



USAID
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CHECCHI

CONTRACT LAW ENFORCEMENT (CLE) PROGRAM

PERFORMANCE MANAGEMENT AND EVALUATION PLAN

PERFORMANCE MANAGEMENT AND EVALUATION PLAN

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Disclaimer: The views expressed in this document do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

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Narrative – Performance Management and Evaluation Plan

Introduction

The Performance Management and Evaluation Plan (PMEP) is linked to the USAID Results Framework with **IR1.1: MORE EFFICIENT, TRANSPARENT, INDEPENDENT AND ACCOUNTABLE JUSTICE SYSTEM** and **IR2: IMPROVED DELIVERY OF JUSTICE** as the Goals. **Improved commercial law enforcement** is the CLE Objective. The current iteration of the PMEP consists of a narrative development hypothesis, Results Framework (RF) graphic of the development hypothesis, and a Performance Indicator Reference Sheet (PIRS) for each indicator in the RF that covers the requirements and recommendations of ADS 203.

Development Hypothesis

The development hypothesis is that the Government of Kosovo (GoK) can achieve improved commercial law enforcement linked to strengthening the rule of law objectives defined in their Medium Term Expenditure Framework. There are three areas of support required of CLE, each necessary and together sufficient, for the GoK to succeed. Though focused on commercial law enforcement, they parallel some of the sub IRs in USAID’s RF under IR1.1 and IR2.

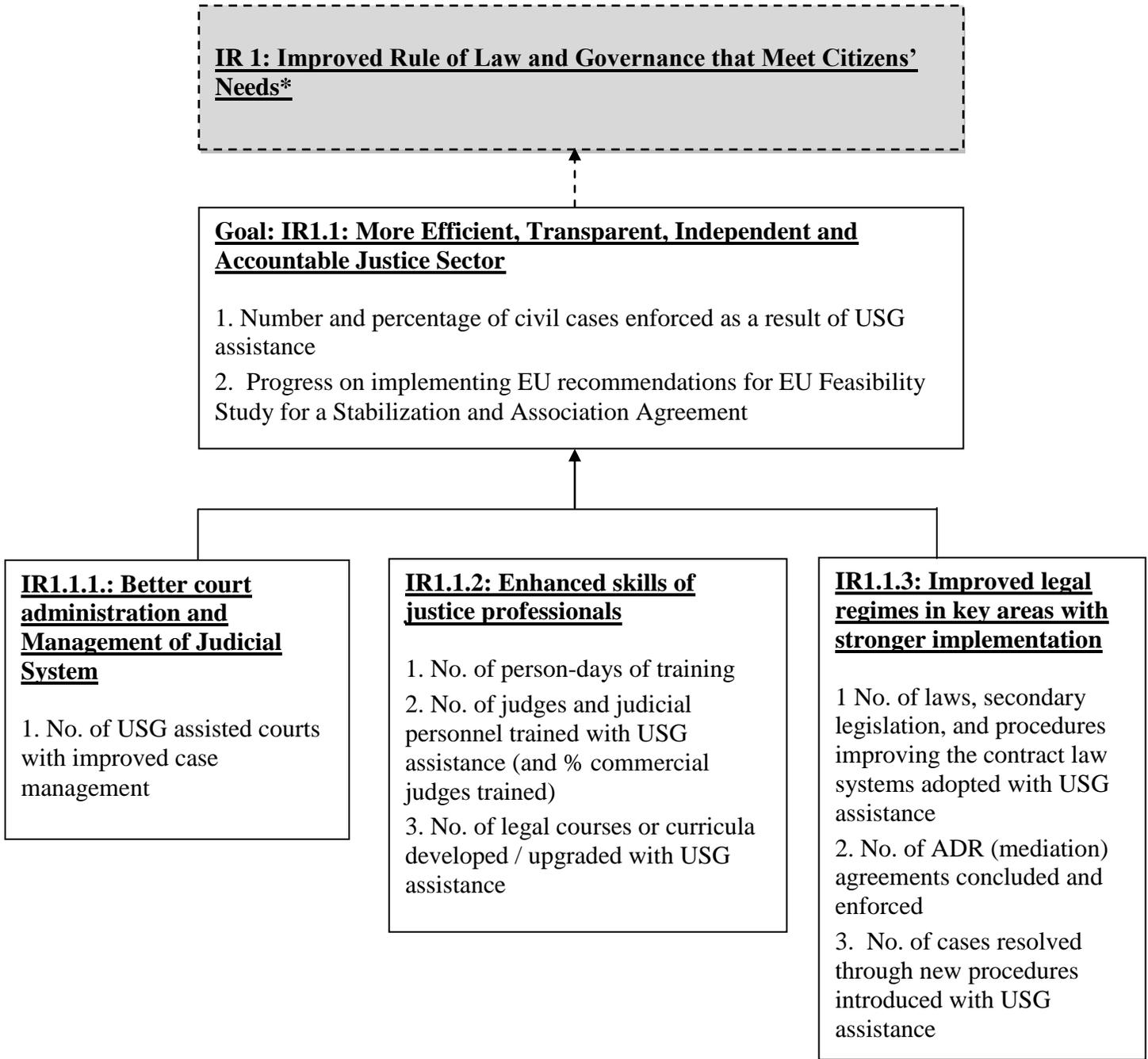
A more transparent, efficient and accountable justice sector will be measured by nine indicators. These will include six indicators measuring the impact of assistance to the court system and two indicators measuring changes in **the role of ADR**, specifically mediation. It also includes one indicator measuring the **number of laws passed** with USG assistance. Improvements in the justice system will be measured by the increased number of cases resolved, **reductions in the backlog of cases**, trainings delivered to judges, lawyers, and other court staff, and the measurable impact of those trainings.

Improved commercial law enforcement is the highest level objective for which the CLE Program is accountable and it will be measured by two standard “F” indicators, and one World Bank Institute indicator (all of them measuring aspects of contract enforcement), and a 4th indicator that tracks the use of written contracts by businesses. The **strength of enforcement mechanisms** is measured by their success in reducing backlogs, actions taken against bank accounts, and benchmarks reached in enforcement mechanism strengthening. The status of the **contract/commercial legal framework** is measured by legislative changes and their progress toward implementation, the number of relevant personnel trained, and an opinion survey of lawyers who use commercial courts. The **role of ADR** in commercial law enforcement will be tracked by the volume of cases resolved and percent of arbitral awards enforced by the courts.

Evaluations

CLE will use the data from the PMEP in quarterly reviews with partners and with annual stakeholder key informant focus groups. By doing trend line analyses of targets and actual data and exploring the issues identified, they will make recommendations for decision making, further investigation, and/or make decisions for the organizations they represent. The stakeholder focus group will consist of CLE personnel, partners, customers, and, USAID has the option to join as issues dictate. Ad hoc investigations/evaluations will address the issues raised for subsequent decision making. We will also support a formal mid-term evaluation for mid-course corrections and a final evaluation.

CLE Results Framework



* IR 1 indicates the USAID's Development Objective 1. CLE has no activities directly under IR1; CLE works only the sub-indicators to IR 1.

