



Leopole T
State Programme Manager,
DDU-GKY

IT BASED MONITORING SYSTEMS FOR DDU-GKY

IT in Monitoring

Monitoring is the systematic and routine collection of data during project implementation for the purpose of establishing whether an intervention is moving towards the set objectives or project goals. In this case, data is collected throughout the life cycle of the project. The data collection tools are usually embedded into the project activities in order to ensure that the process is seamless. IT monitoring defines the essence of IT monitoring is simple, which is to ensure that your IT equipment is available and performing to the level expected and required to maintain 'business as usual'. The following are several types.

- Process monitoring/ physical progress monitoring
- Technical monitoring
- Assumption monitoring
- Financial Monitoring
- Impact Monitoring

Process monitoring/ physical progress monitoring

In process monitoring, routine data is collected and analyzed in order to establish whether the project tasks and activities are leading towards the intended project results. It authenticates the progress of the project towards the intended results. This kind of monitoring measures the inputs, activities and outputs. In other words, process monitoring answers the questions "what has been done so far, where, when and how has it been done?" Most of the data collected during project implementation usually serves this kind of monitoring.

Technical monitoring

Technical monitoring involves assessing the strategy

that is being used in project implementation to establish whether it is achieving the required results. It involves the technical aspects of the project such as the activities to be conducted.

Assumption monitoring

Any project has its working assumptions which have to be clearly outlined in the project log frame. These assumptions are those factors which might determine project success or failure, but which the project has no control over. Assumption monitoring involves measuring these factors which are external to the project. It is important to carry out assumption monitoring as it may help to explain success or failure of a project. For example, a project that was promoting the use of contraceptives may realize that uptake of use of contraceptives has dropped.

The drop in use of the contraceptive could however, be attributed to increased taxation on the importation of contraceptives in the country which makes them more expensive, rather than on project failure.

Financial Monitoring

Just like the name suggests, financial monitoring simply refers to monitoring project/ program expenditure and comparing them with the budgets prepared at the planning stage. The use of funds at the disposal of a program/project is crucial for ensuring there are no excesses or wastages. Financial monitoring is also important for accountability and reporting purposes, as well as for measuring financial efficiency (the maximization of outputs with minimal inputs)

Impact Monitoring

Impact monitoring is a type of monitoring which continually assesses the impact of project activities to the target population. Indeed, impacts are usually the long term effects of a project. However, for projects with a long life span or programs (programs have no defined timelines) there emerges a need for measuring impact change in order show whether the general conditions of the intended beneficiaries are improving or otherwise. In this case, the manager monitors impact through the pre-determined set of impact indicators. Monitoring both the positive and negative impacts, intended and un-intended impacts of the project/program becomes imperative.

2. Web based Monitoring of DDUGKY through Kudumbashree website

During the initial period, the concerned officers who were working in connection with the DDU-GKY programme were called directly to the State mission office and the details they gave were verified and consolidated. As it was found time consuming and it also affected the real time monitoring of the programme and when any of the districts failed to submit the data on time, it affected the analysis of the growth of the programme. And there were chances for the change in the data, if it was asked in any other circumstances

Nowadays, we are using monitoring table's facility in the Kudumbashree website. It is very useful for monitoring real time achievement/progress in the DDU-GKY activities. We can create our own format for collecting data from districts within a specific interval. This data used for analysing the physical, financial and activities progress in the each and every section. It gives a clear picture of every districts progress.

Advantages of using Monitoring tables

- Real time monitoring facility in district wise
- Easily identify the district wise performances
- Data available to public
- Reduce data redundancy
- Proactive monitoring and alerting, reporting, and trend analysis.
- Periodically obtaining performance-related information

No	Districts	Target	Commenced-April 2018	Under Training-April 2018	Completed-April 2018	Job Offered-April 2018	Joined job-April 2018	
1	Thiruvananthapuram	0	106	222	70	152	122	58
2	Koliam	0	154	448	70	145	74	0
3	Pathanamthitta	0	81	173	31	69	63	63
4	Alappuzha	0	129	87	78	29	25	12
5	Kottayam	0	30	165	61	61	17	28
6	Idukki	0	32	73	38	27	27	48

