

Minutes of the 92nd Meeting of the Country Coordinating Mechanism, Sri Lanka held on 19th of February 2013 at 2.00 pm at the Conference Room of the Anti-Malarial Campaign, Public Health Complex, 5/555, Elvitigala Mawatha, Colombo 5.

Present:

Members.

Dr. Y.D. Nihal Jayathilaka	- Secretary, Ministry of Health Ministry of Health (Chair /CCMSL)
Mrs. Thushara Agus	- The Family Planning Association (Vice Chairman/CCMSL)
Dr. P.G. Mahipala	- DGHS, Ministry of Health
Dr. Sarath Amunugama	- DDG (PHS), Ministry of Health
D r. S. Deniyage	- Director/ AMC
Dr. K Buddha Korala	- Acting Director/NSACP
Dr. K.N.G. Seneviratne	- Director / NPTCCD
Mr. Shirley Tissera	- Congress of Religions
Dr. F.R Mehta	- WHO Country Representative for Sri Lanka
Dr. Indira Hettiarachchi	- ILO
Dr. Dayanath Ranathunga	- UNAIDS
Prof. Sanath Lamabadusuriya	- Sri Lanka Medical Association
Dr. Palitha Abeykoon	- AIDS Foundation of Lanka
Ms. Swarna Kodagoda	- Alliance Lanka
Mr. H.A. Laxman	- Community Strength Development Foundation
Mr. D.A.D.N.C. Wimalaratne	- Rural & Community Development Association
Mrs. Muriel Nilaweera	- Women in Action
Ms. Priyanthi Kumari	- PLDW
Mr. Chamika Rasintha De Silva	- KAP

Alternate Members.

Dr. Deepika Attigalle	- UNICEF
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Observers.

Ms. Sylwia Murray	- Global Fund
Mr. Adonis Sebolino	- Global Fund
Dr. Pandu Wijerathna	- TEDHA
Dr. Vinya Ariyaratna	- Sarvodaya
Mr. Ravi Ariyawickrama	- Sarvodaya
Mr. Channa Manoharan	- PWC-LFA
Mr. Saman Kumara	- PWC-LFA
Mr. Madhura De Silva	- PWC-LFA
Dr. Sudath Samaraweera	- NPTCCD
Dr. Jigmi Singay	- WHO

CCMSL Secretariat.

Dr. S. Yoganathan	- Focal Point CCMSL
Mr. Chanaka Walawwatte	- Programme Officer /CCMSL
MS. Hirusha Alwis	- DEO/CCMSL

Excused:

Ms. Renuka Peiris	- Ministry of Education
Mr. Reza Hossaini	- UNICEF
Ms. Chandani Wijewardana	- Ministry of Finance & Planning
Mr. Pubudu Sumanasekara	- Alcohol & Drug Information Centre

Absent:

Dr. N.C. Amarasinghe	- Ministry of Labour and Labour Relations
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Proceedings

As the CCM was informed of the Chairman's slight delay in arrival, it was decided to start the meeting with Dr. Palitha Mahipala chairing, with a presentation from Family Planning Association on updates of a SRH/HIV integration project funded by EU.

At the outset the Vice Chair welcomed Ms. Sylwia Murray, FPM and Mr. Adonis, Programme officer from Global Fund. She also extended a warm welcome to Dr. Jigmi Singay, Regional Adviser, Communicable Diseases and Focal Point for GF from the World Health Organization, SERO.

Dr. Thiloma Munasinghe, a Community Physician retired from NSACP made the presentation on behalf of FPA. (PI see the annexure).

Whilst the presentation was going on, the chairperson Dr. Nihal Jayathilaka arrived and took over the chair.

2. Confirmation of the Minutes of 91st CCM meeting held on 18th January 2013.

Subsequently the Minutes of the Special Meeting held on 18th January 2013 were taken up for adoption and it was pointed out that the designation of Dr. PG Mahipala was erroneously mentioned as Additional Secretary. It was noted for correction.

It was brought to the notice of the members that an e-mail was sent by Dr. Vinya Ariyaratne of Sarvodaya, requesting amendments to the minutes to reflect their explanation given accurately for not preparing the a cost extension plan as expected by GF.

Dr. Vinya Ariyaratne explained as to how they understood the no cost extension and grant closure plan and their inability to undertake any project activities during the Grant Closure period or no cost extension plan. He further elaborated that they had received funds sufficient to pay salaries for a limited number of staff who were involved in grant closure work and not to carry out no cost extension activity. He further explained their inability to pay and maintain staff beyond the contractual period for anticipated activity unlike in the state sector. So they were only intent on doing the grant closure activities according to the GF requirement.

