

Monitoring and Evaluation Plan Example for Seafood Industry

Indicator	Source of information (aka 'Means of Verification')	Baseline at project outset	Data gathering methods: a) Expertise needed b) Responsibility	Data use: a) Collation b) Analysis c) Feedback d) Process review e) Responsibility	Costs Frequency and Timeframe
Percent of Tier 1 suppliers with a high risk of restricted freedom of association	<ul style="list-style-type: none"> Tier 1 supplier list with location Laws and regulations governing freedom of association in sourcing countries Tier 1 supplier codes of conduct 	<ul style="list-style-type: none"> Tier 1 supplier list with locations No information or data on freedom of association 	<p>a) Knowledge of treaties and laws governing freedom of association in sourcing countries (internal legal team)</p> <p>a) Review codes of conduct and compare to legal standards and our own code of conduct (External consultant)</p> <p>b) Head of sourcing will oversee data gathering and review</p> <p>b) Additional responsibility with 1 person day per week assigned until project is complete</p>	<p>a) Documents with overall summary of sourcing country risk, excel file with code of conduct comparisons, Excel file containing sourcing regulation scores, code of conduct scores, and final risk rating score.</p> <p>b & c) Risk Analysis: scoring of alignment of codes of conduct with legal standard and company code of conduct, use of international risk ratings for country freedom of association Internal team alignment meetings to review final results. Outreach webinar to suppliers to explain risk rating project when complete.</p> <p>d) Data will inform future action rather than evaluate current effectiveness. This will be used to take action to reduce reliance on high risk countries and suppliers.</p> <p>e) External consultant will conduct the analysis and final report. Head of sourcing will communicate results to the internal teams and suppliers.</p>	<p><u>Costs:</u></p> <ul style="list-style-type: none"> Hiring external consultant <p><u>Frequency and Time-frame:</u></p> <ul style="list-style-type: none"> Annual review conducted in the first quarter of each year Communication to suppliers to occur 2 weeks after completion of the review

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