

The SC will be convened to meet on a semi-annual basis. Participants will include relevant governmental authorities, agencies and bodies, implementing partners, main beneficiaries and the EU. This committee will oversee project implementation and progress, rectify issues hindering project progress and guide executing and implementing agencies.

The EU Delegation, the beneficiary government institutions and the implementing partners will agree upon the appropriate formats for the Technical sub-Committees (TC) under the respective components which will report under the programme-wide Steering Committee (SC).

The implementing partners will be responsible of the day-to-day management of the agreements and the implementation of activities.

Below an indicative list of Members that could be included in the Steering Committee:

- Ministry of Finance and the Public Service
- Planning Institute of Jamaica
- Ministry of Economy Growth and Job Creation
- Ministry of Industry, Investment and Commerce
- National Environment Planning Agency
- National Solid Waste Management Authority
- National Water Commission
- Kingston and St. Andrew Municipal Corporation
- Port Authority of Jamaica
- Kingston Shipping Association
- University of the West Indies (UWI)
- Civil Society Organisations representative
- Youth representative
- Women's group representative
- Private sector representative

As part of its prerogative of budget implementation and to safeguard the financial interests of the Union, the Commission may participate in the above governance structures set up for governing the implementation of the action and may sign or enter into joint declarations or statements, for the purpose of enhancing the visibility of the EU and its contribution to this action and ensuring effective coordination.

5 PERFORMANCE MEASUREMENT

5.1 Monitoring and Reporting

The day-to-day technical and financial monitoring of the implementation of this action will be a continuous process, and part of the implementing partners' responsibilities. To this aim, the implementing partners will establish a permanent internal, technical and financial monitoring system for the action and elaborate regular progress reports (not less than annual) and final reports. Every report shall provide an accurate account of implementation of the action, difficulties encountered, changes introduced, as well as the degree of achievement of its results (Outputs and direct Outcomes) as measured by corresponding indicators, using as reference the logframe matrix.

The Commission may undertake additional project monitoring visits both through its own staff and through independent consultants recruited directly by the Commission for independent monitoring reviews (or recruited by the responsible agent contracted by the Commission for implementing such reviews).

Roles and responsibilities for data collection, analysis and monitoring:

The monitoring system should include both quantitative and qualitative indicators to facilitate participation and understanding by all stakeholders.