



Resource for Implementing Partners

Results encoding in the Funding and Tenders Portal (OPSYS)

OPSYS Change Management and User Engagement Team (DG INTPA R5)

in collaboration with

MELDEA - Monitoring, Evaluation, Learning and Design for External Action (DG INTPA D4)



How to access the Intervention in the Funding and Tenders Portal?

How to access the Intervention in OPSYS (Funding and Tenders Portal)?



How to encode the logframe structure (results and indicators) in the Funding and Tenders Portal?



How to select the pre-encoded indicators in the Funding and Tenders Portal?



How to encode other indicators (i.e. not pre-encoded) in the Funding and Tenders Portal?



How and when to encode values?

How to access the OPSYS ecosystem?



Implementing Partners access the OPSYS ecosystem via the Funding and Tenders Portal (also called Funding and Tender Opportunities Portal or the Portal). Some use the following acronyms for this Portal: F&TP, FTOP or SEDIA.

[Link](#) to access the Funding and Tenders Portal | Note: *Please use Chrome or Firefox*

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Access to the Intervention is granted by the EC Operational Manager or the Lead Implementing Partner



EC Operational Manager



Lead Implementing Partner



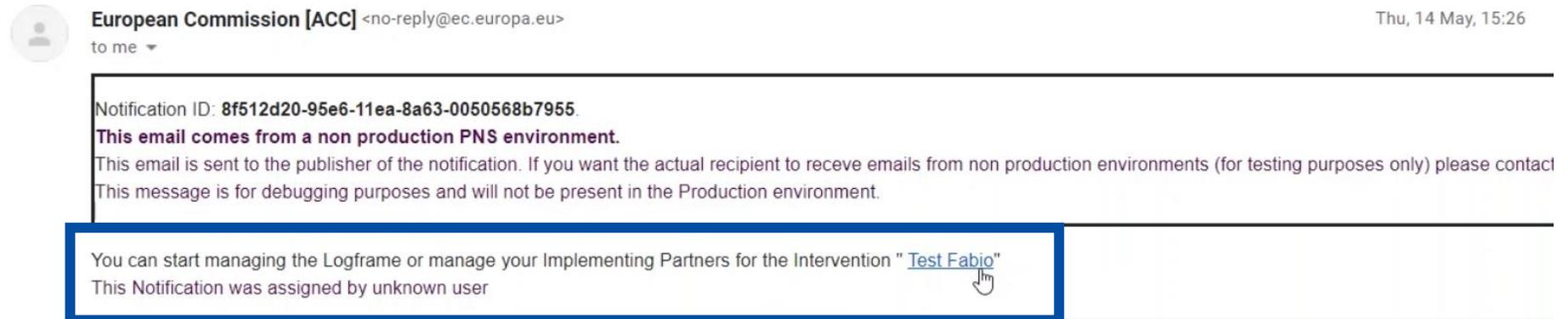
Implementing Partner(s)



Lead
Implementing
Partner (LIP)
and Implementing
Partner (IP)

Option I.a. E-mail Invitation if you have an EU Login Account

- A) If you have been granted access to an Intervention by the EC Operational Manager/Lead Implementing Partner and you have an EU Login Account, you will receive an email with a link to the intervention.



How to access
the Intervention in
OPSYS (Funding
and Tenders
Portal)?

How to encode
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and indicators) in
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How to select the
pre-encoded
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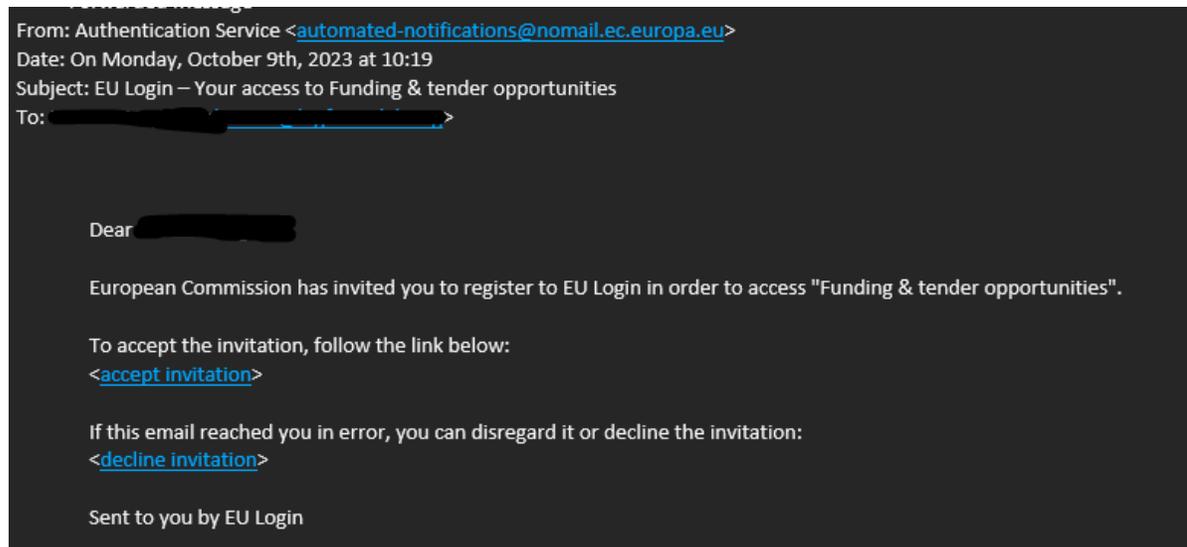
How to encode
other indicators
(i.e. not pre-
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Tenders Portal)

How and when to
encode values?



Option I.b. E-mail Invitation if you do not have an EU Login Account

- B.** If you have been granted access to an Intervention by the EC Operational Manager/Lead Implementing Partner but you do **not** have an EU Login Account, you will receive an email with a link to register for an EU Login Account. Once you have an EU Login Account, you can access the Intervention in the Funding and Tenders Portal.



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Lead
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Partner (LIP)
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Option II. Logging in to the Portal to access the Intervention

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How and when to encode values?



A) You can directly access the Intervention in the Portal by logging in with the email ID associated to an EU Login Account

B) If you don't have an EU Login Account yet, you can register for one





Lead
Implementing
Partner (LIP)
and Implementing
Partner (IP)

After logging in to the Portal with your EU Login account, access the Logframe in “My Interventions”

MY PERSON PROFILE

PROCUREMENT

- My Submission(s)

TECHNICAL SUPPORT INSTRU...

- Monitor requests
- Monitor projects

MY FORMAL NOTIFICATION(S)

RESULTS

- My Intervention(s)**

My Intervention(s)

Results: 1

Search..

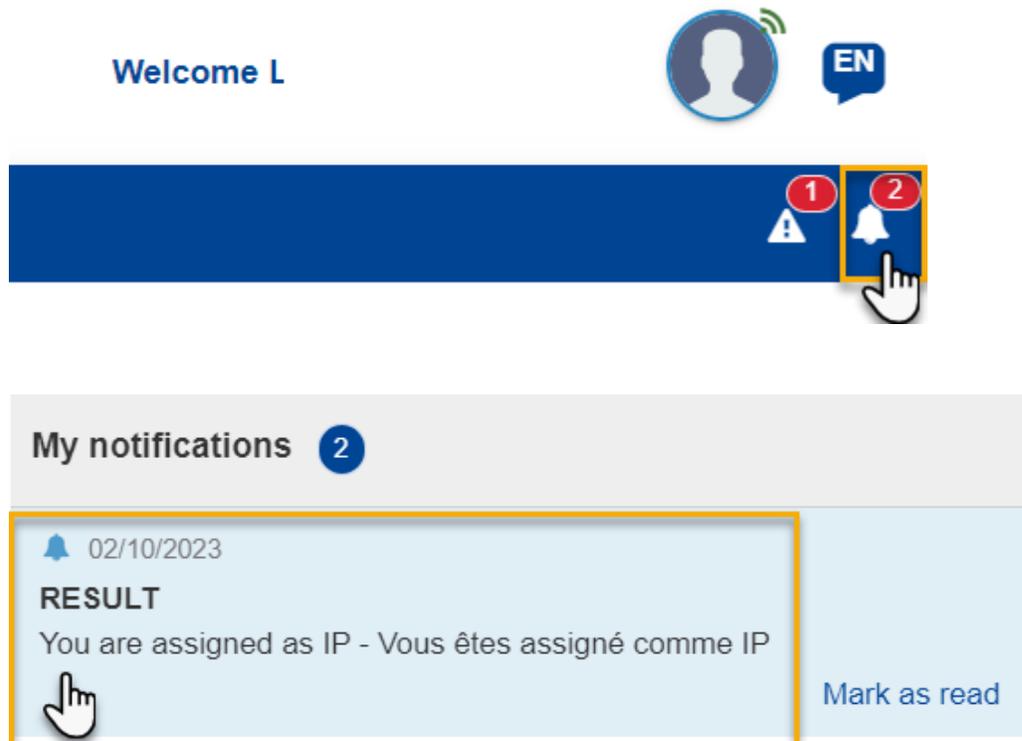
TITLE	INTERVENTION ID	EU CONTRIBUTION	ACTIONS
Test	INTV-22984	0	

1 10

- If access to the intervention was granted to you, you will see an Intervention when you click on “My Interventions”. Click on the Intervention ID to access the logframe.
- Often there is only one Intervention in the list
- If access to the Intervention was not granted, “My Interventions” is not visible



Alternatively you can find the Intervention in the Portal in “Notifications”



- After logging in with your EU Login account in the Funding and Tenders Portal, you can also access the Intervention via the bell icon on the top right corner of your screen.

