

Report of the Oversight Committee visit

SR : Royal Bhutan Army (RBA)
 Date : 21st June 2011, (time: 10:00am – 12:00Pm)
 Venue : General Secretary's Chamber
 Upon request : Principal Recipient (13th PR-SR Coordination Meeting)

Sl#	Participants	Present	Signature
Oversight Committee members			
1	Dr. Gepke Hingst, Chair	✓	
2	Mr. Pema Tenzin, Vice Chair	X	
3	Dr. Ugen Dophu, Member	✓	
4	Mr. Wangda Dorji, Member	✓	
5	Mr. Kinley Tenzin, Member	✓	
6	Mr. Bikash Thapa, Member	X	
CCM Secretariat			
5	Mr. Karma, CCM Coordinator	✓	
Principal Recipient (PR)			
7	Mr. Jigme Thinley, Asst. M&E Officer	✓	
Royal Bhutan Army (Sub-Recipient)			
8	Col. Dr. Lekey Dorji, Chief Medical Officer	✓	
9	Mr. Tobgay, Sr. Lab. Technician	✓	

Objective of the oversight visit:

1. Outstanding issue

- PR-MOH didn't receive the program /financial report or the liquidation of the advance payment of **USD 7,612** to SR-RBA.
- For the quarter 9 (Feb, March, April 2010) and quarter 10 (May, June, July 2010) the Royal Bhutan Army as Sub-Recipient has received a total approved budget of USD 7,612. The amount was disbursed on 14th January 2011 against disbursement request dated 27th November 2010 to implement the following activities

2. Guidance for the future

- The SR-RBA has total approved budget of **USD 78,130** for the Phase 2 of the Global Fund Grant Round 6, starting as of Feb 2010 for implementation in phase 2 covering year 2010, 2011, 2012. Therefore it is important for RBA to implement the activities as per agreed workplan and timeline and adhere to the agreed reporting.

OUTCOME

SL#	FINDINGS	ACTION
	<p>During 13th PR-SR Coordination meeting held on 8th June 2011, the office of Project Implementation Team highlighted that Royal Bhutan army (sub-recipient) has not submitted the narrative and financial report nor liquidated the advance disbursed amount of USD 7,612 despite repeated reminder and requested. Thus, the oversight committee was requested to intervene.</p>	<p>The oversight committee comprising four members of six has visited the HIV/AIDS program managed through Royal Bhutan Army (Sub-Recipient) and met with focal person and his team on the 21st June 2011.</p>
1	<p>USD 7,612 has been disbursed for quarter 10 and used for the implementation of</p> <ol style="list-style-type: none"> 1. Sensitization program west to east and north to south. 2. Training of instructors from the military training institute. <p>The RBA has took almost one year to spent USD 7,612, the member has highlighted that are they able to implement the activities worth of 10 time more than the disbursed amount. It was also reported that the project has conducted ToT in two training centres Jigmeling and Tencholing. While the 3rd training for Tashigatshel is on way soon.</p> <p>The member were informed that the activities were carried out across the country and coordinated by the Focal person and his team, which caused delay in the implementation due to Chief Medical Officer's busy schedule.</p> <p>The narrative and financial report has not been submitted due to other important work. The management unanimously agreed to submit on 22nd June 2011.</p>	<p>The RBA project management to submit the report by 22nd June 2011</p>
	<p>The members has recommended that the Focal person also being the Chief Medical Officer, would obviously hinder the implementation and suggested that if he could delegate the managerial tasks and part of financial authority to his subordinate, Mr. Tobgay for efficient implementation of the activities during his absence. Accordingly, he agreed to proceed as suggested.</p>	<p>To prevent such delay in reporting to happen, the Focal point, Chief Medical Officer delegated the managerial tasks regarding the project implementation to the new Focal points, Mr Tobgye.</p> <p>Especially for financial management Chief Medical Officer will closely monitor the project progress</p>
2	<p>The RBA has total budget of USD 78,130 in phase 2 of the Global Fund round 6, strating from Feb 2010 to 2012.</p>	<p>The members pointed out that if they could further identify focal persons from nine wings to coordinate the activities at their respective centers, so to enhance and improve the implementation.</p>
	<p>The member also learned that the Global Fund grant to Royal Bhutan Army (Sub-Recipient) is very helpful to curb the spread of HIV amongst uniform personnel and found out that funds were used efficiently.</p>	<p>Dr. Ugen Dophu, Director, Department of Public Health and also the member of oversight committee shared that the Ministry of Health is willing to provide any sort of technical assistance if RBA come across any technical difficulties during implementation. Moreover, YDF and Lhaksam also suggested to providing technical support by making staff available in future, if so required.</p>

CONCLUSION:

The oversight committee has found out that problem was genuine and that the SR-RBA was addressing by more efficient delegation, and henceforth close monitoring of project implementation by focal person and his team with support/oversight by the Chief Medical Officer. They agreed to:

- Submit the outstanding report & liquidation by 22nd June 2011
- Implement the activities as per the agreed work plan
- Submit the disbursement request two weeks before the end of the agreed quarter
- Submit the required narrative and financial reports to the office of Project Management Team (PMT) within 30 days after the completion of the each quarter

If any problem arises, the oversight chair highlighted that Sub-Recipient could also report concerns in PR/SR-Coordination meetings for appropriate problem-solving.