

INDIVIDUAL FEEDBACK FORM

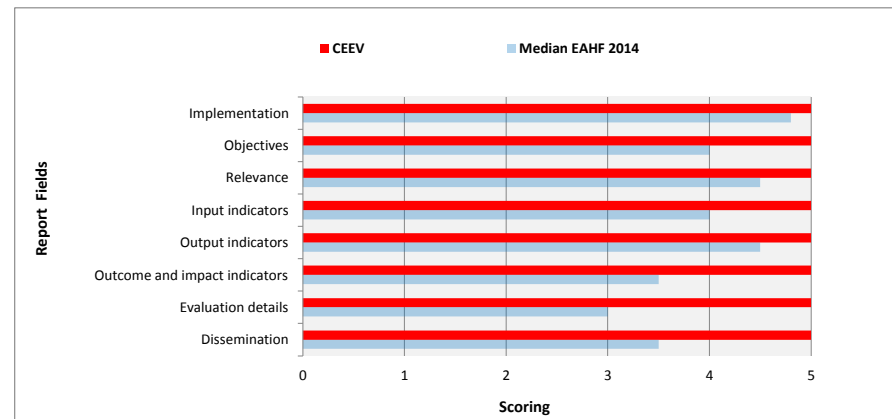
Owner of report: Commits European des Entreprises Vin (CEEV)
Title: "Wine in Moderation - Art de Vivre" Program
Status of report: Final
Monitoring report number: 1318952942980-1448
Time period covered by report: 2011-2013

This document provides feedback on your 2014 monitoring report for the abovementioned commitment in the framework of the European Alcohol and Health Forum.

Individual and median scores for the various sections of the monitoring report template

The chart and the table below present the scores awarded for the various sections (report fields) of the monitoring report template that you completed (in red). Immediately below (in blue) the median score of all the 2014 monitoring reports is presented. This enables you to see how your individual scores fit in the overall picture.

Section	CEEV	Median EAHF 2014
Implementation	5	4,8
Objectives	5	4
Relevance	5	4,5
Input indicators	5	4
Output indicators	5	4,5
Outcome and impact indicators	5	3,5
Evaluation details	5	3
Dissemination	5	3,5



Total score of the 2014 monitoring report

Below you find a table that presents the total score per criteria of your organisation for the 2014 monitoring report.

Total per scoring criteria	Maximum score	Achieved score	Score as % of max.
Specificity	10,5	10,5	100%
Clarity	14	14	100%
Focus	9,5	9,5	100%
Measurement	6	6	100%
Total	40	40	100%

Main Conclusions

This monitoring report retained its previous year quality and went even further with specifying some additional information as it became available during the implementation of the commitment. The recommendations from previous assessment were successfully taken on board and the report is well-structured, concise and clearly written scoring the highest number in each area.

Information on the scoring process

In a change from the 2010 evaluation, information provided under "other comments" is not rated or commented upon due to reporting inconsistencies and the subsequent difficulties to establish meaningful comparisons. Therefore, the corresponding section (formerly section 10) is not included in this year's feedback forms.

For intermediate reports, sections 9 (evaluation) and 10 (dissemination) are optional. If no information is provided in these sections, the maximum score for the monitoring report is 30. If information is provided in both sections, the maximum score is 40. If information is present in only one of the two sections, the maximum score is 35. In conclusion, the maximum score for an intermediate report is 30, 35 or 40, depending on the range of information provided.

For final reports the maximum score is 40 as replies to sections 9 and 10 are mandatory at the final stage of a commitment.

One of the innovations built into the 2011 assessment process consists of accounting for the extent to which recommendations issued to Forum members in the previous assessment exercise have been integrated into the new monitoring reports. For each main section of the reports, a "recommendation uptake" score is provided. This will be either 0 (recommendations have been poorly taken into account, if at all), 1 (progress has been made in taking recommendations on board), or 2 (most recommendations have been successfully implemented). The "recommendation uptake" field is marked "N/A" in those reports for which no comparison can be established. The maximum score (2) is awarded in those sections for which no recommendations for improvement were deemed necessary in the previous assessment exercise.

