

STAR-CENTRE

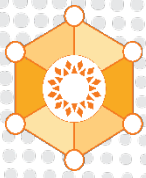
Project Impact Assessment Report



[A Project Impact Assessment Report is a document that evaluates the potential effects—both positive and negative—of a proposed project on various aspects such as the environment, society, and economy.]

A. Executive Summary	
A concise overview of the project, its objectives, and the main findings of the impact assessment	
B. Project Description	
Detailed information about the project, including its purpose, scope, and the stakeholders	involved.
C. Methodology	
Explanation of the methods used to conduct the impact assessment, including data collection techniques and analysis approaches	
D. Impact Analysis	
Assessment of potential impacts, often categorized into: <ul style="list-style-type: none">• Social Impacts• Economic Impacts• Environmental Impacts	
E. Stakeholder Engagement	
Description of how stakeholders were involved in the assessment process	
F. Findings	
Detailed presentation of the results from the impact analysis	
G. Recommendations	
Suggestions for mitigating negative impacts and enhancing positive outcomes	
H. Conclusion	
Summary of the assessment and its implications for the project	
I. Appendices	
Additional information, such as data tables, charts, or detailed methodologies	

Note: The content in the document is intended to only provide guidance to prepare the report

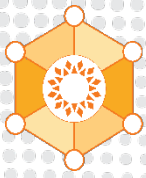


Project Monitoring Plan



[A Project Monitoring Plan is a strategic document that outlines how a project will be tracked and evaluated throughout its lifecycle. Its primary purpose is to ensure that the project stays on track, meets its objectives, and adheres to the established timeline and budget.]

A. Project Overview	
	Brief description of the project, including objectives and scope.
B. Monitoring Objectives	
	Goals for what the monitoring plan aims to achieve
C. Key Performance Indicators (KPIs)	
	Specific metrics to measure project success
D. Data Collection Methods	
	Techniques and tools for gathering data (e.g., surveys, interviews)
E. Data Sources	
	Identification of where data will be obtained (e.g., stakeholders, reports)
F. Monitoring Schedule	
	Timeline for when monitoring activities will occur
G. Roles and Responsibilities	
	Assignment of tasks related to monitoring and reporting
H. Reporting Mechanisms	
	How findings will be communicated to stakeholders
I. Budget for monitoring activities	
	Estimated costs associated with monitoring efforts
J. Review and Adaptation Process	
	How the monitoring plan will be reviewed and adjusted as needed
K. Stakeholder Engagement	
	Strategies for involving stakeholders in the monitoring process



Data Collection Plan



[A data collection plan is a crucial component of project planning and monitoring. It serves as a roadmap that outlines how you will gather, manage, and analyze data throughout the project lifecycle.]

A. What?
Unit of measurement
Data type
Collection method
If manual
B. Measurement System Analysis
Gauge/instrument
Location
Gauge calibrated?
Measurement system checked?
Precision (R&R) adequate?
Accuracy adequate?
C. Historical Data
Historical data exist?
Source of historical data
Historical data representative/reliable?
Mean
Upper specification limit
Lower specification limit
Standard deviation
Target
D. Who?
Resources available for data collector?
Data collector trained?
E. When?
Start date
Due date
Duration (in days)