When the questions to how Sarvodaya envisage finishing their work plan, he mentioned that except one activity (foreign training), others have been done by December 31st 2012. He also stated that they were unwilling to get involved in any more new activities and suggested transferring the foreign training activity to PR I, on the rationale that a PUDR has to precede when carrying out new activities and by then Sarvodaya will be out of the contract with GF. Alternately he suggested that

the new PR 2 when they take over can do this as 1st activity in their work plan, and it was recommended by the Chair and the members too.

In response Ms Thushara Agus, Vice Chair and the CEO of FPA mentioned that the work plan has already been prepared and submitted by Sarvodaya, excluding this training and it is somewhat difficult to add or change the fixed work plan at this stage without prior approval from GF. She also stated that the amount of funds they will receive for phase 2 was curtailed due to certain performance indicators not being met and such inclusions may not be possible to be entertained.

Dr. Ariyaratne also mentioned as explanation to a query raised by Ms. Sylwia Murray, attributing the delay in organizing this activity to the delay in getting necessary funds from GF.

Ms. Sylwia Murray further explained that there is a ceiling of the budget and unless there are some savings, allocating additional funds by GF Board will not be possible.

Dr. Vinya Ariyaratne also mentioned that this is one of the approved activities of phase I, hence not a new activity and whether it was not possible to transfer the unspent funds from phase I. It was clear that the funds meant for this activity was with Sarvodaya currently, pending clearance from LFA of the financial performance on allowed and disallowed funds. If some of their disallowed expenditure can be negotiated with LFA to be approved, this money could technically free from Phase 1 budget itself. CCM will have to wait till the grant closure work is complete to assess the feasibility of this training.

Dr. Kulasiri Buddhakorale explained that for Phase II as PR I they have requested 3.6 million US\$ and 2.4 million was approved by GF and PR 2 had requested for 4.3 million US\$ and 2.8 million US\$ was approved on a conditional go for PR2, based on their performance in phase 1.

Dr. Mahipala requested Ms. Sylwia, FPM to consider the possibility of granting approval for this training activity which is a capacity building exercise and money allocated was not spent but lapsed as it will benefit the country.

At this juncture the Chair mentioned that the CCM will recommend this activity for the approval by GF.

The minutes was adopted as correct, proposed by Dr. Palitha Abeyakoon and seconded by Dr. Indira Hettiarrachchi.

3. Matters arising from the Minutes:

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3.3- Request for reprogramming under HSS by the health authorities of Northern Province.

The Chair also Secretary Ministry of Health, stressed the importance of changing locations of some of the construction sites under HSS project and he mentioned that it is the Government priority area. Further he said that it is Health Ministry's Policy to develop certain under developed areas like Welioya and these areas should be prioritized when carrying out construction activities as Health Ministry is also involved in resettlement and development activities of the Northern Province.

Mr. Shirley Tissera explained that it is a re-allocation and not re-adjustment and such requests should be recommended by CCM. He emphasized that the correct procedures should be followed in submitting the re-allocation requests. It was pointed out by the Focal Point of CCM that the request

recommended by CCM at the last meeting was changed the following day by Dr. Sudath Samarawera, acting Director GFATM on request of Secretary, Health Northern Province, without any special reason and without giving adequate justification.

Ms. Sylwia Murray mentioned that the requests should be clear and specific with justification and it should be mentioned if it is a Government priority, and it should be taken only annually or bi-annually.

Then the Chair requested Dr. Amunugama and Dr. Sudath Samaraweera to attend to this immediately without further delay.

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The question was raised about the room allocated to the Focal point and Dr. Deniyage Director AMC agreed to sort it out.

Agenda Items.

4. Presentation of Ms. Sylwia FPM

Then Ms. Sylwia Murray FPM from GF made a presentation about dash board explaining the importance and benefits of dash board and how to work with it and how it will help the over sight committee to monitor the progress of the grants. Also she requested to start with one grant and if it is useful to extend it to other grants.

The link to the presentations on **Dashboard** is: <http://www.gmsproject.org/support/dashboards.cfm>

Also she quoted the link of GF website, as the guide for the Guidelines and Requirements for Country Coordinating Mechanisms

http://www.theglobalfund.org/documents/ccm/CCM_Requirements_Guidelines_en/

5. Discussion about the Oversight Plan and Comments of the FPM

Ms. Thushara Agus mentioned that the oversight plan was already made and circulated to the members and subsequently sent to GF and there were only 3 comments made by GF.

Ms. Sylwia also explained further about the comments,

1. **Oversight Committee membership** – They have noted that there is no representation from the people living with disease in the Oversight Committee. She also said that this is not mandatory but to consider and they would expect it as per the CCM Eligibility requirement on Oversight and involving those communities is highly important.(But it can vary from country to country).
2. Meeting minutes and Oversight documentation should be recorded clearly and posted in Website and it is accessible to the public and it is mandatory for transparency. The minutes should be shared systematically with PRs, the Global Fund and the Public (posted on the website), after each oversight cycle (quarterly) (Annexe 4 of Oversight Plan)

At present the access to minutes is restricted to a select group. CCM can also classify certain sections of the minutes and restrict access if necessary. Ms Sylwia mentioned for a question

raised by Dr. Mehta that all the other countries are posting the minutes in the web and the access is allowed to the public.