Report field	Criteria	Question	Max. score (max 5)	Score awarded	Total score	Comments	Recommendation uptake
1. Commitment summary (based on summary given in original commitment form)		Not scored				This commitment summary provides sufficient details of the commitment, including good amount of background information. Moreover, it provides website details.	
2. Link to website relating to the commitment		Not scored					
3. Description of the implementation of the commitment (max. 500 words)							
	Specificity	Are key dates and/or milestones in the implementation of the commitment set out clearly?	1	1	2	The implementation of the commitment is described comprehensively, with dates and activities listed. It provides a useful overview of the Commitment background, the evolution of the Programme, list of participating countries and highlights actions per various pillars set up by the Member.	
		Are details given on who is involved and/or responsible for the implementation of the commitment?	1	1			
	Clarity	Is the implementation of the commitment set out in a manner that the reader can fully understand the commitment?	1	1	1		
		Focus	Is the information included in the description relevant and to the point?	1	1		
	Is sufficient contextual information included to make the implementation of the commitment understandable?		1	1			
Measurement	N/A						
Total score:			5	5	5		2

4. Objectives: The objectives help to focus in more detail on what the commitment is aiming to achieve and connect to specific actions and to a specific timeframe and are concrete and precise. In some situations it may be beneficial to divide the objectives into short, medium or long term objectives. In other words, in what way and to which extent have the objectives set out in the original commitment form been achieved in the reporting period						
	Specificity	Does the report describe how and when the objectives have been or will be achieved?	1	1	1	The four objectives of the commitment are clearly stated in this section. The information has been supported with contextual information and there are details included for each objective - new developments, responsible body, some examples of the activities within each pillar.
	Clarity	Does the report offer clear links between objectives, inputs, outputs and outcomes?	1	1	2	
		Are the objectives set out in a manner that the reader can fully understand the commitment?	1	1		
	Focus	Is only relevant information included in the description of objectives?	0,5	0,5	1	
		Is sufficient contextual information provided to make the objectives of the commitment understandable?	0,5	0,5		
Measurement	Are relevant quantitative data included on the implementation of the commitment?	1	1	1		
Total score:			5	5	5	2
5. Relevance: The report should describe, in a relatively simple way, how the commitment is relevant (or pertinent, connected, or applicable) to the realisation of the general aim of the Forum. In other words, how did the commitment during the reporting period contribute to achieving the overall aims of the Forum (max 250 words)?						
	Specificity	Does the report describe how the commitment is relevant (by reference to evidence that supports relevance)?	1	1	1	The relevance of the commitment is described in an appropriate manner, explicitly addressing the relationship between the commitment and the aims of the Forum. In addition, it provides details on how the commitment will achieve the stated goals, it is concise and easily understandable.
	Clarity	Does this section specify which aim(s) of the Forum the commitment relate to?	1	1	2	
		Is it clear how commitment holders believe that their commitment is linked to the aims of the Forum?	1	1		
	Focus	Is only relevant information included in the description?	1	1	2	
		Is sufficient contextual information included to make to explain how/why the commitment is relevant?	1	1		
Measurement	N/A					
Total score:			5	5	5	2
6. Input indicators: They measure the resources allocated to each action/activity depending on the objective of the commitment (funding, allocated resources, training etc.) used for each activity. Input indicators measure the resources allocated to each action/activity, essentially what did the Forum member do to put the objective into practice? The monitoring report should provide insight in the resources allocated to the commitment (What was done to put the objectives into practice) (Max 250 words).						
	Specificity	Does the report describe the input indicators that have been used?	1	1	1	This section contains a detailed breakdown of the commitment related expenditure. Detailed data are given in relation to human resources used, activities investment, financial investment, cost of management.
	Clarity	Does the report offer clear links between objectives, inputs and outputs?	1	1	2	
		Are resources allocated to the commitment set out in an understandable manner for a reader?	1	1		
	Focus	Is only relevant information included in describing the resources?	0,5	0,5	1	
		Is sufficient contextual information included to explain which resources are used for the commitment?	0,5	0,5		
Measurement	Are relevant quantitative data provided for the input indicators?	1	1	1		
Total score:			5	5	5	2
7. Output indicators: They are used to measure the outputs or products that come about as a result or a product of the process. It measures from a quantitative point of view the results created through the use of inputs (sellers & servers trained, audience targeted, events organised etc.). Output indicators measure the products or the achievements of the commitment through the use of inputs or, in other words ('What was achieved with the resources allocated to the commitment') (max. 250 words)?						
	Specificity	Does the report describe what the output indicators are?	1	1	1	The different activities are listed, with numbers of participants provided, giving a detailed overview of the activities undertaken.
	Clarity	Does the report clearly link the output indicators to original objectives and resources that were put in the commitment?	1	1	2	
		Are the output indicators set out in an understandable manner for a reader?	1	1		
	Focus	Is only relevant information included?	0,5	0,5	1	
		Is sufficient contextual information included to make understandable what the results of this commitment are?	0,5	0,5		
Measurement	Are relevant quantitative data provided for the indicators?	1	1	1		
Total score:			5	5	5	2

