



Bangladesh Country Coordinating Mechanism
BCCM Secretariat
Ansari Bhaban, 14/2 Topkhana Road, Dhaka – 1000

Minutes of the 77th Meeting of Bangladesh Country Coordinating Mechanism (BCCM)

Chairperson : **Mohammed Nasim, Minister, Ministry of Health and Family Welfare and Chair- BCCM**
Date : 20 February, 2014, Thursday
Time : 12:30 hours
Venue : Conference Room (No-332), Ministry of Health and Family Welfare
Brief Report : Meeting minutes - Page (1-3)
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At the outset, Mohammed Nasim, Chairperson of Bangladesh CCM and Minister, Ministry of Health and Family Welfare welcomed all the members to the 77th CCM meeting. With the permission of Minister CCM Vice Chair MM Niazuddin, Secretary, Ministry of Health and Family Welfare steered the meeting in accordance with agenda.

AGENDA 1: Approval of meeting minute of 76th CCM meeting

It was noted that the 76th CCM meeting was held on 22 December 2013 and the minutes were electronically circulated to all and through hard copies as well. The minutes of 76th CCM meeting was taken as read and confirmed with little discussion.

AGENDA 2: Endorsement of expanded Budget of BCCM Secretariat for 2014-2015

BCCM coordinator explained about the expanded budget of BCCM Secretariat as 99,600 USD for 2014 and 99,993 USD for 2015. According to the Global Fund guidelines budgets were prepared in prescribed format aligned with the work plan of BCCM Secretariat. He also explained that BCCM Secretariat has three regular staffs-BCCM Coordinator, Monitoring Officer and Administration Assistant and it has a part-time cleaner.

GMS consultant Mr. Abu Sayeed explained about the expanded budget that if the budget crossed the ceiling of 50 thousand USD that would be an expanded budget as per global fund guidelines. He also comments that these budgets followed very standard format and Global Fund format.

Leo Kenny of UNAIDS said that the budget which has been made by BCCM Secretariat was a very standard format. These budgets should be endorsed by the CCM.

Lastly CCM decided to endorse these expanded budgets for the year 2014 & 2015. Hon'ble Health Secretary & Vice Chair of CCM these budgets endorsed by CCM and BCCM Coordinator will send it to Global Fund accordingly.

Agenda 3: CCM Re-construction

a) Approval of New CCM Members and Alternative members

BCCM Coordinator explained about the election and selection process of new CCM members and alternate members and how conducted election by the constituencies. He also announced that the newly elected and selected members list sent to all CCM members electronically as well as distributed in the folders of this meeting. He requested to CCM to approve this members list as process of CCM Reconstitution.

Hon'ble Secretary MOHFW & Vice Chair BCCM asked CCM Coordinator to go through the members name, designation and constituency. CCM Coordinator went through the new members and alternatives members name, designation and constituencies.

Leo Kenny described that election process of constituencies were very transparent and inclusive and it was according to The Global Fund New Funding Model (NFM) guide line.

Prof. Dr. Sharfuddin proposed said that current CCM included Hon'ble Minister- MOHFW but new CCM has not included. He proposed to include Hon'ble Minister-MOHFW in new CCM as Chair.

Mr. Abu Sayeed from GMS that if Minister included in the member list then CCM has to increase number of civil society member in New CCM.

One participant discussed about the membership of Bangladesh Medical Association in current CCM but not in the new membership list. Prof. Dr. Sarfuddin explained about that BMA did not participate in the NGO constituency election that is why they were not included in the new BCCM Member list.

Mr. Abu Sayeed from GMS suggested that PRs should be written as none voting members in the CCM list.

Md. Abu Yousuf Chowdhury raised his voice on new members list. He suggested that members should be included from Ministry of Women and Child Affairs, Ministry of Information. A CCM seat should be allocated for STD/AIDS networks as a constituency. He also reminded that there should be member from European Union.

Hon'ble Secretary & Vice Chair said that it was a long process to reconstitution of new CCM with the support of all constituencies as well as GMS team and CCM Secretariat. We have to go forward with this new CCM. Our Hon'ble Minister will be included in the NEW CCM as present CCM. He requested to all present CCM members in this meeting to approve this new CCM list. Finally CCM members present in this meeting unanimously approved all new members and alternates.

b) Approval of Governance and other manual of BCCM:

The CCM Coordinator went through this agenda with the permission of Hon'ble Chair. He described that one Executive Working Group (EWG) was formed according to decision of 75th CCM meeting held on 30 October 2013 consisted members from MOHFW, IEDCR, ICDDR, BRAC, UNAIDS, USAIDS, Save the Children, WHO along with BCCM Secretariat with Hon'ble Secretary –MOHFW as Chair. This EWG worked closely worked with the GMS team who were providing technical assistance to reconstitute the CCM according to Global Fund guidelines and six eligibility requirements. The EWG conducted five formal meeting and 4 informal meeting. The EWG reviewed all the CCM Founding Documents (Governance Manual, Conflict of Interest Mitigation Plan, Oversight Plan, Communication Plan and Operations Manual) developed by the GMS team. The GMS team with inputs and feedback from the EWG members finalized all draft founding documents. Before one week on this CCM meeting it was electronically circulated to all CCM members for their kind review, feedback and comments. The CCM Secretariat requested all CCM members to approve these manuals for smooth and appropriate functioning of BCCM as required by the Global Fund.

