



Investing in our future

**The Global Fund**

To Fight AIDS, Tuberculosis and Malaria

# Minutes of the 21<sup>th</sup> Country Coordinating Mechanism (CCM) Meeting

Venue: Hotel Migmar, Thimphu

Date: December 30, 2011

Prepared by CCM Secretariat  
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The 21<sup>st</sup> CCM was organized on 30<sup>th</sup> December 2011 in Hotel Migmar, Olathang, Thimphu, with an objective to

- Discuss to submit the proposal under Transitional Funding Mechanism (launched in place of Round II)
- To share detail programmatic and gap analysis of three disease components
- Discuss on Service Delivery Areas
- Further review the CCM action plan for financial year 2012-2013 for endorsement
- Update Quarterly progress achievements

**Attendees:**

**CCM Members:**

1. Ms. Phuntshok Choden, CCM Vice Chair, Secretary General of Bhutan Association of Women Entrepreneurs. (NGO Constituency).
2. Dasho Nima Wangdi, Secretary, Ministry of Health (Government Constituency).
3. Dr. Ugen Dophu, Director, DoPH, MoH
4. Lam Ngodup Dorji, Secretary, Ati Foundation (FBO Constituency)
5. Mr. Kesang Wangdi, Dy. Secretary, Bhutan Chamber of Commerce & Industries (Private Sector Constituency).
6. Mr. Tashi Dendup, Peer Counselor (KAP Constituency).

**Alternate members:**

1. Dr. Geptke Hingst, Representative, UNICEF (Multilateral Constituency).
2. Ms. Pema, Offtg. Program Director, Tarayana Foundation (NGO Constituency).
3. Ms. Deki Zam, Project Coordinator, Draktsho Vocational Training Centre for Special Children and Youth (NGO Constituency)
4. Ms. Karma Choden, Program Officer, RENEW Secretariat (NGO Constituency).
5. Ms. Tandin Lhamo, Program Coordinator, GNHC (Government Constituency).
6. Mr. Kinley Rinchen, Planning Officer, Dept. of Planning and Resources (Academic /Education Constituency).
7. Ms. Syelden Namgyel, Program Officer, YDF (NGO Constituency).
8. Mr. Binod Sunwar, Program Officer, Ministry of Education

**Absentees (CCM Member)**

1. Dasho Sangay Thinlay, President, Royal Society for Senior Citizens. (CSO Constituency)
2. Dr. Nani Nair, WHO Representative (Multilateral Constituency)
3. Mr. Kencho Wangdi, Portfolio Coordinator, SNV (Bilateral Constituency).
4. Mr. Sanga Dorji, Chairman, the Disabled Persons' Association of Bhutan. (CSO Constituency)
5. Mr. Wangda Dorji, Executive Director, Lhak-sam (PLWD Constituency)
6. Ms. Dechen Zam, Chief planning Officer, Ministry of Education (Government Constituency)
7. Mr. Bikash Thapa, Chief Budget Officer, Department of National Budget, Ministry of Finance (Government Constituency).

**Principal Recipient (PR) Representatives:**

1. Mr. Kinley Dorji, Sr. Project Coordinator, PMT, MOH
2. Mr. Namgay Tshering, Program Officer, National HIV/AIDS Control Program, MOH
3. Mr. Pema Samdrup, Program Officer, Vector-borne Disease Control Programme (VDCP), MOH.
4. Mr. Tashi Dendup, Program Officer, National Tuberculosis Control Programme, MoH
5. Mr. Sonam Phuntsho, Planning Officer, PPD, MOH

**CCM Secretariat:**

1. Mr. Karma, CCM Coordinator
2. Ms. Suneeta Chhetri, Asst. M&E Officer

**Observers:**

1. Mr. Yeshey Dorji, Local Fund Agent, UNOPS.
2. Mr. Nidup Tshering, Executive Member, Disabled People's Association of Bhutan.
3. Mr. Shankar Silmula, Regional Technical Support Manager, Naz Foundation International
4. Mr. Athary S Nair, Technical Advisor, Naz Foundation International

**Quorum:**

Attendance - 70%. ([Refer Annex 2 for registration list of participants](#))

**Opening remarks**

The 21<sup>st</sup> CCM was chaired by Mrs. Phuntshok Chhoden, CCM vice Chair, in her opening remarks, on behalf of Bhutan-CCM; she extended warm welcome to the new Health Secretary to Bhutan-CCM as a CCM member, representing Government constituency. Besides, she also comprehensively shared the proceedings of Global Fund 25<sup>th</sup> board meeting and its outcomes.

