

## Annual workplan CoST Zambia 2026

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Level	Summary/Details	Indicators	Evidence	Responsible partner	Delivery date
<b>Goal 1.</b>	Strengthen accountability of public institutions by using infrastructure data to influence project performance and reform	<ol style="list-style-type: none"> <li>1. 20 projects reviewed via Independent Review</li> <li>2. At least 5 actions implemented based on review findings</li> </ol>	<ul style="list-style-type: none"> <li>• Published Independent Review Report</li> <li>• Response matrix from procuring entities</li> <li>• MSG reform proposal</li> </ul>	Multistakeholder Group	December 2026
<b>Outcomes</b>	1. Improved institutional performance resulting from independent review findings	<ol style="list-style-type: none"> <li>1. 20 projects with documented actionable responses from procuring entities</li> <li>2. One or more procedural reforms proposed by MSG based on findings</li> </ol>	<ul style="list-style-type: none"> <li>• Matrix of project reviews and responses</li> <li>• MSG reform proposal document</li> </ul>	CoST Manager	December 2026
	2. Better availability and use of infrastructure project data by stakeholders	<ol style="list-style-type: none"> <li>1. 20 public officials trained can independently enter data</li> <li>2. At least 15 entities publish data on infrastructure projects.</li> <li>3. IPPI-Z data referenced in ≥2 media/CSO reports</li> </ol>	<ul style="list-style-type: none"> <li>• Training attendance and assessment records</li> <li>• Media/CSO reports citing platform data</li> </ul>	CoST Manager	December 2026

	3.	Improved mobilisation and engagement for infrastructure transparency and accountability.	1.	Infrastructure transparency module integrated into 2 TEVETA diploma curricula	<ul style="list-style-type: none"> <li>Signed MoU/agreement with TEVETA</li> <li>Approved curriculum documents</li> <li>Working group meeting minutes</li> </ul>	CoST Manager	December 2026
			2.	Active working group with TEVETA established			
			3.	Learning exchange mission to CoST Malawi completed	<ul style="list-style-type: none"> <li>Mission report with actionable lessons</li> <li>List of participants and takeaways</li> </ul>	CoST Manager	December 2026
			4.	Actionable lessons documented and implemented			
	5.	CoST Zambia participates in 3 major national events	5.	CoST Zambia participates in 3 major national events	<ul style="list-style-type: none"> <li>Event participation photos/reports.</li> <li>Published joint reports</li> </ul>	CoST Manager	December 2026
			6.	2 joint reports with EITI/TEVETA published	Evidence.		
	17.	Number of high-quality communication articles published.	17.	Number of high-quality communication articles published.	<ul style="list-style-type: none"> <li>Social media posts, articles, infographics, videos.</li> </ul>	CoST Manager	December 2026
			18.	Fundraising strategy developed	<ul style="list-style-type: none"> <li>Minutes, strategy and documentation</li> </ul>		
<b>Outputs</b>	2.	Independent Review Report published	1.	One comprehensive Independent Review Report covering 20 projects produced and published.	Final Independent Review Report document	CoST Manager	June 2026
	3.	300 infrastructure projects published on IPPI-Z using OC4IDS/IDS	1.	300 infrastructure projects published on IPPI-Z using OC4IDS/IDS	<ul style="list-style-type: none"> <li>IPPI-Z platform statistics</li> <li>List of actively publishing entities</li> </ul>	CoST Manager	December 2026
	3.	Public officials trained on IPPI-Z data entry	1.	One training workshop conducted	<ul style="list-style-type: none"> <li>Training materials and agenda</li> <li>Participant list and feedback forms</li> </ul>	CoST Manager	April 2026
			2.	20 officials complete training			
	4.	Infrastructure transparency module integrated into TEVETA curriculum	1.	Guidelines for integration approved by TEVETA	<ul style="list-style-type: none"> <li>Approved guidelines document</li> <li>Final module syllabi</li> </ul>	CoST Manager	August 2026
			2.	Accredited module syllabi developed			
	5.	Learning mission to CoST Malawi implemented	1.	One learning mission to CoST Malawi conducted.	Mission report with recommendations	CoST Champion and CoST Secretariat	July 2026

