



Bangladesh Country Coordinating Mechanism (BCCM)
Ministry of Health and Family Welfare
BCCM Secretariat

Subject: Minutes of 4th BCCM Executive Committee meeting

Date (dd.mm.yy)	29.12.2015
Venue of the meeting	Conference Room of Ministry of Health and Family Welfare.
Meeting started	12:30 pm
Meeting adjourned	2:00 pm
Meeting Chaired by	Mr. Mohammed Nasim MP, Hon'ble Minister, Ministry of Health and Family Welfare.
Meeting steered by	Mr. Syed Monjurul Islam, Vice Chairperson, BCCM and Secretary, Ministry of Health and Family Welfare.
Meeting facilitated by	Mr. Manaj Kumar Biswas, BCCM Coordinator, BCCM, Ministry of Health and Family Welfare.
Total number of participants	20 Persons
Did quorum Presence at meeting?	<ul style="list-style-type: none">• Yes
Meeting attendance	<ul style="list-style-type: none">• BCCM Executive Committee Members: 06• GMS: 01• PRs: 10• BCCM Secretariat: 03
Attendance list	Yes
Other supporting document	Yes

Meeting Agenda:

Agenda Item # 1	Approval of 3rd BCCM Executive Committee meeting minutes
Agenda Item # 2	<ul style="list-style-type: none">a) Updates on reprogramming of TB and Malaria Program (NTP, NMCP & BRAC)b) Updates on PR dashboard for (TB, Malaria & HIV/AIDS)c) Update on grant confirmation for HIV/AIDSd) Update on 34th Global Fund Board Meeting in Geneva
Agenda Item # 3	Endorsement: BCCM progress report

The meeting started at 12:30 pm and was chaired by **Mr. Mohammed Nasim**, MP, Hon'ble Minister, Minister of Health & Family Welfare and Chairperson BCCM.

At the outset, The Chair, BCCM and Minister, Ministry of Health and Family Welfare welcomed all the participants including BCCM Executive Committee Members, GMS and PRs. He directed BCCM Coordinator to steer the meeting in accordance with predetermined agenda.

Minutes of each agenda item:

Agenda Item # 1	Approval of 3rd CCM Executive Committee meeting minutes
Conflict of Interest	N/A
Summary of the issue discussed	
The 3 rd BCCM Executive Committee meeting was held on 12 May 2015 and the minutes were electronically circulated to all and hard copies were provided in the folders. BCCM Coordinator read out the agenda, decisions and explained implementation status of the last Executive Committee meeting decisions.	
Constituency /Sector	Write content of contributions below
BCCM Secretariat	BCCM Coordinator read out the agenda, decisions and explained implementation status of the last Executive Committee meeting decisions and requested the meeting to approve and confirm the 3 rd BCCM Executive Committee meeting minutes.
Government /Vice Chair	Mr. Syed Monjurul Islam, Secretary, Ministry of Health & Family Welfare and Vice Chair, BCCM requested Executive Committee members to make their comments and feedbacks, if any on 3 rd BCCM Executive Committee Meeting minutes. Having no comment and feedback on the 3 rd BCCM Executive Committee Meeting minutes, he requested CCM Executive members to take the minutes as confirmed and approved.
Decisions	BCCM Executive Committee confirmed and approved of the 3rd BCCM Executive Committee meeting minutes without any correction.

Agenda Item # 2.a	Updates on reprogramming of TB and Malaria Program (NTP, NMCP & BRAC)
Conflict of Interest	N/A
Summary of the presentation and issue to be discussed	
NTP, NMCP and BRAC updated the reprogramming by the balance money of previous grants and incentive grants from the GF for NFM.	
Constituency/ Sector	Write content of contributions below
BCCM Secretariat	Mr. Manaj Kumar Biswas, BCCM Coordinator informed that PRs had some unspent money that Global Fund had given as incentive money to each PRs for TB and Malaria program. TWG proposed a reprogramming on TB and Malaria program to Global Fund. Global Fund approved it. BCCM Executive Committee should endorse it as BCCM meeting would be held in February/March 2016 and He requested NTP, BRAC and NMCP to update on reprogramming of TB and Malaria from each PRs.
	Dr. Md. Mozammel Haque, Director MBDC and Line Director, TB & Leprosy Control Program, spoke on reprogramming of TB program. The Global Fund suggested TB PRs to submit a reinvestment plan of their saving amount from previous grants. Accordingly, NTP had been undisbursed from the last Round 10 TB grant of total US\$ 9,095,017 where PR1: US\$ 6,406,175 and PR2: US\$ 2,688,842. He said that a concept note was submitted to the Global Fund jointly with BRAC with the aims of:

<p>PR:NTP</p>	<ul style="list-style-type: none"> ➤ Gap can be minimized ➤ To ensure better program outcome ➤ Increased case detection ➤ Keeping align meat with NSP target ➤ Monitoring and supervision <p>TB concept note has already been approved by the second Grant Approval Committee (GAC-2).</p> <p>He also spoke about achievement and success of TB programme. He mentioned that TB program needs to improve in Rajshahi, Nogaon, Chapai Nnawabganj districts. Case detection and treatment completion rate little bit low in these areas. He explained the reasons and planned activities in these areas such as training program, monitoring and supervision, screening etc to improve performance in these areas.</p>
<p>PR: NMCP</p>	<p>Prof. Abul Khair Mohammad Shamsuzzaman, Director CDC and LD NMCP, presented on reprogramming Malaria Program. The Global Fund suggested Malaria PRs to submit a reinvestment plan of their saving amount from previous grants. Accordingly, NMCP had savings from the last Round 10 TB grant of US\$ 83,005. Now NMCP submitted a concept note to the Global Fund with the aims of:</p> <ul style="list-style-type: none"> ➤ To ensure better program outcome ➤ To increase awareness raising activities ➤ Field level research ➤ To find out the huge upsurge in 2014-2015 <p>He added that NMCP is doing the field level research work. He informed that NMCP has done epidemiological research on Malaria issues. Now NMCP is waiting for the result of this research study. He informed that mosquitos have changed their biting behavior. He informed the meeting that although the GF does not support research but NMCP got approval from the GF for the research study for examining sudden upsurge of malaria in Bangladesh by the savings money in reprogramming proposal.</p>
<p>PR: BRAC(TB and Malaria Program)</p>	<p>Dr. Akramul Islam, Director (TB and Malaria control program), BRAC presented updates on reprogramming of TB and Malaria control program respectively. He informed that the Global Fund suggested TB and malaria PRs to submit a reinvestment plan of their savings amount from previous grants. Accordingly, BRAC had savings from the last Round 10 TB grant of US\$ 2,688,842. BRAC submitted a concept note to the Global Fund jointly with NTP with the aim of:</p> <ul style="list-style-type: none"> ➤ Active case finding including contact tracing ➤ Reach to the unreached population focusing on hard to reach areas and key/high risk population ➤ Strengthen laboratory and drug storage facilities ➤ Strengthen engagement of all public and private care providers ➤ Maintain treatment success rate of at least 90% <p>TB concept note has already been approved by the second Grant Approval Committee (GAC-2) and waiting for The Global Fund board approval. Similarly, BRAC malaria control program had savings from the last Round 9 grant of US\$ 193,161. Malaria activities were budgeted focusing on:</p> <ul style="list-style-type: none"> ➤ Additional health workers to ensure early diagnosis and prompt treatment ➤ Health camps – in hot-spots ➤ Strengthening of monitoring and surveillance ➤ Capacity strengthening – training and reorientation ➤ Community awareness – IEC materials, mass announcement etc. <p>Malaria budget was already approved by The Global Fund board.</p>



	He also informed that the last round 10 Phase II TB grant ended on June 30, 2015 but due to some administrative barriers BRAC couldn't sign a tripartite agreement under New Funding Model among UPHCSDP NGOs. As the grant amount is approved with the specific name of 7 NGO partners (in 13 partnership areas) as SRs by the Global Fund, thus BRAC decided to sign grant agreement directly with them soon to disburse amount and to meet the payments since July 2015 as partner NGOs are continuing TB control services till 2017.
Executive Member/ GOVT	Prof. Dr. Mahmudur Rahman, Director, IEDCR spoke on TB program having their targets 1 st year 5%, 2 nd year 3% and 3 rd year 5%. Explanation is required on this issue. He also informed that Government is going to do TB prevalence survey and result will be published in this year.
Decisions	BCCM Executive Committee meeting acknowledged the reprogramming of TB and Malaria grants. The meeting decided to suggest BRAC to negotiate with UPHCSDP partner NGOs to continue TB services at UPHCSDP partnership areas. BRAC should make agreement with their SRs including rental options of service points where necessary for TB services in urban areas.

Agenda Item # 2. b	Updates on PRs Dashboard for TB, Malaria & HIV
Conflict of Interest	N/A
Summary of the presentation and issue to be discussed	
Dashboard is summary reports that communicate key information to CCM in a concise and visual way for reviewing for each grant: financial, management and programmatic indicators. It has been set-up in the PRs office with assistance of Grant Management Solution (GMS) funded by USAID.	
Constituency/ Sector	Write content of contributions below
BCCM Secretariat	BCCM Coordinator informed PRs dashboards have already been completed on TB and Malaria program. It has supported by GMS team /USAID. There are no PR dashboards on HIV program. According to agreement of NFM for Bangladesh, The Chairperson, BCCM Oversight Committee had requested for technical assistance for PR Dashboard to the HIV program in Bangladesh. The 81 st BCCM Meeting on 19 February 2015 endorsed PR Dashboard for HIV program. He also added USAID/GMS informed that they would provide support on PR Dashboard for HIV program in Bangladesh (subject to OGAC/USAID approval) as soon as possible.
GOV&Executive Members	Prof. Dr. Mahmudur Rahman, Director, IEDCR informed that it had been discussed in last 7 th Oversight Committee meeting on 14 December, 2015 and this committee had given to feedback on PR dashboard.
Decisions	It was acknowledged by the BCCM Executive Committee Meeting.