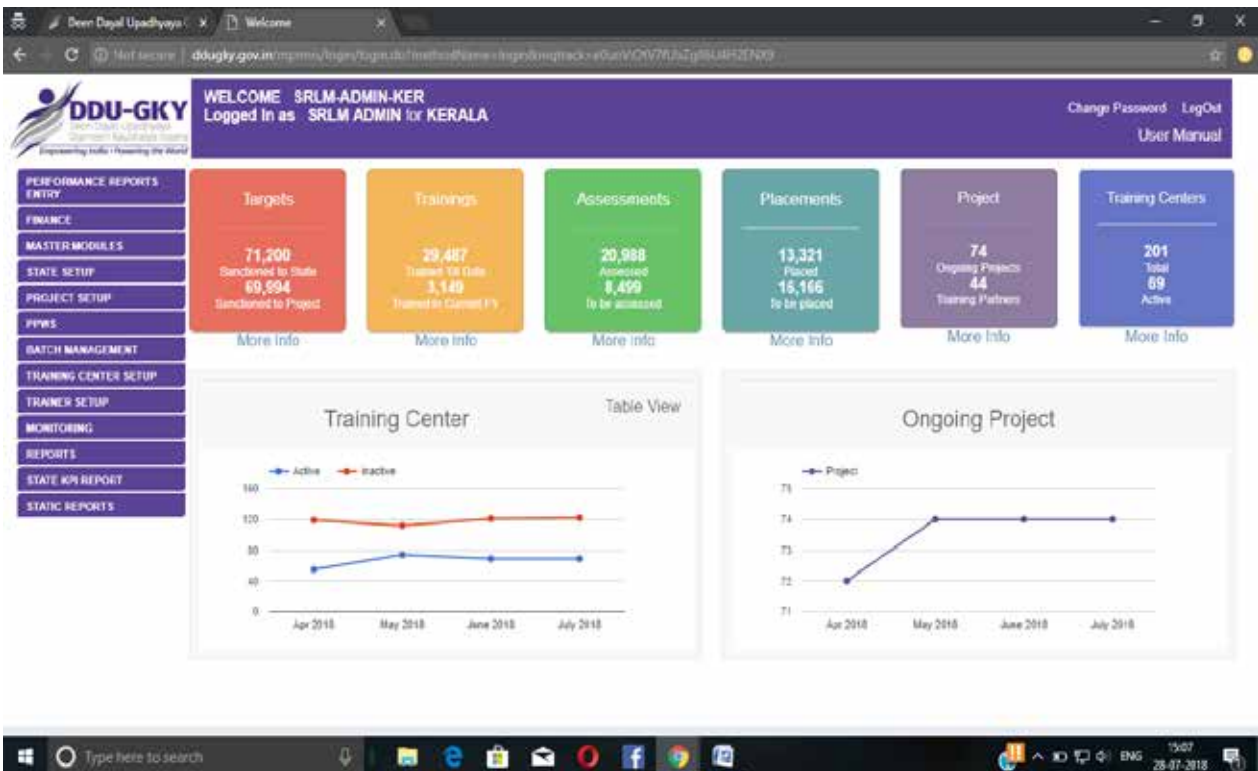
Picture-1.: Monitoring Table sample in Kudumbashree website

3.Monthly Progress Report (MPR)

The Monthly Progress Report (MPR) is used to keep track of the progress of DDU-GKY program. An MPR consists of a form used to report information regarding the physical achievement, financial achievement and Training monitoring details captured. Based on MPR Data, MoRD analyze state performance, program implementing agencies performance and also analyze project performance. This is a one of the major monitoring tool for analyzing all progress in national level and state level. The following details are available in the DDUGKY MPR:

- State level- HR, Action plan ,fund pattern and current fund status
- Agency details
- Project details
- PPWS
- TC details
- Batch wise details up to students placed
- Assessment details
- TC Inspection details
- Installment release details
- Different types of reports

Picture-2.: MPR sample screen



4.DDU-GKY MIS

The DDUGKY MIS is intended to act as a complete work-flow driven MIS solution for executing DDUGKY project in Kerala. All aspects of the project from PIA registration to placement tracking will be done using the modules in the system. Such a solution will obviously eliminate the problems related to unavailability of officers who are trained in the procedures of DDUGKY as the system by itself will provide directions and pointers for the SRLM and the PIAs regarding the activities to be done. The DDUGKY SOP and guidelines specify exact time frames for executing each activity in the project. The MIS solution will keep track of the expected time of completion and actual time of completion for each activity and provide reports on deviations from the part of any stakeholder. The procedures expected to be followed in DDUGKY as per SOP is very complex due to the fact that it goes down to the minute details of all activities. It is almost impossible to execute such a procedure in a manual system as the guarantee for

proper execution cannot be given by anyone. Mistakes can happen at any point which might cause issues in the long run if not tackled on time. The MIS system helps in overall monitoring and tracking of activities, both qualitatively and quantitatively from multiple hierarchical levels thereby ensuring the speedy and accurate execution of the project. Any lapse or delay from any point can be understood easily from the system and corrective measures should be taken within no time. Moreover, since the system itself will act as a guide for the stakeholders directing them on the necessary actions, the chances of lapses or failures will be low.

Kudumbashree has developed a SOP based system which includes all activities from Project sanction onwards. The following modules are included in that SOP.

- Project Application
- Project Sanction process
- Training center setup and approval process
- Batch management
- Placement and tracking management

- Financial data
- All Standard Forms (SF) are included
- User defined reports
- Alerts
- Default Management



Picture-1.: DDU-GKY MIS sample screen

Features

- Fully SOP based activities included
- SMS Alert facility
- Internal mailing facility
- Aadhar Enabled Biometric attendance system
- Default Management analysis based on available data
- User defined reports for analyze each and every activities

Advantage :

- Data of all trained students are kept in a single place
- Default management used to avoid delays
- SMS alert used for remained major activities pending/delayed
- Aadhar Enabled Biometric attendance system to ensure the students participation and avoid the duplication
- Internal mails also remained the delays or pending activities