



# Benazir Bhutto Shaheed

## Youth Development Program



### QUARTERLY PERFORMANCE REPORT

(This is in narrative report with major focus on the progress in project implementation miles stone covered, assessment of achievements, hindrances encumbered and solution found / suggested and adjustments proposed).

**Project Title:** \_\_\_\_\_

**Reporting Period:** *Quarter starting from* \_\_\_\_\_ *to* \_\_\_\_\_

**Prepared By:** \_\_\_\_\_

**Date of Submission of Form:** \_\_\_\_\_

#### Implementation & Progress in the Quarter

**1. Introduction:**

*(Brief description of Program, mentioning objectives, targets, of program not more than 500 words)*

**2. Progress:**

*(This will help us in linking up the activities and actions in sequential manner and help in follow up actions)*

**3. Summary of Training reports from field:**

*(Mention specific activities for this quarter and progress (Field Visits, feedback, meeting with heads of training institutes etc)*

**4. Information on trainings:**

No of Trades	Trainings			Trainees				Trainers/Instructors	
	No of Batches Targeted	Batches in Progress	Completed	Targeted	Admitted	Dropout	Qualified	Available	Required
1	2	3	4	5	6	7	8	9	10

**5. Private Sector organizations enlisted with departments to link for post training employability of trainees.**

**6. Please state how many trainees linked to gain full employment in Private/ Public Sector?**

**7. Please state how many Trainees linked to Micro Finance/ SME organizations?**

**8. Constraints/ problems/issues encountered to project implementation and progress, if any;**

**9. Solution Found / Proposed:**



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## **Youth Development Program**



*(General or specific for program improvement; as per data collected whether there is need for any change or improvement in program design and planned activities to achieve the program objectives more effectively)*

10. **Expenditure Report:**
11. **Major achievements in terms of information given at S. No2-10:**
12. **Project Design change identified, if any with justification and how to be incorporated in to project:**
13. **Any new activity Planned for next Report:**
14. **Key Lessons Learnt:**
15. **Other aspects/ details**  
*Print / Electronic Media Coverage* \_\_\_\_\_
16. **Next quarter's work Plan:**
  - *Activities details*
  - *Duration of activity*
  - *Time lines*
  - *Start date*
  - *Finish date*