Agenda Item # 2. (c)	Updates on 34th Global Fund Board Meeting
Conflict of Interest	N/A
Summary of the presentation and issue to be discussed	
According to the decision of 83 rd BCCM meeting, Prof. Dr. Md. Sharfuddin Ahmed, Pro-Vice-Chancellor,	


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BSMMU and Vice Chair BCCM, participated in the 34 th Global Fund board meeting in Geneva. At first he thanks to CCM Chair and members for giving him an opportunity to attend at 34 th Global Fund Board meeting. Preconference meeting was held on 15 th November, 2015 and the 34 th Board meeting took place in Geneva from 16-17 November, 2015.	
Constituency /Sector	Write content of contributions below
BCCM Secretariat	BCCM Coordinator informed that according to BCCM decision BCCM Secretariat prepared a working papers and made brief discussion on the prepared working papers for Prof. Dr. Md. Sharfuddin Ahmed who discussed at 34 th Global Fund Board meeting. He requested Prof. Dr. Md. Sharfuddin Ahmed to make updates on 34 th GF Board meeting before the meeting.
Academia & Researchers	<p>Prof. Dr. Md. Sharfuddin Ahmed, Vice Chair BCCM said that it was a very programmatic meeting and he discussed some of the point in the meeting in favour of Bangladesh and South East Asia region. He pointed out the salient features of 34th GF Board meeting which are as follows:</p> <ul style="list-style-type: none"> • Executive Director report • Coordinating group • Risk factor report and the report of inspector general • Intervention for TRP and TERG leadership reflection and strategic review 2015 • Allocation methodology and how the fund with allocated and framework • Approval of budget, corporation midterm plan • Implementation through partnership project <p>He informed that Bangladesh had the opportunity to talk about interventions for TRP and TERG leadership reflections and strategic review 2015. He also discussed about progress on BCCM secretariat as well as activities on TB, Malaria and HIV with the Executive Director and Newly Elected Chairman of Global Fund Board. He mentioned that the Executive Director and Newly Elected Chairman of Global Fund Board were very happy about the activities and progress of Bangladesh better than other countries of South Asia region.</p>
Decisions	It was acknowledged by the BCCM Executive Committee Meeting.

Agenda Item # 3	BCCM Progress report 2014-2015
Conflict of Interest	N/A
Summary of the issue discussed	
BCCM had completed its reconstitution according to its Governance manual and the GF's CCM guideline. BCCM had conducted 10 CCM meetings, 7 Oversight Committee meetings, 3 Executive Committee meetings, 6 Executive Working Group meetings and its decisions for implementation. BCCM also completed 2 Retreat workshops, 3 NGO Constituency, 3 KAP/PLHIV and 7 TB/Malaria TWG meetings for and its decisions for implementation during 2014 to 2015.	
Constituency /Sector	Write content of contributions below
BCCM Secretariat	<p>BCCM Coordinator informed that BCCM progress report had been endorsed by 83rd CCM meeting. That time Prof. Dr. Mahmudur Rahman, PhD, Vice Chair Oversight Committee reviewed the BCCM progress report. Ms. Meaghan Byers, Oversight member and CCM members also reviewed the progress report.</p> <p>Finally, it had been sent to Global Fund. But the Global Fund requested that BCCM should send final progress annual report till December 2015 with BCCM endorsement. He mentioned that this progress report was sent to all electronically and was also given in the</p>

	meeting folders. It had been changed in figures /numbers activities only not in literatures. He requested to endorse the report by the BCCM Executive Committee members.
GOV & Vice-Chairperson	Mr. Syed Monjurul Islam, Secretary & Vice Chair BCCM said that BCCM needs to know about progress report. He suggested that next reconstitution election would be completed by June 2016.
GOV/Executive Members	Prof. Dr. Mahmudur Rahman informed that BCCM constitution has been slightly amended according to Global Fund guideline. He also indicated that Executive Committee and Oversight Committee have also been changed in this progress report.
GMS	Md. Abu Sayeed, GMS informed that amendments are rightly done according to Governance manual. But Global Fund wants at least 30% female members to stay in the committee and according to governance manual, at least 25% female members to be included in the committees. He also suggested that next reconstitution election process may be done by June 2016. As a result, a lot of problems would be solved about reconstitution related issues like gender and others.
Decisions	The meeting decided to endorse BCCM progress report as attached in this meeting minute as Annexure A. The meeting also decided the next BCCM reconstitution process would be started by the June 2016 and be completed by December 2016 considering the GF eligibility requirement and compliance issues.

Having no other issues to discuss, the Chairperson thanked all the participants for their attendance in the meeting and he wrapped up the meeting.