The CCM Coordinator seek the endorsement of the new membership of Dasho Nima Wangdi who joined as the new Secretary of Ministry of Health in place of Dasho Dr. Gado Tshering, former Secretary of Ministry of Health.

**Adoption of the Agenda**

The agenda for the 21<sup>st</sup> CCM meeting endorsed. ([Refer Annex 1 for the agenda of the meeting](#))

**1. Follow up on 20<sup>th</sup> CCM meeting and other developments**

The CCM secretariat updated the follow up action initiated as per the 20th CCM discussion and recommendation. Further, CCM secretariat highlighted the achievements in regard to round II proposal developments with four components (HIV/AIDS, TB, Malaria and Health System Strengthening), appraised the CCM that 90% of proposal has been developed with technical assistance from WHO and UNAIDS

The CCM secretariat also shared the experiences gained from study visit to Nepal CCM, organised with the financial assistance from UNAIDS regional office based in Nepal.

## 2. Overview on Transitional Funding Mechanism

The CCM Secretariat comprehensively shared an information note and Proposal Development Guidelines published in the interest of Transitional Funding Mechanism to CCM members and Principal Recipient.

The CCM and Principal Recipient were also briefed on the essential prevention, treatments/or care that the Global Fund is likely or unlikely to be financed under Transitional Funding Mechanism. The Global Fund is intended to support –at the existing scale that

- Protects the gain achieved
- Save lives; and
- Are high impacts, evidence based, targeted population and also represents good value for money

Also highlighted due to resource constraint and to develop funding model in consistent with the new Global Fund strategy 2012-2016 are the main causes for the cancellation of round II and launched the TFM in place of it.

### Key dates & Timeline

| Steps in Transitional Funding Mechanism  | Date               |
|--|--------------------|
| Publication of application materials for Transitional Funding Mechanism          | - 12 December 2011 |
| Submission date for proposals  | - 31 March 2012    |
| Proposals screened by the Global Fund for applicant eligibility and completeness | - April – May 2012 |
| Reviews of proposals by Technical Review Panel                                   | - Early June 2012  |
| Board endorsement of Technical Review Panel's recommendations                    | - July 2012        |
| Board funding decisions (after grant negotiations)                               | - 2012/2013        |

Due to change in funding arrangement modalities by the Global Fund, CCM Vice chair informed the members that this forum would be most appropriate to finalize the Principal Recipient for the Transitional Funding Mechanism

### 2.1 Discussions & Recommendations:

- Prior to the endorsement of PR for TFM, Mr. Nima Wangdi, Secretary of Health and Dr. Ugyen Dophu, who are also the member CCM left the particular session to avoid potential conflict of interest

- After prolong discussion , CCM endorsed the submission of proposals for all three components under TFM and CCM unanimously agreed the PR and SRs thus selected for the Global Fund Round II, was once gain endorsed as a PR & SRs for TFM
- The CCM Secretariat was requested to find out from the Global Fund whether Bhutan-CCM can submit the proposals starting from 1<sup>st</sup> January 2012 to 31<sup>st</sup> March 2014 or proposed intervention should be within the course of disruption ( can proposed for intervention only after programs comes to natural end)

### 3. Update on quarterly Progress achievements – HIV/AIDS program

The National HIV/AIDS Control Program updated the CCM on the following financial and programmatic achievement during quarter 15, year four of phase two.

- Total approved budget for quarter 15 = USD 10,6634.00
- Expenditure as of July 2011 = USD 51853.70
- Financial Achievements = 49%
- Physical Achievement = 64%

In addition, the program shared the concerned that the late disbursement, non-compliance by the implementing partner (sub-recipients) and poor coordination and liaising between implementing partners are the main caused for the low financial & physical achievements .

