Monitoring and Quality Assurance Strategy (MQAS)

Erasmus+ programme Work-based learning for higher education system in Mongolia towards better employability of university graduates" (MONGWBL) project

Project quality monitoring, control and assurance system

This MONGWBL project quality control, monitoring and assurance system is defined in the Monitoring and Quality Assurance Strategy (MQAS).

Wider objective of MQAS is to make sure that the objectives of the project are met properly and insure desired impact and sustainability after project lifetime.

Following main objectives are assigned to MQAS:
- monitoring process (methodology and progress) and results (final outputs)
- assessing the compliance of activities and results with the project objectives towards sustainability & impact of project results
- fixing indicators of progress and their measurement
- planning internal and external quality assurance mechanism and tools.

MQAS evolves the following elements of the quality management:
- Procedures and guidelines, process dashboard and templates,

- Definition of indicators (qualitative, quantitative, for effectiveness, for efficiency) to assess the results of the activities,
- Regular monitoring of project activities,
- Reports per WP reflecting the achievements, gaps and providing recommendations for enhancement (quality audit),
- Suggestions on tools and mechanisms for the effective financial management of the project,
- Elaboration of contributions to project intermediate / final reports,
- Annual monitoring visits and reports to EACEA and EU Delegation to Mongolia,
- Project Logical Framework Matrix (LFM),
- Project detailed (updated) work plan.

The project quality control, monitoring and assurance combines mid-term and long-term monitoring and internal and external mechanisms, processes, approaches and tools for quantitative and qualitative information gathering and analysis aimed to check the coherence between objectives and achievements, as well as contributing to improvements.

Project quality assurance, monitoring and control

Internal quality assurance

The main instruments for internal quality control and process monitoring will be:
- Reporting and evaluation of **project events** (kick-off meeting, training, workshop, etc.). For gathering qualitative and quantitative data specially elaborated questionnaire will be used to be filled by participants after each particular event,
- Annual Reports per **work packages.** For the sake of clarity, the WP5 leader will elaborate each 6 months the WP5 state of art, reflecting the achievements and gaps to provide recommendations for enhancement, according with the Annex 1 template,
- Minutes of each **coordination meeting** elaborated and discussed-finalized with project all partners. Every coordination meeting minutes shall include, but not limited to names of participants, subject of meeting, main points of discussions and expressed suggestions, agreements on actions and responsibility for their implementation,

- Annual **monitoring visits and reports** revealing the state of affairs for Coordinator and Mongolian partner institution and allowing further enhancement,
- Project **Interim report** providing the background for stocktaking and improvement,
- Project **Interim and final financial** audits and reports revealing the actual state of budget realization and financial management allowing the action for further correction/improvement.
- **Final report** reports to assess the project regarding its activity performance, functioning of the consortium, achievement of results, impact on target groups and sustainability.

Responsible and contact persons from each country will be agreed to work with Work package 5 (Quality plan) responsible on a regular basis throughout the project implementation.

During each consortium meeting WP5 leader will report on progress, present any deviation for planning corrective actions with the involved partners.

External evaluation

Dr. Arayik Navoyan is engaged in the project as external quality assurance expert working in close and direct cooperation with WP 5 leader.

The external expert will report on the main activities and achievements and will be responsible to address to the project team suggestions to the project improvement.

The main specific activities to the external expert verify the achievements for the overall project level are as follows:

- Capacity building training package
- Trained staff from Mongolian higher education institutions, Ministry of Education, Science, Culture and Science, banks and tourism association on policies, schemes and approaches of work based learning,
- Appropriate National Strategy for development of WBL in Mongolia for 2024-2029 (NSD-WBLM) / Flexible Apprenticeship Model (FAM),
- Trained teaching staff from Mongolian higher education institutions and mentors from banks/tourism agencies on apprenticeship based teaching and learning,
- Enhanced partnership between enterprises and HEIs and increased graduates' employability.

On this basis, a set of quality indicators are agreed as critical success factors, IP (Indicators of Progress) to measure process and progress towards an expected project result and KRI (Key Results Indicators) to measure the progress and project impacts (cf. table 1).