

TERMS OF REFERENCE (TORs) FOR THE POST OF COMPLIANCE MONITOR

Introduction

Waseela-e-Taleem is a Co-responsibility Cash Transfer (CCT) Programme to financially support the poorest of the poor families to promote primary education of children (4 to 12 years) of BISP beneficiary families. Each beneficiary child receives a cash transfer of PKR 750 upon meeting the admission verification in 1st quarter and verification of at least 70% of attendance in subsequent quarters till completion of primary education.

Background

Compliance Monitoring (CoM) is a continuous process of Waseela-e-Taleem (WeT) cycle after registration lasting up to a maximum of six years for each beneficiary child. During the process, the WeT families are monitored with regards to two types of co-responsibilities to be met by their respective children, which are **a) admission in primary school of eligible children which turns them into WeT beneficiary children and b) attendance for beneficiary children**. Complying with the co-responsibilities entitles the families with beneficiary children to receive cash transfers; however, non-compliance results in no cash transfer being made, consequently triggering alerts to follow up with the families. Benazir Income Support Programme intends to hire the compliance monitors for the collection of attendance compliance data on a quarterly basis by visiting the respective schools. TORs for the post of Compliance Monitor is as under:-

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- Collection of attendance compliance data of WeT enrolled children on quarterly basis
- Monitoring of WeT enrolment activities
- Facilitation in the social mobilization and enrolment activities
- Conduction of Supply capacity assessment on need basis
- Facilitation in Awareness campaign during the enrolment activities
- Coordination with school staff of respective area for the facilitation
- Participate in the training/ orientation sessions organized by BISP and school education department
- Any other monitoring task assigned by the HQ, regional, divisional and tehsil office

Experience and Qualifications:

- Minimum 14 years of education in any discipline preferably in Computer Science from HEC recognized university with at least 01 year experience in data collection, conducting interviews and data entry. Have experience in operating android application. (for Category I, II & III)
- Should possess Valid Motorcycle Driving Licence (**Learner or Expired or Applied for licence is not acceptable**) for Category I.
- Requirement of Motorcycle Driving Licence is not applicable for the posts reserved for Female i.e. Category II.
- The posts reserved for office based work i.e. Category III will be filled on open merit basis and Motorcycle Driving License is not compulsory requirement for these posts.

Location of Post:The monitor will be placed at tehsil/district level

Remuneration: -PKR 40,000/- per month lump-sum

Contract duration and other terms:-

1. Purely Temporary Positions are to be created with the approval of the Board, for a period of one year. Extendable on yearly basis, by the Board, in case future demand persists. All such posts are non-transferable.
2. Candidates shall be selected through open competition and appearing in the screening test (3 candidates to be shortlisted for interview against one post in case of achieving a minimum score of 40%).
3. Fixed Salary (All inclusive) shall be offered to the selected candidates.
4. Appointments are to be made purely on contract for a period of one year non-extendable.
5. Selected candidates will not claim regularization on any grounds and will not be regularized in Government Service.
6. No Government Policy with regard to regularization of contractual employees will be applicable to these appointees.