3. Meetings' minutes should clearly record how the **Conflict of Interest policy** is being applied during the meetings (capturing the remaining quorum) and it should be explicitly stated in the Oversight plan in addition to Governance manual (Annexe 4 of Oversight Plan).

These issues were accepted by all the members and CCM agreed to change the oversight plan accordingly to comply with GF recommendations.

6.1. Discussion on Renewal request of Round 9 - HSS grant.

Dr. Sudath Samaraweera, Acting Director GFATM, mentioned that at present the HSS project got "C" rating for Phase I and they have to write a strong proposal why the rating has come down to "C" and get the support from WHO to write the proposal for Phase II and it has to be submitted before 15th of March 2013. So the time is very limited.

Then it was explained that the Basic proposal is already submitted and now there is a set template to be filled and it is a renewal request submission by CCM also with the evaluation of Phase I. It is the main responsibility of the PR.

Ms. Sylwia further explained as there are few questions asked and they have to be answered. And also if necessary they can get the technical assistance as to analyze what has happened in Phase I. If requests are with proper explanation and justification they can be accommodated. She also stated that Performance grading can be improved based on future performance of a particular grant.

It was discussed about hiring a person to write the proposal and Dr. Mehta mentioned about the disadvantages of getting a person from outside to come here and writing without having the knowledge about local issues in implementing the Phase I and writing the Phase II proposal without knowing the bottlenecks will be difficult.

It was also explained that it should be a committee comprising of few local people who are having the knowledge about the issues that arose in implementing Phase I and an experienced writer to document them. Further Dr. Mehta explained how the help of Dr Yamuna from WHO was taken to write the proposal for TB funding by TFM.

At this juncture, Ms. Thushara, Vice Chair recommended that the Proposal development committee to meet before end of the month and give some recommendation, suggest a plan of action and also nominate an expert and to act accordingly. This information will be informed by email to the CCM Members.

Dr. Amunugama requested to nominate a local person and took the responsibility of arranging the funds for hiring the expert. As the deadline for submitting the proposal was 15th of March 2013, a request was made for the proposal development committee to meet on the following Friday.

It was brought to the notice of the members by the Focal Point about the delay in hiring a project manager for the HSS project by PR 1 as advised by Mr. Manab Former FPM after his visit. Dr. Sudath

Samaraweera informed the members that the post was advertised and there were no suitable candidates for selection.

6.2. Reprogramming requests

The Vice Chair commented that there are few requests for re programming which were received during last few days before the meeting and it was even recorded in the last meeting minutes to submit in time so that it can be circulated at least 2 weeks prior to the meeting.

Ms. Sylwia mentioned that the reprogramming is happening very often as a regular practice in Sri Lanka, but in other countries it happens more on a semi-annual basis in conjunction with the PUDR especially when they identify some savings or there is a need in a particular area, such requests for reprogramming are generated and included in the PUDR and recommended by CCM and immediately reviewed by LFA and GF. She further said that it is the more preferred way of doing it. She also explained that if it is extremely urgent which can't wait, and it is an exceptional situation when they can be sent, otherwise they should be sent semi-annually or once in 6 months.

Also it was decided to resent all the requests for the next CCM meeting with necessary justifications.

7. Adoption of the Minutes of the 91st CCM Meeting held on 11th December 2012.

CCM Minutes of the 91st meeting was adopted with the following changes. It was pointed out about the spelling mistake of TEDHA, and name of Dr. Pandu Wijerathne in some of the copies of the Minutes and it was also pointed out in the last paragraph of page 8, the name of SR, Positive Hope Lanka was mentioned as Alliance Lanka. It should be read as,

"Positive Hope Alliance had sent a letter on non-receipt of the 3- wheeler assigned to them and requesting the CCM to investigate the matter. As Sarvodaya Project Manager **was not there** to reason out why the vehicle was not handed over, it was decided to call for an explanation from them."

With the above corrections the minutes was adopted as correct and proposed by Ms. Murial and seconded by Ms. Swarna Kodagoda.

8. Any other Matters

Oversight Committee Site Visit to Vavuniya and Mannar Districts on 8th February 2013.

It was brought to the notice of all the Members that a planned Oversight Committee visit to Vavuniya and Mannar Districts of Northern Province will take place on 8th February 2013 and CCM requested the participation of any volunteers.

9. Date for next meeting - 30th April 2013.

Thank you



Dr. S. Yoganathan

Focal Point/CCM Sri Lanka