



OYO STATE GOVERNMENT

OYO STATE PROJECT PERFORMANCE MONITORING AGENCY

Oyo state project performance monitoring agency signed to law on the 9th May 2024 by his excellency Engr. Seyi Makinde FNSE Dsc GSSRS. Project performance monitoring is an important aspect of project management. For a project to be successful, it ought to be carefully Planned, Scheduled, Executed and Monitored throughout its lifespan

Aim: This is to institutionalize a systematic assessment and tracking the progress, performance and impacts of projects, programs or policies of the Oyo State Government.

FUNCTIONS:

- Supervise the implementation of projects, after the Certificate of "No Objection" has been issued by the Bureau of Public Procurement in accordance with Oyo State Public Procurement Law, 2010 or any Law being in force and regulating Public Procurement in the State;
- Investigate the conduct and activities of any activities of any person in relation to contracts awarded and executive by any contractor in the State;
- Liase with the procuring entity with a bid to ensure effective performance, execution and delivery;
- Report any fraudulent and unethical financial misappropriation on the part of any contractor to the Oyo State Anti-Corruption Agency;
- Develop and maintain a framework to support the monitoring, evaluation and reporting of the performance of various projects in the State in line with the goals and objectives of each project.
- Monitor and evaluate the performance levels of consultants and contractors based on delivery time and contractual agreements with the Government;
- Develop and publish situation report on projects awarded by the State;
- Collaborate with relevant Ministries, Departments and Agencies to develop results-focused key performance indicators and clearly defined performance targets, upon which progress of project implemented within the State shall be measured;
- Create key indicators to be used in tracking progress achievement of projects in the State;
- Develop and maintain with relevant Ministries, Departments and Agencies, a data management system for the registration of all contractors, consultants and projects carried out in the State; and
- Carry out such other functions as may be assigned by the Governor.

POWERS

- Conduct Periodic Inspection of Projects in the State;
- Issue Milestone Certificates to Contractors;
- Establish internal control mechanisms for proper issuance of Certificate of Completion;
- Charge administrative fees in the execution of its functions under this Law;
- Undertake quality control inspection, to ensure compliance with the terms of the contract;
- Examine the books and other machineries used by a contractor in the performance of a contract;
- Where occasion demands, conduct an investigation into the award of any contract to ascertain the integrity of the process;
- Where necessary, request for documents submitted and examined during the procurement process including the Certificate of No. Objection;
- Inspect and enter any premises where a contract is being executed; and
- Exercise other powers that are incidental and necessary for the execution and realization of its functions under this Law.

WORK PLAN FOR OYO STATE PROJECT PERFORMANCE MONITORING AGENCY

Project performance monitoring is crucial to ensure projects are on track and meeting their objectives.

Objectives:

- Comparing actual performance to the goal set. (e.g. delivery on time).
- Measuring project details against the goal to be on the right track. (e.g. budget, Schedule, scope etc).

Key Performance Indicators (KPIs):

- Schedule Performance Index (SPI):** Measures progress against the project schedule.
- Cost Performance Index (CPI):** Measures progress against the project budget.
- Quality Performance Index (QPI):** Measures progress against quality standards.

MONITORING AND CONTROL:

- Regular Progress Meetings:** Schedule Weekly/Bi-weekly Meetings to Review Progress, discuss issues, and set actions.
- Project Management Software:** Utilize tools to track progress, dependencies, and deadlines.
- Status Reports:** Receive regular updates from team members on task completion, progress, and potential challenges.

4. Issue and Risk Management: Identify, document, and address potential issues and risks impacting project performance.

Performance Metrics:

- Task completion rate
- Budget spend rate
- Quality metrics (e.g., defect rate, Client satisfaction)

Corrective Actions:

- Identify and address schedule delays
- Implement cost-saving measures
- Implement quality improvement initiatives
- Reallocate resources as needed

Frequency of Monitoring:

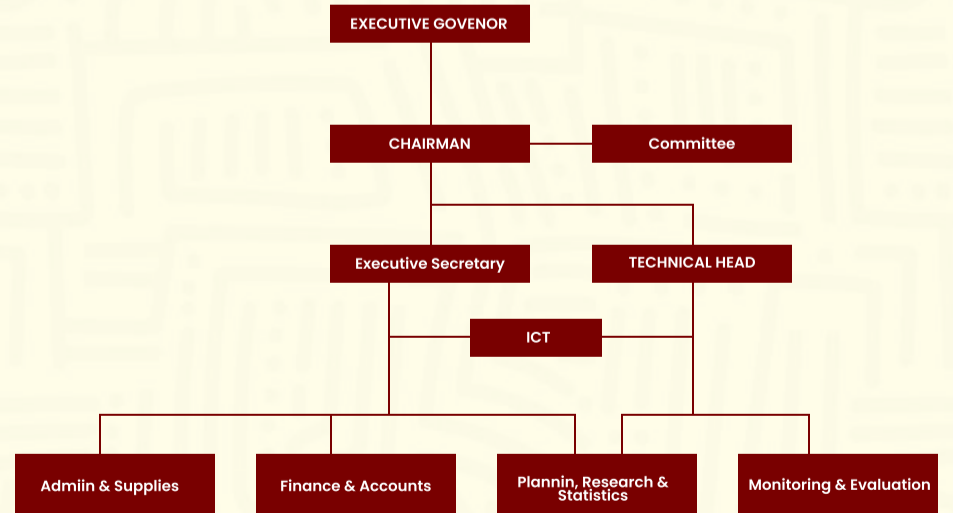
- Weekly review progress, discusses issues, and set actions.
 - Monthly review performance metrics, adjust course as needed.
 - Quarterly conducts comprehensive project reviews, assess performance, and adjust strategies.
- Regularly monitoring project performance and taking corrective actions, will ensure project to stays on track and meets its objectives.



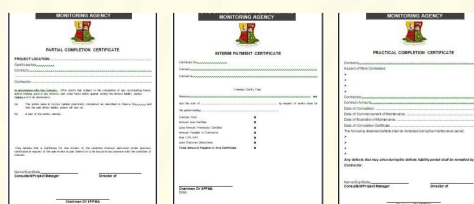
STRUCTURE OF OYO STATE PROJECT PERFORMANCE MONITORING AGENCY

The Steering Committee Of The Agency

- The Chairman
- The Commissioner for Finance
- The Attorney General and Commissioner for Justice
- The Commissioner for Public Works and Transport
- The Commissioner for Special Duties
- DG of Bureau of Public Procurement
- Representation of Nigerian Society of Engineers
- Representation of Nigerian Institution of Quantity Surveyors
- The Executive Secretary of the Agency shall be the Secretary.



SPECIMEN CERTIFICATE



H.E ENGR. SEYI MAKINDE , FNSE, DSC, GSSRS
The Executive Governor, Oyo State

ENGR. MUFTAU OPEN SALAWU, FNSE
E.A. Project Monitoring