Goal: IR2: Improved Delivery of Justice

1. Stakeholder representatives' key informant opinion

Obj.: IR2.1: Improved commercial law enforcement

1. Number of civil execution cases enforced as a result of USG assistance
2. WB Doing Business indicator on contract enforcement: Time in days for enforcement
3. % of businesses surveyed that regularly use written contracts

IR2.1.1: Strengthened Enforcement mechanisms

1. Percent of backlog of judgments reduced
2. Percent change of court enforcement actions against bank accounts.
3. Enforcement agent disciplinary system implemented

IR2.1.2: Improved contract/commercial legal framework

1. No. of laws, regulations, and procedures designed to enhance judicial independence supported with USG assistance
2. No. of judges and judicial personnel trained with USG assistance
3. Lawyer opinion survey – commercial department of basic court

IR2.1.3: Increased role of ADR

1. No. of ADR cases resolved through mechanisms supported by USG funding, TA, or training
2. Percent of arbitral awards recognized or enforced by courts

CLE PMEP Indicators and Targets

Result/Indicator/Unit of Measure (<i>Italics</i>)	Definition/Rationale/Utility/Limitations	Source/Data Collection	Baselines & Targets			
			Baseline	YEAR 1	YEAR 2	YEAR 3
Goal: IR 1.1: MORE TRANSPARENT, EFFICIENT, INDEPENDENT AND ACCOUNTABLE JUSTICE SECTOR						
1. Number and percentage of (backlogged) civil cases enforced as a result of USG assistance	Will record all backlogged cases that are enforced and closed with CLE assistance, with data collection on a quarterly basis. Backlogged cases are defined as execution cases older than 2 years.	KJC statistics, internal CLE project data tracking data	TBD	15%	45%	80%
2. Progress on implementing EU recommendations	EU report recommends that Kosovo “take measures to reduce the total backlog of cases” and “enforce property rights... and improve enforcement of judicial and administrative decisions.	KJC, New Chamber of Enforcement Agents, CLE project data tracking data	0	35,000	35,000	42,000
IR: 1.1.1. Better Court Administration and Management of Judicial Institutions						
1. Number of USG assisted courts with improved case management	Current case management system is very inadequate, especially for dealing with backlog. CLE will focus on backlog-related management issues, especially management of stale cases, case monitoring, case dismissal, and case dismissal.	KJC, project data collection	0	2 courts (of 7)	2 additional courts	3 (all 7)

Result/Indicator/Unit of Measure (<i>Italics</i>)	Definition/Rationale/Utility/Limitations	Source/Data Collection	Baselines & Targets			
			Baseline	YEAR 1	YEAR 2	YEAR 3
IR: 1.1.2. Enhanced skills of justice sector professionals						
1. Number of person-days of training delivered to justice sector professionals	Training of judges, court clerks, and enforcement agents, both in conjunction with the KJI and otherwise.	Project training records	0	100	200	200
2. Number of judges, lawyers and court staff trained with USG assistance; % commercial judges trained	Total number of judges, court clerks, enforcement agents, and lawyers trained in commercial law topics with CLE assistance	KJI, KCA, new Chamber of Enforcement of Agents, Project training records	0	125; 30%	225; 60%	275; 100%
3. Number of legal courses / curricula developed with USG assistance	Number of legal courses developed with CLE assistance as trainings for judges, lawyers, law students, enforcement agents, and other justice sector personnel. Includes both new trainings and pre-existing course that have been revised (i.e., to reflect changes in the law) .	Internal CLE	0	2	4	4

Result/Indicator/Unit of Measure (<i>Italics</i>)	Definition/Rationale/Utility/Limitations	Source/Data Collection	Baselines & Targets			
			Baseline	YEAR 1	YEAR 2	YEAR 3
IR 1.1.3: Improved legal regimes in key areas with stronger implementation						
1. Number of laws, secondary legislation, strategic plans and procedures to improve the contract law framework adopted with USG assistance	<p>Number of laws, secondary legislation (including regulations and bylaws) strategic plans and procedures to improve the contract law system adopted with CLE assistance, whether technical assistance, drafting, or other assistance.</p> <p>CLE will track laws and regulations as they move through the process from drafting to adoption to promulgation.</p>	Internal CLE, relevant Ministries (typically MoJ)	0	15	20	15
2. Number of ADR (mediation) agreements concluded and enforced	CLE will record and track all mediation cases moving through the system, track and confirm all those that are concluded and enforced, and disaggregate by region, gender, and type of case. CLE will monitor contract disputes filing and recognition/enforcement of arbitral awards at Pristina Basic Court / Commercial Department	Mediation Centers	48	100	150	200

Result/Indicator/Unit of Measure (<i>Italics</i>)	Definition/Rationale/Utility/Limitations	Source/Data Collection	Baselines & Targets			
			Baseline	YEAR 1	YEAR 2	YEAR 3
3. Number of cases resolved through new procedures introduced with USG assistance	Number of cases resolved through new procedures introduced with CLE assistance (i.e., private enforcement agent system).	Courts, KJC, new Chamber of Enforcement Agents. May cross check with major creditors (KEK/KEDS, PTK, banks) to confirm data.	0	0	12,500	20,000
Goal: IR 2: IMPROVED DELIVERY OF JUSTICE						
1. Stakeholder representatives' key informant opinion (focus groups). <i>+/- and qualitative</i>	Questions and scoring metrics TBD. Data gender disaggregated. Supplemental to (and informs) survey above.	Selected stakeholder representatives surveyed annually	0	+	+	+
Obj.: IR 2.1: Improved commercial law enforcement						
1. Number of civil execution cases enforced or cleared as a result of USG assistance	Shows effectiveness of reduction efforts.	Quarterly monitoring by CLE	0	15,000	30,000	35,000
2. WB Doing Business indicator on enforcing contracts. Ranking	WB Institute definitions and methodology.	WB Doing Business Annual Report	138	138	138	120

Result/Indicator/Unit of Measure (<i>Italics</i>)	Definition/Rationale/Utility/Limitations	Source/Data Collection	Baselines & Targets			
			Baseline	YEAR 1	YEAR 2	YEAR 3
3. Percent increase of businesses surveyed that use written contracts regularly	Survey of registered businesses. Shows change in regular use of written contracts. Baseline based on SEAD survey. Disaggregated by sector and gender.	Subcontracted survey firm/Annually	24%	3.5%	7%	10%
IR 2.1.1: Strengthened enforcement mechanisms						
1. Percent of backlog of judgments reduced	Backlog is defined as judgment cases older than two years.	Quarterly monitoring with KJC	0	15%	45%	80%
2. Percent change of court enforcement actions against bank accounts. % delta	Direct measure of increased efficiency of enforcement mechanisms.	Annual CLE monitoring with KJC	TBD ¹	20%	50%	85%
3. Enforcement agent disciplinary system implemented. Yes/ No	Deliverable report that documents that the established disciplinary system is functional.	Annual CLE monitoring, MOJ and Dicipinary Commission	No	No	Yes	Yes
IR 2.1.2: Improved contract/commercial legal framework						
1. Number of laws, regulations, and procedures designed to enhance judicial independence supported with USG assistance	Standard F definition. Demonstrates program outputs.	CLE continuous monitoring of proposed laws, regulations, and procedures supported by	0	22	10	15

¹ To be determined in Q2 of Year One.

