

# Bangladesh Country Coordinating Mechanism (BCCM)

## Minutes of 13<sup>th</sup> NGO Constituency Consultation Meeting

**Hosted by:**

Bangladesh Women's Health Coalition (BWHC)

**Venue:**

Conference Room, BWHC,  
Baitul Aman Housing Society,  
Adabor, Dhaka-1207

**Date & time:**

Wednesday, 27<sup>th</sup> January, 2021  
At 11:00am

The 13<sup>th</sup> meeting of BCCM NGO Constituency was held on 27<sup>th</sup> January, 2021 (11:00 am-3:00 pm) in BWHC conference room. The meeting was hosted by BWHC and was Chaired by Mr. Sharif Mostafa Helal, Member, BCCM & Executive Director, BWHC. **Ms. Kazi Zebunnessa Begum, Additional Secretary (WH), HSD, MOHFW & Chair, BCCM Oversight Committee** joined the meeting virtually as Chief Guest of the meeting.

A number of 53 participants (Physically 25 and Virtually -28) attended the meeting and all participants of the meeting made self-introduction. (List of attendants attached).

**Agenda/s:**

1. Approval of the last (12<sup>th</sup>) meeting minutes;
2. CCM Evolution and CCM Reconstitution
3. CCM update by BCCM Secretariat;
  - a. BCCM Meeting/s;
  - b. Oversight Committee Meeting/s;
  - c. Oversight Visit/s;
  - d. TB, Malaria Funding Request 2021-2023
  - e. HIV Funding Request re-iteration 2021-2023
4. Replacement of the vacant position of NGO Constituency member/s;
5. AoB

At the beginning, the Chair of the meeting welcomed all the participants attended the meeting and expressed his highest gratitude for making themselves available in the meeting. He also expressed his thanks to the members of NGOs for making BCCM well-functioned which enhanced the smooth operation of global funds activities in Bangladesh. On behalf of the elected members of this constituency, the Chair also thanked the BCCM Secretariat for their technical and financial support to arrange the meeting. After the introductory opening, the Chair welcomed all the participants to agenda-wise discussions.

**Agenda-wise Discussion**

**1. Approval of the last (12<sup>th</sup>) meeting minutes**

The Chair of the meeting requested Mr. Sharif Mostafa Helal, Executive Director of BWHC to read out the last (12<sup>th</sup>) meeting minutes (held on 17<sup>th</sup> October, 2019) as the meeting was organized by BWHC. The members thoroughly reviewed and discussed

*Mr. A. R. J. T. W.*



## **Bangladesh Country Coordinating Mechanism (BCCM)**

whether all the agendas/ decisions were written appropriately. After discussion, the meeting expressed that all the agendas were well-written and the decisions which were taken in the last meeting reflected appropriately.

### **Decision/s:**

The meeting approved the last meeting (12<sup>th</sup>) minutes held on 17<sup>th</sup> October, 2019 without any change, modification, correction or addition; the meeting unanimously endorsed it.

## **2. CCM Evolution and CCM Reconstitution**

Mr. Sharif Mostafa Helal, Executive Director of BWHC discussed the objectives, principles and results of CCM Evolution and CCM Reconstitution; moreover, he also informed that meeting the process of implementation steps as below:

Implementation of the CCM Evolution in country follows a multistep process involving various partners working together. The specific activities in the steps will be tailored to the country context-

- Timelines Implementation will be rolled out to groups of CCMs in waves in 2020 and early 2021.
- September – December 2020 (for waves 0 and 1):
- The CCM Hub and Country Teams will work with CCMs and partners to determine the best timing for establishing thresholds (360 survey, key informant interviews) and induction.
- Early 2021: Information on waves 2 and 3 will be available early 2021.


## **3. CCM update by BCCM Secretariat**

The Chair of the meeting requested the BCCM Secretariat to update the decisions, progress and any other related information to meeting. Representative from the BCCM Secretariat Mr. Manaj Kumar Biswas, Coordinator of BCCM provided an update regarding BCCM activities where several discussions as well as decisions were made as below:

**a. BCCM Meeting:** 05 (five) BCCM meetings held from the 101-105<sup>th</sup> BCCM meeting respectively;

### **101<sup>th</sup> BCCM Meeting Update/s:**

- endorsed all the decisions of 5<sup>th</sup> Executive Committee meeting including the decisions of Program/Fund split for the allocation for the grant period 2021-2023 and decisions of Principal Recipients (PRs) continuations for the next grant cycle.
- decided unanimously to endorse the Global Fund Funding Request for next grant cycle (2021-2023) for HIV/AIDS, Tuberculosis Malaria program in Bangladesh
- decided to submit all three GF Funding Request 2021-2023 for TB, Malaria and HIV to the GF Secretariat on 23rd March 2020 by BCCM Secretariat
- decided to endorse the BCCM Performance Assessment Report 2019 and BCCM Secretariat Staff Performance Evaluation Report 2019 as evaluated by the Performance Evaluation Sub Committee and endorsed by the 28th BCCM Oversight Committee Meeting.





