

Ministry of Health and Family Welfare
Health Services Division
BCCM Government Constituency Meeting

Subject: Minutes of the BCCM Government Constituency Meeting

Date (dd.mm.yy)	06.01.2019
Venue of the meeting	Conference Room, Ministry of Health and Family Welfare, Bangladesh Secretariat
Meeting started	11:00am
Meeting adjourned	01.00pm
Meeting Chaired By	Mr. Md. Ashadul Islam Secretary, HSD, MOHFW and Vice Chair, BCCM
Meeting Steered by	Mr. Md. Habibur Rahman, Additional Secretary (PH&WH), HSD, MOHFW & Chair OC-BCCM
Total Number of participants	26
Meeting attendance	<ul style="list-style-type: none">• BCCM Members and alternate from different Ministries: 10• Academia Constituency as resource person; 01• BCCM Secretariat Staff: 02• Others: 05 (MOHFW)
Attendance list	Yes
Others supporting document	Yes

Meeting Agenda:

Agenda Item no	Agenda Item
<i>Agenda Item: 1</i>	BCCM Membership Renewal/ Reconstitution in 2019
<i>Agenda Item: 2</i>	a) Inclusion of other diseases under BCCM Governance: Prospects and Constrains b) Next Cycle Concept Note Development and PR Selection for Next Cycle (2021-2023)
<i>Agenda Item: 3</i>	Permanent Entity of BCCM and BCCM Secretariat under HSD, MOHFW
<i>Agenda Item: 5</i>	Miscellaneous:

The meeting started at 11:00am and was chaired by Mr. **Md. Ashadul Islam**, Secretary, Health Services Division, Ministry of Health and Family Welfare and the Vice Chair, BCCM. At the commencement, Hon'ble Chair welcomed all the members and alternate members from the Government constituencies and participants from different ministries. The Chair requested **Mr. Md. Habibur Rahman Khan**, Additional Secretary (PH&WH), HSD, MOHFW to steer the meeting in accordance with agenda.

Accordingly, **Mr. Md. Habibur Rahman Khan** started presenting the agenda one by one. The participants took part in the discussion and lead to the decisions.

DISCUSSION(S) AND DECISION(S):

Agenda Item # 1: BCCM Membership Renewal/ Reconstitution in 2019

Discussions by the Constituency Members:

BCCM Secretariat: Mr. Manaj Kumar Biswas, BCCM Coordinator discussed about the BCCM membership structures, constituencies representation, government representations in the BCCM. He also presented the last 4 years participation of government constituency members and alternate members in BCCM meeting based on the attendance lists last three years. He updated the meeting that attendance of the BCCM meeting (meeting attendance statistics) by the Ministry of Home Affairs' nominated member and alternate member is very poor, they attended only one meeting since the 88th BCCM meeting. He also presented meeting attendance statistics that NBR, MOF did not attend any meeting since 88th BCCM meetings.

He also presented the attendance of members and alternate members from Ministry of Health and Family Welfare. He requested to discuss these issues in this meeting and decided about the membership of MOHA and NBR. He explained the inclusion background of MOHA and NBR in the BCCM.

Constituency Members: Dr. A E Md. Muhiuddin Osmani, Joint Chief (Planning Wing), HSD, MOHFW mentioned to rethink about the BCCM membership from BSMMU. He stressed to include the member from IEDCR rather BSMMU because IEDCR is directly under, HSD and MOHFW

Mr. Md Hafizur Rahman Chowdhury, Deputy Secretary (WH2), HSD, MOHFW proposed to include one member and alternate member from Medical Education and Family Welfare Division of MOHFW during next BCC Reconstitutions.

Prof. M A Faiz, BCCM Vice Chair from CSO also explained the necessity of inclusion of member and alternate members from Medical Education and Family Welfare division of MOHFW.

The Chairperson: Mr. Md. Ashadul Islam, Secretary-HSD, MOHFW opined that government constituency should include IRD from MOF in place of NBR. Because NBR consistently absent last couple of years. IRD should be the ideal choice for BCCM membership as the necessity of involvement of MOF in BCCM. He also suggested to discuss about MOHA membership. Government Constituency could think about the Narcotic Control Department in place of MOHA Secretariat. He said that Government constituency would proposed necessary changes in next BCCM meeting as decision of this Government Constituency meeting.