#### 3.1 Discussions & Recommendations:

- Since most of the activities are not initiated as per the approved plan, the CCM requested the program to share the strategies to overcome those challenges. In response, program shared, they are in process in developing the program accelerating plan to be submitted to the Global Fund.
- The CCM recommended the Principal Recipient to formally write to BCCI to submit the required narrative and financial reports, if failed, the Principal Recipient may submit the report to CCM in the upcoming 22<sup>nd</sup> CCM meeting
- If possible, CCM recommended to look for additional human resource by HIV program given the workload and also inception of regional Round 9, MSM proposal worth of USD 99267 in phase I

#### 3.2. Strategies for Transitional Funding Mechanism – HIV/AIDS program

Due to cancellation of Round II, the program shared their concern that the program will faced disturbances both programmatically and financially. Beside, the program also appraised the CCM on the following gap analysis found as per the national Strategy Plan

The TFM proposal in the following SDAs and the budget proposed are:

| Budget by SDA                | Total (US\$)     |
|------------------------------|------------------|
| MARPS                        | 2,768,180        |
| Increase risk and vulnerable | 793,334          |
| Treatment                    | 309,153          |
| Care and Support             | 331,330          |
| PMTCT                        | 319,924          |
| TB/HIV                       | 39,291           |
| Strategic Information        | 828,593          |
| Partnership                  | 117,189          |
| <b>Total</b>                 | <b>5,506,995</b> |

### 3.3 Discussions & Recommendations:

- The CCM recommended that in the recourse constraint environment, the intervention going to proposed under Transitional Funding Mechanism, should be proposed in line or fit under the essential prevention, treatment/or care services.
- Further, CCM also suggested, in demonstrating good value for money and also to propose as per the TFM requirement, still program has capacity to bring down the budget.

## 4. Update on quarterly progress achievements – TB program

The National TB Control Program updated the CCM on the financial and programmatic progress achievements of quarter 15, year four of phase 2

- Total Budget – USD 86798
- Total Expenditure – USD 15955
- Financial Achievement – 18.38%
- % of budget for procurement – 75.8%
- PSM Plan Approved with exception of FLDs
- 2<sup>nd</sup> Disbursement USD 210,818 received on 2/12/2012

The TB program highlighted that the program could not achieved the intended target due to non-approval of Procurement and Supply Management Plan by the Global Fund. Thus, the program requested CCM to intervene with Global Fund.

In Line, the program also submitted the following activities for re-appropriation

| SDA | Activity  | Amount (USD) | Proposal to reprogram as :  |
|-----|---|--------------|---|
| 4.2 | Quality Assessment visit to the PHL by the SNRL             | 4000         | Reimburse to SDA 4.1 for DST training   |
| 4.8 | Refresher training of Lab. Technicians on Sputum Microscopy | 10350        | Balance of USD 2700 to supplement activity 5.2 for the upcoming GF PSM workshop |

The program explained that the SDA 4.2; quality assessment visit to the PHL by the SNRL has been organized through WHO. Thus, the saving under this head was proposed to SDA 4.1 for DST training. Similarly, the saving of USD 2700 under SDA 4.8, Refresher training of Lab. Technicians on the sputum Microscopy was proposed to support SDA 5.2, for the upcoming PSM workshop organized through the Global Fund.

#### 4.1 Discussion & Recommendation

- The CCM have agreed to send a formal letter addressed to the Fund Portfolio Manager, as a means to intervene, the program was requested to draft a letter including every details and get signed from the CCM Vice chair.
- The CCM accepted and endorsed the proposal to re-program the activities from SDA 4.2 to SDA 4.1 and SDA 4.8 to DSA 5.2 based on the justification provided by the program.

#### 4.2 Strategies for Transitional Funding Mechanism – TB program

The TB program highlighted that the strategies will remain same under transitional funding mechanism which is in line with the WHO and Stop TB. The intervention under TFM, will be incorporated after reviewing the draft round II proposals and make sure it synchronizes with the transitional funding mechanism requirements

Accordingly, the program appraised the CCM on the following key activities may be proposed under transitional funding mechanism

- Treatment for Drug Resistant-TB (Procurement of SLD)
- Strengthening Laboratory services for diagnosis of drug resistant and susceptible TB
- Strengthening capacity for DR-TB management and diagnosis
- Interventions for vulnerable populations including pediatric TB