Hon'ble Secretary–MOHFW& Vice Chair of CCM suggested that these manuals should be approved in next CCM meeting after observing these manuals with small group of experts. He said that after forming a 3 or 4 person committee within 23rd and 24th February, the committee should give the feedback within 27th February.



Dr. Asheque Husain, Line Director-NTP, proposed that CCM should approve the CCM founding documents in this meeting, so that CCM can get time to prepare the concept note properly. If anyone has comments and feedback for changing these manuals, CCM can change or amend it next meeting.

The Hon'ble Minister MOHFW & Chair, BCCM requested CCM members present to approve the CCM founding documents. If necessary, the CCM can always amend/revise these manuals.

Agenda 4: Technical Support on PSM from MSH.

BCCM Coordinator raised the issue of Technical Support from Management Sciences for Health. He said that MSH would like to provide technical assistance to CCM as well as its PRs on Procurement and Supply Chain management (PSM). One of the International Consultants named from MSH came to CCM Secretariat. NASP said that they already asked MSH to support them on Online Procurement System.

Decision: MSH should submit a proposal to CCM. Next CCM meeting would discuss on it

Decisions:

1. The minutes of 76th CCM meeting was taken as read and confirmed with little discussion. **(Agenda-1)**
2. BCCM endorsed expanded budget of BCCM Secretariat for the year of 2014 and 2015 **(Agenda 2)**
3. BCCM approved the new CCM members and Alternative members' list but Hon'ble Minister will be included in the new CCM as member with his alternate. **(Agenda 3.a)**– (List of new members/alternates attached)
4. BCCM approved governance and other manuals on condition that "CCM will amend the manuals if CCM require" **(Agenda 3.b)**. The CCM meeting approved following founding documents:
 - a. BCCM Governance Manual
 - b. Conflict-of-Mitigation Plan (and COI declaration form)
 - c. Oversight Plan
 - d. Communication Plan
 - e. Operations Manual
5. **BCCM decided that** MSH will be asked to submit a written Expression of Interest (EOI) to CCM Chair for the TA support. Therefore, the CCM would discuss it in the next meeting and make decisions. **(Agenda 4)**

As there is no other issue to discuss, Hon'ble Chairperson thanked all participants for their lively discussion and valuable contribution to this meeting and announced closure of the meeting.



Mohammed Nasim
Chairperson, BCCM
&
Minister
Ministry of Health and Family Welfare



Annexure A

List of the Participants :

A) Members:

1. M, M Neazuddin, Secretary, Ministry of Health and Family Welfare, Bangladesh Secretariat, Dhaka
2. Prof, Abul Kalam Azad , Additional Director General, Directorate General of Health Services (DGHS),
3. Ms Roxana Quader, Additional Secretary (PH & WHO), Ministry of Health & Family Welfare,
4. Niru Shamsun Nahar, Joint Chief (Planning), Ministry of Health & Family Welfare
5. Sultana Afroz, Joint Secretary, ERD, MOFA,
6. Dr. Hussain Sarwar Khan, Line Director, NASP), DGHS, Road 132, Gulshan 1, Dhaka
7. Brig Gen Md Abdullah Al Harun, Chief Health Officer, Dhaka City Corporation, Nagar Bhaban, Ministry of Law,
8. Prof. Dr. Md. Sharfuddin Ahmed, Secretary General, BMA, 15/2 Topkhana Road,
9. Mr. SM Sharfuzzaman, Advisor, Bangladesh Pharmaceutical Industries Association, Dhaka
10. Mr. Abu Yusuf Chowdhury, Chairperson SANB, 4/7 Humayun Road (Ground Floor), Block-B, Mohammadpur,
11. Ms. Jesmin Prema, Chairman SKUS, 110, Shantinagar, Nilufar Building, Dhaka,
12. Mr. ABM Nasirul Alam, DS, Chittagong Hill Tracts Affairs, Bangladesh Secretariat
13. Ms. Habiba Akhter, ED, AAS & President NNPLWHA, House # 8/1, Aurangajeb Road, Block-A, Mohammadpur, Dhaka
14. Mr. Leo Kenny, Country Coordinator, UNAIDS, IDB Bhaban (E/8 Begum Rokeya Sarani, Agargaon
15. Dr. Sukumar Sarker, Senior Technical and Policy Advisor, USAID
16. Dr. Fracisco Katayama, WHO Bangladesh, WHO, House # 12, Road # 7, Dhanmondi R/A, Dhaka
17. Kaosar Afsana, Director, BRAC Health, Nutrition and Population Program, Mohakhali, Dhaka. Representing NGOs on Tuberculosis
18. Mr Swami Sthiratmahananda, Assistant Secretary Moharaj, RK Mission, 27 R.K.Mission Road, Gopibagh,