When access to the Intervention has been granted to you, you will get a notification in OPSYS (Funding and Tenders Portal). Click on the bell icon:

- (left) Example of an access **granted**
- You will also get a notification if your access to the Intervention is **revoked**

The Lead Implementing Partner can grant access rights to the Intervention to another Implementing Partner



Lead
Implementing
Partner (LIP)

A screenshot of a web portal interface. On the left is a dark blue sidebar with three menu items: 'My Person Profile', 'My Organisation(s)', and 'My Formal Notification(s)'. The main content area has a header with a yellow-bordered box containing the word 'Intervention'. To the right of this header are three buttons: 'Implementing partners management' (highlighted with a yellow border), 'View Logframe', and 'Menu'. Below the header, a white box displays the intervention ID 'INTV-6539' and its title 'Support Programme to Technical and Vocational Education and Training in Nicaragua (TECNICA)'.

A screenshot of a modal window titled 'Implementing partners management'. The window shows the intervention title 'Intervention - TEST LAURA: INTV&LF Standalone 19/06/2020'. Below the title is a search bar with the placeholder text 'Search for a Implementing Partner'. At the bottom left, the user's profile is shown as 'Devco Tester' with the email 'devco.test@gmail.com'. At the bottom right, there is a button labeled 'Add new IP' which is highlighted with a yellow border.

- There are two roles in the portal: LIP and IP. Only the LIP can submit the logframe. Only EC Operational Managers can add the LIP to the Intervention.
- Once you have opened the Intervention you are concerned with, as LIP, you can click on “Implementing Partners management” to give access to other Implementing Partners (IP).



How to encode the logframe structure (results and indicators) in the Funding and Tenders Portal?

How to access the Intervention in OPSYS (Funding and Tenders Portal)?



How to encode the logframe structure (results and indicators) in the Funding and Tenders Portal?



How to select the pre-encoded indicators in the Funding and Tenders Portal?



How to encode other indicators (i.e. not pre-encoded) in the Funding and Tenders Portal?



How and when to encode values?

Results data in the logframe



Latest Logframe!

LOGFRAME MATRIX OF THE PROJECT

The Logframe matrix should evolve during the project lifetime: new lines can be added for listing new activities as well as new columns for intermediary targets (milestones) when it is relevant and values will be regularly updated in the column foreseen for reporting purpose (see "current value")

	Results chain	Indicators	Baseline (incl. reference year)	Current value Reference date	Targets (incl. reference year) May 2016 to April 2017	Sources and means of verification	Assumptions
Overall objective: Impact	To contribute to the implementation of the Agreement on the Resolution of the conflict in the Republic of South Sudan by supporting the implementation of PCTSA	<ul style="list-style-type: none"> % of achievements in implementing the Permanent Ceasefire and Transitional Security Arrangement (PCTSA) core areas. % coverage of the basic service (health and education) in rural areas is improved. Humanitarian situation is improved 	<ul style="list-style-type: none"> The cessation of hostility agreement was violated continuously before the peace deal. The coverage of basic services has been affected by the conflict-2013-2016. The humanitarian situation has been deteriorated-2013-2016. 		<ul style="list-style-type: none"> The ceasefire is fully uphold and at least 90% of the core elements of the PCTSA) are implemented. The coverage of basic services is improved by at least 50%. Access to humanitarian activities is improved 	<ul style="list-style-type: none"> CTSAMM /JMEC reports. Reports from concerned government departments and/ or international organizations. 	<ul style="list-style-type: none"> The warring parties will continue to be committed to the implementation of the peace agreement. The unity of purpose of the international community will be maintained to assist the South Sudan peace process.



Access the logframe by clicking on the “Intervention ID”

The screenshot displays the portal's navigation and main content area. The top navigation bar includes links for HOME, SEARCH FUNDING & TENDERS, HOW TO PARTICIPATE, PROJECTS & RESULTS, WORK AS AN EXPERT, and SUPPORT. The left sidebar contains sections for MY PERSON PROFILE, PROCUREMENT (My Submission(s)), TECHNICAL SUPPORT INSTRUMENTS (Monitor requests, Monitor projects), MY FORMAL NOTIFICATION(S), and RESULTS (My Intervention(s)). The main content area shows details for an intervention with Entity Id INTV-2, Last Update 29/09/2023 @ 16:36 by [redacted], and Status Formulation. A 'View Logframe' button is highlighted in the top right corner of the main content area. The 'Synopsis' section is expanded, showing 'General Information' with fields for Title, Test, Primary intervention, and Yes.

- After logging in to the portal with your EU Login account and clicking on “My Interventions” to select the “Intervention ID”, you will be able to access the details of the Intervention. In the top right corner, you can consult the logframe by clicking on “View Logframe”



View the logframe in two modes - I

- After clicking on “View logframe”, you can consult the logframe in two modes
- Option 1: If you don’t click on “manage logframe”, you are able to consult the three levels of reporting in the logframe as well as other details.

The screenshot displays a web interface for managing logframes. On the left is a sidebar with a 'MY PERSON PROFILE' section and several expandable categories: 'PROCUREMENT' (containing 'My Submission(s)'), 'TECHNICAL SUPPORT INSTRU...' (containing 'Monitor requests' and 'Monitor projects'), 'MY FORMAL NOTIFICATION(S)', and 'RESULTS' (containing 'My Intervention(s)'). The main content area shows a logframe for 'INTV-' with a 'Test' title. A 'LOGFRAME' header is present. In the top right corner of the main area, a 'Manage Logframe' button is highlighted with a yellow box and a mouse cursor. Below it is an 'Intervention Logic' button. The main content area displays the following details:

Current status	Frequency	Last update by
DRAFT	Every 1 Year	
Health status	Version	
Health status NONE	LIVE	



View the logframe in two modes - II

- Option 2: After clicking on “manage logframe”, you will see the logframe in “management mode”

The screenshot shows a web interface for managing a logframe. On the left is a navigation menu with items: MY PERSON PROFILE, PROCUREMENT (with a sub-item My Submission(s)), TECHNICAL SUPPORT INSTRU... (with sub-items Monitor requests and Monitor projects), and MY FORMAL NOTIFICATION(S). The main content area is titled 'INTV- [redacted]' and 'Test'. A 'LOGFRAME' section shows 'Current status' as 'DRAFT' and 'Quality check' as 'INVALID' (highlighted in orange with a warning icon). Below this are 'Frequency' settings: 'Every *' with a value of '1' and a 'Year' dropdown menu. The 'Last update by' field shows '04/10/2023 10:52:57 CET'. A 'MANAGEMENT MODE' button is highlighted in the top right, and an 'Add Result' button is in the top right of the main content area. A large orange arrow points from the 'INVALID' status to the explanatory text below.

The **Quality Check *invalid*** in orange in management mode only signals that not every encoded Results has at least one indicator encoded.



View the logframe in two modes - II

- Option 2: After clicking on “manage logframe”, you will see the logframe in “management mode”

The screenshot shows a web interface for managing a logframe. On the left is a navigation menu with categories: MY PERSON PROFILE, PROCUREMENT (with sub-items My Submission(s)), TECHNICAL SUPPORT INSTRU... (with sub-items Monitor requests, Monitor projects), and MY FORMAL NOTIFICATION(S). The main content area is titled 'INTV- [redacted]' and 'Test'. A 'LOGFRAME' section is highlighted, showing a 'Current status' of 'DRAFT' and a 'Quality check' status of 'INVALID'. Below this, there are fields for 'Frequency' (set to 'Every * 1') and 'Last update by' (dated '04/10/2023 10:52:57 CET'). A blue 'Add Result' button is visible in the top right corner. A yellow box highlights the 'MANAGEMENT MODE' toggle in the top right.

