

Country Coordinating Mechanism for AIDS, Tuberculosis and Malaria

Meeting Minutes

DRAFT

4th Myanmar Country Coordinating Mechanism (M-CCM) Meeting

10am to 12 noon, 31 March, 2009 - Ministry of Health, Nay Pyi Taw, Myanmar

Opening remarks: Chairperson, M-CCM – HE Professor Dr Kyaw Myint, Minister of Health

His Excellency Professor Dr. Kyaw Myint, Chairperson and Minister for Health, welcomed the M-CCM members, Mr. Bengt Ekman, the Chair of 3 Diseases Fund Board and the 3 Diseases Fund staff members.

He noted that this M-CCM meeting will be important, notably the nomination of the PR. He also mentioned that he had discussions with the Chair of the 3 Diseases Fund Board regarding the future of the 3DF in the case of a successful GF application.

1. Presentation and endorsement of meeting minutes of last CCM/M-CCM meeting 31st October 2008

Dr Saw Lwin, Deputy Director General Department of Health, presented an overview of meeting minutes from the 3rd M-CCM meeting held 30 January 2009 as in the participants' folder. Dr Saw Lwin requested the minutes be adopted. There were no objections, and the minutes were adopted by the Chairperson.

2. Principal Recipient (PR) nomination

Dr. Saw Lwin introduced the recommendations of the Steering Committee (SC) of the M-CCM regarding the review of PR applications. The invitation for Letter of Intent were sent out widely to partners through email, newspaper and website from 3rd February 2009. There were 2 applicants – UNOPS and Save the Children US by 16 February 2009. Detailed steps that were undertaken by the SC are summarized in the attached presentation. The review was based on the selection criteria approved by M-CCM at its 3rd meeting on 30 January. The applicants were rated and needed to pass a minimum score. The SC found both applicants to be acceptable as PRs, but had raised several questions to the applicants. Dr. Saw Lwin then invited representatives of the applying organisations to provide their responses to the M-CCM.

Mr. Sanjay Mathur, Deputy Regional Director of UNOPS Asia & the Pacific Regional Office, presented the responses on behalf of UNOPS. UNOPS has experience in managing programme including extensive procurement in countries such as India. UNOPS works on the basis of a number of core values. Regarding fund flows, UNOPS

specializes in channeling and managing funds while maintaining adequate controls. Consideration will be given to coordination with M-CCM and the other PR. UNOPS is planning to open a representative office in Yangon, headed by a Country Director by the third quarter of 2009. Until the representative office is fully operational, existing staff in-country will assist with backup from the regional office in Bangkok.

Ms. Victoria Clawson, Director for Management Support and Program Development for the Asia Region, Save the Children – USA, presented responses on behalf of Save the Children US. Save the Children US is already PR in Bangladesh and Nepal for HIV grants. Save the Children US has experience in a number of fields of HIV programmes. The experience in Malaria includes access and quality of treatment and prevention. As regards TB, Save the Children US has experience with DOTS and health systems strengthening.

Save the Children US also has experience in procurement in Myanmar as well as the region. Items procured include ARV, bed nets, medical supplies. A detailed chart showed the relationship between Save the Children in Myanmar and Save the Children US. As a PR, Save the Children US would set up a management unit. The Project director would report on the everyday to Country Director of Save the Children in Myanmar. There would be additional management functions linking the management unit to the global and regional management structures of SCUS.

Questions and Answers:

H.E. Professor Kyaw Myint stated that the previous MOU with UNOPS regarding the 3 Diseases Fund was signed but not adhered to. H.E. Professor Kyaw Myint also expressed his wish for the MOH to be treated equally, in accessing fund, to other partners, eg: INGOs.

Sanjay Mathur responded that UNOPS is aware of this and learnt from the past. In order to be able to better respond to concerns of the MoH, UNOPS plans to set up an office in Yangon.

H.E. Professor Kyaw Myint added that there is also an issue with Save the Children because they present themselves sometimes as a consortium and sometimes as a single branches (US, UK, Japan). This is confusing for matters of visas applications etc. This should be sorted out.

Andrew Kirkwood, Country Director of Save the Children in Myanmar, responded that he recognizes this issue. He will address this issue by being more rigorous when submitting written requests to the MOH, eg: on which branch of SCiM is requesting.

After the Q&A session, the representatives from the application organizations excused themselves from the meeting before discussions among M-CCM members and decisions on the nomination were to be made.

Discussion:

U Thant Kyaw, Director General, MOFA commented on request of H.E. the Chairperson. MOFA maintains good working relationships with foreign organisations. MOFA is supportive, but the endorsement needs to come from the focal ministry. MOFA needs

complete information which includes supporting documentation from the responsible ministry before being able to act on a case such as setting up an office.