Mohammed Nasim, MP 16
 Minister, Ministry of Health and Family Welfare
 &
 Chairperson, BCCM

Annexure A

Bangladesh Country Coordinating Mechanism (BCCM)

Progress Report on BCCM Activities

Period: 2014-2015

A. Introduction:

The Bangladesh Country Coordinating Mechanism (BCCM) was established in July 2002 in response to the requirements of the Global Fund (GFATM). Its primary role is to access and oversee the management of funds received from the GFATM and to complement Bangladesh's efforts to fight the three diseases. As one of the key elements in the Global Fund architecture, BCCM is central to the GFATM's commitment to national and local ownership of country proposals and to inclusive and participatory decision making.

The BCCM is a National multi stakeholder partnership that comprise members from the Government, NGO's, academia, the private sector, HIV positive support groups, faith based organization, UN agencies, and bilateral/multilateral agencies. The BCCM initially had 52 members and was chaired by Secretary of the Ministry of Health & Family Welfare (MOHFW) The BCCM first applied for funding though the Round 2 grant's HIV Components in 2003. Following reconstitution of the BCCM in 2014, the BCCM now has 33 CCM members and 33 alternate members representing seven constituencies and is chaired by the Hon'ble Minister, Ministry of Health and Family Welfare. Two observer members and two alternate observer members also attend BCCM meetings from ERD and LFA and Twelve (12) PRs representatives attend BCCM to provide regular updates about grant implementation in Bangladesh regarding TB, Malaria and HIV/AIDS.

B. Programme Progress:

With leadership of Ministry of Health and Family Welfare, BCCM has played a pivotal role in combating the three diseases along, with the support and collaboration of multidisciplinary stakeholders and partners. The achievements in 2014 are as follows:

- Bangladesh made more than 191,125 case notifications on TB in 2014, an increase from the 80,000 in 2002. It indicates that case notification per 100000 populations is more than 122 cases. Treatment success is very high; it is 94%.
- Malaria programme has also achieved tangible success in Bangladesh. In Bangladesh, malaria cases have decreased from 60,000 to below 30,000 cases since 2007 in the 13 malaria endemic districts. In 2014, 57,480 cases were detected, while deaths also decreased from 228 to 15 sequentially between 2007 and 2013. 2014 saw a spike in malaria cases and deaths (45), with the PRs and Oversight Committee investigating why this occurred.
- Maintaining its low prevalence and incidence (below 0.1%) through the HIV/AIDS control programme.

C. CCM Reconstitution:

BCCM has completed its reconstitution according to its Governance manual and the GF's CCM guidelines. The BCCM reconstitution process was completed during October 2013 to April 2014. According to the governance manual, CCM decisions and Executive Working Group suggestions Government has selected 14 members from 8 Ministries (MOHFW, MOHA, MOLGRD, MOSW, MOCHTA, MOWCA, MOE, MOF), MLBL constituency elected and nominated their 4 members, PLWD, KAP, Academia, Faith Based

Organization, NGOs, and Private Sector elected their members and nominated them to the BCCM. BCCM reconstituted as:

- Total Members 33 and alternate 33, Among them

• GOV	14	(Selected by Gov)
• ML/BL		4 (Elected by Constituency)
• PLWD(HIV, TB, Mal)	3	(Elected by Constituency)
• KAP	2	(Elected by Constituency)
• NGOs	5	(Elected by Constituency)
• FBO	1	(Elected by Constituency)
• Academia	2	(Elected by Constituency)
• Private Sector	2	(Elected by Constituency)

Observers (Non Voting): ERD 1 (Selected)
Observers: LFA 1 (Selected)

PR Representatives (Non Voting):
NTP, NMCP, NASP 6 (Selected)
BRAC, Icddr,b, SC

D. Executive Committee:

BCCM has authorized its Executive Committee on 78th CCM meeting. The Executive committee is comprised of 8 members as follows:

- Mr. Mohammed Nasim, Minister-MOHFW, Chairperson of CCM
- Mr. Syed Monjurul Islam, Secretary-MOHFW & Vice Chair from GOV
- Mr. Leo Kenny, Country Director-UNAIDS Bangladesh, Vice Chair from MLBL
- Prof. Dr. Sharfuddin Ahmmed, Dean-Faculty of Public Health (BSMMU), Vice Chair from CSO
- Ms. Roxana Quader, Additional Secretary-MOHFW, Chairperson Oversight Committee
- Prof. Mahmudur Rahman, Director IEDCR, Vice Chair -Oversight from Expert
- Mr. Abu Hena Md. Rahmatul Muneem, Additional Secretary-MOHA, Vice Chair-Oversight Committee from MOHA
- Mr. Manaj Kumar Biswas, BCCM Coordinator (Non-voting/Admin Support)

E. Oversight Committee (Strategic Planning and Oversight Function):

CCM re-established and endorsed the Oversight Committee of BCCM, which is comprised of 12 members as follows: From MOH&FW three (3), MOHA one (1), MOWCA one (1), MLBL three (3) Private Sector one (1), Non CCM TB and Malaria Expert two (2) and one (1) from CCM Secretariat for non -voting administrative support.