## **Bangladesh Country Coordinating Mechanism (BCCM)**

- decided to endorse BCCM and BCCM Oversight Committee Yearly Work Plan for 2020
- to make Director CDC & NMEP responsible to prepare the support plan for the COVID-19 by the GF Grants support in accordance with the GF Guidance note and send to the GF as early as possible.
- to endorse the BCCM Reconstitution according to the endorsed BCCM Reconstitution Roadmap in 98<sup>th</sup> BCCM Meeting
- to endorse three members BCCM election commission to conduct CSO Constituencies membership elections. The members are listed below:
  - Government : Mr. Md. Saidur Rahman, Additional Secretary (Development), HSD, MOHFW & Oversight Committee Chair (Chair of the BCCM Election Commission)
  - ML/BL : Dr. Saima Khan, Country Manager, UNAIDS (member)
  - CSO : Mr. Debasish Nag, Advisor HBCUC (FBO)(member)

### **102<sup>th</sup> BCCM Meeting Update/s:**

- unanimously to endorse the Global Fund C19RM Funding Request for the period 2021-2023
- that NTP would incorporate all the feedback and comments (if any) from GF, partners and other stakeholders by 09<sup>th</sup> June 2020 and by 10<sup>th</sup> June 2020 BCCM Secretariat would submit this C19RM Funding Request to the GF Secretariat with all necessary Documents from PR NTP.
- that BCCM Secretariat would share the Final Funding Request for COVID19RM with BCCM Members and alternate members during submission to GF Country by 10<sup>th</sup> June 2020.
- that BCCM Secretariat employees would their regular work from home during the COVID19 pandemic situation and continue until the situation comes normal because of no safe office vehicle, no pension or retirement benefits, or no accidental/ death benefits, health insurance does not cover disability or death due to pandemic like COVID19, GF or GOB did not ensure risk benefits/pension/death benefits for BCCM Secretariat employees during COVID19
- that BCCM Secretariat employees could come to the office one day per week (not mandatory) or need based urgently coordinating the necessity with other stakeholders during the COVID19 pandemic situation.
- that BCCM Secretariat employees could utilize the fund for WIFI Router and internet cost from the Local Travel and Constituency Engagement line item during their work from home in the COVID19 pandemic situation.
- recommend to provide the nutritional support for vulnerable TB, Malaria and HIV patients and Key Population during the COVID19 pandemic and response activities from the GF current grants' savings.
- to endorse the UNAIDS Fund Support for FSWs' 23CBOs' through BCCM Secretariat during COVID19 as suggested by the UNAIDS Bangladesh.

### **103<sup>th</sup> BCCM Meeting Update/s:**

- that BCCM Secretariat would respond to the CCM Hub for the next steps to implement the CCM Evolution project according to the GF plan. The BCCM Secretariat also would do the necessary coordination, planning and meetings for implementing this CCM Evolution Project with GF CCM Hub and GF Country Team

*M. A. (A. J.)*

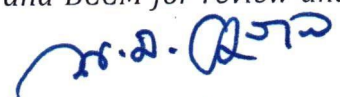


## **Bangladesh Country Coordinating Mechanism (BCCM)**

- to have another BCCM meeting in the middle of the month of September 2020 for endorsement of TB and Malaria Grant Making documents and revised HIV/AIDS funding request for 2021-2023
- that HIV PRs would share the revised HIV/AIDS funding request for 2021-2023 by 25<sup>th</sup> August 2020 with BCCM Secretariat for sharing with BCCM Members and Alternates for their electronic endorsement (as much as possible) and rest of the members' endorsement would be taken during next BCCM Meeting.