Decisions:

- *The Government Constituency meeting decided to propose to next BCCM meeting to include IRD in place of NBR from MOF as member and alternate member in BCCM*
- *The Government Constituency meeting decided to propose to next BCCM meeting to include member and alternate members from Medical Education and Family Welfare division of MOHFW in BCCM*
- *The Government Constituency meeting also decided to propose to next BCCM meeting to include member and alternate members from IEDCR in BCCM and Member from BSMMU under Academia & Researcher constituency through formal election.*

- *The Government Constituency meeting also decided to recommend that BCCM reconstitution should be commence in March/April 2019 so that BCCM Secretariat could complete the whole process including CSO constituency election by October/ November 2019 before CCM Eligibility Requirements Assessment in January 2020.*
- *The Government Constituency meeting also decided to issue request letters to nominate member and alternate member from different ministries after next BCCM meeting endorsement of BCCM Reconstitution for next three years (2020-2022). The request letter would be signed by the Secretary, HSD, MOHFW or Additional Secretary (PH&WH), HSD, MOHFW.*

Agenda Item # 2 (a): Inclusion of other diseases under BCCM Governance: Prospects and Constrains

Discussions by the Constituency Members:

BCCM Secretariat: Mr. Manaj Kumar Biswas, BCCM Coordinator requested Prof. Mohammad Abul Faiz, Vice Chair BCCM and Board member of SEA Constituency of the GF Board to discuss this agenda before the meeting.

Vice Chair-BCCM(CSO): Prof. Mohammad Abul Faiz, Vice Chair BCCM and Board member of SEA Constituency of the GF Board presented very interesting presentations on the governance process for TB, Malaria and HIV grants implementations of Bangladesh CCM and some other countries' CCM. He gave some examples for using the CCM Governance platform as a multi stakeholders body leading by the Ministry of Health and Family Welfare. He stressed on to make some assessment or study on using this CCM governance for other health programs because TB, Malaria and HIV programs are more vibrant than other programs and implementing activities in a transparent way in Bangladesh because of BCCM Oversight which are not seen in other health program like NCD, MNCH, other communicable diseases.

Prof. M A Faiz mentioned that CCM has Oversight Committee and disease specific committees which are meeting quarterly and bringing the implementing organization and the directorates under accountability to inform the BCCM and MOHFW about the program progress, bottlenecks and challenges. Technical Committees identifying the technical issues and solve them according to the government's and Global Fund's policy. The Technical Committees forward some of the governance issues to solve in BCCM through the oversight committee with recommendations. So, HSD MOHFW can use this platform for other diseases for the governance. He also showed some of the example in other country CCM, how they are using CCM for other diseases governance. His presentation is attached herewith as annexure A.

The Government Constituency: Government Constituency members discussed this issue in this meeting. Members opined on favour of using CCM governance in other programs. Some of members also discussed some of the challenges to use this model in other diseases.

The Chairperson: Mr. Md. Ashadul Islam, Secretary, HSD, MOHFW and Vice Chair, BCCM suggested to conduct an assessment / a study for the feasibility to use CCM for other diseases program governance. He suggested to see "how can CCM platform to be used in other health program? How can CCM accommodate the other disease activities within current structures? Should CCM needs any

re-structuring or current CCM is sufficient for involving other diseases governance? etc. Respected Secretary also suggested to include Pro. M A Faiz in the proposed study as investigator or evaluator.

Decision(s):

- *The Government Constituency meeting decided to conduct a feasibility study or assessment to include other diseases program in the CCM Governance process and how to use CCM platform for other disease governance and identify its' benefits;*
- *The Government Constituency meeting decided to propose for a Technical and Funding Assistance to conduct this Feasibility Study to the donor consortium through next BCCM meeting.*

Agenda Item # 2b: Next Cycle Concept Note Development and PR Selection for Next Cycle (2021-2023).

