

## **BCCM Membership Renewal (Election/Selection)- 2023**

### **Criteria for Private Sector Constituency**

Given the breadth of expertise and resources that the private sector can provide, CCMs can benefit greatly from the private sector companies, trade associations, Chamber of Commerce and Industries and organizations that represent the most relevant facets of the private sector that could include the following organizations:

- Business associations (i.e., Chamber of Commerce/Trade body/Trade Association)
- Large for-profit companies with a proven commitment to fighting the three diseases
- Organizations representing small and medium-size enterprises and the informal sector
- Business associations to fight HIV/AIDS, TB and malaria.
- Representatives from exposed industries.
- Private practitioners and for-profit clinics
- Charitable foundations established by corporations.

#### Criteria for membership of Private Sector constituency

- Recognized trade body representing the larger community of private sector e.g., Chamber of Commerce and Industries, employer association, or sectoral association;
- Working with an association that is already engaged in public health response;
- Clearly defined time commitment required, workload/indication of time commitment
- Has presence or network at the national level;
- Proven track record of involvement in Corporate Social Responsibility activities
- Willingness to contribute commit time to CCM activities
- Skills possibly related to finance, management, and procurement.
- The trade bodies/institutions have ability and mechanism to coordinate within the sectors as well as capable of informing the organizations within the constituencies and ensuring their decision and participation for the CCM processes.

#### Criteria for candidate for election/selection of Private Sector constituency

- Recognized leader;
- Proven track record of active participation within the constituency;
- Access to member organization's communication channels;
- Represents association/trade body and able to report back;
- Willingness to contribute and commit time to CCM activities;

- Member to represent the interest of their entire constituency/sector, and not those of their own individual self or organization.
- Global Fund grant recipients are not eligible;

### **Documenting the Election of Constituency Representatives**

**Documenting election/selection process.** New CCM representatives present documentary evidence of their selection or nomination by constituencies or sectors that meet Global Fund requirements. The CCM Secretariat shall store copies of these documents in its archive.

- Documents describing membership renewal processes used and the results of these processes (including election processes that civil society constituencies have used and the new list of CCM members) are sent to the Global Fund Secretariat.
- Documents about the CCM member election processes are made publicly available (for example, by posting these documents on the internet or distributing them through print media)

### **Required Documentations**

- 1. Constituency membership list** (detailed by member' name, organization, sector clearly identifying this individual as representing the constituency)
- 2. Details of constituency:** name and sector;
- 3. Copies of public communications,** newspaper advertisements (print, web), circular letter, request of expression of interest etc. inviting non-governmental sector to a meeting to select their CCM members;
- 4. Minutes of meeting of the sector** (such as an Umbrella group, network) describing how they chose their representative
- 5. Voting record,** showing names of members voting
- 6. Minutes of meeting** describing the nomination process that selected the member and alternate to the BCCM;
- 7. Letter to BCCM Secretariat from organization(s)/constituency** representing the sector, which also describes the process of selection and final results.

### **Constituency Election Activities**

<b>Activity</b>	<b>Timeline</b>
Registration Opening date	[insert date]
Closing date for online registration and candidature:	[insert date]
Final date for scrutiny of candidature	[insert date]
Publishing of final list of voters and candidates	[insert date]
Period for coordinating among constituency members & acquiring Voting No.	[insert date]
Election	[insert date]
Announcement of provisional results	[insert date]
Re-election, in case of organizations scoring equal votes Submit supporting documentation of election	[insert date]
To BCCM Secretariat	[insert date]
Announcement of the successful candidates (Election Commission)	[insert date]