	6.	Journalist training conducted	<ol style="list-style-type: none"> <li>10 journalists trained</li> <li>15% growth in social media followers</li> </ol>	<ul style="list-style-type: none"> <li>List of trained journalists</li> <li>Social media analytics reports</li> </ul>	CoST Manager	May 2026
	7.	Stakeholder meetings and joint reports published	<ol style="list-style-type: none"> <li>2 meetings with TEVETA and EITI held</li> <li>2 Joint reports finalized</li> </ol>	Final joint report documents	CoST Manager	October 2026
	8.	Fundraising strategy developed	<ol style="list-style-type: none"> <li>Fundraising strategy approved</li> <li>Number of funding sources/ donors identified in the</li> </ol>	<ul style="list-style-type: none"> <li>Strategy,</li> <li>Minutes from meetings</li> <li>Donor matrix</li> </ul>	CoST Manager	October 2026
	9.	Informative and engaging blog posts, articles, infographics, and videos developed	<ol style="list-style-type: none"> <li>500 shares, 1000 likes, 200 downloads documented</li> </ol>	Blog posts, articles, infographics, videos	CoST Secretariat	May 2026
<b>Activities</b>	1.	Conduct independent review on 20 selected projects using CoST Independent Review Manual	<ol style="list-style-type: none"> <li>20 projects reviewed</li> <li>50% of recommendations addressed</li> <li>At least 10 site visits conducted</li> </ol>	<ul style="list-style-type: none"> <li>Project selection list</li> <li>Draft and final review reports</li> <li>Site visit reports</li> </ul>	CoST Secretariat	Jan–Apr 2026
	2.	Conduct validation meeting for independent review with entities and MSG	<ol style="list-style-type: none"> <li>At least 50 people attend validation meeting</li> </ol>	Validation meeting report and attendance list	CoST Manager	May 2026
	3.	Organize launch of independent review results	<ol style="list-style-type: none"> <li>At least 50 people attend launch event</li> </ol>	Launch event report and media coverage	CoST Manager	June 2026
	4.	Develop monitoring & evaluation matrix for implementing recommendations	<ol style="list-style-type: none"> <li>One Monitoring matrix developed and validated</li> </ol>	<ul style="list-style-type: none"> <li>Completed monitoring &amp; evaluation matrix</li> </ul>	CoST Manager	July 2026
	5.	Conduct training for public officials on IPPI-Z data entry	<ol style="list-style-type: none"> <li>Training agenda and materials prepared</li> <li>20 officials complete training</li> </ol>	<ul style="list-style-type: none"> <li>Training preparation documents</li> <li>Participant completion records</li> </ul>	Consultant	March 2026
	6.	Collaborate with TEVETA to develop & integrate CoST module	<ol style="list-style-type: none"> <li>Meetings held with TEVETA</li> <li>Draft modules developed</li> </ol>	<ul style="list-style-type: none"> <li>Meeting minutes</li> <li>Draft module documents</li> </ul>	CoST Manager	Quarterly 2026

7. Organize & implement learning mission to CoST Malawi	<ol style="list-style-type: none"> <li>1. Mission plan and logistics finalized</li> <li>2. Mission conducted</li> </ol>	<ul style="list-style-type: none"> <li>• Mission plan and confirmation emails</li> <li>• Mission report</li> </ul>	CoST Manager	July 2026
8. Participate in 2026 Trade Fair, Agricultural & Commercial Show, and NCC Build Zambia Expo	<ol style="list-style-type: none"> <li>1. Participation secured for 3 national events</li> </ol>	<ul style="list-style-type: none"> <li>• Event registration confirmations</li> </ul>	KADPPA & KADPBC	February 2026
9. Implement targeted media campaign (social media, newsletters, media training)	<ol style="list-style-type: none"> <li>1. Campaign plan developed</li> <li>2. Journalist training workshop held</li> </ol>	<ul style="list-style-type: none"> <li>• Media campaign plan</li> <li>• Training workshop report</li> </ul>	CoST Manager	April 2026
10. Hold stakeholder meetings with TEVETA, EITI, TIZ	<ol style="list-style-type: none"> <li>1. Meetings with TEVETA, EITI, TIZ held</li> <li>2. Joint reports developed and finalized</li> </ol>	<ul style="list-style-type: none"> <li>• Meeting minutes and attendance lists</li> <li>• Documented action plans</li> </ul>	CoST Manager	September 2026
11. Develop and implement a fundraising strategy	<ol style="list-style-type: none"> <li>1. 4 meetings with potential development partners.</li> <li>2. 3 requests or inquiries for support.</li> <li>3. 2 concepts/proposals submitted and approved.</li> </ol>	<ul style="list-style-type: none"> <li>• Fundraising strategy</li> <li>• Concept notes/proposals written</li> <li>• Agreements signed with new partners.</li> <li>• Minutes from meetings</li> </ul>	CoST Manager	December 2026
12. Conduct quarterly MSG meetings	<ol style="list-style-type: none"> <li>1. Number of meetings held</li> <li>2. Number of stakeholders disaggregated by sector and gender.</li> </ol>	<ul style="list-style-type: none"> <li>• Minutes, pictures, attendance sheets.</li> </ul>	CoST Manager	December 2026
13. Develop blog posts, articles, infographics, and videos that are informative, engaging, and shareable.	<ol style="list-style-type: none"> <li>1. Reach and impressions.</li> <li>2. Engagement metrics (likes, shares, comments)</li> </ol>	4 Blogs Post developed	CoST Manager	December 2026