

CCM Meeting Minutes

INPUT FIELDS INDICATED BY YELLOW BOXES

MEETING DETAILS									
COUNTRY (CCM)		Mongolia			TOTAL NUMBER OF <u>VOTING</u> MEMBERS PRESENT (INCLUDING ALTERNATES)			15	
MEETING NUMBER (if applicable)		73 ^d			TOTAL NUMBER OF <u>NON-CCM</u> MEMBERS / OBSERVERS PRESENT (INCLUDING CCM SECRETARIAT STAFF)			13	
DATE (dd.mm.yy)		16 th of March, 2017			QUORUM FOR MEETING WAS ACHIEVED (yes or no)			yes	
DETAILS OF PERSON WHO CHAIRED THE MEETING									
HIS / HER NAME & ORGANISATION	First name	Myagmar			DURATION OF THE MEETING (in hours)			4	
	Family name	Byambasuren			VENUE / LOCATION		Conference hall A, MOH		
	Organization	Trade Union			MEETING TYPE (Place 'X' in the relevant box)		Regular CCM meeting		X
HIS / HER ROLE ON CCM (Place 'X' in the relevant box)	Chair				Extraordinary meeting				
	Vice-Chair				Committee meeting				
	CCM member				GLOBAL FUND SECRETARIAT / ATTENDANCE AT THE MEETING (Place 'X' in the relevant box)		LFA		X
	Alternate				LFA		X		
HIS / HER SECTOR* (Place 'X' in the relevant box)									
GOV	MLBL	NGO	EDU	PLWD	KAP	FBO	PS	FPM / PO	
							X	OTHER	X
								NONE	

LEGEND FOR SECTOR*

GOV	Government	PLWD	People Living with and/or Affected by the Three Diseases
MLBL	Multilateral and Bilateral Development Partners in Country	KAP	People Representing 'Key Affected Populations'
NGO	Non-Governmental & Community-Based Organizations	FBO	Religious / Faith-based Organizations
EDU	Academic / Educational Sector	PS	Private Sector / Professional Associations / Business Coalitions

SELECT A SUITABLE CATEGORY FOR EACH AGENDA ITEM (Place 'X' in the relevant box)																
GOVERNANCE OF THE CCM, PROPOSALS & GRANT MANAGEMENT RELATED TOPICS																
AGENDA ITEM No.	WRITE THE TITLE OF EACH AGENDA ITEM / TOPIC BELOW	Review progress, decision points of last meeting - Summary Decisions	Review CCM annual work plans / budget	Conflict of Interest / Mitigation	CCM member renewals/appointments	Constituencies engagement	CCM Communications / consultations with in-country stakeholders	Gender issues	Proposal development	PR / SR selection / assessment / issues	Grant Consolidation	Grant Negotiations / Agreement	Oversight (PUDRs, management actions, LFA debrief, audits)	Request for continued funding / periodic review / phase II / grant consolidation / closures	T.A solicitation / progress	Other
AGENDA ITEM #1	Introduction of agenda and previous meeting decisions	X														
AGENDA ITEM #2	Program split of HIV / AIDS and TB project											X				
AGENDA ITEM #3	Discussion of the prioritized above allocation request of HIV / AIDS project development in 2018-2020	X							X					X		

AGENDA SUMMARY

AGENDA ITEM No.	WRITE THE TITLE OF EACH AGENDA ITEM / TOPIC BELOW
AGENDA ITEM #1	Introduction of agenda and previous meeting decisions
AGENDA ITEM #2	Program split of HIV / AIDS and TB project
AGENDA ITEM #3	Discussion of the prioritized above allocation request of HIV / AIDS project development in 2018-2020

B.Myagmar: I have realized suggestions you have said. Mr.Amarsaikhan if you have any opinions related to our charter, you should provide written notice to the CCM Secretariat and we would happy to discuss on your suggestion.

AGENDA ITEM #2

Program split of the Global Fund supported HIV / AIDS and TB projects

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

None

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no)>

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

B.Myagmar: Mongolia has been allocated US\$10.269.067 for HIV, TB and building resilient and sustainable systems for health. Therefore, USD 3,044,708 for HIV / AIDS continuation request and USD 7,224,359 is allocated to the TB projects out of the total allocation.

Program split. As part of the principle of country ownership, it is up to the CCM to assess the best use of funds across eligible disease components. The Global Fund strongly encourages integrated programming across diseases and investments in resilient and sustainable systems for health. Therefore, applicants can either accept the Global Fund program split between components or propose a revised split, which will be reviewed by the Global Fund. Should you make any input and suggestions are welcome to be noticed.

Table 1: Summary of allocation with indicative program split

Eligible disease component	Allocation US\$	Allocation Utilization Period
HIV	3,044,708	2018/01/01-2020/12/31
TB	7,224,359	2018/01/01-2020/12/31
Total	10,269,067	

SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM
Please summarize the respective constituencies' contributions to the discussion in the spaces provided.

DECISION(S) Summarize the decision in the section below

The CCM members unanimously endorsed the new HIV and TB project program split.