- Improving implementation of DOTs
- Infection control
- Enhancing TB/HIV collaborative
- Strengthening programme and supply management
- Monitoring & Evaluation
- Advocacy communication and social mobilization
- Community involvement
- Ensuring engagement of all care providers
- Operational research to improve program service delivery

In addition, the TB program also shared the broad overview of the proposal development road map

| Sl | Activity  | Timeline               |
|----|---|------------------------|
| 1  | Review the R II draft proposal                          | Immediately            |
| 2  | Retreat to review the entire Proposal                   | Last week of Jan, 2012 |
| 3  | Review of proposal at the Mock TRP                      | Feb, 2012              |
| 4  | Review and Incorporation of recommendations of mock TRP | by End of Feb, 2012    |
| 5  | Consultative workshop to finalize the proposal          | Early March 2012       |
| 6  | Discussions with all relevant stakeholders              | Through out            |
| 7  | Seek desk TA throughout the proposal development period | Through out            |
| 8  | Submission of proposal                                  | March 20, 2012         |

### Discussions & Recommendations:

- The CCM recommended that in the recourse constraint environment, the intervention going to proposed under Transitional Funding Mechanism, should be proposed in line or fit under the essential prevention, treatment/or care services.
- Further, CCM also suggested in representing good value for money and also to propose as per the TFM requirement, still program has capacity to bring down the budget.

## 5. Update on quarterly progress achievements – Malaria program

The Vector Disease Control Program updated to CCM the financial and physical achievements of the quarter and compressively shared the following broad objectives for the transitional Funding Mechanism and funding gap analysis of the program

- To intensify vector control and other preventive measures against malaria



- To provide early diagnosis and prompt treatment of malaria
- To strengthen surveillance system
- To strengthen technical and managerial capacities for efficient and effective control of malaria leading towards malaria elimination.
- To sustain political and inter-sectoral support geared towards malaria elimination.

#### Financial gap analysis

|               | 2012-2013    | 2013-14      | 2014-15    | 2015-16      | 2016-17    | Total ( US) |
|---------------|--------------|--------------|------------|--------------|------------|-------------|
| Financial gap | 1,023,096.00 | 1,283,331.00 | 811,348.50 | 1,251,256.00 | 627,898.00 | 4996929.50  |

#### General recommendations for all three programs (HIV, TB & Malaria) :

- Based on the programmatic and financial gap analysis presented by the programs the Bhutan CCM felt essential to submit proposal under TFM for HIV, TB ad Malaria. Accordingly Bhutan CCM endorsed the proposal of all three components in line with the requirement of the TFM.
- On enquiry of the reprogramming authority of the CCM, it was clarified that the CCM can endorsement the reprogramming without affecting the activity line and target. And if there are major changes, the reprogramming request should be sent through CCM to Fund Portfolio Manager. With the GNHC in the CCM, can be already be considered for endorsement, without having to be again approved by the GNHC again, which will only add to the long process.
- It was informed that the SRs selection and their proposal incorporation will be left to the decision of the TWGs.
- It was recommended that the programs should sufficiently explain the reasons for areas of intervention in the TFM proposals.
- On the request of the CCM, the Representative of UNICEF agreed to provide support to the programs, in consultation with other multilateral agencies in the country.

## 6. CCM Action plan.

The CCM secretariat presented the CCM action for the coming financial year, after long deliberation the CCM endorsed the draft CCM action plan for financial year 2012-2013 and also endorsed to renew the contract terms of CCM secretariat staffs for another one year.

## 7. MSM Regional Round 9 grant appraisal

- The CCM were also appraised on the implementing status of the regional round 9, MSM proposal by Mr. Shankar Silmula & Mr. Athary S Nair, Consultants.

### Closing Remarks:

The meeting adjourned with the vice chairman thanking for their active participation during all CCM proceedings given heady workload behind.

