



Australian Government

AHCNRM603 Implement a monitoring, evaluation and reporting program

Release: 3

AHCNRM603 Implement a monitoring, evaluation and reporting program

Modification History

Release	Comments
Release 3	This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 6.0.

Application

This unit of competency describes the skills and knowledge required to implement a monitoring, evaluation and reporting program for an organisation to measure progress against targets and reporting responsibilities. It includes implementation of evaluation strategies developed to inform a natural resource management Monitoring, Evaluation, Reporting and Improvement (MERI) framework used to manage human, social, natural, physical and financial assets.

The unit applies to individuals who are in senior land management roles and who apply knowledge and skills in land management with autonomy and judgement, and analyse information to complete activities, interpret and transmit solutions to others.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Natural Resource Management (NRM)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Implement a monitoring and evaluation strategy	1.1 Collect relevant baseline data according to MERI plan 1.2 Consult with stakeholders 1.3 Brief stakeholders implementing program on the monitoring and

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	<p>evaluation methods to be used</p> <p>1.4 Implement selected monitoring and evaluation methods according to defined strategy</p> <p>1.5 Access and use standard procedures and recording templates</p> <p>1.6 Communicate and monitor program timelines to stakeholders</p>
2. Collect and analyse data	<p>2.1 Verify data and information is collected according to workplace and industry standards and formats</p> <p>2.2 Corroborate collected data addresses key evaluation questions, and rectify design where unsuitable</p> <p>2.3 Verify data security, storage and access complies with workplace policies and procedures</p> <p>2.4 Coordinate all stakeholders involved in monitoring and evaluation process</p> <p>2.5 Evaluate effectiveness, efficiencies and financial objectives and priorities have been achieved according to evaluation design</p>
3. Prepare reports and information products	<p>3.1 Assess and report on achievement of milestones and outputs</p> <p>3.2 Produce information products to inform and engage stakeholders</p> <p>3.3 Communicate findings and activities to stakeholder groups according to program schedule</p> <p>3.4 Negotiate changes to projects and programs with stakeholders according to MERI findings</p> <p>3.5 Apply findings to improve delivery and alignment of projects and policy decisions with organisational targets and mission</p> <p>3.6 Use a style of reporting that reflects audience and information use</p>
4. Review the monitoring and evaluation process	<p>4.1 Encourage ongoing participation, consultation and communication of stakeholders by fostering a culture of self-evaluation and learning</p> <p>4.2 Review evaluation strategy and processes, and provide feedback on implementation and evaluation design to stakeholders</p>

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Access, collate and analyse complex data and information from baseline reports and MERI activities, and use to implement changes and report on progress of MERI activity
Writing	<ul style="list-style-type: none"> Demonstrate sophisticated writing skills by selecting appropriate conventions and stylistic devices to express precise meaning and understanding when reporting on MERI activities

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AHCNRM603 Implement a monitoring, evaluation and reporting program Release 3	AHCNRM603 Implement a monitoring, evaluation and reporting program Release 2	Minor changes to Application, Performance Criteria for clarity Updated Foundation Skills, Performance Evidence, Knowledge Evidence and Assessment Conditions	Equivalent

Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>