- The following actions **can** be done in Management Mode
 - Adding, editing and deleting Results
 - Adding, editing (limited) and deleting Indicators
 - *When no current values are encoded*
- The following actions **cannot** be done in Management Mode
 - Submitting logframe for approval
 - Adding, editing and deleting current values
 - Submitting current values for approval
 - Adding, editing and deleting matching indicators



To add results, click on “manage logframe” first

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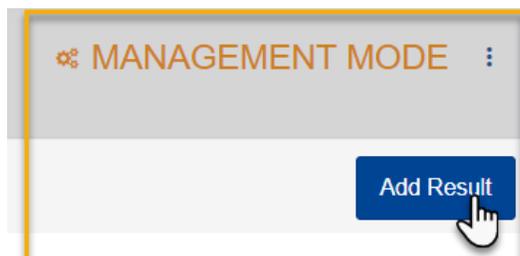
How to select the pre-encoded indicators in the Funding and Tenders Portal?



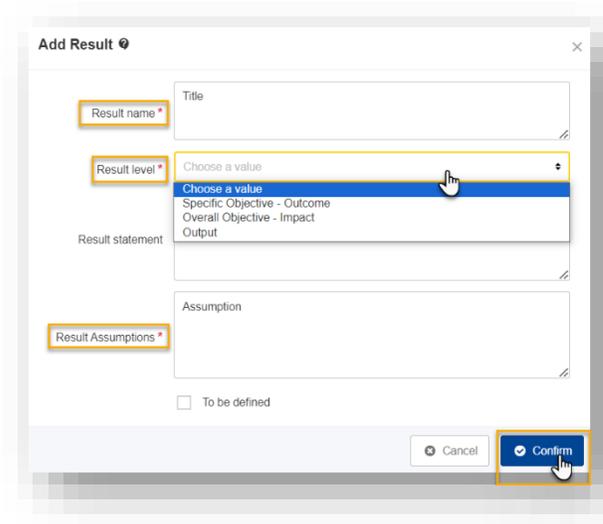
How to encode other indicators (i.e. not pre-encoded) in the Funding and Tenders Portal?



How and when to encode values?



- After clicking on “manage logframe”, you will see the logframe in “management mode”. You can only add results in “management mode”.



- In management mode, when you click on “Add result”, a pop up will appear





You can add different levels of result to the logframe

Add Result ⓘ

Result name * Title

Result level * Choose a value

Result statement

Assumption

Result Assumptions *

To be defined

Cancel Confirm

- You will need to populate the following fields in the pop up:
 - **Add the Result name**
 - Copy it from the Word/Excel document of the logframe
 - **You need to encode the three Result levels:**
 - Impact, Outcome, Output
 - **Add additional information**
 - Add in Results statement (not mandatory field). Data in this field is not visible in the overview of the logframe
 - **Add Result Assumptions**
 - Only for outcomes and outputs
 - Select “To be defined” if it is not available in your Agreement
 - **Click on “Confirm”**

Snapshot of the logframe in OPSYS with the different levels of Results encoded in the system

- Once you populate the fields in the pop up, this is how your logframe will look like in OPSYS.
- The **Quality check** has moved to the **green OK sign**.

INTV-

LOGFRAME ⓘ

Current status: DRAFT ⓘ Quality check: ✓ OK

Close all

Overall Objective - Impact
La conflictualité dans la région de Diffa a diminué de manière mesurable

Indicator loading phase ...

Overall Objective - Impact Number of returnees or re-located migrants

Current value

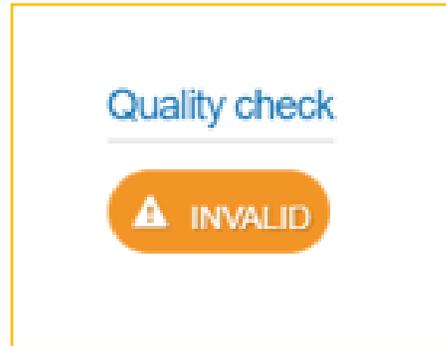
N/A

Specific Objective - Outcome
R1. Un dialogue entre l'Etat du Niger, les populations affectées et les prisonniers libérés/ex-membres c

Indicator loading phase ...

Output
Extr 1.1. Les autorités nationales ont établi une stratégie basée sur les quatre piliers de la justice trans

Once you encode the three levels of Results, the automated quality check of the logframe will become green



- This is in fact a completion check in the system to verify if every encoded Result has at least one indicator attached.

Statuses of the Logframe *in the exchange mechanism*

Status	Description
New	No data has been yet encoded
Draft	(Part of) The logframe is encoded, but it has not been approved (or the logframe is adjusted and not approved again yet)
Pending for approval	The logframe has been submitted by the Lead Implementing Partner - Contractor and has to be approved by the Operational Manager
To be revised	The logframe has been reviewed by the Operational Manager and has to be revised by the Lead Implementing Partner/Contractor
Approved	The logframe has been approved by the Operational Manager and it is now possible to add values

*Note: You can add values when the logframe has been **approved**.*



How to select the pre-encoded indicators in the Funding and Tenders Portal?

You can use the following pre-encoded indicators in OPSYS: GERF, IPA III, GAP III, SDGs, EFSD+

Types of Indicators

Pre-defined Indicators



- Already in the Funding and Tenders Portal. Available as a list which can be selected. This list can be consulted in OPSYS and as an Excel document in Capacity4Dev
- Centrally managed
- Values can be aggregated in Corporate reporting

Customised Indicators



- New indicators added as free text by user in the Funding and Tenders Portal
- Individually managed
- Cannot be aggregated (but they can be matched)



Lead
Implementing
Partner (LIP)
or Implementing
Partner (IP)

You can add one of the indicators which are already pre-encoded in OPSYS (Funding and Tenders Portal) by clicking on “Add indicator”

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How and when to encode values?

INTV-
Test

MANAGEMENT MODE

LOGFRAME ? Add Result

Close all

Overall Objective - Impact
Effective climate resilient low-carbon economy and society

Edit Result Add Indicator

Overall Objective - Impact Proportion of population with access to electricity

Edit Indicator

- In management mode, when you click on “Add indicator” a pop up will appear

INTV-22984
Test

LOGFRAME ?

Close all

Overall Objective - Impact
Effective climate resilient

Overall Objective - Impact
Proportion of population with access to electricity

Current value
Health status

This indicator has NA Value

Show errors

Add Indicator - Search for an existing Indicator ?

Search filters Overall Objective - Impact

Type part of the Indicator name

Indicator Groups

Indicator's code

EFSQ

EFSQ - European Fund for Sustainable Development

EFSQ+ - European Fund for Sustainable Development PLUS

List of Indicators matching your search criteria 324 results found

CORE INDICATORS

ITU ICT Regulatory Tracker

Proportion of population using safely managed sanitation services

Cancel Reset criteria Create new Indicator



Lead
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You can refine your search by encoding the group of indicator “GERF – Level 2” for example or you can do a keyword search in the search filter

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How and when to encode values?

Add Indicator - Search for an existing Indicator

Search filters: **GERF L-2 - GE RF - Level 2**

Search: food insecure

Indicator Groups: **GERF L-2 - GE RF - Level 2**

Indicator's code: []

Result's type: []

DAC Sector: Select DAC Sectors

Benefiting Zone: []

List of Indicators matching your search criteria **1** results found

CORE INDICATORS

Number of food insecure people receiving EU assistance

Items per page: 10

Showing 1 - 1 of 1 items

Buttons: Cancel, Reset criteria, Create new Indicator

- The list of pre-defined indicators are available in OPSYS (Funding and Tenders Portal). Once you select it, it will appear in blue and list the relevant indicators in the system



Lead
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List of indicators in the system

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How and when to encode values?

Add Indicator - Search for an existing Indicator

Indicator Groups: GERF L-2 - GE RF - Level 2

Indicator's code:

+ More search criteria

List of Indicators matching your search criteria 60 results found

CORE INDICATORS

Areas of agricultural and pastoral ecosystems where sustainable management practices have been intro...	Numeric
Areas of terrestrial and freshwater ecosystems under (a) protection with EU support (km2)	Numeric
Areas of terrestrial and freshwater ecosystems under (b) sustainable management with EU support (km2...	Numeric
Greenhouse Gas (GHG) emissions avoided (tonnes CO2eq) with EU support	Numeric
Marine areas under a) protection with EU support (km2)	Numeric
Marine areas under b) sustainable management with EU support (km2)	Numeric
Number of (a) countries supported by the EU to enhance access to digital government services	Numeric

- You can select the relevant indicator from the list by clicking on it
- You can also clear the criteria search by clicking on “reset criteria” or click on “cancel” to go back to the previous step



Lead
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Selecting one of the indicators in the system – I

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Tenders Portal)



How and when to
encode values?