Discussions by the Constituency Members:

BCCM Secretariat: Mr. Manaj Kumar Biswas, BCCM Coordinator discussed about the next funding cycle funding request development process. He informed the meeting according to experiences of the last two funding request development and submission process, the funding request / concept note development and submission process takes about 9 months including initiation, country dialogues, sharing draft with stakeholders, incorporation of feedback from stakeholders and finalization, endorsement of BCCM then submission to the Global Fund Secretariat.

He informed the meeting that Bangladesh would start next program cycle on 1st December 2020 for HIV and on 1st January 2021 for TB and Malaria. So that, Bangladesh CCM should submit funding request/concept note for next cycle (2021-2023) by February/March 2020 and should start funding request development process for next funding cycle (2021-2023) by April-May 2019. He requested Government Constituency to discuss this issue in next BCCM meeting and start the process in next April/May, so that BCCM Secretariat can get enough time space for coordinating funding request development process and submission by March 2020 with completion of Eligibility Performance Assessment for BCCM by December 2019.

Vice Chair- BCCM (CSO): Prof. M A Faiz stated that BCCM has two PRs for TB grants. One is NTP and other is BRAC. NTP is doing the management and monitoring level implementations and BRAC is implementing field level activities including mobilization and through their field staffs like Swasthya Sebika etc. BRAC is doing their job according to their agreement and proposal in context of field mobilization to identify suspected cases from the community level. As we know, Bangladesh is graduating to middle income country soon. The Global Fund and other donors are knocking us to take over the responsibilities of the programs under government allocation. As we know for the field level TB programs, currently Government do not have any field level staffs to mobilize community to identify suspected TB cases and bringing them to the DOTs center which is doing by the BRAC field staffs right now. The Government field staffs like HA, HI, FPA FPI are giving some support for TB program on the top of their regular responsibilities but it is not up to the mark and not very significant according to the case identification reports in DOTs corner as we have seen during last couple of Oversight Committee visit in the program areas in different districts. He asked a question

to the Government Constituency that **“how HSD-MOHFW could accommodate the field works (Community mobilization and identify suspected cases) for TB in the mainstream program when the GF and BRAC would not support government?”**

Prof. M A Faiz suggested to assess feasibility to use Community Clinic Program for Community mobilization and identify suspected cases because Government is going to recruit and appoint more than 60000 (Sixty Thousand) paid multipurpose volunteers for more than 13000 community clinics (5 multipurpose volunteers every Community Clinic). He opined that Government could include Community Clinic Project under the TB grants to mobilize community and identify suspected cases around community clinic catchment areas using these multipurpose volunteers. BRAC Swasthya Sebika are paid, accordingly National TB Program could pay some incentives to these multipurpose volunteers for Community Clinics to mobilize community to suspect and identify TB cases around the catchment’s areas of Community Clinics. If HSD MOHFW and BCCM agreed then BCCM could propose Community Clinic Program as new Principal Recipient/SRs for TB program to mobilize Community and to identify suspected cases in CC catchment areas to strengthen TB case notification and identify missing 29% TB cases which we are missing in accordance of TB prevalence and incidence in Bangladesh.

Chair Oversight Committee: Mr. Md Habibur Rahman Khan, Chair of the Oversight Committee of BCCM supported the proposal of Prof. M A Faiz to include Community Clinic Multipurpose Volunteers in the identification of TB cases around the Community Clinic catchment areas if BCCM Agrees.

The Chairperson: Mr. Md. Ashadul Islam, Secretary-HSD, MOHFW and Vice Chair, BCCM recommended to think the inclusion of Community Clinic program in TB grant implementations. He reiterated that Government Constituency should propose this issue in next BCCM meeting as a proposal. Then BCCM would decide in this regard.

Decisions: The Government Constituency meeting decided to propose to include Community Clinic program in the TB program/TB grants implementation to mobilize community and identify suspected cases around community clinic catchment areas through huge number of paid multipurpose volunteers for Community Clinic across the country to strengthen case notification and identification of TB cases.

Agenda Item # 3: Permanent Entity of BCCM and BCCM Secretariat under HSD, MOHFW

Discussions by the Constituencies:

BCCM Secretariat: Mr. Manaj Kumar Biswas, BCCM Coordinator requested Mr. Md Habibur Rahman Khan, Additional Secretary (PH&WH) and Chair Oversight Committee to present a presentation on permanent entity/legal entity of BCCM and its Secretariat. He mentioned that the permanent entity of BCCM and its Secretariat would strengthen capacity of BCCM because it will have fund mobilization authority and staffs will retain due to job security.