B) Non-Voting Members from PRs:

i) National TB Programme:

19. Dr. Ashaque Husain,, Director, MBDC and Line Director, TB & Leprosy, DGHS, Mohakhali, Dhaka
20. Dr. Nuruzzaman Haque, DD&PM, NTP, DGHS, (program PR1 TB), DGHS, Mohakhali, Dhaka

ii) NASP:

21. Dr. Anisur Rahman, NASP, DGHS
22. Dr. Saydur Rahman, NASP, DGHS

iii) NMCP

23. Dr. Jahirul Karim, Deputy Programme Manager, MPDC, DGHS, (program PR1 Malaria)

iv) Icddr'b:

24. Dr. Tasnim Azim, Director Center for HIV/AIDS, ICDDR'B
25. Dr. Sharful Islam Khan, Icddr'b

v) Save the Children:

26. Nayyar Iqbal, Deputy Country Director Save the children, Bangladesh
27. Dr Simon Raisin, Director, HIV/AIDS program, Save the Children (program PR-2 HIV), Gulshan-2, Dhaka
28. Dr. Lima Rahman, HIV/AIDS program, Save the Children (program PR-2 HIV), Gulshan-2, Dhaka
29. Sheik Masudul Alam, Save the Children



vi) BRAC:

30. Dr. Md Moktadir Kabir, Senior Programme Specialist, BHP, BRAC, (program PR2 Malaria)
31. Shyala Islam, BRAC

C) BI/ML Organization

32. Dr, Nadia Rahman, UNAIDS
33. Dr. Md. Kawsar Rezowan, WHO Bangladesh

D) Local Fund Agent (LFA) -Observer

34. Abu Nomaan Hossin, Team Leader, LFA, House- 83, Flat No.- 5/D, Road- 23, Gulshan-1,
35. Dr. Md. Mozammel Hoque, UNOPS, LFA

E) Grant management Solution (GMS):

36. Md. Abu Sayeed, GMS
37. Ahmedul Ghani, GMS
38. Charles Dickinson, GMS
39. Lallavi Rai, GMS

F) BCCM Secretariat:

40. Manaj Kumar Biswas, CCM Coordinator, CCM Secretariat, MOHFW. Dhaka
41. Sk. Md, Rajab Ali, Monitoring Officer, CCM Secretariat, MOHFW. Dhaka
42. Md. Faruk Miah, Administrative Assistant, CCM Secretariat, MOHFW. Dhaka.

Participants not attending the meeting:

1. Dr. Kamal Uddin Ahmed, Additional Secretary (Political), Ministry of Home Affairs, Bangladesh Secretariat
2. Mr. Dileep Kumar Das, Additional Secretary (UN), ERD, Ministry of Finance, Sher-e-Bangla Nagar
3. Prof M Ridwanur Rahman, Head of Medicine, Shaheed Sharwardhy Medical College, & Member, MRG
4. Mr. Bikash Kishore Dash, Joint Secretary (cell), Ministry of Women & Children Affairs, Bangladesh Secretariat
5. Dr. Shehlina Ahmed, Health and Population Advisor, DFID Bangladesh, 10 Gulshan Avenue, Gulshan 1, Dhaka
6. Dr. Abbas Bhuiya, PhD, Deputy Executive Director, ICDDR'B, Mohakhali, Dhaka
7. Mr Michael McGrath, Country Director, Save the Children, (program PR-2 HIV
8. Dr. AKM Mustafa, Director, National Institute of Diseases of the Chest and Hospital (NICDH), Mohakhali, Dhaka
9. Dr. Md. Zulfiqar Ali, Director-3, Prime Minister's Office, Tejgaon, Dhaka 1206
10. Mr. Sk Atiar Rahman Dipu, Director, BGMEA, BGMEA Complex, 23/1 Panthapath Link Road, Kawran Bazar,
11. Dr. Anisur Rahman, Deputy Programme Manager, NASP, DGHS, (program PR1 HIV)
12. Dr. Shahadat Hussain, Ex-Director, Islamic Foundation Bangladesh, Agargaon, Sher-e-Bangla Nagar,
13. Prof. Mahmudur Rahman, PhD, Director, Institute of Epidemiology, Disease Control & Research (IEDCR
14. Dr Benazir Ahmed, Director (Disease Control) and Line Director, CDC, DGHS, Mohakhali, Dhaka.