Add Indicator - Search for an existing Indicator

List of Indicators matching your search criteria **60** results found

CORE INDICATORS

<input type="checkbox"/> Areas of agricultural and pastoral ecosystems where sustainable management practices have been intro...	Σ	Numeric
<input type="checkbox"/> Areas of terrestrial and freshwater ecosystems under (a) protection with EU support (km2)	Σ	Numeric
<input type="checkbox"/> Areas of terrestrial and freshwater ecosystems under (b) sustainable management with EU support (km2...	Σ	Numeric
<input checked="" type="checkbox"/> Greenhouse Gas (GHG) emissions avoided (tonnes CO2eq) with EU support	Σ	Numeric

Indicator description

SDG 13 - Climate Action For more information about the GE RF methodological notes please check <https://europa.eu/capacity4dev/eu-rfi>

Source of data

EU intervention monitoring and reporting sys... / Progress and final reports for the EU-funded ...
EU intervention monitoring and reporting sys... / Baseline and endline surveys conducted and bu...
EU intervention monitoring and reporting sys... / ROM reviews
International organisation data portals and r... / Global SDG Indicators Database, <https://unsta...>

- Click on “Next” after selecting the relevant indicator



Lead
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Adding targets | Selecting one of the indicators in the system - III

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How and when to encode values?

Add Indicator - Fill Indicator's attributes

Baseline To be defined

Date *

Total * %

Disaggregations

- Sex
- Rural/urban

Comment 4000

[+ Add intermediary target](#)

Final target To be defined

Date *

Total * %

Disaggregations

- Sex
- Rural/urban

- You will need to populate the following fields to encode the indicator attributes

Snapshot of the logframe in OPSYS after adding the indicator with baseline, final target and other related information in the system

INTV. MANAGEMENT MODE

Test

LOGFRAME Add Result

Close all

Overall Objective - Impact Edit Result Add Indicator
Effective climate resilient low-carbon economy and society

Overall Objective - Impact Proportion of population with Edit Indicator

Overall Objective - Impact Proportion of population using Edit Indicator

Current value Timeline

N/A

Baseline 30 % Final target 45 %

The screenshot displays the OPSYS logframe interface. At the top, there's a header with 'INTV.' and 'MANAGEMENT MODE'. Below that, a 'Test' section is visible. The main area is titled 'LOGFRAME' and contains a list of indicators. The selected indicator is 'Overall Objective - Impact Proportion of population using', which is highlighted with a yellow border. This indicator has a 'Current value' of 'N/A' and a 'Timeline' showing a 'Baseline' of 30% and a 'Final target' of 45%. The timeline is represented by a horizontal line with a red dot at 30% and a blue dot at 45%. The interface also includes various control buttons such as 'Edit Indicator', 'Add Indicator', and 'Add Result'.



Lead
Implementing
Partner (LIP)

Submitting the logframe

INTV-11000

Economic Governance and Fiscal Accountability-Budget Support Contract

Manage Logframe

Submit Logframe





How to encode other indicators (i.e. not pre-encoded) in the Funding and Tenders Portal?



Lead
Implementing
Partner (LIP)
or Implementing
Partner (IP)

If the list of pre-defined indicators in the system does not include the indicator approved in your agreement, INTPA and NEAR Implementing Partners can add a customised indicator. FPI Implementing Partners cannot.

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How to select the pre-encoded indicators in the Funding and Tenders Portal?

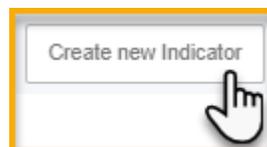


How to encode other indicators (i.e. not pre-encoded) in the Funding and Tenders Portal?



How and when to encode values?

- In management mode, when you click on “Add indicator” a pop up will appear. Click at the bottom right on “create a new indicator”

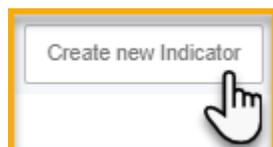




Lead
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Encode the indicator attributes in the “new indicator” you are creating

*No need to number Indicators!
The system does it automatically.*



Add Indicator - Fill Indicator's attributes

Overall Objective - Impact: Effective climate resilient low-carbon economy and society

Indicator name*

Indicator description

Indicator type* Quantitative Qualitative Percentage Numeric

Gender Sensitive* Yes No

Disaggregation Criteria

Source(s) of data

- Encode the following information in the pop up:

- *Indicator title,*
- *Description (to explain acronyms for example),*
- *mention the type of indicator (quantitative=numerical ; qualitative=text),*
- *add a unit of measure (percentage of numeric) for quantitative indicators*
- *You can add source of data and disaggregation*
- *Click on “confirm”*



European
Commission

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Units of measure | Quantitative Indicators

Examples of units of measure for Quantitative Indicators

Unit of Measure Categories

Unit of Measure

Disaggregation Criteria

Source(s) of data

- Annual average daily traffic (AADT)
- Are (a)
- Calories (kcal)
- Cent per kilowatt per hour (Ct/kWh)
- Centimetre (cm)
- Cubic meter per day (M3/d)
- Cubic metre (m3)
- Currency (cys)
- Currency/km (Cys/km)
- Day (d)
- Dollar (\$)
- EUR (constant value) per year (€/y)
- Euro (€)
- Gigawatt (gW)
- Gigawatt hour (gWh)
- Gram (g)
- GWh /yr (GWh/yr)
- Hectare (ha)
- Hectares per year (ha/y)

- Megawatt (mW)
- Megawatt hour (mWh)
- Meter (m)
- Meter per second (m/s)
- Metric ton (t)
- Microgram (mcg)
- Microgram per cubic meter ($\mu\text{g}/\text{m}^3$)
- Milligram (mg)
- Millimetre (mm)
- Minute (min)
- Month (M)
- Mt CO₂-equivalent (MtCO₂e)
- Newton (N)
- Number of (#)

- Options of Unit of Measure for Quantitative Indicators
 - Another example (right)

How to access the Intervention in OPSYS (Funding and Tenders Portal)?

How to encode the logframe structure (results and indicators) in the Funding and Tenders Portal?

How to select the pre-encoded indicators in the Funding and Tenders Portal?

How to encode other indicators (i.e. not pre-encoded) in the Funding and Tenders Portal?

How and when to encode values?



Lead
Implementing
Partner (LIP)
or Implementing
Partner (IP)

Encode the disaggregation criteria

How to access the Intervention in OPSYS (Funding and Tenders Portal)?

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How and when to encode values?

Indicator type * Quantitative * Percentage Numeric
 Qualitative

Gender Sensitive * Yes No ?

Unit of Measure Categories

Unit of Measure

Sub-unit

Name	Units
<input type="text" value="Sex"/>	<input type="text" value="Female"/> <input type="text" value="Male"/> <input type="text" value="Intersex"/>

- The "Unit of Measure" Number of has two "Sub-units", Person and Other
- When "Person" is selected, sex disaggregation is mandatory
- Always to be used when counting people (no matter how they are called in the indicator)



Units of measure | Qualitative Indicators

How to access
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How to encode
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How to select the
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How to encode
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Funding and
Tenders Portal)



How and when to
encode values?

Qualitative Type

Disaggregation Criteria

- CIVICUS Monitor scores (Open, Narrowed, Obstructed, Repressed, Closed)
- Degree of (1-Not at all, 2-To a limited degree, 3-To medium degree, 4-To a significant degree, 5-Ful ...)
- Existence of (Yes, No)
- Extent of (No scale (qualitative), No scale (qualitative))
- Extent to which (1-To no extent, 2-To a limited extent, 3-To medium extent, 4-To significant exten ...)
- Frequency of (No scale (qualitative), No scale (qualitative))
- Level of (1-Very poor/very limited, 2-Poor/limited, 3-Moderate, 4-Strong/easy, 5-Very strong/easy)
- Status of (Not in existence, Under Development, Developed, Under implementation, Improved, Approved ...)

- Different list for **Qualitative Indicators**
- The list in Qualitative Types in the system is limited



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Partner (IP)

New! Gender Sensitive flag

Pay attention to Gender Sensitivity!

This box is mandatory.

Tick YES or NO.

Gender Sensitive * Yes No

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encode values?



Encode the disaggregation criteria

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How and when to
encode values?