Result/Indicator/Unit of Measure (<i>Italics</i>)	Definition/Rationale/Utility/Limitations	Source/Data Collection	Baselines & Targets			
			Baseline	YEAR 1	YEAR 2	YEAR 3
		contract funds.				
2. Number of judges and judicial personnel trained with USG assistance	Standard F definition. Shows coverage when compared to the universe. Disaggregated by gender, minorities, and roles to compare to coverage targets.	Signup sheets at CLE sponsored training events	0	100	200	334
3. Lawyer opinion survey – re commercial department of basic court. % delta	Percent shows level of change in perceived knowledge/skills of commercial judges. Proxy for quality of training. Gender disaggregated.	CLE Program Staff	TBD (likely Spring 2014)	10%	20%	35%
IR 2.1.3: Increased role of ADR						
1. Number of ADR (Mediation) cases filed and resolved through mechanisms supported by USAID funding, TA, or training	Cases filed are those addressed by CLE client mediation organizations and resolved means all parties complied with decisions reached. Indicates public use and trust in ADR (Mediation) mechanisms.	CLE quarterly monitoring of Mediation case records	3	100	150	200
2. Percent of arbitral awards recognized and enforced by courts	Demonstrates arbitral awards are being efficiently and consistently enforced by courts.	KJC w/CLE assistance annually	100%	100%	100%	100%

PERFORMANCE MANAGEMENT DATA SHEETS

Performance Indicator Reference Sheet: IR 1.1.1							
Result: Goal: IR 1.1: MORE EFFICIENT, TRANSPARENT, INDEPENDENT AND ACCOUNTABLE JUSTICE SECTOR							
Indicator: 1. Percentage and number of civil backlogged cases enforced as a result of USG assistance							
Is this an Annual Report Indicator: Yes							
DESCRIPTION							
Precise Definition: The Kosovo Judicial Council records all cases that are enforced and closed, with data collection on a quarterly basis. CLE will track the number of civil cases enforced with CLE assistance and will compare these figures to the total numbers of cases resolved. Backlogged cases are defined as executing cases older than 2 years.							
Units of Measure: Total number of backlogged cases enforced as a result of CLE assistance and percentage of backlogged cases							
Disaggregated by: May be disaggregated by court district if KJC statistics allow.							
Justification & Management Utility: USAID mission measurement							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: CLE will record and track all enforcement cases (1) resolved with the assistance of CLE resources, (2) using CLE technical assistance, or (3) by means of the private enforcement system that will be set up with CLE assistance in late 2013.							
Data Source: KJC statistics and internal CLE project tracking data. Chamber of Enforcement Agent statistics once they begin collecting them.							
Frequency and Timing of Data Acquisition: Quarterly beginning in either the 3 rd or 4 th quarter of Year One							
Estimated Cost of Data Acquisition: No additional requirement beyond project resources							
Individual(s) Responsible: Teki Shehu							
Individual(s) Responsible for Providing Data to Project: KJC Secretariat							
Location of Data Storage: CLE data storage							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any): Accuracy and timeliness of KJC statistics may be questionable							
Actions Taken or Planned to Address Data Limitations: Will cross-check with CLE's own data collection and, in 2014, with the Chamber of Enforcement Agent's data							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: CLE will examine data disaggregated by court, should that data be available.							
Presentation of Data: Comparative summary							
Review of Data: CLE will review with KJC and then with the Chamber of Enforcement Agents. USAID has the option to participate in either review or both.							
Reporting of Data: Annually							
OTHER NOTES							
Notes on Baselines/Targets: Baseline to be set in 2013, based on KJC data for 2012.							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	TBD	15%		45%		80%	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet: IR 1.1.2						
Result: Goal: IR 1.1: MORE EFFICIENT, TRANSPARENT, INDEPENDENT AND ACCOUNTABLE JUSTICE SECTOR						
Indicator: 2. Progress on implementing recommendations from the EU Feasibility Study for a Stabilization and Association Agreement						
Is this an Annual Report Indicator: Yes						
DESCRIPTION						
Precise Definition: The EU's Feasibility Study included a long list of recommendations for Kosovo. While most of these are outside of the competence of the CLE Project, two are relevant: "take measures to reduce the total backlog of cases" and "improving enforcement of judicial and administrative decisions."						
Units of Measure: Total number of civil backlogged execution cases enforced or cleared with USG assistance and total number and proportion of successfully enforced (closed) cases						
Disaggregated by: n/a						
Justification & Management Utility: USAID mission measurement; impact on EU Progress reporting						
PLAN FOR DATA ACQUISITION BY USAID						
Data Collection Method:						
Data Source: KJC statistics and internal CLE project tracking data. Possibly Chamber of Enforcement Agents statistics once they begin collecting them.						
Frequency and Timing of Data Acquisition: Quarterly beginning in the 2nd quarter of calendar year 2014						
Estimated Cost of Data Acquisition: No additional requirement beyond project resources						
Individual(s) Responsible: Teki Shehu						
Individual(s) Responsible for Providing Data to Project: KJC Secretariat						
Location of Data Storage: CLE data storage						
DATA QUALITY ISSUES (If used in USAID Annual Report)						
Date of Initial Data Quality Assessment: TBD						
Known Data Limitations and Significance (if any): Accuracy and timeliness of KJC statistics is questionable						
Actions Taken or Planned to Address Data Limitations: Will cross-check with CLE's own data collection and, in 2014, with Chamber of Enforcement Agents data						
Date of Future Data Quality Assessments:						
Procedures for Future Data Quality Assessments:						
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING						
Data Analysis: CLE will examine data disaggregated by court						
Presentation of Data: Comparative summary						
Review of Data: CLE will review with KJC and then with the Chamber of Enforcement Agents.						
Reporting of Data: Annually						
OTHER NOTES						
Notes on Baselines/Targets: Baseline to be measured in 2013 based on KJC data (2012)						
Other Notes:						
PERFORMANCE INDICATOR VALUES						
Baseline		Target/Actual				
Year	Actual	YEAR 1		YEAR 2		YEAR 3
2013	0	35,000		35,000		42,000
SHEET LAST UPDATED ON: 8/12/13						