DECISION MAKING

MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS*	X	IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS	
	VOTING	X	VOTING METHOD (Place 'X' in the relevant box)	SHOW OF HANDS X
			SECRET BALLOT	
			ENTER THE NUMBER OF MEMBERS <u>IN FAVOUR OF THE DECISION</u> >	15
			ENTER THE NUMBER OF MEMBERS <u>AGAINST THE DECISION</u> >	
			ENTER THE NUMBER OF VOTING CCM MEMBERS <u>WHO ABSTAINED</u> >	

*Consensus is general or widespread agreement by all members of a group.

AGENDA ITEM #3

Discussion of the prioritized above allocation request of HIV / AIDS project development in 2018-2020

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

None.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no)>

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

A.Nyamdorj: HIV/AIDS project budget has decreased by 40% than the previous 3-year operating budget. And it was 5 million USD and now it is 3 million USD in 2017-2020 for HIV and building resilient and sustainable systems for health. I worked as a team-leader of the HIV-TWG and currently held more than 10 TWG meetings and a Country Dialogue. As we discussed in our previous meetings, we had recruited National Consultant Ts.Otgonbaatar and International consultants

Ted Nierras and Scott Berry, where they have drafted the Program Continuation Request to the GF.

Ted Nierras:

1. The Global Funds (GF) Program Continuation Request / Appendix 1 /
2. Introduction of Modular framework / Appendix 2 /
3. A draft compilation of Sub Recipient proposals/ Appendix 3 /

All these documents will be attached along with a list of Technical Working Group (TWG) and other meetings on the development and submission process of the Global Funds (GF) Program Continuation Request (PCR).

SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM
Please summarize the respective constituencies' contributions to the discussion in the spaces provided.

GOV	D.Gantsetseg: We need to improve human resources, primary health care services and set effective public policy. There seem to need promotional activities for this project. Also MOH as a PR should use at least 35% of the funds.
Trade union	B.Myagmar: I wonder why MOH didn't provide their proposals since TWG and consultants have been working a long time. CCM members could send their written suggestion to the CCM secretariat in order to reflect to project.

Answer(S) *Summarize the answer in the section below*

DECISION(S) *Summarize the decision in the section below*

The CCM members unanimously endorsed the HIV and TB project continuation request.

DECISION MAKING

MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS*	X	IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS		
	VOTING	X	VOTING METHOD (Place 'X' in the relevant box)	SHOW OF HANDS	X
				SECRET BALLOT	
	ENTER THE NUMBER OF MEMBERS <u>IN FAVOUR OF THE DECISION</u> >				15
	ENTER THE NUMBER OF MEMBERS <u>AGAINST THE DECISION</u> >				
ENTER THE NUMBER OF VOTING CCM MEMBERS <u>WHO ABSTAINED</u> >					

*Consensus is general or widespread agreement by all members of a group.

AGENDA ITEM #4 **TB projects developing TWG information**

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

None.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no)>

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

B.Myagmar: TB project working group performances had introduced by B.Myagmar. / Appendix 4 /
 As far as we had 2 TWG meetings and a Country Dialogue.

SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM
Please summarize the respective constituencies' contributions to the discussion in the spaces provided.

Answer(S) *Summarize the answer in the section below*

DECISION(S) *Summarize the decision in the section below*

AGENDA ITEM #5

- CCM financial report in 2015-2017
- CCM costed work plan in 2017-2020

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no)>

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

B.Oyundari:

- **CCM financial report in 2015-2017 / Annex 5 /** B.Oyundari, CCM coordinator, presented the CCM financial report and its performances since 1st of April, 2016 till the 28th of February, 2017. Also, she has mentioned to provide the Financial performance promptly, when the fiscal year ends on the 30th of March, 2017.
- **CCM costed work plan in 2017-2020 /Annex 6/** In the development of the CCM Mongolia budgeted workplan, we had informed from the GF that we can't excess 60,000 USD in 2017-2020. Therefore, we drafted our financial request according to the local requirements and the previous years' workplan.

SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM
Please summarize the respective constituencies' contributions to the discussion in the spaces provided.

GOV	D.Gantsetseg: CCM members spend their time in these meetings hence need to organize meetings at the comfortable places and members need to get paid hourly rates when they attend such meetings.
GOV	N.Amarsaikhan: In accordance with the Law, the Mongolian government as public servants, so in such international projects and programs that members should not get paid. Because it is implemented for the sake of Mongolian population.
Youth.org	A.Nyamdorj: Totally agree with an idea to have legal advice. However, we don't need to recruit a lawyer.
COMJ	Ch.Enkhtamir: Since we did not come here to have fun, we had to realize what we are responsible for and shouldn't demand any incentives.

Answer(S) Summarize the answer in the section below

B.Oyundari: RAA is a competent organization, and since the GF works with many countries they have standard guidelines. The Program should clearly explain the country scenario to the GF and come to an agreed term. On the GF guideline, it is clearly said that CCM members entitled not to receive any incentives. Mr. Manab Basnet also mentioned that on his visit. The global fund is providing major orientation program for the CCM members with external expert that we are going to organize on April. You are all expected to participate actively in the process.