The screenshot shows a web interface for encoding disaggregation criteria. At the top, there are two red 'confirm' buttons. Below them, a dropdown menu labeled 'Disaggregation Criteria' is open, showing a list of criteria. A hand cursor is pointing at the 'Rural/urban' option. The list includes: Rural/urban, Mother's education level, Education level, Type of education and training, Access to Early Childhood Education (ECE), Country, Population group, Status as member of Roma minority, Type of crop, Type of animal production, Enterprise size, Type of waste, Waste treatment type, Wealth quintile, Migration status, Sector, Type of identification document, Legal profession, Governance level, and Branch of administration. To the right of the dropdown, there are buttons for 'Add disaggregation criterion' and 'Add Source of data'. Above the dropdown, there are 'Units' buttons for 'Female', 'Male', and 'Intersex'. Below the dropdown, there is a 'Source(s) of data' field.

- You can add a new “disaggregation criteria” and choose the disaggregation type and sub type from the dropdown list.
- Click on “confirm” to go to the next step



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Encode the source of data

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How and when to
encode values?

Source(s) of data

Type

Sub-Type

- Civil society and academic reports
- EU intervention monitoring and reporting systems
- EU reports and portals
- International indexes
- International organisation data portals and reports
- Other international reports
- Private sector sources
- Public sector reports

+ Add Source of data

- You can add a source of data from the dropdown list in the Portal



Encode the source of data

The screenshot shows a web form with the following fields and sections:

- Type:** A dropdown menu with the selected value "EU intervention monitoring and reporting systems".
- Sub-Type:** A dropdown menu with a list of options. The first option, "Progress and final reports for the EU-funded inter...", is highlighted in yellow. A red "X" icon is visible to the right of the dropdown.
- Baseline:** A section containing:
 - Date ***: A date input field with a calendar icon and the format "dd/mm/yyyy".
 - Total ***: A field with a summation symbol (Σ) and an empty input box.
- Disaggregations:** A section with a plus icon and the text "Sex".
- Source(s) of data:** A field at the bottom of the form.

- In the **Sub-Type** select the correct or closest match
- If nothing fits, please select the last option with is "empty"

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How and when to
encode values?



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Encode the source of data

How to access
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How and when to
encode values?

Source(s) of data

EU intervention monitoring and reporting systems / EU-funded feasibility or appraisal reports

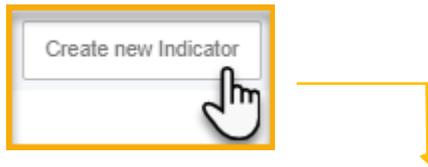
Description *

This field is required

- In the Baseline and Target section as well as "current values" the Source(s) of data selected show up with "Description" text field, where more information can be entered
- The name of the document and page number for the data should be entered here



Encode the indicator attributes in the “new indicator” you are creating



Add Indicator - Fill Indicator's attributes

Baseline To be defined

Date *

Total * %

Disaggregations

- Sex
- Rural/urban

Comment

Final target To be defined

+ Add intermediary target

Date *

Total * %

Disaggregations

- Sex
- Rural/urban

Back Confirm

- You will have to encode the targets (Baseline, Intermediary and Final)

- If there is no information, click on “to be defined”
- Otherwise encode the minimum information required i.e. date and total
- Click on “confirm” to go to the next step

How to access the Intervention in OPSYS (Funding and Tenders Portal)?

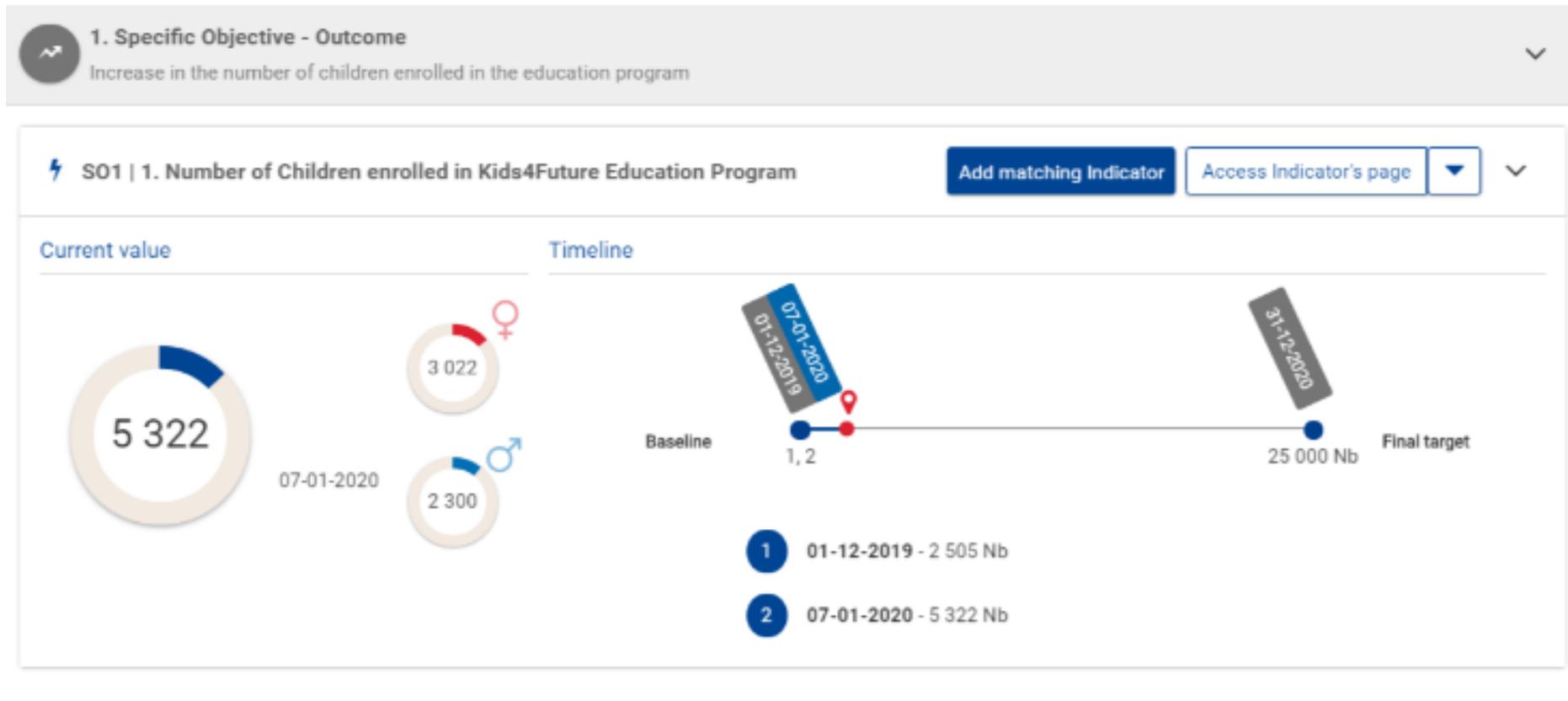
How to encode the logframe structure (results and indicators) in the Funding and Tenders Portal?

How to select the pre-encoded indicators in the Funding and Tenders Portal?

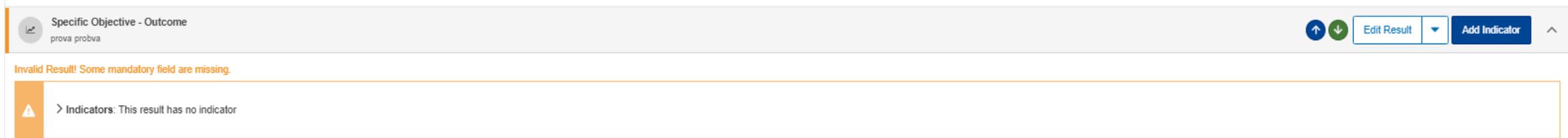
How to encode other indicators (i.e. not pre-encoded) in the Funding and Tenders Portal?

How and when to encode values?

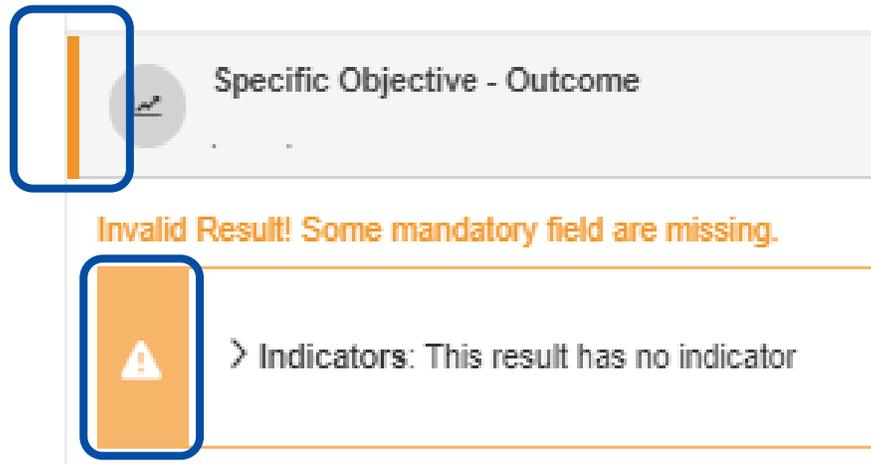
Snapshot of OPSYS when an indicator is added to a Result



Error messages



The screenshot shows a header bar with the text "Specific Objective - Outcome" and "prova probva". On the right side of the header, there are two buttons: "Edit Result" and "Add Indicator". Below the header, there is a yellow warning message: "Invalid Result! Some mandatory field are missing." Below this message, there is a white box with a yellow warning icon and the text: "> Indicators: This result has no indicator".