8. Outcome and impact indicators: They go above the minimum agreed requirements to monitor a commitment. They measure the quality and the quantity of the results achieved through the actions in the commitment how successful was the commitment in relation to the original objectives? (max. 250 words)						
	Specificity	Does the report describe the outcomes?	0,5	0,5	0,5	This section specifies outcomes for short-, medium- and long-term. There is a detailed information on each category specifying the outcomes of each period, with interesting facts which fit well within the sections. Quantitative data and dates are also included.
	Clarity	Does the report link the outcomes to original objectives?	2	2	3,0	
		Are the outcome and impact indicators set out in an understandable manner for a reader?	1	1		
	Focus	Is sufficient contextual information provided to understand the outcomes of the commitments?	0,5	0,5	0,5	
	Measurement	Are relevant quantitative data provided for the indicators?	1	1	1,0	
Total score:			5	5	5	2
9. Evaluation details – tools and methods used, internal or external evaluators ... (max. 250 words; mandatory for final report only)						
	Specificity	Are the evaluation details provided specifically linked to the commitment / different parts of the commitment?	2	2	2	This section reports on the evaluation methods used. It clearly indicates the methods , person responsible for conducting it, time scale of when the final results will be presented(alternatively, where they are accessible if they already exist).
	Clarity	Are the evaluation details set out in an understandable manner for a reader?	1	1	1	
		Focus	Is only relevant information included?	0,5	0,5	
	Is sufficient contextual information provided to understandable the method of evaluation?		0,5	0,5		
	Measurement	Are relevant quantitative data provided?	1	1	1	
Total score:			5	5	5	2
	Specificity	Is it specified in the form to whom dissemination is aimed at?	1	1	2	Dissemination channels are well described with various examples, target groups are provided as well as links to websites. Very good overview.
		How and/or when has/will dissemination of the results occur?	1	1		
	Clarity	Is enough contextual information included to enable the reader of the commitment to judge/gauge the scale of dissemination?	1	1	1	
	Focus	Is it clear by the form whether dissemination is appropriate for the type of commitment according to the objectives laid down in the commitment?	1	1	1	
	Measurement	Are relevant quantitative data provided (e.g. resources used, how many people/organisations it is expected to reach/has it reached, etc.)?	1	1	1	
Total score			5	5	5	2
GRAND TOTAL			40	40	40	16
11. References to further information relating to the monitoring of the commitment:						