Performance Indicator Reference Sheet: IR 1.1.1.1							
Result: Goal: IR 1.1.1 Better Court Administration and Management Judicial Institutions							
Indicator: 1. Number of USG assisted courts with improved case management							
Is this an Annual Report Indicator: Yes							
DESCRIPTION							
Precise Definition: Current case management system is very inadequate, especially for dealing with backlog. CLE will focus on backlog-related management issues, especially management of stale cases, case monitoring, case dismissal, and case dismissal.							
Units of Measure: Number of courts							
Disaggregated by: n/a							
Justification & Management Utility: USAID mission measurement							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: n/a							
Data Source:							
Frequency and Timing of Data Acquisition: Annual							
Estimated Cost of Data Acquisition: No additional requirement beyond project resources							
Individual(s) Responsible: Teki Shehu							
Individual(s) Responsible for Providing Data to Project: n/a							
Location of Data Storage: n/a							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: n/a							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: n/a							
Presentation of Data:							
Review of Data:							
Reporting of Data: Annually							
OTHER NOTES							
Notes on Baselines/Targets:							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	0	2 (of 7)		2		3 (all 7)	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet: IR 1.1.2.1						
Result: Goal: IR 1.1.2 Enhanced skills of justice sector professionals						
Indicator: 1. Number of person-days of training delivered to justice sector professionals						
Is this an Annual Report Indicator: Yes						
DESCRIPTION						
Precise Definition: professionals Training of judges, court clerks, and enforcement agents, both in conjunction with the KJI and otherwise						
Units of Measure:						
Disaggregated by: Gender, minority status, court						
Justification & Management Utility: Measure scope of judicial training efforts						
PLAN FOR DATA ACQUISITION BY USAID						
Data Collection Method: Track total participants in CLE training programs.						
Data Source: CLE project tracking data, including attendance records at trainings						
Frequency and Timing of Data Acquisition: Quarterly beginning in September 2013						
Estimated Cost of Data Acquisition: No additional requirement beyond project resources						
Individual(s) Responsible: Edona Bytyqi						
Individual(s) Responsible for Providing Data to Project: Individual training retained by CLE						
Location of Data Storage: CLE data storage						
DATA QUALITY ISSUES (If used in USAID Annual Report)						
Date of Initial Data Quality Assessment: n/a						
Known Data Limitations and Significance (if any): none						
Actions Taken or Planned to Address Data Limitations:						
Date of Future Data Quality Assessments:						
Procedures for Future Data Quality Assessments:						
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING						
Data Analysis: CLE will track participants over time						
Presentation of Data: Number of courts and of gender and minority participation						
Review of Data: n/a						
Reporting of Data: Annually						
OTHER NOTES						
Notes on Baselines/Targets: Baseline to be measured in September 2013.						
Other Notes:						
PERFORMANCE INDICATOR VALUES						
Baseline		Target/Actual				
Year	Actual	YEAR 1		YEAR 2		YEAR 3
2013	TBD	100		200		200
SHEET LAST UPDATED ON: 8/12/13						

Performance Indicator Reference Sheet: IR 1.1.2.2						
Result: Goal: IR 1.1.2 Enhanced skills of justice sector professionals						
Indicator: 2. Number of judges, lawyers and court staff trained with USG assistance; % commercial judges trained						
Is this an Annual Report Indicator: Yes						
DESCRIPTION						
Precise Definition: Total number of judges, court clerks, enforcement agents, and lawyers trained in commercial law topics with CLE assistance; % commercial judges trained						
Units of Measure:						
Disaggregated by: Gender, minority status, court						
Justification & Management Utility: USAID mission measurement						
PLAN FOR DATA ACQUISITION BY USAID						
Data Collection Method: Track total participation in CLE-sponsored trainings						
Data Source: KJI statistics, KCA, and internal CLE project tracking data						
Frequency and Timing of Data Acquisition: Quarterly beginning in September 2013						
Estimated Cost of Data Acquisition: No additional requirement beyond project resources						
Individual(s) Responsible: Edona Bytyqi						
Individual(s) Responsible for Providing Data to Project: Director of KJI, President of Chamber of Advocates, KCA						
Location of Data Storage: CLE data storage						
DATA QUALITY ISSUES (If used in USAID Annual Report)						
Date of Initial Data Quality Assessment: n/a						
Known Data Limitations and Significance (if any): none						
Actions Taken or Planned to Address Data Limitations: n/a						
Date of Future Data Quality Assessments:						
Procedures for Future Data Quality Assessments:						
Presentation of Data: Number of judges, court clerks, PEA's, lawyers trained						
Review of Data:						
Reporting of Data: Annually						
OTHER NOTES						
Notes on Baselines/Targets: Baseline to be measured in September 2013						
Other Notes:						
PERFORMANCE INDICATOR VALUES						
Baseline		Target/Actual				
Year	Actual	YEAR 1		YEAR 2		YEAR 3
2013	0	125; 30%		225; 60%		275; 100%
SHEET LAST UPDATED ON: 8/12/13						

Performance Indicator Reference Sheet: IR 1.1.2.3						
Result: Goal: IR 1.1.2. Enhanced skills of justice sector professionals						
Indicator: 3. Number of legal courses/curricula developed with USG assistance						
Is this an Annual Report Indicator: Yes						
DESCRIPTION						
Precise Definition: Number of legal courses developed with CLE assistance, either at local universities or as trainings for judges, lawyers, or other court personnel. Includes both new trainings and pre-existing course that have been revised (i.e., to reflect changes in the law)						
Units of Measure: Number of courses						
Disaggregated by: University courses, training, general type or topic of training						
Justification & Management Utility: USAID mission measurement						
PLAN FOR DATA ACQUISITION BY USAID						
Data Collection Method: CLE will record all trainings developed						
Data Source: Internal CLE						
Frequency and Timing of Data Acquisition: Annual						
Estimated Cost of Data Acquisition: No additional requirement beyond project resources						
Individual(s) Responsible: Edona Bytyqi						
Individual(s) Responsible for Providing Data to Project: n/a						
Location of Data Storage: CLE data storage						
DATA QUALITY ISSUES (If used in USAID Annual Report)						
Date of Initial Data Quality Assessment: n/a						
Known Data Limitations and Significance (if any): n/a						
Actions Taken or Planned to Address Data Limitations:						
Date of Future Data Quality Assessments:						
Procedures for Future Data Quality Assessments:						
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING						
Data Analysis: n/a						
Presentation of Data: List of trainings developed, scope of training, length/duration of training, and number of training participants						
Review of Data:						
Reporting of Data: Annually						
OTHER NOTES						
Notes on Baselines/Targets:						
Other Notes:						
PERFORMANCE INDICATOR VALUES						
Baseline		Target/Actual				
Year	Actual	YEAR 1		YEAR 2		YEAR 3
2013	0	2		4		4
SHEET LAST UPDATED ON: 8/12/13						