This block provides a close-up view of the error messages from the screenshot. A blue box highlights a vertical orange line on the left side of the grey header bar. Another blue box highlights a yellow warning icon in the white box below the header. A yellow arrow points from the text in the second bullet point to the orange line.

- If there is a yellow line at the level of the grey bar, it is an error message. This is a blocking issue.
- If there is an error message with an exclamation mark then it is a warning (not blocking). It indicates that there is missing data, for example NA is mentioned in the baseline

“

*When the logframe structure in OPSYS (Funding and Tenders Portal) is exactly as it is in the agreement then the Lead Implementing Partner can click on “**submit the logframe**” to send it to the EC Operational Manager for approval*



How and when to encode values?



What is current values?

It is the latest available values available as per the progress report



When to encode the values?

- A) OPSYS is open all year long, Implementing Partners can update values whenever it is available*
- B) As per the agreement, the Implementing Partner (IP) needs to meet the mandatory reporting deadlines. Usually one year from contract signature, IPs have to submit the progress report and submit the values in OPSYS*

You can only encode values if the logframe is in the status “approved”.



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How to add current values?

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How to select the
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How to encode
other indicators
(i.e. not pre-
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How and when to
encode values?

The screenshot displays the OPSYS interface for an intervention. At the top, there are buttons for 'Re-open Logframe Review' and 'Manage Logframe'. Below this, the 'LOGFRAME' section shows 'N/A' and buttons for 'Publish Comment Queue (0)', 'Comments Summary', and 'Intervention Logic'. The 'Current status' is highlighted with a yellow box and shows 'APPROVED'. The 'Frequency' is 'Every 1 Year' and the 'Version' is 'LIVE'. The 'Health status' is 'NONE'. Below this, there is a 'Close all' button. The main section is titled '1. Overall Objective - Impact' and shows 'Results 1'. The indicator is 'Overall Objective - Impact 1 | 1. % of targeted population with access to all basic social services'. The 'Current value' is 'N/A'. The 'Timeline' shows a 'Baseline' at 3 000 % and a 'Final target' at 15 000 %. A yellow box highlights the 'Access Indicator's page' button, which is next to the 'Add Value' button.

In the APPROVED logframe, click on "Access Indicator's Page"



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How and when to
encode values?

Indicator's management page

Result information

Output
Output2: Better use of science, technology and innovation to promote climate action and environmental sustainability made

Result statement
Better use of science, technology and innovation to promote climate action and environmental sustainability made

Result Assumptions
Partners and associates remain committed to the project CDMC remains appointed as official emission estimate center for Yunnan province Yunnan schools are cooperative and willing to collaborate for data collection No external factors are largely impacting the project (extreme weather, global tensions)

Indicator information

Number of of individuals using the carbon footprint app Customised Indicator

Indicator description
Number of of individuals using the carbon footprint app

Source of data
EU intervention monitoring and reporting systems / Progress and final reports for the EU-funded intervention
EU intervention monitoring and reporting systems / Baseline and endline surveys conducted and budgeted by the EU-funded intervention
International organisation data portals and reports / International statistics

Indicator chart

Indicator's values and target's values timeline chart

Time	Targets	Indicator's values
01-2020	0	0
Mid-2020	~2,000	~4,000
End-2020	~7,000	~12,500

- Top left of the page contains information on the output the indicator is related to and the indicator itself
- Top right shows the achievement of the target for quantitative indicator, that's why cumulative reporting in OPSYS is required where logical



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How to add current values?

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How and when to
encode values?

Indicator's values

Number of of individuals using the carbon footprint app 5 Indicator values found Add Value +

Search...

Value type	Value date	Value status	Value	Achievement Status	Last update	Actions
Baseline	01-01-2020	Approved	0		19-01-2022	
Current value	31-12-2020	Approved	0		13-09-2023	
Current value	31-12-2021	Approved	4,315		13-09-2023	
Current value	31-12-2022	Approved	12,500		13-09-2023	
Final target	31-12-2023	Approved	7,000		19-01-2022	

Items per page 10 Showing 1 - 5 of 5 items Close

- Shows baseline, target and all encoded current values in chronological order
- Options to adjust past current values and to add new ones by clicking "Add value"



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or Implementing
Partner (IP)

How to add current values?

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How to encode
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How and when to
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The screenshot displays the OPSYS interface for an intervention. At the top, there are buttons for 'Re-open Logframe Review' and 'Manage Logframe'. Below this, the 'LOGFRAME' section shows 'N/A' and buttons for 'Publish Comment Queue (0)', 'Comments Summary', and 'Intervention Logic'. The 'Current status' is highlighted with a yellow box and shows 'APPROVED'. The 'Health status' is 'NONE'. The 'Frequency' is 'Every 1 Year' and the 'Version' is 'LIVE'. Below this, the '1. Overall Objective - Impact' section is shown. The indicator is 'Overall Objective - Impact 1 | 1. % of targeted population with access to all basic social services'. The 'Current value' is 'N/A'. The 'Timeline' shows a 'Baseline' at 3 000 % and a 'Final target' at 15 000 %. The 'Add Value' menu is highlighted with a yellow box, showing 'Access Indicator's page' and '+ Add Value'.

In the APPROVED logframe, select the arrow down next to the ACCESS INDICATOR'S PAGE button to access the « + ADD VALUE » menu.



How to add current values? - II

How to access the Intervention in OPSYS (Funding and Tenders Portal)?



How to encode the logframe structure (results and indicators) in the Funding and Tenders Portal?



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How and when to encode values?

Add Indicator value

Hint: Please fill in all the required fields for the new current value.

ADD CURRENT VALUE

Current value date *
dd/mm/yyyy

Current value *
 N/A

Disaggregations

Sex

Women/girls Men/boys

Source(s) of data

- **Start with the date**
 - Of data not of reporting
- **Current value**
 - Cumulative values for quantitative indicators where it makes sense (not for average or ratio indicators)
- **Not available**
 - No data, provide justification
- **Disaggregation**
 - As selected for the indicator, not possible to adjust here (or in indicator after creation)



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How to add current values? - III

How to access
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How to encode
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How to encode
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How and when to
encode values?

The screenshot shows a web interface for entering data. It features several sections: 'Disaggregations' with a 'Sex' dropdown; 'Source(s) of data' with a highlighted '+ Add Source of data' button; a 'Comment' text area with a 4000 character limit; and 'Achievement Status *' with a dropdown menu showing 'Choose a value'. At the bottom, there are 'Cancel' and 'Save' buttons, with the 'Save' button highlighted in blue.

- **Source of Data**
 - Can be added here
- **Click on button**
 - Same Type, Sub-Type as when creating indicators
- **Space for explanations**
- **For QUALITATIVE**
 - OPSYS not able to assess
 - Not met, Partially met, Met
- **Finalising Current Value**
 - Clicking on “Save”



How to add current values? - IV

How to access
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How to select the
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How to encode
other indicators
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How and when to
encode values?