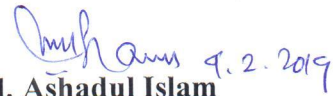
The Chair BCCM Oversight Committee: Mr. Md Habibur Rahman Khan, Additional Secretary (PH&WH) and Chair Oversight Committee offered a presentation on the legal/permanent entity of

BCCM and its Secretariat. He discussed in details feasibility, benefit, possible funding if it is perment and include HSD, MOHFW. He also presented and discussed options of getting legal permanent entity for BCCM and its Secretariat. He proposed to Government Constituency to contemplate about this proposal because it is very relevant to use the CCM platform for other diseases program governance.

The Chairperson: Mr. Md. Ashadul Islam, Secretary, HSD, MOHFW advised to assess the possibility or probability by the program planning department of the HSD, MOHFW. Program Planning department should identify the funding for BCCM and Secretariat in future and process of funding from HSD, MOHFW. BCCM should go through the long process of discussions and activities for this task for getting legal permanent entity for BCCM and it's Secretariat.

Decision(s): *The Government Constituency meeting decided to recommend to assess the possibility or probability by the program planning department of the HSD, MOHFW and identify options of getting legal permanent entity for BCCM and its Secretariat with funding support from the Government operational plan of HSD, MOHFW.*

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



Md. Ashadul Islam

Secretary, Health Services Division
Ministry of Health and Family Welfare
and
Vice Chair of BCCM

Bangladesh Country Coordinating Mechanism (BCCM)

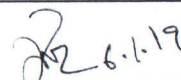
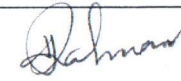
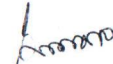


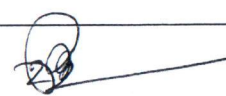
BCCM Government Constituency Meeting

Attendance Sheet

Venue: Conference Room, MOHFW

Date: 06 January 2018

This list is not according to seniority, it is according to constituency and Global Fund provided format.

No.	Category	Title	Name	Institution	Designation	Telephone	Email	Constituency	Member/ Alternate	Gender	Singnature
MOHFW											
1	Govt	Mr.	Md. Ashadul Islam	MOH&FW	Secretary, Health Services Division	+88029577199	secretaryhsd@mohfw.gov.bd secretaryhealthservice@gmail.com	GOV	Vice Chair, BCCM	Male	
2	Govt	Mr.	Sheikh Rafiqul Islam	MOH&FW	Additional Secretary (Admin)	+88029540282	adldadmin@mohfw.gov.bd fahmedpkh@gmail.com	GOV	Alternate	Male	
3	Govt	Mr.	Md. Habibur Rahman Khan	MOH&FW	Add. Secratry (PH&WH)	+8801914309492	sarkersubhash@hotmail.com	GOV	Member & OC Chair	Male	
4	Govt	Mr.	Md. Motaher Hossain	MOH&FW	Deputy Secretary (WH-1)	+8801779212099	motaher6679@gmail.com	GOV	Alternate	Male	
5	Govt	Prof.	Dr. A. K. Azad	MOH&FW	Director General, DGHS	+8801713018538	dghsbd@gmail.com profakazad@gmail.com	GOV	Member	Male	
6	Govt	Prof.	Dr. Nasima Sultana	MOH&FW	ADG (Admin)	+8801715992188		GOV	Alternate	Male	
7	Govt	Dr.	A. E. Md. Muhiuddin Osmani	MOH&FW	Joint Chief (Planning Wing)	+8801817117703	osmani_mu@yahoo.com muhiuddin.osmani@gmail.com	GOV	Member	Male	
8	Govt	Mr.	Md. Mujibur Rahman	MOH&FW	Deputy Chief (Planning Wing)	01711279242	rickhee.mujib@gmail.com	GOV	Alternate	Female	
9	Gov	Prof.	Dr. Md. Sharfuddin Ahmed	MOH&FW	Chairman-Community Ophthalmology,	+8801711542462	sharfuddin.bsmmu@gmail.com	GOV	Member	Male	
10	Govt	Prof.	Dr. Meerjady Sabrina Flora	MOH&FW	Director, IEDCR	+8801713083893	meerflora@yahoo.com	GOV	Alternate	Male	
11	Govt	Mr.	Hafizur Rahman Chowdhury	MOH&FW	Deputy Secretary (WH-1)	0171166496	hrchowdhury123@gmail.com	GOV	OC Member	Male	