Performance Indicator Reference Sheet: IR 1 Goal 1.1.3.1							
Result: Goal: IR 1.1.3 Improved legal regimes in key areas with stronger implementation							
Indicator: 1. Number of laws, secondary legislation, strategic plans, and procedures to improve the contract law system adopted with USG assistance							
Is this an Annual Report Indicator: Yes							
DESCRIPTION							
Precise Definition: Number of laws, secondary legislation (including regulations and bylaws) strategic plans, and procedures to improve the contracts law and property rights system adopted with CLE assistance, whether technical assistance, drafting, or other. CLE will track laws and regulations as they move through the process from drafting to adoption to promulgation							
Units of Measure:							
Disaggregated by: Laws, regulations, other							
Justification & Management Utility: USAID mission measurement							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: CLE will record and track all laws and regulations that it works on							
Data Source: Internal CLE, relevant Ministries (typically MoJ)							
Frequency and Timing of Data Acquisition: Quarterly from beginning of project onwards							
Estimated Cost of Data Acquisition: No additional requirement beyond project resources							
Individual(s) Responsible: Doug Muir							
Individual(s) Responsible for Providing Data to Project: n/a							
Location of Data Storage: CLE data storage							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: n/a							
Known Data Limitations and Significance (if any): n/a							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: CLE will track progress of laws and regulations that it has worked on as they move towards passage and promulgation							
Presentation of Data: Table of laws and regulations and their current status							
Review of Data:							
Reporting of Data: Annually							
OTHER NOTES							
Notes on Baselines/Targets: Includes only laws and regulations that are actually adopted. Figure for Year Three is necessarily somewhat speculative.							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	0	15		20		15	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet: IR 1.1.3.2							
Result: Goal: IR 1.1.3 Improved legal regimes in key areas with stronger implementation							
Indicator: 2. Number of Alternate Dispute Resolution (mediation) agreements concluded and enforced							
Is this an Annual Report Indicator: Yes							
DESCRIPTION							
Precise Definition: CLE will record and track all mediation cases moving through the system, track and confirm all those that are concluded and enforced, and disaggregate by region, gender, and type of case; CLE will monitor contract disputes filing and recognition/enforcement of arbitral awards at Pristina Basic Court/Commercial Department							
Units of Measure:							
Disaggregated by: Region, nature of case, gender of participants							
Justification & Management Utility: USAID mission measurement							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: CLE will record and track all mediation cases moving through the system							
Data Source: Mediation centers							
Frequency and Timing of Data Acquisition: Quarterly							
Estimated Cost of Data Acquisition: No additional requirement beyond project resources							
Individual(s) Responsible: Kujtim Kerveshi							
Individual(s) Responsible for Providing Data to Project: n/a							
Location of Data Storage: CLE data storage							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: n/a							
Known Data Limitations and Significance (if any): None							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: CLE will examine data disaggregated by region and gender of participants							
Presentation of Data: Summary; Number of mediation cases; % of arbitral awards recognized/enforced							
Review of Data: CLE review							
Reporting of Data: Quarterly							
OTHER NOTES							
Notes on Baselines/Targets: Year 1 "Actual": in the first six months of 2013, 48 cases were resolved. 17 of these were resolved after the mobilization of CLE in May 2013. Year 1 figures will start counting from May 2013.							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	see above	100		150		200	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet: IR 1.1.3.3							
Result: Goal: IR 1.1.3 Improved legal regimes in key areas with stronger implementation							
Indicator: 3. Number of cases resolved through new procedures introduced with USG assistance; PEA's							
Is this an Annual Report Indicator: Yes							
DESCRIPTION							
Precise Definition: Number of cases resolved through new procedures introduced with CLE assistance (i.e., private enforcement agent system)							
Units of Measure:							
Disaggregated by: Basic court territory number, value							
Justification & Management Utility: Track progress of new, USG-supported private enforcement agent system							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: CLE will obtain information from courts and KJC and will cross-check against data collected from Chamber of Enforcement Agents.							
Data Source: Courts, KJC, new Chamber of Enforcement Agents. May cross check with major creditors (KEK/KEDS, PTK, banks) to confirm data							
Frequency and Timing of Data Acquisition: Quarterly beginning in January 2014							
Estimated Cost of Data Acquisition: No additional requirement beyond project resources							
Individual(s) Responsible: Ardian Kryeziu							
Individual(s) Responsible for Providing Data to Project: Chamber of Enforcement Agents (when operational)							
Location of Data Storage: CLE data storage							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: March 2014							
Known Data Limitations and Significance (if any): Since the PEA's does not exist yet, its data collection competence cannot be assessed. Data from KJC may have reliability issues							
Actions Taken or Planned to Address Data Limitations: Discussions with major creditors (KEK/KEDS, PTK, banks) may be used to ground-truth data collected.							
Date of Future Data Quality Assessments: Year Two and onwards							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis:							
Presentation of Data: Comparative summary							
Review of Data: CLE will review with KJC and Enforcement Chamber. USAID has the option to participate in either review or both.							
Reporting of Data: Annually.							
OTHER NOTES							
Notes on Baselines/Targets: The new enforcement system begins operation on Jan 1, 2014 and becomes mandatory on June 30, 2014. As a result, the numbers for Year One (ending April 30, 2014) are expected to be low.							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	0	0		12,500		20,000	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet: IR 2.1							
Result: Goal: IR2: IMPROVED DELIVERY OF JUSTICE							
Indicator: 1. Stakeholder representatives' key informant opinion.							
Is this an Annual Report indicator: Yes							
DESCRIPTION							
Precise Definition: The Stakeholder Group consists of representatives of CLE customer organizations and others with the ability to influence the Project. Members are selected for their ability to influence the organization they represent as well as to guide CLE implementation. All Work Plan implementation, PMP, and survey data may be shared with this group for their analysis of "delivery of justice" and action items to improve it. They are asked for an individual rating as to whether delivery of justice has "improved," using + (improved,) – (worse,) or 0 (no change.) They then share their ratings and open the discussion about their reasons. Discussion focuses on why, problems, force field analysis, and recommended solutions and/or individual organization action decisions.							
Unit of Measure: Frequency distribution of + / - / 0 and qualitative narrative (discussion notes)							
Disaggregated by: Gender							
Justification & Management Utility: Provides key informant information on Project strategy and allows participating organizations to make individual decisions in coordination with the others. Disaggregation of ratings/discussion results by gender informs gender specific strategies.							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: Information is presented to the group members in semi-annual meetings. They make ratings, share those ratings and the ensuing discussion is recorded by CLE.							
Data Source: Stakeholder Group							
Frequency and Timing of Data Acquisition: Annual.							
Estimated Cost of Data Acquisition: None for USAID directly							
Individual(s) Responsible: Nora Siqeca							
Individual(s) Responsible for Providing Data to Project: Members of the Stakeholder Group							
Location of Data Storage: CLE Files and database							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: CLE and its Partners review the group generated data to identify issues for further investigation and/or to make project strategy decisions. USAID has the option to participate in that analysis.							
Presentation of Data: Frequency distribution of the + / - / 0 ratings by gender and summary notes.							
Review of Data: Reviewed in CLE/Partner meetings semiannually							
Reporting of Data: Second Quarterly and Annual Report							
OTHER NOTES							
Notes on Baselines/Targets: Targets do not predict the distribution curve but which rating is the majority. Baseline will be measured in the first Stakeholder focus groups.							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	0	+		+		+	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet: IR 2.1.1						
Result: Obj.: IR 2.1: Improved commercial law enforcement						
Indicator: 1. Number of civil execution cases enforced or cleared as a result of USG assistance						
Is this an Annual Report indicator: Yes						
DESCRIPTION						
Precise Definition: Standard F definition applies (with modification to include cleared cases not enforced). In Kosovo it means that the judgment creditor supported by the judgment of the court receives compensation, either through financial or moveable asset forfeiture, or a case is resolved through other procedural mechanisms, including archiving, dismissal, or withdrawal by judgment creditor. As a result of USG assistance means that CLE or predecessor projects provided tools and or technical assistance to support the asset seizure.						
Unit of Measure: Number						
Disaggregated by: NA						
Justification & Management Utility: Demonstrates the extent to which the mechanisms supported by CLE to enforce court judgments or clear backlog are functional. There are over 100,000 unenforced judgments more than 2 years old. If this indicator shows results close to targets, that number of backlogged unenforced judgments will begin to fall.						
PLAN FOR DATA ACQUISITION BY USAID						
Data Collection Method: CLE will collaborate closely with the KJC to help them establish a tracking system to include not only their own enforcement actions (through Tax Administration of Kosovo, Account Holder Registry of the Central Bank of Kosovo, etc.) but also those of the newly created private enforcement agents.						
Data Source: KJC, Chamber of Enforcement Agents, Project data						
Frequency and Timing of Data Acquisition: Quarterly						
Estimated Cost of Data Acquisition: None for USAID directly						
Individual(s) Responsible: Teki Shehu in cooperation with KJC Secretariat						
Individual(s) Responsible for Providing Data to Project: KJC Secretariat						
Location of Data Storage: KJC records and copies with CLE database						
DATA QUALITY ISSUES (If used in USAID Annual Report)						
Date of Initial Data Quality Assessment: TBD						
Known Data Limitations and Significance (if any):						
Actions Taken or Planned to Address Data Limitations:						
Date of Future Data Quality Assessments:						
Procedures for Future Data Quality Assessments:						
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING						
Data Analysis: Number reported annually but analysis reviews monthly and cumulative data over time.						
Presentation of Data: Data by quarter, year, and cumulative over entire time period.						
Review of Data: CLE and its partners review data monthly						
Reporting of Data: Quarterly Report						
OTHER NOTES						
Notes on Baselines/Targets: CLE will take the baseline measure within the 1 st quarter of Project start date. We do not expect significant results until 2014.						
Other Notes:						
PERFORMANCE INDICATOR VALUES						
Baseline		Target/Actual				
Year	Actual	YEAR 1		YEAR 2		YEAR 3
2013	0	15,000		30,000		35,000
SHEET LAST UPDATED ON: 8/12/13						