### **104<sup>th</sup> BCCM Meeting Update/s:**

- to endorse the TB and Malaria Grant Making documents after finalization and submission of the documents and budget to BCCM.
- that BCCM Secretariat would share the final Grant Making documents for TB and Malaria while the GF Country Team would share the final TB & Malaria grant making documents with BCCM Secretariat. \
- that BCCM Secretariat would immediately share the final version TB and Malaria grant making documents with members and alternate for their electronic endorsement while the GF Country Team would share with BCCM, if necessary, the BCCM Secretariat would request for the urgent BCCM/ Executive Committee meeting date from Hon'ble Minister and BCCM Chair.
- to endorse the HIV Funding Request 2021-2023 (re-iteration) un-anonymously and to send the electronic endorsement by 15 September 2020 (as the deadline of submission of endorsement to the GF) for this revised HIV Funding Request 2021-2023 (re-iteration) who are attended the 104<sup>th</sup> BCCM meeting virtually.
- to endorse the procurement of combined TB First Line Drug (FLD) and kits as well as necessary drugs for HIV/AIDS by the Government allocation through Direct Procurement Method (DPM) from Global Drug Facility (GDF).
- that HSD of MOHFW would initiate the dialogue with EDCL and other potential drug companies to manufacture this combined TB First Line Drug (FLD) and test kits locally with maintaining all necessary standard according to the WHO prequalification of drugs. Director MBDC and LD TBL&ASP will coordinate this dialogue with EDCL and other drug companies discussing with Secretary, HSD, MOHFW for the permanent solution of TB FLD procurement until the elimination of TB from Bangladesh
- to endorse the proposed four-month extension (till 31<sup>st</sup> March 2021) of current HIV Grants period with necessary changes in plan to make smooth Grant Making process for next grant cycle (2021-2023).
- that HIV PRs would make their four-month extension plan (31<sup>st</sup> December 2020-31<sup>st</sup> March 2021) with the necessary negotiation with Global Fund Country Team by September 2020 with the leadership of Chair of the HIV/AIDS Technical Committee
- that on behalf of all PRs, the Line Director of ASP & the Chair of the HIV/AIDS Technical Committee would share the final extension plan with BCCM and its' oversight Committee in next meeting.
- endorsed the requirement of Technical and Resources support for CCM Reconstitution through CCM Evolution from UNAIDS and other development partners and BCCM Secretariat would prepare a submit the concept note for CCM Reconstitution technical and resources support and submit to UNAIDS Bangladesh and other development partners as required (as they did past years).
- decided that HEU, HSD, MOHW must submit the survey the TB, Malaria and HIV Costs analysis survey proposal to BCCM Oversight Committee and BCCM for review and





## **Bangladesh Country Coordinating Mechanism (BCCM)**

endorsement before the grant disbursement from NTP and NMEP (TB and Malaria) and HEU, HSD, MOHW should complete the survey of TB, Malaria and HIV Costs analysis after 1<sup>st</sup> year of grant cycle and before the ending of 3<sup>rd</sup> year of the grant period

### **105<sup>th</sup> BCCM Meeting Update/s:**

- to endorse the grant making documents of TB and Malaria program for the period of 2021-2023 and suggested to the PRs under The Global Fund grants to involve HSD, MOHFW Officials and/or BCCM Members, as and when required, in bilateral negotiation between Government and Non-Government PRs
- to endorse the workplan of BCCM, BCCM Oversight Committee and BCCM and to endorse BCCM Secretariat Budget 2020 reallocation as proposed
- to endorse BCCM Secretariat Budget (Costed workplan) for the year 2021 as Annexure B (The GF costed workplan USD 75,000 for 2021 and Rest of amount USD 46,361 from Government-HSD, MOHFW USD 40,000 and other sources-UNAIDS USD 6,361).
- to conduct a separate meeting/orientation, inviting all BCCM members & alternate members and BCCM Oversight Committee members, to update members on CCM Code of Conduct.

**b. Oversight Committee Meeting:** 07 (seven) oversight Committee held from the 27-33<sup>rd</sup> Oversight Committee meeting respectively;

### **27<sup>th</sup> OC Meeting major decision update/s**

- to recommend BCCM for fund re-allocation among diseases for grant cycle 2021-2023.
- To form three members' evaluation sub-committee chaired by Md. Saidur Rahman, Additional Secretary (Development), HSD, MOHFW (GoB); Dr. Saima Khan, Country Manager, UNAIDS (ML/BL) and Milon Kanti Datta, Presidium Member, BHBCOP (CSO).
- decided to find a way out for the financing gap for BCCM activities in 2020
- to approve yearly workplan of BCCM and BCCM Oversight Committee for 2020 and decided to send it to next BCCM meeting for endorsement.

### **28<sup>th</sup> OC Meeting major decision update/s**

- approved the Performance Assessment is done by the Performance Assessment committee formed by last Oversight Committee meeting
- endorsed the BCCM Performance Assessment and Secretariat Staff Performance Assessment of 2019 done by the Performance Assessment Sub Committee formed by 27<sup>th</sup> OC meeting
- decided to share the draft Meeting minutes from BCCM Secretariat within 7 days after meeting day of BCCM Oversight Committee as well as other BCCM related meetings.

