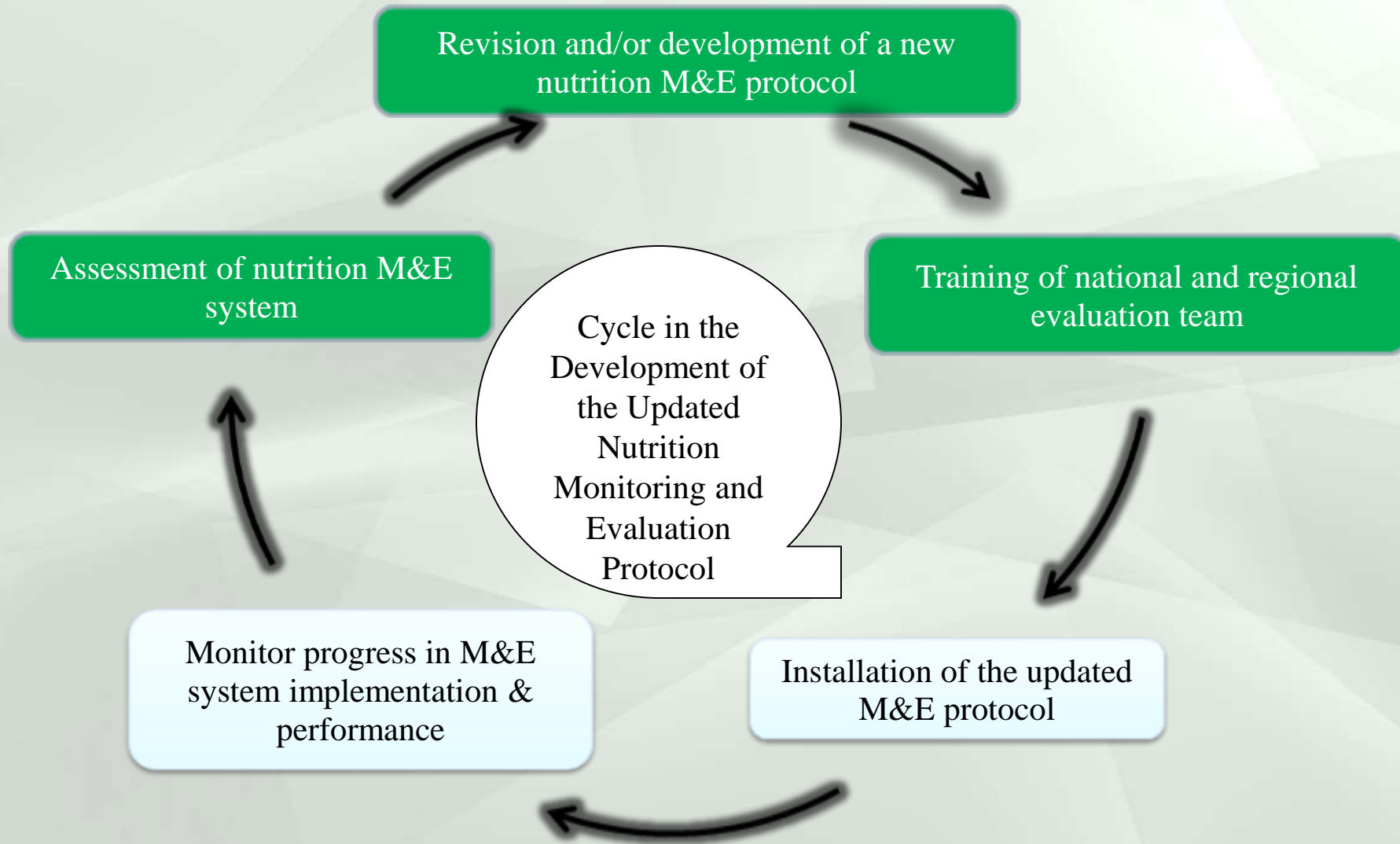
For submission to the LCE and NNC in hard copy printed from a PDF file of the final evaluation report



Next steps for 2016

- Field trial in selected LGUs – LGNMES and PALNW
- Continuous monitoring and evaluation using existing MELLPI tools in 2016
- Roll out of the updated PPAN M&E Protocol
 - National and regional
 - LGNMES
 - PALNW

Nutrition M&E Cycle



THANK YOU