Performance Indicator Reference Sheet IR 2.1.2							
Result: Obj.: IR 2.1: Improved commercial law enforcement							
Indicator: 2. WB Doing Business indicator on enforcing contracts: Time in days for enforcement							
Is this an Annual Report indicator: Yes							
DESCRIPTION							
Precise Definition: A ranking of countries worldwide by comparison of 3 variables: 1. Time in days (Filing and service, Trial and judgment, and Enforcement); 2. Cost as a % of claim (Attorney cost, Court cost, Enforcement cost); and 3. No. of procedures. Less time, small % of cost of claim and fewer procedures is better. CLE will focus only on one subset of the above variables: Time in days for enforcement post-judgment.							
Unit of Measure: Days							
Disaggregated by: NA							
Justification & Management Utility: Provides objective data by a third party on opportunity costs of enforcement. As enforcement improves, that number of days should be reduced.							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: World Bank annual monitoring							
Data Source: World Bank annual Doing Business Report							
Frequency and Timing of Data Acquisition: Annually with 1 year lag time.							
Estimated Cost of Data Acquisition: Available on line.							
Individual(s) Responsible: World Bank							
Individual(s) Responsible for Providing Data to Project: Nora Siqeca							
Location of Data Storage: N/A							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: CLE will review the WB report on enforcing contracts and the data for the subset variable and track it over time							
Presentation of Data: Number/Ranking as presented on the Doing Business web site							
Review of Data: Annually when the report is made public							
Reporting of Data: Annual Report							
OTHER NOTES							
Notes on Baselines/Targets:							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	138	138		138		120	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet IR 2.1.3							
Result: Obj.: IR 2.1: Improved commercial law enforcement							
Indicator: 3. Percent of businesses surveyed that use contract forms regularly in their regular course of business							
Is this an Annual Report indicator: Yes							
DESCRIPTION							
Precise Definition: Annual survey of businesses registered with the government whose owners are asked whether they use contract forms as a normal business practice. The sum of those that respond with a “yes” is divided by the total number surveyed.							
Unit of Measure: %							
Disaggregated by: Business sector and gender (owner)							
Justification & Management Utility: Shows change in use of written contracts as a proxy indicator for improved commercial law enforcement. A contract is worth no more than the enforcement system that backs it up. Increased use of contracts indicates increased faith on the part of business in the enforcement system. Disaggregation by gender shows whether that faith in enforcement varies by gender.							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: Random selection of businesses from the GOK registry. After an explanation of the survey, the owner/director/representative must indicate whether they regularly use written contracts as a normal business practice and the answer is recorded.							
Data Source: Business owners surveyed							
Frequency and Timing of Data Acquisition: Annually							
Estimated Cost of Data Acquisition: \$16,000 (in conjunction with survey and data collection for IR 2.1)							
Individual(s) Responsible: Nora Siqeca; FTK							
Individual(s) Responsible for Providing Data to Project: FTK							
Location of Data Storage: FTK and CLE Databases							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: Review of trend line against target trend line.							
Presentation of Data: %							
Review of Data: Reviewed by FTK and CLE jointly							
Reporting of Data: Annual Report							
OTHER NOTES							
Notes on Baselines/Targets: Baseline based on SEAD survey							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	24%	3.5%		7%		10%	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet IR 2.1.1.1							
Result: <u>IR 2.1.1: Strengthened enforcement mechanisms</u>							
Indicator: 1. Percent of backlog of judgments reduced							
Is this an Annual Report indicator: Yes							
DESCRIPTION							
Precise Definition: Backlog is defined as judgment cases older than two years. If increases occur; the % will be expressed as a negative percentage.							
Unit of Measure: %							
Disaggregated by: NA							
Justification & Management Utility: A direct measure of strengthened enforcement since, if enforcement improves, backlog cases should drop relative to the baseline measure; however, the opposite result may also obtain, where increased confidence leads to a dramatic increase in new case filings, in which event analysis of percentage increases in new filings will be incorporated to additionally serve as a proxy measure of increased confidence in the enforcement system.							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: CLE will collaborate closely with the KJC to help them establish a tracking system for their own enforcement actions (through Tax Administration of Kosovo, Account Holder Registry of the Central Bank of Kosovo, etc.). The data base will track the age of judgments and calculate the percent of change in backlog.							
Data Source: KJC							
Frequency and Timing of Data Acquisition: Quarterly							
Estimated Cost of Data Acquisition: None for USAID directly							
Individual(s) Responsible: Teki Shehu in cooperation with KJC Secretariat							
Individual(s) Responsible for Providing Data to Project: KJC Secretariat							
Location of Data Storage: KJC database and copies with CLE database							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: Trend line compared to target trend line. The number of new cases entering the backlog will also be tracked to judge whether reduction rates are keeping up with entry rates.							
Presentation of Data: Trend lines for target and actual %							
Review of Data: CLE and its partners review data quarterly and with the Stakeholder Group semi-annually.							
Reporting of Data: Annual Report							
OTHER NOTES							
Notes on Baselines/Targets: The 2013 baseline measure will be taken within the 1 st quarter of Project start date							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	0	15%		45%		80%	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet IR 2.1.1.2							
Result: IR 2.1.1: Strengthened enforcement mechanisms							
Indicator: 2. Percent change of court enforcement actions against bank accounts.							
Is this an Annual Report indicator: Yes							
DESCRIPTION							
Precise Definition: The Central Bank of Kosovo established the Registry of Account Holders. The SEAD Program created an electronic database of over 100,000 judgment files. Those 2 innovations plus a KJC standard Operations Procedures Manual emphasizing enforcement against bank accounts have made possible to for enforcement clerks to execute enforcement against cash more efficiently. Each enforcement action against a bank account is considered an “enforcement action” once the action is presented to a commercial bank against a specific account. The “percent change” means the number for the current year minus the prior year divided by the prior year x100 (delta.) If the actions decreased, the % would be expressed as a negative number.							
Unit of Measure: % delta							
Disaggregated by: NA							
Justification & Management Utility: Measures the extent to which a powerful (potential) tool for reduction of the backlog of judgments becomes operational.							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: CLE will collaborate closely with the KJC to help them establish a tracking system to include their own enforcement actions (through Tax Administration of Kosovo, Account Holder Registry of the Central Bank of Kosovo,). KJC will operate an integrated data base of all enforcement actions.							
Data Source: KJC							
Frequency and Timing of Data Acquisition: Quarterly reports by KJC							
Estimated Cost of Data Acquisition: None for USAID directly							
Individual(s) Responsible: Teki Shehu in cooperation with KJC Secretariat							
Individual(s) Responsible for Providing Data to Project: KJC Secretariat							