Daw Myo Nwe, Director General Ministry of National Planning and Economic Development FERD, also provided clarifications on request of H.E. the Chairperson. She clarified that guidelines concerning national and international organisations have been distributed in 2006. In these guidelines NGOs are requested to seek registration with the respective line ministry (in the case of one activity). In the case of several areas of interventions, the Ministry of National Planning and Economic Development is responsible to sign an umbrella agreement with them.

Dr. Saw Lwin stated that the contractual status of the National Programmes under the 3 Diseases Fund is similar to an SSR in the Global Fund. For the Round 9 proposal the National Programmes wish to be SRs.

H.E. Professor Mya Oo, Deputy Minister for Health, expressed his concerns about the balance between NGOs and the National Programmes of the MOH. The MOH has many qualified staff at all levels and these staff should be used to implement activities. A committee should assess the expertise of the applying organisations. Another issue raised was the coordination at townships level. Township coordination committees should be established to coordinate activities. In 3DF operation, funding agencies should not request Expressions of Interest, but this initiative should come from the TSGs and M-CCM. Cost effectiveness is also important. In the case of the Global Fund grant application, two PRs pose some questions regarding the cost effectiveness.

H.E. Professor Kyaw Myint mentioned that only registered CBOs should be receiving funds. CBOs should be registered with the Ministry of Home Affairs. NGOs should confine themselves to areas mentioned in the MOU and only registered CBOs or those having MoUs should receive funds.

Pol. Lt. Col. Than Soe, Deputy Director (International Relation), CCDAC, Ministry of Home Affairs explained that there is structures down to the village level such as CCDAC and the State Peace and Development Council. If there are issues around drugs, the relevant officers of the CCDAC or the local authorities should be contacted.

Julia Kemp, Health Advisor of DFID, requested to have a clear timeline for the development of the budgets of the PRs.

In response, Dr. Saw Lwin presented a timeline for the next steps of proposal development and review (attached). He continued to show a number of decision points for the M-CCM. The following decisions were adopted.

PR nomination by M-CCM, with SRs assigned to PR (M-CCM)	31 March
PR budget developed (rough)	08 April
All proposal circulated for CCM comments and peer review	08 April
Feedback collection and inclusion	23 April
2nd circulation of revised proposal for comments and feedback	30 April
Feedback collection and inclusion	7 May
Circulation of revised proposal for quick feedback	11-12 May
M-CCM meeting to endorse the proposal	12 May
Proposal circulation for signature	16-20 May
Signature collected, complete submission package	20-22 May
Delivery of the proposal submission package	Latest on 25 May

Decision 1 - Nomination:

The Chair proposed that the two PRs are nominated.
The members supported the nomination.

After this decision point was discussed, representatives from the application organization were invited back to join the meeting.

Decision 2 – Allocation of SRs:

An attribution of each SRs to the PRs was proposed and endorsed.

	SRs	Proposed PR		SRs	Proposed PR
1	NAP	UNOPS	15	Burnet (A)	SC
2	NTP (T)	UNOPS	16	Consortium (A)	SC
3	NMCP (M)	UNOPS	17	IOM (A,T,M)	SC
4	MMA (T,M)	UNOPS	18	Malteser (A,T)	SC
5	MRCS (M)	UNOPS	19	MDM (A)	SC
6	MHAA (T)	UNOPS	20	MSF(Holland) -(A,M)	SC
7	Pyi Gyi Khin	UNOPS	21	MSF(Switz)_(A)	SC
8	Union (A+T)	UNOPS	22	PSI (A,T,M)	SC
9	MCC (M)	UNOPS	23	World Vision (T,M)	SC
10	MBCA (A)	UNOPS	24	CESVI (M)	SC
11	AFXB (A)	SC	25	Merlin (M)	SC
12	AHRN (A)	SC	26	SC (M)	SC
13	Alliance (A)	SC			
14	AMI (A)	SC			

Decision 3 – Next steps:

PR were requested to develop budgets.

Decision 4 – Procurement:

UNOPS is nominated as the sole procurement agent for health products and pharmaceuticals (some organisations may be granted to undertake their own procurement following a favourable assessment)

Decision 5 – Delegation:

The responsibility to oversee the development of the PR budgets is delegated to the Working Group of the M-CCM.

Decision 6 – Timeline:

The timeline proposed was adopted. The timeline includes deadlines for the submission of draft proposals to the M-CCM for review and comments.