Add Indicator value

Source(s) of data

EU intervention monitoring and reporting systems / Baseline and ... Delete Source of Data

Description * 4000

Location 255 Author 255

Link 255

+ Add Source of data

Comment 4000

Cancel Save

- **Description**
 - Explanations
- **Additional information**
 - Further details, not mandatory
- **Removing Data source**
- **Adding Data source**



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How to add current values? - V

How to access
the Intervention in
OPSYS (Funding
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How to encode
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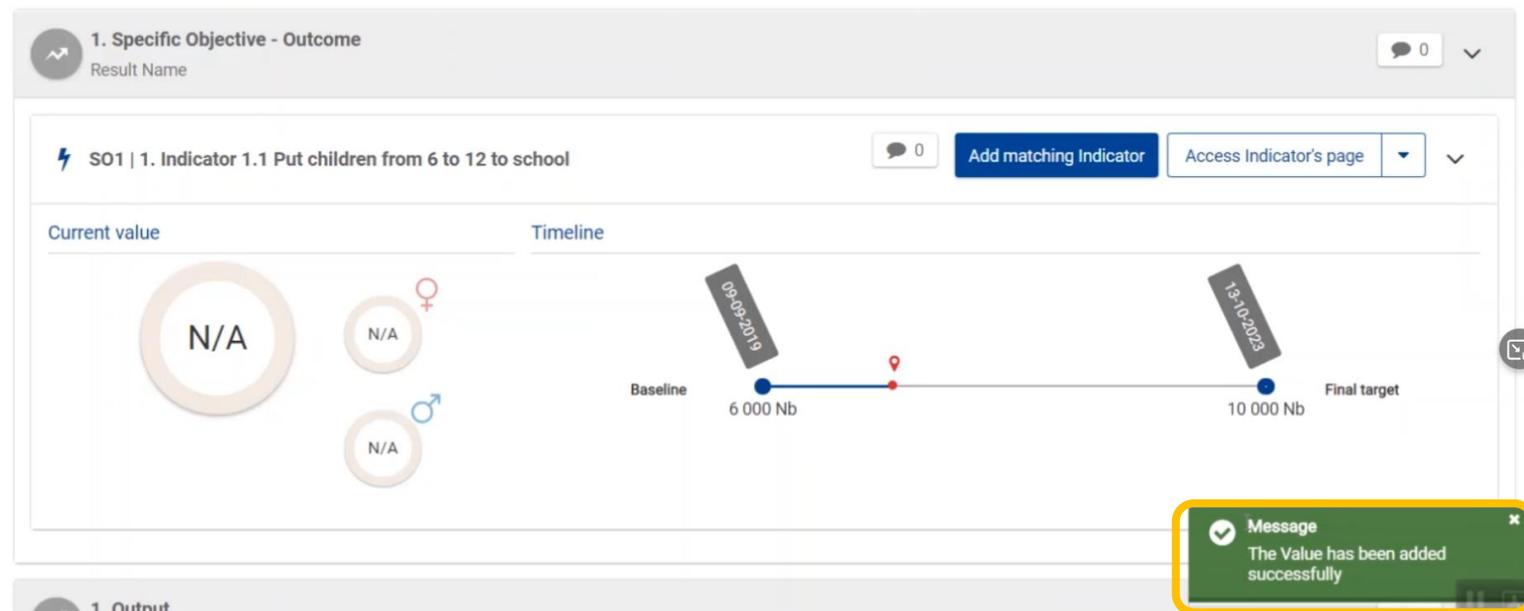
How to select the
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How to encode
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How and when to
encode values?



- Confirmation (saved)



How to add current values? - VI

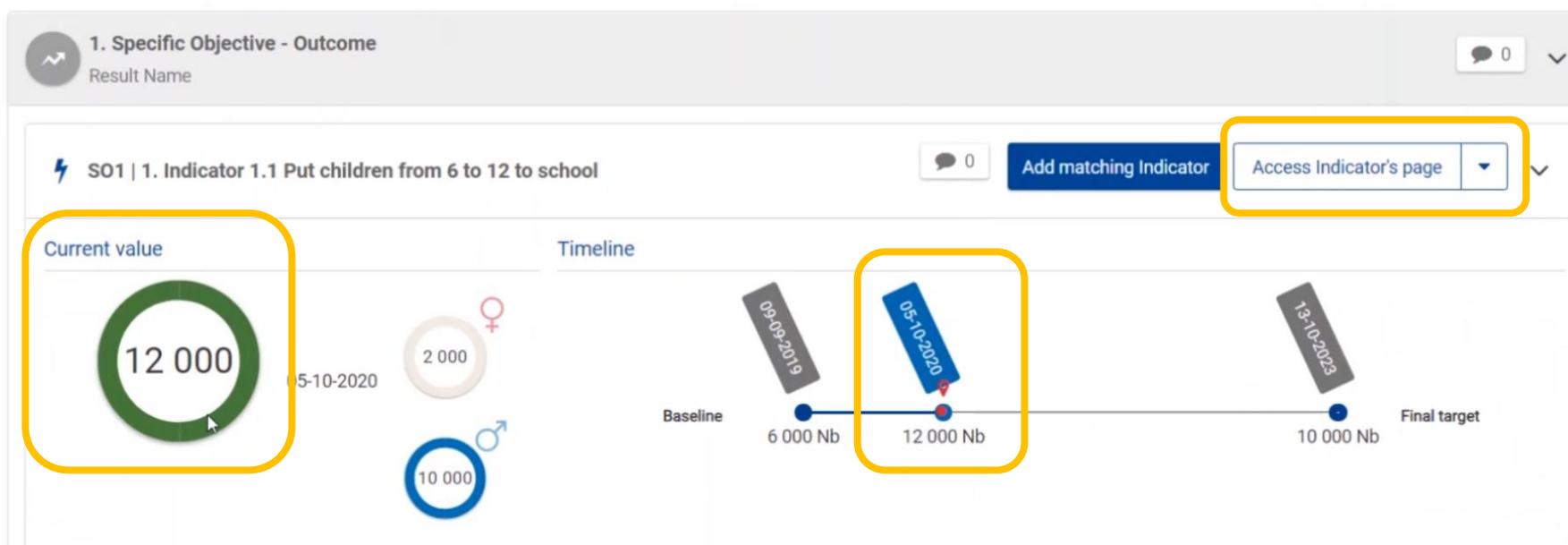
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Tenders Portal)

How and when to
encode values?



- Showcasing achievement → Percentage of target reached
- Added value in timeline
- Details and adjustments through “Access Indicator’s page”



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How to submit current values?

How to access
the Intervention in
OPSYS (Funding
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Portal)?



How to encode
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How to select the
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How to encode
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How and when to
encode values?

The screenshot shows the European Commission's 'Funding & tender opportunities' portal. The user is logged in as 'Devco Tester (n0031kca)'. The main content area displays details for 'INTV-10079' (INTV through ACTC : Partnership Instrument - Annual Action Programme 2018). A red box highlights the 'Submit Indicator Values' button, with a red arrow pointing to it. Other buttons visible include 'Manage Logframe' and 'Intervention Logic'. The top navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The left sidebar shows 'Manage my area' with options for 'My Organisation(s)', 'My Formal Notification(s)', and 'Results'.



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How to print the logframe?

INTV-11000

Manage Logframe

Submit Logframe



Economic Governance and Fiscal Accountability-Budget Support Contract-SAKARTVELO

LOGFRAME

Intervention Logic

INTV-11000

REVIEW MODE

Economic Governance and Fiscal Accountability-Budget Support Contract-SAKARTVELO

Intervention Logic

Economic Governance and Fiscal Accountability-Budget Support Contract-SAKARTVELO

i	Indicators	Baseline	Last current value	Next intermediary target	Final target	Source of data
Overall Objective - Impact Result Test Lissa						
	Indicator 1. Put children from 6-12 in school	1,800Nb			3,000Nb	National reports / Government reports
		♀ 800Nb ♂ 1,000Nb			♀ 1,500Nb ♂ 1,500Nb	
		02/08/2021			31/08/2023	
Specific Objective - Outcome Outcome Test Lissa						
Assumptions assumption						
	EU RF 2.11 - Number of jobs supported/sustained	5,000Nb			10,000Nb	
		09/10/2023			11/06/2025	

Close

Print



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Partner (IP)

Example of a logframe print out

10/9/23, 8:11 AM about:blank

Economic Governance and Fiscal Accountability-Budget Support Contract-SAKARTVELO

i	Indicators	Baseline	Last current value	Next intermediary target	Final target	Source of data
▣	Overall Objective - Impact Result Test					
	Indicator 1. Put children from 6-12 in school	1,800Nb			3,000Nb	National reports / Government reports
⚡	Quantitative Customised Indicator 02/08/2021	♀ 800Nb ♂ 1,000Nb			♀ 1,500Nb ♂ 1,500Nb 31/08/2023	
▣	Specific Objective - Outcome Outcome Test					
	Assumptions assumption					
⚡	EU RF 2.11 - Number of jobs supported/sustained	5,000Nb			10,000Nb	
	Quantitative 09/10/2023				11/06/2025	
▣	Output Output test					
	Assumptions assumption					



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How to download the logframe as an Excel file?