Location of Data Storage: KJC database and copies with CLE database							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: Trend line compared to target trend line.							
Presentation of Data: Trend lines for target and actual % by court							
Review of Data: CLE and its partners review data with the Stakeholder Group annually.							
Reporting of Data: Annual Report							
OTHER NOTES							
Notes on Baselines/Targets: Baseline to be defined by 4 th quarter of fiscal year in 2013							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	TBD	20%		50%		85%	
THIS SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet IR 2.1.1.3							
Result: IR 2.1.1: Strengthened enforcement mechanisms							
Indicator: 3. Enforcement agent disciplinary system implemented							
Is this an Annual Report indicator: Yes							
DESCRIPTION							
Precise Definition: Enforcement agent applies to those private agents to be governed by the Law on Enforcement Procedure passed in December 2012. “Disciplinary system” means that monitoring, inspection and disciplinary oversight system left by the Law in the hands of the Ministry of Justice. The MOJ is mandated to create an independent Committee to Evaluate Enforcement Agents and a Disciplinary Commission. “Implemented” means that the Disciplinary Commission has regular meetings as defined by its rules of procedure. It also must have developed manuals and rules of procedure for inspections and conduct of the Disciplinary Commission. To be considered fully implemented, the Commission must have been constituted and all of its regulations and procedures have been promulgated.							
Unit of Measure: Yes/ No							
Disaggregated by: NA							
Justification & Management Utility: Until a disciplinary system is in place to enforce high standards, the new system of private enforcement agents may not necessarily contribute to strengthened enforcement mechanisms. It could, in fact, weaken enforcement. A disciplinary system that works provides some assurance of the quality of enforcement agents’ performance.							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: CLE will support the MOJ, the Committee to Evaluate Enforcement, and the Disciplinary Commission to become functional. CLE will collect copies of the procedures and manuals required to execute their functions. CLE will also monitor the implementation of disciplinary actions.							
Data Source: MOJ and the Disciplinary Commission							
Frequency and Timing of Data Acquisition: When it occurs							
Estimated Cost of Data Acquisition: CLE normal costs							
Individual(s) Responsible: Ardian Kryeziu							
Individual(s) Responsible for Providing Data to Project: CLE, Chamber of Enforcement Agents, MOJ							
Location of Data Storage: CLE files							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: Little required. Ongoing monitoring will track how effective the Disciplinary Commission is.							
Presentation of Data: Simple yes/no. With backup copies of procedure, manuals, and evidence of disciplinary action(s).							
Review of Data: Little required							
Reporting of Data: Annual Report							
OTHER NOTES							
Notes on Baselines/Targets: A reading for “Actual” Baseline in 2013 will be made by the 4 th quarter of the Project year.							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	No	No		Yes		Yes	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet IR 2.1.2.1							
Result: IR 2.1.2: Improved contract/commercial legal framework							
Indicator: 1. No. of laws, regulations, and procedures designed to enhance judicial independence supported with USG assistance.							
Is this an Annual Report indicator: Yes							
DESCRIPTION							
Precise Definition: Standard definition (as modified) applies. For CLE purposes, it includes laws, regulations or procedures that directly affect systems for the enforcement of judgments. "With USG assistance" means that CLE spent financial or other resources to assist in the drafting, adoption, or implementation of the law, regulation, or procedure. They must be enacted and applied to be counted.							
Unit of Measure: No.							
Disaggregated by: NA							
Justification & Management Utility: Shows progress towards Program or other legal objectives.							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: CLE will track the number of laws, regulations, and procedures developed/drafted and the number adopted/promulgated.							
Data Source: CLE monitoring							
Frequency and Timing of Data Acquisition: As they occur							
Estimated Cost of Data Acquisition: No additional costs to USAID							
Individual(s) Responsible: Ardian Kryeziu							
Individual(s) Responsible for Providing Data to Project: CLE Program staff							
Location of Data Storage: Evidence filed with CLE. Quarterly Reports track numbers.							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: The key point in the analysis is continuous monitoring of the extent to which the acts are applied and enforced.							
Presentation of Data: Targets and actual data over time							
Review of Data: As generated in the Quarterly Report reviews							
Reporting of Data: Quarterly Report as they occur.							
OTHER NOTES							
Notes on Baselines/Targets: CLE plans to generate results on this indicator starting in 2013. The baseline measure of zero is at project start. The targets are for all laws, regulations, and procedures developed and adopted/promulgated with CLE assistance.							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	0	22		10		15	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet IR 2.1.2.2						
Result: IR 2.1.2: Improved contract/commercial legal framework						
Indicator: 2. No. of judges and judicial personnel trained with USG assistance						
Is this an Annual Report indicator: Yes						
DESCRIPTION						
Precise Definition: Standard definition applies. In Kosovo judicial personnel are those employed by the courts. "Trained" means they attended at least 90% of a CLE supported (financial or other resources) training event. A training event has at least one trainer, manuals, and a pre-defined minimum number of pre-identified participants.						
Unit of Measure: No.						
Disaggregated by: Gender, minorities, and roles to compare to coverage targets.						
Justification & Management Utility: Enables CLE to track coverage of training targets by the categories mentioned above.						
PLAN FOR DATA ACQUISITION BY USAID						
Data Collection Method: Trainers of CLE-sponsored workshops will administer a daily signup sheet to provide evidence of the number of participants. They will calculate the number "trained" and submit sign-up sheets as backup.						
Data Source: Signup sheets.						
Frequency and Timing of Data Acquisition: At the end of each training event.						
Estimated Cost of Data Acquisition: Normal operating costs						
Individual(s) Responsible: Trainers of CLE sponsored workshops						
Individual(s) Responsible for Providing Data to Project: Edona Bytyqi						
Location of Data Storage: CLE files of originals and database for electronic						
DATA QUALITY ISSUES (If used in USAID Annual Report)						
Date of Initial Data Quality Assessment: TBD						
Known Data Limitations and Significance (if any):						
Actions Taken or Planned to Address Data Limitations:						
Date of Future Data Quality Assessments:						
Procedures for Future Data Quality Assessments:						
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING						
Data Analysis: CLE will define coverage targets for each training course by the disaggregation categories defined above. The analysis involves identifying discrepancies to investigate further to resolve problems and exploit successes.						
Presentation of Data: Trend lines of targets/actual data.						
Review of Data: Quarterly Report reviews						
Reporting of Data: Quarterly Reports						
OTHER NOTES						
Notes on Baselines/Targets: CLE plans to generate results on this indicator starting from 2013. The target for 2013 is 100. However, we will wait until 2nd ^h Quarter of FY 2013 to measure actual as the baseline.						
Other Notes:						
PERFORMANCE INDICATOR VALUES						
Baseline		Target/Actual				
Year	Actual	YEAR 1		YEAR 2		YEAR 3
2013	TBC	100		200		334
SHEET LAST UPDATED ON: 8/12/13						