Bangladesh Country Coordinating Mechanism (BCCM)

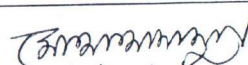
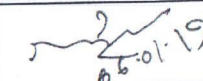
BCCM Government Constituency Meeting

Attendance Sheet

Date: 06 January 2018

Venue: Conference Room, MOHFW

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No.	Category	Title	Name	Institution	Designation	Telephone	Email	Constituency	Member/ Alternate	Gender	Singnature
MOHA											
12	Govt	Mr.	Prodip Ranjan Chakrabortay	MOHA	Additional Secretary	+8801715055491	prc5287@yahoo.com	GOV	Member & OC Vice Chair	Male	
13	Govt							GOV	Alternate		
MOLGRD											
14	Govt	Mr.	Amitavh Sarker	LGRD	Additional Secretary	+8801712999924	amitavh07@gmail.com	GOV	Member	Male	
15	Govt							GOV	Alternate		
MOE											
16	Govt	Dr.	Aruna Biswas	MOEDU	Additional Secretary	+8801716193710	biswasaruna61@gmail.com	GOV	Member	Female	
17	Govt	Mr.	Md. Abdullah Al Mamun	MOEDU	Deputy Secretary	+8801717878448	adhunikbangladesh@yahoo.com	GOV	Alternate	Male	
MOSW											
18	Govt	Ms.	Sayeda Nayem Jahan	MOSOW	Additional Secretary	+8801552541339	sayedanayem@yahoo.com	GOV	Member	Female	
19	Govt	Mr.	Mritunjoy Saha	MOSOW	Deputy Secretary	+8801715035833	dsinstodhi@msw.gov.bd	GOV	Alternate	Male	
MOCHTA											
20	Govt							GOV	Member		
21	Govt	Mr.	Subinay Bhattacharya	MOCHTA	Deputy Secretary	+8801711156702	subinay60@gmail.com	GOV	Alternate	Male	

Bangladesh Country Coordinating Mechanism (BCCM)


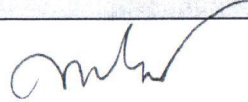
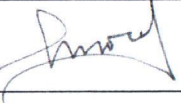
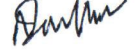

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MOWCA											
22	Govt	Mr.	Gaziuddin Md. Muneer	MOW&CH	Deputy Secretary	+8801552309738	gaziuddin4231@gmail.com	GOV	Member	Male	
23	Govt	Mr.	Md. Abdul Mannan	MOW&CH	Deputy Secretary	+8801923637839	dsmannan85@gmail.com	GOV	Alternate	Male	
MOF											
24	Govt							GOV	Member		
25	Govt	Ms.	Saleha Binte Siraj	MOF(ERD)	Deputy Secretary	+8801720800164	sas-un4@erd.gov.bd	GOV	Alternate	Female	
26	Govt	Mr.	Sultan Md. Iqbal	MOF/NBR	Member, NBR	+88028391907, +8801732209388	sultaniqbal123@yahoo.com	Govt.	Member	Male	
27	Govt							Govt.	Alternate		
BCCM Secretariat											
28	BCCM Sec.	Mr.	Manaj Kumar Biswas	BCCM Sec.	BCCM Coordinator	+8801718171958	bccmcoordinator@gmail.com	BCCM Sec.	Non Voting Member	Male	
29	BCCM Sec.	Mr.	Mohammad Harun-Or-Rasid	BCCM Sec.	Deputy Coordinator	+8801817524001	dc.bccm@yahoo.com	BCCM Sec.	Secretariat Staff	Male	
30	BCCM Sec.	Mr.	Nityananda Sardar	BCCM Sec.	Intern - IT Support and Website Maintenance	+8801717175652	apusardar07@gmail.com	BCCM Sec.	Secretariat Staff	Male	
31	BCCM Sec.	Ms.	Sathi Biswas	BCCM Sec.	Assistant to Board Member	+8801793562623	sathibiswasir6th@gmail.com	BCCM Sec.	Secretariat Staff	Female	