### **29<sup>th</sup> OC Meeting major decision update/s**

- decided to endorse the GF Funding Request 2021-2023 for TB, Malaria and HIV/AIDS program and decided to recommend BCCM to endorse all three Funding Request for the period of 2021-2023.

*M. A. Qureshi*



## **Bangladesh Country Coordinating Mechanism (BCCM)**

### **30<sup>th</sup> OC Meeting major decision update/s**

- decided to extend support for TB and Malaria grant for completion of Grant signing according to the above-mentioned timeframe as required.
- recommended the HIV Technical Committee and Core Working Group for Funding Request Development to work closely to develop revised funding request for submission according to the GF proposed time frame and submit by 31 August 2020 responding all TRP recommendations
- approved the relocation of OST center for interim period, until Mohanagar General Hospital is open for general services
- decided to request MOHFW to extend necessary support to BCCM Secretariat as much as possible to overcome the above-mentioned challenges.

### **31<sup>st</sup> OC Meeting major decision update/s**

- recommend Government PRs to incorporate their funding requirement for VAT and tax under the program into Operation Plan to ensure uninterrupted procurement and supply management.
- recommend to ensure necessary precaution for frontline workers to prevent infections.

### **32<sup>nd</sup> OC Meeting major decision update/s**

- to forward and recommend the TB and Malaria Grant making documents to discuss as agenda and endorse in next BCCM meeting
- to endorse the HIV Funding Request (re-iteration) by itself and also decided to recommend for endorsement of HIV/AIDS grant application to next BCCM meeting.
- that Oversight Committee Chair would meet (before the 104<sup>th</sup> BCCM Meeting) the Procurement Related officials in HSD and NTP separately to review details the process of procurement of FLD by the Government allocation through this DPM method and will decided about agenda item to bring in next BCCM Meeting.

### **33<sup>rd</sup> OC Meeting major decision update/s**

- decided to recommend endorsement to next BCCM meeting scheduled on 09 November 2020
- decided that BCCM Secretariat to prepare a comprehensive costed work-plan mentioning all activities with expected funding sources and share immediately with all members for their review and feedback, if any, before the next BCCM meeting.
- decided to send the proposed comprehensive costed work-plan (Budget) of BCCM Secretariat for the year 2021 to the 105<sup>th</sup> BCCM meeting for endorsement.
- decided to approve BCCM and Oversight Committee workplan for the year 2021 and to recommend endorsement of BCCM and Oversight Committee workplan for the year 2021 to the next BCCM meeting.
- decided to organize a meeting/workshop, as applicable, to disseminate the policy document and decided to include Director, IEDCR as malaria expert member and Director, NIDCH as TB expert member in current Oversight Committee.
- decided to form five members' committee for BCCM and BCCM Secretariat Performance Evaluation in December 2020. Members are:
  - Kazi Zebunnessa Begum, Additional Secretary (WH), HSD, MOHFW

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## **Bangladesh Country Coordinating Mechanism (BCCM)**

- *Md. Saidur Rahman, Additional Secretary (Development), HSD, MOHFW*
- *Md Sadekul Islam, Deputy Secretary (WH-2), HSD, MOHFW*
- *Dr. Saima Khan, Country Manager, UNAIDS*
- *Milon Kanti Datta, Presidium Member, BHBCOP*

**c. Oversight Visit:** BCCM Coordinator informed the meeting that BCCM Oversight Committee has conducted 06 (Six) oversight visits NASP on 12 October 2020, BRAC on 22 October 2020, Save the Children on 15 November 2020, BSMMU on 21 December 2020, NTP on 27 December 2020 and icddr'b on 29 December 2020. He also informed that the oversight visit reports have already been prepared and disseminated. These reports have also been uploaded on BCCM website to make it publicly available.

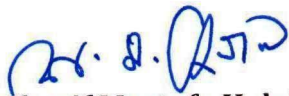
#### **4. Replacement of the vacant position of NGO Constituency member/s;**

Mr. Manaj Kumar Biswas, Coordinator of BCCM Secretariat updated the meeting regarding the replacement of the vacant position of NGO constituency member that Mr. Sharif Mostafa Helal, Executive Director of BWHC replaced as the member of NGO constitution (women and children); the position was vacant because of the sudden death of Dr. Jahangir Hossain. There will be taken an opinion through email regarding the member appointment from CARE Bangladesh.

#### **5. Any other Business (AoB)**

There was no issue under this agenda item.

Having no other agenda in the discussion box, the meeting was ended with a vote of thanks to the Chair. The Chair of the meeting expressed his thanks and gratitude to the members participated in this meeting for their active participations, discussions and contributions for taking decisions.



**Sharif Mostafa Helal**  
Member, BCCM &  
Executive Director, BWHC