Performance Indicator Reference Sheet IR 2.1.2.3

Result: IR 2.1.2: Improved contract/commercial legal framework

Indicator: 3. Lawyer opinion survey – commercial department of basic court

Is this an Annual Report indicator: Yes

DESCRIPTION

Precise Definition: Random survey of lawyers with cases before the commercial department of the Pristina Basic Court who are asked whether they are willing to participate in a short survey and respond with a “yes.” After a short explanation of the purpose of the survey, they are asked to respond to the question, “Do you think the contract/commercial legal framework has improved over the last year?” After reducing the response to a “Yes or No,” the next question is, “Why do you think that?” The sum of those that respond with a “yes” is divided by the total number surveyed for the baseline % the first year. In subsequent years, the annual % score minus the prior year score and divided by the prior year score x100 = % delta. If the % of “yes” responses drops, then delta is expressed as a negative value.

Unit of Measure: % delta and qualitative data

Disaggregated by: Gender

Justification & Management Utility: Percent shows level of change in perceptions held by private attorneys about commercial judges about the contract legal framework. Proxy for coverage and quality of training, effectiveness of legal changes, and public information campaigns. Gender disaggregation provides insight into the effectiveness of gender specific aspects of CLE activities. The qualitative information in response to the “Why do you think that?” question provides insight for program decision making about further investigation and/ or implementation.

PLAN FOR DATA ACQUISITION BY USAID

Data Collection Method: Random selection of lawyers with cases before the commercial department of the Pristina basic court. After a short explanation of the survey, the respondent must state that s/he is still willing to participate in the survey. Those so responding are questioned whether they think the contract/commercial legal framework has improved over the last year and the answer is recorded. They are then asked, “Why do you think that?” The answer recorded as qualitative data.

Data Source: Lawyers surveyed

Frequency and Timing of Data Acquisition: Annually

Estimated Cost of Data Acquisition: No additional cost to USAID

Individual(s) Responsible: Edona Bytyqi and Nora Siqueca

Individual(s) Responsible for Providing Data to Project: CLE Program Staff

Location of Data Storage: CLE Databases

DATA QUALITY ISSUES (If used in USAID Annual Report)

Date of Initial Data Quality Assessment: TBD

Known Data Limitations and Significance (if any):

Actions Taken or Planned to Address Data Limitations:

Date of Future Data Quality Assessments:

Procedures for Future Data Quality Assessments:

PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING

Data Analysis: Review of trend line against target trend line. Qualitative data reviewed for decisions on follow up research and/or project implementation.

Presentation of Data: Trend line graphs of targets and actual data.

Review of Data: CLE jointly and also with the Stakeholder Group

Reporting of Data: Annual Report

OTHER NOTES

Notes on Baselines/Targets: CLE plans to generate results on this indicator starting in 2014. So the target for 2013 is 0. However, we will wait until 4th Quarter of FY 2013 to measure actual as the baseline.

Other Notes:

PERFORMANCE INDICATOR VALUES

Baseline		Target/Actual				
Year	Actual	YEAR 1		YEAR 2		YEAR 3
2013	TBD	10%		20%		35%

SHEET LAST UPDATED ON: 8/12/13

Performance Indicator Reference Sheet IR 2.1.3.1							
Result: IR 2.1.3: Increased role of ADR							
Indicator: 1. No. of ADR (Mediation) cases filed and resolved through mechanisms supported by USAID funding, TA, or training							
Is this an Annual Report indicator: Yes							
DESCRIPTION							
Precise Definition: Cases filed are those addressed by CLE mediation centers and resolved means all parties complied with decision(s) reached.							
Unit of Measure: No.							
Disaggregated by: Gender and Minorities;							
Justification & Management Utility: Indicates public use and trust in ADR (Mediation) systems and value of CLE investments in ADR.							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: CLE monthly monitoring of case records.							
Data Source: CLE mediation centers monitoring of compliance with agreements reached							
Frequency and Timing of Data Acquisition: Quarterly							
Estimated Cost of Data Acquisition:							
Individual(s) Responsible: Kujtim Kerveshi							
Individual(s) Responsible for Providing Data to Project: Directors of the Mediation Centers							
Location of Data Storage: Original documents at ADR sites.							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: Comparison of actual data vs. target trend lines.							
Presentation of Data: Actual and target trend lines over time.							
Review of Data: Quarterly review among CLE and partners. Semi-annual review with Stakeholder Group							
Reporting of Data: Quarterly Report							
OTHER NOTES							
Notes on Baselines/Targets: CLE plans to generate results on this indicator starting in 2014. So the target for 2013 is 0. However, we will wait until 4 th Quarter of FY 2013 to measure actual as the baseline.							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	3	100		150		200	
SHEET LAST UPDATED ON: 8/12/13							

Performance Indicator Reference Sheet IR 2.1.3.2							
Result: IR 2.1.3: Increased role of ADR							
Indicator: 2. Percent of arbitral awards recognized or enforced by courts							
Is this an Annual Report indicator: Yes							
DESCRIPTION							
Precise Definition: Arbitral awards are formal judgments by a recognized provider of arbitration services. So far in Kosovo there are 2: The Kosovo Chamber of Commerce (KCC) Permanent Tribunal for Arbitration (PTA) and the American Chamber of Commerce, Am Cham ADR Center. Recognized by the courts means that the KJC accepts the judgment. Enforced means that the KJC has assigned enforcement personnel to the case/recognized the award for presentation to a private enforcement agent.							
Unit of Measure: %							
Disaggregated by: Recognized vs. Enforced							
Justification & Management Utility: Shows the extent to which arbitration organizations are integrated into the formal system.							
PLAN FOR DATA ACQUISITION BY USAID							
Data Collection Method: Arbitration organizations will maintain the records for arbitration awards. CLE will monitor KJC/Court records.							
Data Source: Arbitration organizations and KJC/Courts							
Frequency and Timing of Data Acquisition: As they occur							
Estimated Cost of Data Acquisition: None for USAID directly							
Individual(s) Responsible: Ardi Shita							
Individual(s) Responsible for Providing Data to Project: Arbitration Organizations' Secretaries General; KJC/Courts							
Location of Data Storage: Copies with CLE database							
DATA QUALITY ISSUES (If used in USAID Annual Report)							
Date of Initial Data Quality Assessment: TBD							
Known Data Limitations and Significance (if any):							
Actions Taken or Planned to Address Data Limitations:							
Date of Future Data Quality Assessments:							
Procedures for Future Data Quality Assessments:							
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING							
Data Analysis: CLE will monitor trend line graphs for targets and actual data. CLE will also review the ratios that generate the % to track the volume of cases.							
Presentation of Data: Trend line graphs							
Review of Data: Quarterly review among CLE and partners. Semi-annual review with Stakeholder Group							
Reporting of Data: Quarterly Report							
OTHER NOTES							
Notes on Baselines/Targets: As of 2012 there was 1 case which progressed to award and it was recognized/enforced by the court (i.e., 100%)							
Other Notes:							
PERFORMANCE INDICATOR VALUES							
Baseline		Target/Actual					
Year	Actual	YEAR 1		YEAR 2		YEAR 3	
2013	100%	100%		100%		100%	
SHEET LAST UPDATED ON: 8/12/13							