Bangladesh Country Coordinating Mechanism (BCCM)

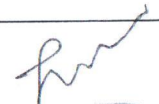

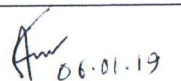
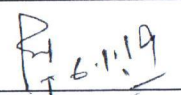
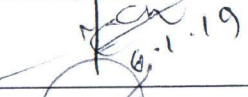
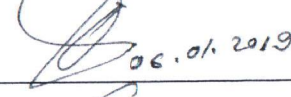
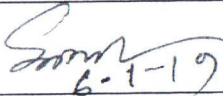

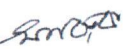

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Others											
32	ML/BL	Dr.	Saima Khan	UNAIDS	Country Manager	+8801730057832	khans@unaids.org	ML	Alternate	Female	
33	CSO	Prof.	Dr. M. A. Faiz	Malaria Expert	Former DG, DGHS	+8801713008858	drmafaiz@gmail.com	Academia	Vice Chair, BCCM and GF Board Member	Male	
34	Govt	Mr	Md Khalilur Rahman	MOHFW	Joint Secretary			Govt		M	
35	Govt	Mr	Md. Saifulahil Azam	MOHFW	Joint Secretary			Govt		M	 06.01.19
36	Govt	Mr	Hashan Mahmud	MOHFW	DS	0171208 5264		Govt		M	 6.1.19
37	Govt.	Mr	Tamir Ahmed	MOHFW	DS (PH)	01711 282188		Govt		M	 6.1.19
38	Govt.	Mr	Khondoker Zakir Hossain	MOHFW	DS	01814787070		Govt		M	 06.01.2019
39		Mr	Menna	MOHFW	office Asst	0171575 2425		Govt		M	 6.1.19
40			কিরাতুল ইসলাম	MOHFW	অফিস সহকারী	01913 882085		Govt		M	
41		Mr	Md. Faruque Hossain	HSD	PO			Govt			
42		Mr	Jannat	MOHFW	ofic Asst	017169 41936		Govt		M	

Bangladesh Country Coordinating Mechanism (BCCM)

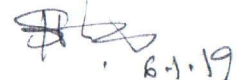
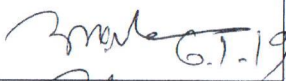

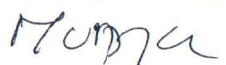
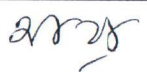
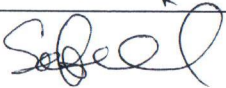
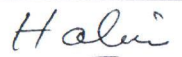
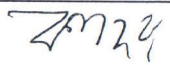

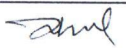
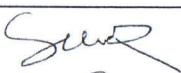
BCCM Government Constituency Meeting

Attendance Sheet

Venue: Conference Room, MOHFW

Date: 06 January 2018

This list is not according to seniority, it is according to constituency and Global Fund provided format.

No.	Category	Title	Name	Institution	Designation	Telephone	Email	Constituency	Member/ Alternate	Gender	Signature
43			S.M. Shalinor Rahman	MOHFW	Office Assi:	01713-90 2847					 6.1.18
44			Syed Farhad Uddin	HSD	A.O.	0171851 221					 6.1.18
45			Md. Solayeman	HSD	C.O.	01784- 196723					
46			MD Munna	MOHFW	Office Saha ok	01726 120304					
47			Maya Rani	MOHFW	Office Saha ok	0191104 7126					
48			Sabiqe	MOHFW	Office Assi	01716 243675					
49			Abdul Halim	MOHFW	Office Assi	01552 344172					
50			CR: ZM ZI			015524 20199					
51			Sahin Golam Rahman	HSD	A.O.	0171544 5572					
52			MD: Bheutlo		LIST operator	01782516418					
53			Sobair		litte, office	017591992 20					
54			Saiden Mota inbar	BCCM	Office Assi Tant	0191274 6253					