1. Ms. Roxana Quader, Additional Secretary-MOHFW as Chair of Oversight Committee
2. Abu Hena Md. Rahmatul Muneem,, Additional Secretary-MOHA as Vice Chair of Oversight Committee
3. Prof. Dr. Mahmudur Rahman, Director IEDCR as Vice Chair of the Committee
4. Md. Helal Uddin, Joint Chief, Planning Unit, MOHFW as member
5. Mr. Md. Khalilur Rahman, Joint Secretary, MOWCA as member
6. Prof. Dr. M A Faiz, Ex DGHS & Malaria Expert as member
7. Prof. Dr. Asif Mujtaba Mahmud, IEDCR as TB Expert member

8. Mr. Leo Kenny, Country Director-UNAIDS as member
9. Dr. Sukumar Sarker, Senior Technical & Policy Adviser, USAID as member
10. Ms. Meaghan Buyers, First Secretary, High Commission of Canada as member
11. Mr. Shaheedul Islam (Helal) , Director-FBCCI as member
12. Mr. Zaedul Islam, PSM Specialist, Country Project Director, SAIPS/MSH
13. Ms. Hena Akter, KAP representative
14. Mr. Manaj Kumar Biswas, BCCM Coordinator, Non-voting for Admin Support

F. BCCM Governance Manual:

BCCM has developed all of its manuals related to its functioning, aligning with NFM and the GF's CCM guidelines. The manuals and guidelines, which are aimed at ensuring the smooth running of CCM activities as desired by the Global Fund according to the country context, include the Governance Manual (COI policy as annex), the Operational Manual, and the Oversight Manual. A Communication Plan has also been developed. The 77th CCM meeting endorsed and approved all the manuals and Communication Plan and all are now in use..

G. Last two year progress of BCCM:

BCCM has conducted 10 CCM meetings in the last two years and has been implementing the decisions of these CCM meetings. The BCCM authorized the Executive Working Group (EWG) to complete the BCCM reconstitution, which included membership renewal and manual development. With the strong support of the Executive Working Group (EWG), the BCCM completed its' reconstitution, provided orientation on CCM functioning to newly elected members and alternate members, and finalized the manuals. BCCM also established and authorized its Oversight Committee (OC), Executive committee (EC) and Technical Working Groups for TB, Malaria & HIV. In this process, the EWG has conducted 6 meetings and implemented the meetings decisions.

To date, BCCM has conducted Seven Oversight meetings and three Executive Committee meetings during the last two years. Implementation of decisions of these meetings is on track.

BCCM endorsed the MSA concept note for Bangladesh to submit through the regional proposal for HIV/AIDS at the 76th CCM meeting. BCCM gives sincere thanks to CCM regional Steering Committee for support in submitting to the GF.

BCCM also endorsed the core group for Concept Note (CN) development under the New Funding Model (NFM), in alignment with GF guidelines. BCCM has carried out regular oversight activities in the process of CN development for TB, Malaria and HIV.

The BCCM endorsed the TB and Malaria CNs at the 79th meeting, once these CNs had been finalized through the required steps of CN development. On 15 June 2014, BCCM has submitted the TB & Malaria concept notes to the GFATM using the online process.

BCCM submitted the HIV concept note under NFM 15 October 2014, following endorsement at the 80th CCM Meeting.

BCCM has conducted the Eligibility Performance Assessment and submitted the report on EPA to the GF. BCCM has also developed and endorsed their improvement plans and submitted these to the GF. The Oversight Committee has completed five meetings and recorded and is following up on its decisions. The Oversight



committee has developed a one year comprehensive oversight plan that includes meetings, visits and use of the dashboard as an oversight tool.

BCCM completed the Framework agreement signing for Government and Non- Government PRs with the Global Fund on 09 July 2015. BCCM also completed Grant confirmation signing with the GF for TB and Malaria programme for Government and Non- Government PRs on 09 July 2015. BCCM Also completed Grant Confirmation Signing for Government and Non Government PRs by 10 December 2015. All the program components are now on grant disbursement process.

H. Updates on 2014 and 2015 (August 2015)

BCCM reconstitution:

- BCCM reconstitution completed
- Developed Governance and other manuals
- Oversight Committee established
- Executive Committee authorized as per Governance manual
- Technical Assistance from GMS for BCCM reconstitution
- Technical Assistance from GMS for CCM Dashboard completed
- Technical Assistance from GMS for PR dashboard completed
- Technical Assistance from SAIPS/USAID for developing dynamic website for BCCM and trained one person on website management

Meetings and workshops:

- 10 CCM meeting and its decisions implementation
- 6 Executive Working Group meeting and its decision implementation
- BCCM induction workshop completed (Orientation on CCM functioning)
- Oversight Dash board workshop in BRAC Centre October 16, 2014 for PRs
- Two CCM Retreat workshop completed on date and decisions implementations
- Seven (7) Oversight Committee Meeting and decisions implementation
- 3 Executive Committee Meeting and decisions implementation
- Three informal meeting with the GF Country Team about the CCM progress and conditions of Grant Agreement
- 5 Preparatory meetings for the GF SEAR Constituency Meeting in Dhaka and implementations of decisions
- The GF SEAR Constituency Meeting held in 6-7 November 2014 in Bangladesh with support of WHO-SEARO
- Support organize and conduct many meeting between Government and the GF country team in Bangladesh on PMUK and P&I issues as well as grant implementation issues
- Three NGO Constituency and Three KAP/PLHIV constituency consultation meeting completed
- Seven TB Technical Working Group Meeting
- Seven Malaria Technical Working Group Meeting
- Seven HIV/AIDS Technical Working Group Meeting

Concept Note Development and Submission:

- Developed TB, Malaria and HIV Concept Note through TWG and CN note writing group

- Shared the Concept Note with wide range of stakeholder, including civil society and people living with the disease.
- Incorporate the feedback and comments according to the GF template and Bangladesh Country context
- Regular negotiation on submitted Country Program Concept Note for TB and Malaria under NFM
- Endorsed and Submitted of TB, Malaria and HIV Concept Note
- Concept note negotiation for Technical review panel (TRP) & Grant Approval Committee (GAC)
- Finally Concept Note accepted by the final GAC of GFATM (155.4 million for next three years for TB, Malaria and HIV/AIDS)
- Framework Agreement with GOB, BRAC and ICDDR'D completed
- Grant Confirmation for NTP, NMCP and BRAC completed

BCCM Eligibility Requirement Assessment:

- Worked on compliance of the GF Eligibility Requirement (ER) of BCCM
- BCCM Improvement Plan Developed and endorsed
- One year oversight plan developed and endorsed by the BCCM
- Technical assistance from GMS on Oversight Dashboard and ER compliance
- Technical assistance from GMS for BCCM reconstitution

Constituency Engagement:

Over the last two years, the BCCM secretariat has tried to engage constituency and stakeholders in BCCM decisions making process in several ways: country dialogue process for Concept note development included: Several stakeholders meetings have been held including four NGO constituency meeting, and four KAP&PLHIV constituency meetings. To date, ten BCCM meetings have engaged constituency by making decision incorporating opinions from different constituency members in the BCCM meetings and Seven Oversight meetings engaged constituency by making decisions incorporating different opinion from diseases expert, management, procurement and finance personnel as well as KAP and PRs. All the meetings themselves also are the processes of stakeholders' engagement in the BCCM decisions making.

Oversight Functioning:

The Oversight Committee (OC) has been reconstituted and activities are proceeding well under the Leadership of the Chair, Oversight Committee (Ms. Roxana Quader, Additional Secretary (PH&WHO)). Seven oversight committee meetings have been completed according to the BCCM plan, which has led to take decisions implementations are as follows:

- *According to Oversight Committee decisions and regular follow up BCCM Secretariat submitted all the concept note to the GF timely in 2014*
- *NTP and BRAC scaled up the MDR TB treatment and laboratory facilities across the country*
- *PRs are sending their programmatic, financial and programmatic report to the BCCM and the GF quarterly basis through Oversight Dashboard*
- *Oversight Committee regularly analyzing their PRs performance, finding out the bottle neck and problems in grant implementations as well as suggesting about the solutions through oversight recommendations and follow up.*
- *NTP completed their procurement process with help of BRAC through OC decisions and recommendations*
- *Regularly BCCM Secretariat organizing Oversight Site visit according to Oversight Plan*

- *LDs are conducting TWG meeting for TB, malaria and HIV quarterly basis according to oversight committee decisions*
- *Coordination have been improved among PR, SRs, SSRs and the Government Health Facilities and Local level health Administrations*
- *Ministry of Health Family Welfare has taken initiative to review malaria strategy*
- *The BCCM Secretariat is sending letter signed by OC Chairperson to local Health Administrators (Divisional Director, Civil Surgeon and UHFPO) to be a part of visit during the Oversight site visit in their districts and upazilas before the Oversight Visit.*
- *The Draft travel, transport, conveyance, and Perdiem and expenditure guidelines for Oversight visit has sent to BCCM meeting for endorsement and BCCM endorsed it.*
- *OC members reviewed the budget for BCCM Secretariat for 2016-17 and according to their feedback BCCM Secretariat incorporated their feedback and comments and sent this budget to 83rd BCCM meeting for endorsement.*
- *BCCM Secretariat would send letter to Line Directors of NTP, NMCP and NASP to hold the TWG meeting quarterly and send the minutes to BCCM Secretariat on time for smooth eligibility performance assessment of BCCM by the Global Fund.*

Four oversight site visits have been completed, (to BRAC and SAVE offices, as well as to Sylhet and to Cox's Bazaar) with reports prepared and recommendation letters sent to the relevant PRs. The PRs have provided official responses to the OC detailing the actions to be taken according to those OC recommendations. Recommendations implemented are as follows:

- *BRAC and NTP strengthened follow up of referred TB cases through TB-7 form who comes from inpatient department.*
- *NTP & BRAC taken initiative to develop investigation facilities in Sylhet Medical college Hospital for Extra-pulmonary TB cases*
- *BRAC and NMCP taken initiative to establish Malaria Corner in Sylhet MAG Osmani Medical College Hospital*
- *Icddr,b has taken initiative to ensure health care services for Hijra & transgender and MSM from District Hospital through coordination with the Civil Surgeon and government health facilities*
- *Icddr,b also taken initiative to develop capacity of Hijra population through training in government technical training institute as recommended oversight committee visit team*
- *Program people regularly attending monthly coordination meeting in Deputy Commissioner Office & Civil Surgeon office*
- *Regularly conducting field level stakeholder meeting for HIV component for their sensitization*
- *NMCP has taken initiative to study about the sudden resurgence of Malaria in 2014*
- *Save the Children increase their monitoring to the DIC and outreach services for FSW to ensure quality of services. They also taken initiative to make more coordination with Government Facilities and district and upazila level Health administration*
- *Save the Children has taken initiative to strengthen referral system for STI cases from the DIC and outreach through quality syndromic management of STI.*

Oversight committee oversaw the constituency engagement in the BCCM (Constituency consultation for KAP& PLHIV and NGO constituency) in last two years attending PLHIV and NGO constituency meeting. Oversight committee also oversaw the BCCM secretariat activities.

Framework Agreement & Grant Confirmation:

- BCCM completed Framework Agreement Signing between GOB and the GF, BRAC and the GF , icddr, b and the GF
- BCCM Completed Grant Confirmation signing between the GF and NTP, the GF and NMCP, the GF and BRAC, GF and NASP, GF and ICDDR,B and GF and Save the Children.

Technical Assistance:

Since January of 2014, the BCCM has utilized Technical Assistance (TA) supports from the Grant Management Solutions (GMS) which is funded with the financial assistance of USAID. Firstly, BCCM completed CCM reconstitution with the support of GMS. Secondly, the CCM dashboard was established and which is now being fully established with PRs and the Oversight Committee with the support of GMS and USAID. The outcome of this TA is the BCCM has developed oversight tools, the OC is now functioning smoothly, CCM is being provided with updates from the OC, and the capacity of the BCCM Secretariat, Oversight Committee Members and BCCM members has been strengthened. , This TA has also helped to ensure the BCCM complies with the eligibility requirements of the GF.

Communication Plan Implementations:

According to BCCM communication plan and PIP, the BCCM secretariat is responsible for implementing the communication plan. BCCM secretariat completed the development of a dynamic website for the BCCM and opened a facebook page. BCCM secretariat staffs have completed training on website management. The Secretariat is currently working to keep the BCCM website and face book page updated. BCCM secretariat is also regularly sharing BCCM and GF related information, documents and messages through email to the BCCM members, government, related ministries, development partners, the Global Fund Geneva, NGOs, KAP, PLHIV and other PLWDs, PRs, Observers, the Health Donor Consortium and other stakeholders. BCCM Decided to host this website in MIS, DGHS server from December 2015. BCCM Secretariat now working on hosting the website in MIS, DGHS server with DGHS.

BCCM Secretariat development:

According to BCCM funding agreement 2014-2015, BCCM secretariat has procured laptops, printers, scanners, camera, furniture's, internet, minor renovations, air conditioners to enable the BCCM Secretariat to function properly. BCCM Secretariat plans to equip its' meeting room during next funding agreement years (2016-2017) with multimedia projectors and screen for meeting presentation. Recruitment of new staff for BCCM Secretariat according to new funding agreement will be completed by March- April 2016.

Funding Agreement for BCCM Secretariat:

BCCM prepared a budget according the GF guidelines for the CCM Secretariat funding and completed funding agreement with the GF for the period of 2014 & 2015.

BCCM Secretariat also prepared budget for BCCM Secretariat for next two years (2016-2017) funding agreement. BCCM endorsed it on 84th BCCM meeting with provision of Deputy Coordinator. BCCM decided

to submit two years budget within U\$200,000. Finally BCCM endorsed total two years budget is U\$ 199961 for next two years (2016-2017).

I. Plan for From January 2016 to December 2017:

BCCM has developed a two year improvement plan and plan of activities for BCCM (from January 2016 to December 2017). At least 8 CCM meetings are scheduled to take place, along with 8 oversight meeting and 8 EC meetings. The decisions will be executed accordingly. BCCM has some specific plan for oversight function, communication, engagement enhancement etc. as described below:

- ***BCCM Meeting:***
 - At least 8 BCCM meetings and decisions execution
 - Eight (8) Executive Committee meetings and decisions execution
 - Eight (8) oversight meeting and decisions execution

