

Revised 2005

PC-V FORM

**GOVERNMENT OF PAKISTAN
PLANNING COMMISSION**

PROFORMA FOR DEVELOPMENT PROJECTS

**(ANNUAL PERFORMANCE REPORT AFTER
COMPLETION OF PROJECT)**

Government of Pakistan
Planning Commission

To be furnished by 31st July of each years for 5 years after completion of Project indicating Projects operational results during the last financial year.

- 1. Name of the Project:**
- 2. Objectives & scope of project as per approved PC-I and state as to what extent the objectives have been met:**
- 3. Planned and actual recurring cost of the project, with details:**
- 4. Planned & actual manpower employed:**
- 5. Planned and actual physical output of the project:**
- 6. Planned and actual income of the project:**
- 7. Planned and actual benefits to the economy:**
- 8. Planned and actual social benefits:**
- 9. Planned and actual cost per unit produced/sold:**
- 10. Marketing mechanism:**
- 11. Arrangement for maintenance of building & equipment.**
- 12. Whether output targets as envisaged in the PC-I have been achieved. If not, provide reasons:**
- 13. Lessons learned during the year in:**
 - Operation**
 - Maintenance**
 - Marketing**
 - Management**
- 14. Any change in project management during the year:**
- 15. Suggestions to improve projects performance:**

Government of Pakistan
Planning Commission

Instructions to fill in PC-V Proforma

1. **Name of the Project:**

Indicate name of the project.

2. **Objective & scope of the project:**

Indicate objectives and scope of the project as stated in the approved PC-I. It may also be indicated that upto what extent the objectives of the project have been met.

3. **Planned & actual recurring cost:**

Provide planned (as per PC-I) and actual recurring cost of the project alongwith details for the financial year under report.

4. **Planned & actual manpower employed:**

Provide category-wise details of manpower actually employed for the operation of the project as compared to proposed in the PC-I.

5. **Planned & actual physical output:**

Provide output of the project as given in the PC-I for the year under report and compare it with actual output of the project.

6. **Planned & actual income of the project:**

Provide income of the project as indicated in the PC-I for the year under report alongwith assumptions and compare it with the actuals for the year.

7. **Benefits to the economy:**

Provide quantifiable planned & actual benefits to the economy for the year under report.

8. **Planned & actual social benefits:**

Provide social benefits to the target group as given in the PC-I, compare with the year under report and state to what extent the social benefits have been achieved.

9. Planned & actual cost per unit produced/sold:

Provide cost per unit produced and sold at the weighted cost of capital of the project.

10. Market mechanism:

Indicate how the output of the project is being marketed. In case it differs from the PC-I, the details may be provided.

11. Maintenance of building & equipment:

Provide arrangements made for the maintenance of building & equipment during the last financial year. It may also be indicated whether annual maintenance of building & equipment was carried out in the last financial year.

12. Output targets:

Indicate whether output targets as given in the PC-I for the year under report have been met. In case of variation, give reasons.

13. Lessons learned:

Provide lessons learned during the year under report

- i. Operation**
- ii. Marketing**
- iii. Management.**

14. Change in project management:

In case of any change in the senior management of the project, the details alongwith justification be provided.

15. Suggestions to improve project performance:

Based on the experience gained during last financial year, suggest measures to improve the projects performance.