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Ms. Phuntshok Choden  
CCM Vice Chair  
Bhutan CCM

Date : 18/01/2012

Annex I

**21<sup>th</sup> Bhutan Country Coordinating Mechanism (BCCM) meeting****Venue: Hotel Migmar, Thimphu****Date: December 30, 2011****Agenda****Objectives:**

- Overview on Transitional Funding Mechanism (launched in place of Round II)
- Quarterly progress update/Program Strategies for Transitional Funding Mechanism
- Discuss & endorse CCM action plan for year 2012-2013

**Business Session**

| Time            | Topic  | Facilitator                       |
|-----------------|--|-----------------------------------|
| 09:30 – 9:40 AM | Registration of Participants   | Participants                      |
| 09:40 - 9:45AM  | Opening Remarks  | Vice Chair, Bhutan CCM            |
| 9:45- 9:50AM    | Follow up on 20 <sup>th</sup> CCM meeting/other developments                 | CCM Secretariat                   |
| 09:50-9:55AM    | Overview on Transitional Funding Mechanism(established in place of Round II) | CCM Secretariat                   |
| 09:55-10:10AM   | Progress update & Strategies for Transitional Funding Mechanism              | HIV/AIDS Program                  |
| 10:10AM         | Tea Break  | Tea will be served in the meeting |
| 10:10-10:25AM   | Points of clarification/discussion/endorsement                               | Full CCM/Program                  |
| 10:25- 10:40AM  | Progress update & Strategies for Transitional Funding Mechanism              | TB Program                        |
| 10:40-10:55AM   | Points of clarification/discussion/endorsement                               | Full CCM/Program                  |
| 10:55-11:10AM   | Progress update & Strategies for Transitional Funding Mechanism              | Malaria Program                   |
| 11:10-11:25AM   | Points of clarification/discussion/endorsement                               | Full CCM/Program                  |
| 11:25-11:35AM   | CCM action plan (year 2012-2013)   | CCM Secretariat                   |
| 11:35AM         | Tea Break  | Tea will be served in the meeting |
| 11:35-11:45AM   | Points of clarification/discussion/endorsement                               | Full CCM                          |
| 11:45-12:00PM   | Update on Round 9 MSM proposal (regional proposal)                           | Naz Foundation International      |
| 12:00-12:15PM   | Any Other Business (AOB)   | Full CCM                          |
| 12:15-12:20PM   | Closing remarks  | CCM Vice Chair                    |
| 12:20PM         | LUNCH BREAK  |                                   |

HAPPY NEW YEAR – 2012!!

TASHI DELEK

## Annex 2

Participant list of the 21<sup>st</sup> Country Coordinating Mechanism (CCM) meeting

Venue: Hotel Migmar, Thimphu

Date: December 30, 2011

| Bhutan Country Coordinating Mechanism (CCM) Member |                      |                                       |  |                                     |                             |               |               |
|--|----------------------|---------------------------------------|--|-------------------------------------|-----------------------------|---------------|---------------|
| SL.#   | Name                 | Designation                           | Organization                               | Constituency                        | E-mail                      | Phone         | Telefax       |
| 1  | Ms. Phuntshok Choden | Secretary General (CCM Vice Chairman) | Bhutan Association of Women Entrepreneurs. | (NGO Constituency)                  | phuntshokct@gmail.com       | 975-2-329-125 | 975-2-329-126 |
| 2  | Dasho Nima Wangdi    | Secretary                             | Ministry of Health                         | Government Sector (GOV)             |                             | 975-2-326-454 | 975-2-326-038 |
| 3  | Lam Ngodup Dorji     | Secretary                             | Ati Foundation                             | Faith Based/ Religious Organisation | atifoundation@hotmail.com   | 975-1763-1288 | 975-2-328538  |
| 4  | Mr. Kesang Wangdi    | Dy. Secretary                         | Bhutan Chamber of Commerce & Industries    | Private Sector (PS)                 | kesang_wangdi@hotmail.com   | 975-2-322-742 | 975-2-323-936 |
| 5  | Mr. Tashi Dendup     | Peer Counselor                        | Bhutan Narcotic Control Agency             | Key Affected Population (KAP)       | tashid425@gmail.com         | 975-1791-7227 | -             |
| Alternate CCM members                              |                      |                                       |  |                                     |                             |               |               |
| 6  | Dr. Geptke Hingst,   | Representative                        | UNICEF                                     | Multilateral Organisation           | ghingst@unicef.org          | 975-2-331-369 | 975-2-323-238 |
| 7  | Mr. Kinley Rinchen   | Planning officer                      | Royal University of Bhutan                 | Academic/Education Sector (EDU)     | kinleyrinchen.rub@gmail.com | 975-2-336-459 | 975-2-336-528 |
| 8  | Ms. Tandin           | Program                               | Gross National                             | Government                          | tlhamo@gnhc.gov.bt          | 975-2-324-121 | 975-2-339-901 |