- ***Oversight activities:***
 - PR dashboard established and functioning
 - One more oversight site visit in 2015
 - Four (Four Team) Oversight Visit in 2016
 - Four (Four Team) Oversight Visit in 2017
 - At least 8 oversight Meetings till December 2017 recommend and solve the bottleneck about GF grant implementations in Bangladesh
 - Complete CCM Eligibility Performance Assessment with Technical Assistance
 - Capacity building and training of oversight committee members and stakeholders on grant oversight
 - Capacity Building of Secretariat Staff on Oversight function
 - Oversee the BCCM Secretariat activities
 - Support BCCM reconstitution at the end of 2016 according to governance manual
 - Oversee the constituency engagement in the BCCM(Constituency consultation for KAP& PLHIV, FBO, ML/BL and NGO constituency

- ***BCCM Reconstitution at the end of 2016:***
 - BCCM reconstitution during July-December 2016
 - Constituencies elections for (NGO, PLWD, KAP, FBO)
 - BCCM committees (Ex. Com, Oversight Committee, Technical Working Groups for TB, Malaria and HIV) reconstitution and authorization during July-December 2016
 - Orientation of BCCM new members and alternate members during July-December 2016 as well as committees
 - Capacity building and training of oversight committee members and stakeholders on grant oversight

- ***Concept Note Development during July –December 2017***
 - Initiation CCM led CN development for three diseases
 - Facilitate country dialogue and stakeholder engagement in CN development process

- Documentation all process of CN development
 - CCM Eligibility Performance Assessment
 - Endorsement of CN notes from BCCM
 - Submission of CN to the GF
- ***BCCM Secretariat Staff Recruitment***
 - Recruitment of new staff for BCCM Secretariat according to new funding agreement will be completed by March- April 2016.
- ***Capacity Building:***
 - Capacity Building on Governance, COI and CCM Functioning of CCM members & alternate members
 - Training of CCM Secretariat Staffs on Governance, COI and CCM Functioning
 - Orientation of BCCM new members and alternate members during July-December 2016 as well as committees
 - Capacity building and training of oversight committee members and stakeholders on grant oversight
- ***Communication:***
 - Regular update of BCCM Website
 - Training on CCM Secretariat staff on website management
 - Capacity Building of CCM Secretariat Staffs on communication Plan implementation
 - Communication plan implementation
- ***Enhance Stakeholder Engagement:***
 - Eight (8) Constituency Consultation meetings (KAP & PLWD, NGOs and FBO) during 2016-2017
- ***BCCM Structures Development:***
 - CCM Secretariat meeting room and office modernization
 - Purchase a multipurpose photocopier cum printer
- ***Funding Agreement for BCCM Secretariat:***
 - BCCM will prepared budget according the GF guidelines for the CCM Secretariat funding and completed funding agreement with the GF for the period of 2016 & 2017. BCCM will submit these budgets by 30th December 2015 after endorsing in BCCM.
- J. May BCCM apply to CCM Regional SC for following support?***
- Capacity Building on regional programme development
 - Capacity building on regional CN development under NFP

- Increase number of delegation international workshop from Bangladesh (e.g – NFM workshop in Cambodia)
- Capacity building on oversight regional grant implementation in Bangladesh

14



Bangladesh Country Coordinating Mechanism

Executive Committee members list of BCCM

Attendance Sheet

Date: 29 December, 2015

No.	Category	Salutation	NAME	INSTITUTION	TITLE	Telephone	Email	Constituency	Role in BCCM	Singnature
1	Govt	Mr.	Mohammed Nasim	MOH&FW	Minister	9574488, 9574422	minister@mohfw.gov.bd	GOV	Chairperson of BCCM	
2	Govt	Mr.	Zahid Maleque	MOH&FW	State Minister	9545515	stminister@mohfw.gov.bd	GOV	Alternate	
3	Govt	Mr.	Syed Monjurul Islam	MOH&FW	Secretary	957 4488	healthsecretary@gmail.com	GOV	Vice Chair -CCM (GOV)	
4	Govt	Ms.	Roxana Quader	MOH&FW	Add Secratry, PH&WHO	01710894497	roxanaquader@gmail.com	GOV	Chir of OC	
5	Govt	Dr.	Abu Hena Md. Rahmatul Muneem	MOHA	Add Secretary	01815007693	muneemr@yahoo.com	GOV	Vice Chair of OC	
6	CSO	Prof	Dr. Md. Sharfuddin Ahmed	BSMMU	Pro-Vice- Chancellor(Administration)	0171 1542 462	sharfuddin.bsmmu@gmail.com	ACD/EDU	Vice Chair-CSO	
7	Govt	Prof	Dr. Mahmudur Rahman, PhD	MOH&FW	Director, IEDCR	01711595139	mrahman@citechco.net, mrahma	GOV	Vice Chair of OC	
8	ML/BL	Mr.	Leo Kenny	UNAIDS	Country Director	0173 0335 892	kennyl@unaids.org	ML/BL	Vice Chair-ML/BL	
9		Mr.	Md. Shafiqur Rahman	M/O HOME AFFAIRS	JOINT SECRETARY	01911420178	shafiqur@homeaffairs.gov.bd	GOV		

