

Briefing report

Date: January 14, 2019; **Time:** 16:00-17:30

Supervising Committee of MKV Albania

Meeting place: NCCS premises

Participants in the meeting: Members of Supervising Committee of MKV Albania

1. Liliana Dango, Chairperson of Supervising Committee
2. Donika Bardhi, Deputy Chairperson, (Ex-TB-PG)
3. Adriana Hala, Member of Supervising Committee Member of Supervising Committee (KMD)
4. Marjeta Dervishi, Member of Supervising Committee (Expert Gr.)

The meeting was opened by Ms.Liliana Dango, the Chairperson of Oversight Committee. She briefly informed the participants about the discussion topics of this session. She also provided a description of this Committee work, unlike the previous Committee, which has been focused on overseeing VCT / PHRD, the current Supervisory Committee has a wider focus focusing on the performance of GF grant recipients and Principal Recipient. During the meeting it was emphasized that the Oversight Committee is responsible to contribute in effectively supervision of all programs financed by Global Fund and similar processes in Albania, in accordance with the delegated functions by CCM Albania for Global Fund, as defined in the CCM Governing Manual and Terms of Reference that the OS Committee must assists CCM to fulfill its responsibilities, to hold the Key Beneficiaries accountable towards given resources of GF and to get qualitative services, is required to put in place and maintain a transparent process, documented to supervise the program implementation. In this meeting it was discussed even the importance of visits; the tasks for providing all GF sub-recipients geographical spread of the main beneficiaries, the spread and services' types of service; the division of beneficiaries according to infections and priorities of marginalised groups. The next meeting was scheduled after 3 weeks.

Date: February 6, 2019, Time: 16.00 -17:00

Participants in the meeting: Members of Supervising Committee of MKV Albania

1. Liliana Dango, Chairperson of Supervising Committee
2. Adriana Hala, Deputy Chairperson, Member of Supervising Committee (KMD)
3. Donika Bardhi, Member of Supervising Committee (Ex-TB-PG)
4. Marjeta Dervishi, Member of Supervising Committee (Expert Gr.)
5. Manjola Kola, Administrative Assistant, CCM Albania

On February 6, 2019, at the premises of hotel "Gloria", it was organised in the framework of MKV Albania activities the meeting between of Overcite Committee and the representative of CCM Albania Ms.Manjola Kola, Administrative Assistant. During the former three weeks, since the last meeting, the group prepared the draft visits' graphic according to VST's and Methadone Supporting Therapy Centres, Regional PHD, dispensary and all sub-recipients' cities where projects are implemented; according to the working group visit's time; the responsible person, etc. Please find attached the visit plan #1.

It has been foreseen to organize 25 visits. In the meeting it has been requested some information regarding the first visit made during December 2018, challenges faced and some key findings from the observations. During the meeting it was discussed about visit's questions' updating. It was agreed that the experts will support the development of technical questionnaires, while the others members to support the development of questionnaires for highlighting the managerial and programmatic capacities of sub-recipients. In the meeting, it was requested to establish a reporting structure according to questionnaires' structure and to prepare a report in English for every visit made by responsible people. The questionnaires were going to be developed during the week and disused via email. Due to the presence of Ms.Kola, Administrative Assistant of CCM Albania, in the meeting it was discussed about the budget revision related to accommodation of overnight staying.

Minutes of OS Committee, 28 March 2019

Date: February 10 and 12, 2019; **Time:** 16.00 -17:00

Meeting place: NCCS premises

Participants in the meeting: Members of Supervising Committee of MKV Albania

1. Liliana Dango, Chairperson of Supervising Committee
2. Donika Bardhi, Member of Supervising Committee (Ex-TB-PG)
3. Marjeta Dervishi, Member of Supervising Committee (Expert Gr.)
4. Manjola Kola, Administrative Assistant, CCM Albania

In this meeting it was consolidated the visit graphic with responsible groups and individuals, as well as the two types questionnaires.

It was reemphasized the reporting template and time its takes to get it back

On-going plan:

1. Finalizing the Plan of visits according to forecast;
2. Finalizing and handing over the Reports for every made visit by responsible individuals;
3. Joint communication by the membership related to CCM challenges.

Date: February 27, 2019; Time: 11-.00 -12:30

Participants in the meeting: Members of Supervising Committee of MKV Albania

1. Liliana Dango, Chairperson of Supervising Committee
2. Donika Bardhi, Member of Supervising Committee (Ex-TB-PG)
4. Adriana Hala, Member of Supervising Committee (Ex-TB-PG)
3. Marjeta Dervishi, Member of Supervising Committee (Expert Gr.)
5. Brunilda Hylviu, Member of Supervising Committee (Ex-TB-PG)
6. Maia Cesilia Millado International expert

The meeting was opened by a short introduction of all OC members, their background and role in OSC. The discussion continued with the tasks performed by OSC, the introduction of questionnaires, visits' plan, and the report of visits made and challenges faced so far. One of the challenges was the numbers of visits', 25 cities accounts 3 to 4 visits per city.

The Expert, in her discussion, clarified the OSC role i.e. not to overlap with Project Management Unit visits. The ones of OSC should be done only to the sub-recipients facing difficulties during project implementation. OSC should pursue these difficulties and facilitate the problem solving process.

One of the scheduled tasks was the revision of visits' plan for next time. This task was performed via email, after all OSC members read PMU report and picked up their hotspot for the visits.

Please find attached of this briefing report the supported certified documentation, list of participants in the meeting, pictures and Supervising Visits Reports for the first trimester of 2018-2019-s.

Some Pictures from oversight meetings :