INTV-10777

Systematic de-carbonization strategic plan development for Yunnan Province education institutions

LOGFRAME

Manage Logframe

Publish Comment Queue (0) Comments Summary

Current status: APPROVED

Frequency: Every 1 Year

Last update by: unknown user 13/09/2023 02:52:25 CET

Title	Systematic de-carbonization strategic plan development for Yunnan Province education institutions			
OPSYS reference	INTV-10777			
EUD_HQ unit in charge				
OM in charge				
Date of extraction	09/10/2023			
Result Level	Numbering Result	Result title	Assumptions	Numbering Indicator
Overall Objective - Impact	OO1	Enhance Chinese 5 CSO's capacities to contribute to governance and development process in China	[N/A]	2
Specific Objective - Outcome	SO1	Strengthen the participation of CSOs in governance processes to tackle climate change and mitigate its adverse effect in Province's education system	No major political, economic or environmental shocks disturb the implementation of the project Yunnan's schools are not impacted by external factors that largely impact the project: extreme weather, global tensions Appropriately qualified and committed staff remain committed to the project Partners and associates stay committed to co-designing public	2



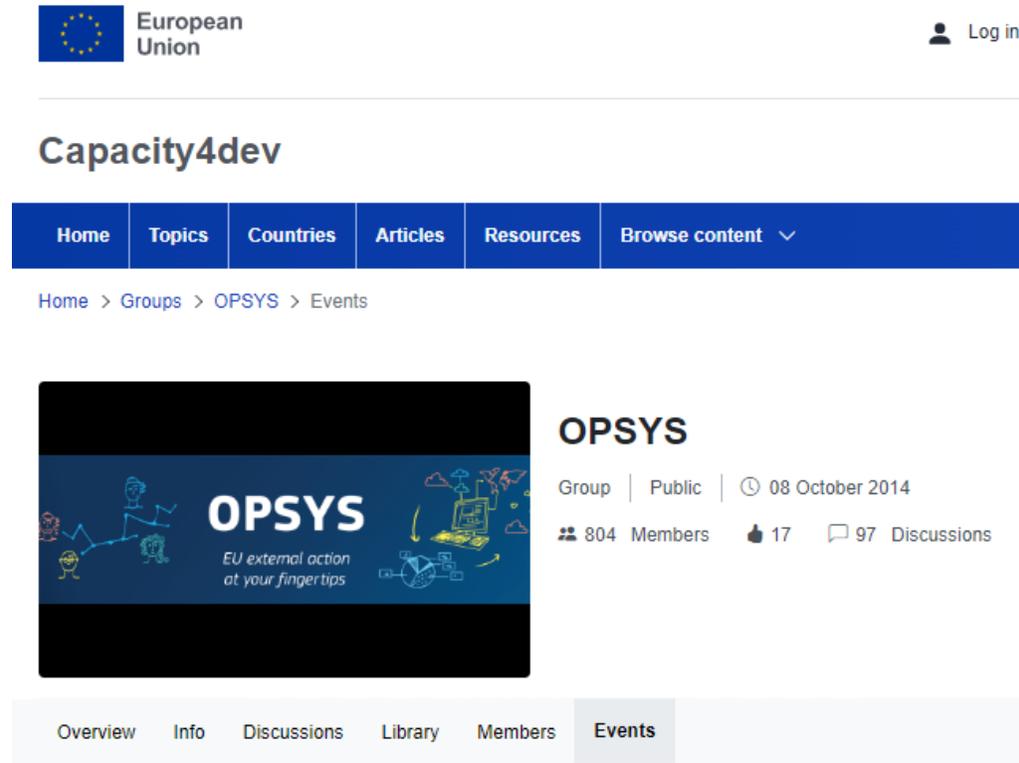


Change Management resources

The OPSYS Forum in Capacity4Dev

Join the OPSYS Forum on Capacity4Dev to be informed about updates and resources regarding OPSYS

[Become a member now!](#) 



The screenshot shows the Capacity4Dev website interface. At the top left is the European Union logo and the text "European Union". At the top right is a "Log in" button with a user icon. Below this is the "Capacity4dev" header. A blue navigation bar contains the following menu items: Home, Topics, Countries, Articles, Resources, and Browse content (with a dropdown arrow). Below the navigation bar is a breadcrumb trail: Home > Groups > OPSYS > Events. The main content area features a large banner for the "OPSYS" group. The banner has a dark blue background with the text "OPSYS" in white and "EU external action at your fingertips" in smaller white text. To the right of the banner, the group name "OPSYS" is displayed in bold. Below the name, it says "Group | Public | 08 October 2014". Further down, it shows "804 Members", "17" (with a thumbs up icon), and "97 Discussions". At the bottom of the page, there is a light grey navigation bar with the following tabs: Overview, Info, Discussions, Library, Members, and Events (which is currently selected and highlighted).

Accessing the list of **pre-defined Indicators**



European
Union

Capacity4dev

You can access the list of pre-defined indicators available in the Funding and Tenders Portal as an Excel document. It is in line with INTPA priorities and OECD DAC terminology.

[List of Predefined Indicators](#)

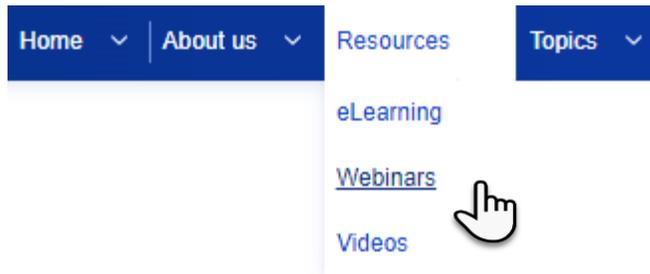
Resources

- Online documentation: [Step-by-Step Guide](#)
 - EXACT Wiki [News](#)
 - Funding and Tenders Portal: [EU External Actions Page](#)
 - [Capacity4Dev](#) OPSYS Forum
-
- EXACT Wiki [Video Tutorials](#)

Access webinar recordings in INTPA Academy

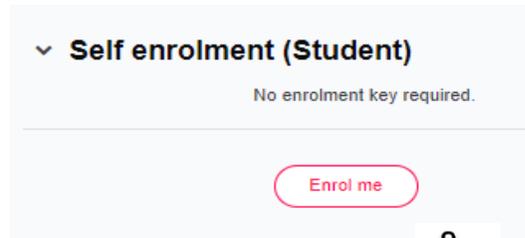


INTPA Academy

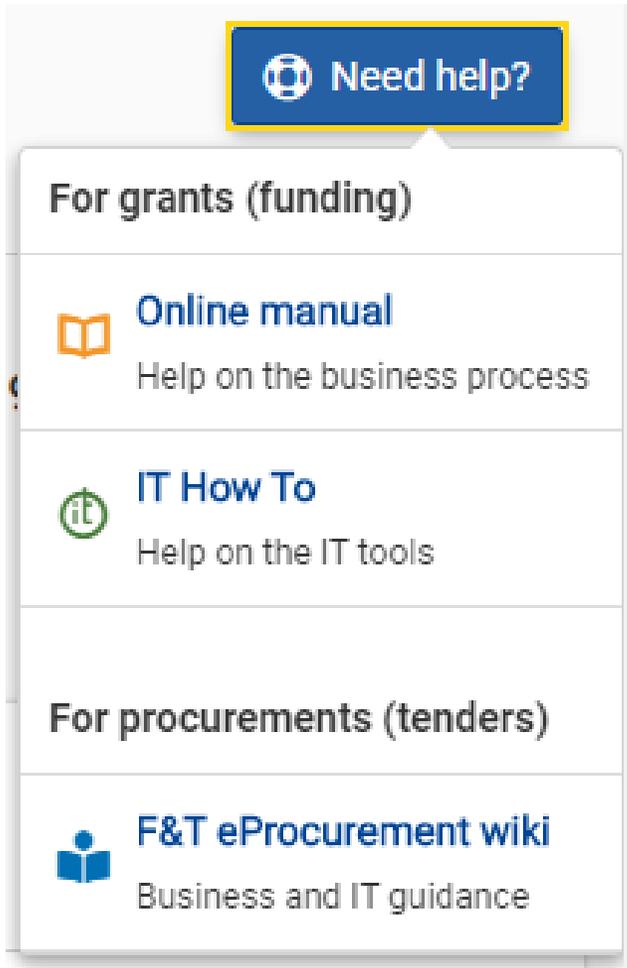


In the section “Resources”, select “Webinars”. You can the video recording and PPT of past OPSYS webinars under the section “Financial and Contractual Procedures”, "French", "Spanish" and "Portuguese". Don't forget to click on “Enrol me”.

[Link](#)



Requesting Support



Click on the [link](#) > **Need Help?** button

IT Support

Contact the Funding and Tender Service Desk:

EC-FUNDING-TENDER-SERVICE-DESK@EC.EUROPA.EU

Thank you