|   |                    |                        |   |                                   |                              |                                |               |
|---|--------------------|------------------------|---|-----------------------------------|------------------------------|--------------------------------|---------------|
|   | Lhamo              | Coordinator            | Happiness Commission(GN HC)                                       | Sector (GOV)                      |                              |                                |               |
| 9   | Ms. Pema           | Offtg.Program Director | Tarayana Foundation   | Non-Government Organisation (NGO) | ttpema@gmail.com             | 975-2-329-333                  | 975-2-331-433 |
| 10  | Ms. Deki Zam,      | Project Coordinator    | Draktho Vocational Training Centre for Special Children and Youth | Non-Government Organisation (NGO) | dekzang@hotmail.com          | 975-7727-3144                  | 975-2-328750  |
| 11  | Ms.Syelden Namgyel | Program Officer        | Bhutan Youth Development  | Non-Government Organisation (NGO) |                              | 975-2-327-483                  | 975-2-326-730 |
| 12  | Ms. Karma Choden   | Program Officer        | RENEW Secretariat   | Non-Government Organisation (NGO) | karma.choden@renewbhutan.org | 975-2-334-751                  | 975-2-332-411 |
| Principal Recipient ( PR) Representatives |                    |                        |   |                                   |                              |                                |               |
| 13  | Mr.Kinley Dorji    | Sr.Project Coordinator | Project Management Unit, Ministry of Health                       | N/A                               | kdorji@health.gov.bt         | 975-2-321-935<br>975-1763 5634 | 975-2-336-042 |
| 14  | Mr. Pema Samdrup   | Program Officer        | Vector-borne disease control programme,                           | N/A                               | p_samdrup@yahoo.com          | 975-06-251133                  | 975-06-251173 |

|                 |                     |                                     |  |     |                           |                                |               |
|-----------------|---------------------|-------------------------------------|--|-----|---------------------------|--------------------------------|---------------|
|                 |                     |                                     | Ministry of Health                           |     |                           |                                |               |
| 14              | Mr. Tashi Dendup    | Program officer                     | National Tuberculosis Control programme      | N/A | tashidendup@health.gov.bt | 975-2-326-454                  | 975-2-326-038 |
| 15              | Mr. Namgay Tshering | Program Officer                     | National AIDS Control Program, MoH           | N/A | ntshering@health.gov.bt   | 975-1774-3149                  | 975-2-326-038 |
| 16              | Mr. Sonam Phuntsho  | Planning Officer                    | PPD, MOH                                     | N/A | bsonam@health.gov.bt      | 975- 2-322602                  | 975-2-326-038 |
| CCM Secretariat |                     |                                     |  |     |                           |                                |               |
| 18              | Karma               | CCM Coordinator                     | <a href="#">CCM Secretariat</a>              | N/A | karmatong@gmail.com       | 975-2-321-751<br>975-1760 6761 | 975-2-331-751 |
| 19              | Suneeta Chhetri     | Asst. M & E Officer                 | <a href="#">CCM Secretariat</a>              | N/A | chhetri.suneeta@gmail.com | 975-2-321-751<br>975-7720 0026 | 975-2-331-751 |
| Observers       |                     |                                     |  |     |                           |                                |               |
| 20              | Mr. Yeshey Dorji    | Team Leader, Local Fund Agent (LFA) | UNOPS  | N/A | yeshey@unops.org          | 975-1711 4849                  | -             |
| 21              | Mr. Nidup Tshering, | Executive Member                    | Disabled People's Association of Bhutan      | N/A | neduptshering@gmail.com   | 975-17110388                   | -             |
| 22              | Mr. Shankar Silmula | Regional Technical Support Manager  | <a href="#">Naz Foundation International</a> | N/A | shankar@nfi.net           | +91 7897027895                 | -             |
| 23              | Mr. Athary S Nair   | Technical Advisor- NFI              | <a href="#">Naz Foundation International</a> | N/A | atharv@nfi.net            | +91 9005502000                 |               |