Dr Sun Gang, UCC of UNAIDS Myanmar, requested a call from M-CCM to proposal drafting teams to respect the timeline to make sure that M-CCM members to have sufficient time for reviewing and providing comments. It was suggested that UNAIDS Myanmar will assist the circulation of proposals to Yangon based M-CCM Members and those the community representatives in other cities, while the M-CCM Secretariat Office in Nay Pyi Taw will be responsible for proposal sharing among ministries in the Capital.

Julia Kemp subsequently requested that the SC of the M-CCM provides clear instructions regarding the format that comments should have to be sent back to the Working Group. It was agreed that comments should be sent back as a text file mentioning the section number and if necessary paragraph.

3. Summary of the GF mission to Myanmar

Dr. Sun Gang presented a summary of the GF Secretariat mission. He pointed out that this mission should not be seen as an endorsement of the process or any of the proposals. Nevertheless, the team of the GF Secretariat has been able to share their experience and knowledge, explained the Global Fund Policy and provided valuable general advice and suggestions to the country and stakeholders during their visit.

4. 3DF presentation

Bengt Ekman, SIDA and Chair 3DF Fund Board, presented the 3DF structures, scope and aims. Mr Mikko Lainejoki, Chief Executive Officer UNOPS, presented the status of 3DF implementation. He explained that at present the pledged contributions are slightly lower than initially planned. This is due to exchange rate fluctuations, rather than a change in commitments.

There was an approximately 10% underutilization in year 1. Year 2 allocations are higher than year 1. The Fund Flow Mechanism for the National Programmes is implemented through WHO. In the future there are plans to disburse funds directly to the TMOs either through WHO or 3DF. Likewise, it is planned to establish a Commodity Flow Mechanism that delivers commodities directly to TMOs. Initially 8 townships are being targeted. Regarding the Operational Safeguards, there are plans are to visit each partner at least once per year.

Bengt Ekman mentioned that there are possibilities of increased funding through increased contributions as well as additional donors. This could lead to a new round of funding later this year (potentially June). The priorities for this round will be discussed with the TSGs. Complementarity with the GF will be an important issue for future funding decisions of the 3DF Fund Board.

5. Meeting with 3DF Fund Board

Dr Samuel Kyaw Hla, Vice Chair of the M-CCM and Vice President MMA, presented a summary of the 3DF Fund Board meeting with the implementing partners held in March 2009.

6. Status of TB proposal

Dr. Thandar Lwin, Acting Programme Manager, presented the present status of the TB proposal. There have been discussions with stakeholders since the last meeting. Notably, the TB/HIV has been strengthened. There is a slight increase in the total amount requested. The budget is now \$61.3 million. Dr Thandar Lwin said that the TB proposal will be available for circulation by 08 April.

7. Status of Malaria proposal

Dr. Than Win, Programme Manager VBDC, presented the latest developments for the malaria proposal. A breakdown by SDA and SR was shown. The proposal has increased by about 9 million compared to the ceiling agreed in the 2nd M-CCM meeting. The total budget is now approximately \$59.8 million. Dr Than Win said that the Malaria proposal will be available for circulation by 08 April.

8. Status of HIV proposal

Dr. Khin Ohnmar San, Programme Manager NAP, presented the work undertaken since the last M-CCM. There have been a number of meetings held to comply with the M-CCM instructions to strengthen the prevention part of the proposal. This resulted in a budget that is about \$12 million higher than previously reported, with a substantially strengthened harm reduction and prevention of sexual transmission interventions. The total budget is approximately \$132.3 million. She said that the HIV proposal is ready for comments.

Decision point – ceiling figures:

Dr. Saw Lwin requested to endorse the new total budget amount to about 254 million, exclusive of PR management cost. This has been endorsed by the M-CCM.

Any other business

- Dr. Saw Lwin announced that the Steering Committee has been renamed to Working Group of the M-CCM.
- Dr Saw Lwin also shared with the M-CCM that in order to assist the participation of the CBO representative at the M-CCM meeting, the Working Group of the M-CCM suggested to bring an Burmanese-English interpreter each time for the M-CCM Meeting from this one. No M-CCM members object this suggestion.
- Dr Sun Gang introduced the draft Governance Manual of the M-CCM. The Governance Manual is an extended version of the current TOR of the M-CCM. It also addresses some of the additional requirements of the GF, such as conflict of interest, oversight of grant implementation and the relationship between different stakeholders.

Feedback and comments are requested to be sent to Dr. Saw Lwin by the 30 April 2009 for incorporation. It is expected that the manual will be sent with the proposal to the GF.

Closing remarks

H.E. Professor Kyaw Myint thanked all the members for the fruitful discussion in the meeting. He added that the proposal has gone a long way. However, there is still work ahead and the schedule will be tight. H.E Professor Kyaw Myint hoped that the work will be done within the given timeline.

Next M-CCM meeting

Tentative – 12th May 2009