DECISION(S) Summarize the decision in the section below

CCM members signed the endorsement form to approve the CCM costed work plan in 2017-2020.

DECISION MAKING

MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS*	<input checked="" type="checkbox"/>	IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS		
	VOTING	<input checked="" type="checkbox"/>	VOTING METHOD (Place 'X' in the relevant box)	SHOW OF HANDS	<input checked="" type="checkbox"/>
				SECRET BALLOT	
			ENTER THE NUMBER OF MEMBERS IN FAVOUR OF THE DECISION >		15
		ENTER THE NUMBER OF MEMBERS AGAINST THE DECISION >			
		ENTER THE NUMBER OF VOTING CCM MEMBERS WHO ABSTAINED>			

*Consensus is general or widespread agreement by all members of a group.

SUMMARY OF DECISIONS & ACTION POINTS

AGENDA NUMBER	ITEM	WRITE IN DETAIL THE DECISIONS & ACTION POINTS BELOW	KEY PERSON RESPONSIBLE	DUE DATE
AGENDA ITEM #2		The CCM members unanimously endorsed the new HIV and TB project program split.	CCM MEMBERS	
AGENDA ITEM #3		CCM members could send their written suggestion to the CCM secretariat in order to reflect to project. The CCM members	CCM MEMBERS	

	unanimously endorsed the HIV and TB project continuation request..		
AGENDA ITEM #4	CCM members signed the endorsement form to approve the CCM costed work plan in 2017-2020.	CCM MEMBERS	

To add another 'Agenda Item' highlight the entire row corresponding to the last 'Agenda Item #' in the table. Right click on the mouse and select the 'Insert' menu item, then select the 'Insert Rows Below' option. Repeat as necessary to add additional rows.

NEXT MEETING (INCLUDES OUTSTANDING AGENDA ITEMS NOT COMPLETED DURING CURRENT MEETING)	
TIME, DATE, VENUE OF NEXT MEETING (dd.mm.yy)	2017
PROPOSED AGENDA FOR NEXT MEETING	WRITE THE PROPOSED AGENDA ITEMS IN THE SPACES PROVIDED
AGENDA ITEM #1	
AGENDA ITEM #2	
AGENDA ITEM #3	
AGENDA ITEM #4	
AGENDA ITEM #5	

To add another 'Agenda Item' highlight the entire row corresponding to the last 'Agenda Item #' in the table. Right click on the mouse and select the 'Insert' menu item, then select the 'Insert Rows Below' option. Repeat as necessary to add additional rows.

SUPPORTING DOCUMENTATION	Place an 'X' in the appropriate box	
	Yes	No
ANNEXES ATTACHED TO THE MEETING MINUTES		
ATTENDANCE LIST	X	
AGENDA	X	
OTHER SUPPORTING DOCUMENTS	X	
APPENDIX 1-10	X	
IF 'OTHER', PLEASE LIST BELOW:		
Grant presentation from CCM, PCU		

CHECKLIST (Place 'X' in the relevant box)			
	YES	NO	
AGENDA CIRCULATED ON TIME BEFORE MEETING DATE	X		The agenda of the meeting was circulated to all CCM members, Alternates and Non-CCM members <u>2 weeks</u> before the meeting took place.
ATTENDANCE SHEET COMPLETED	X		An attendance sheet was completed by all CCM members, Alternates, and Non-CCM members present at the meeting.
DISTRIBUTION OF MINUTES WITHIN ONE WEEK OF MEETING	X		Meeting minutes should be circulated to all CCM members, Alternates and non-members within <u>1 week</u> of the meeting for their comments, feedback.
FEEDBACK INCORPORATED INTO MINUTES, REVISED MINUTES ENDORSED BY CCM MEMBERS*	X		Feedback incorporated into revised CCM minutes, minutes electronically endorsed by CCM members, Alternates and non-members who attended the meeting.
MINUTES DISTRIBUTED TO CCM MEMBERS, ALTERNATES AND NON-MEMBERS	X		Final version of the CCM minutes distributed to CCM members, Alternates and Non-members and posted on the CCM's website where applicable within <u>15 days</u> of endorsement.


* Often CCM minutes are approved at the next meeting. Since many months can pass before the next scheduled meeting, electronic endorsement of the CCM minutes is considered to be a more efficient method for effective meeting management.

GLOSSARY FOR ACRONYMS USED IN THE MINUTES:


ACROYNM	MEANING
CN	Concept note
MOH	Ministry of health
CCM	Country Coordinating Mechanism
NGO	Non-Governmental organization
WHO	World Health Organization
UN	United Nations
COIWC	Conflict of Interest Working Committee

To add an additional 'Acronym', highlight the entire row corresponding to the last 'Acronym' in the table. Right click on the mouse and select the 'Insert' menu item, then select the 'Insert Rows Below' option. Repeat as necessary to add additional rows

CCM MINUTES PREPARED BY:

TYPE / PRINT NAME >	L.Nomin-Erdene	DATE >	March 20, 2017
FUNCTION>	CCM assistant	SIGNATURE >	

CCM MINUTES REVIEWD BY:

TYPE / PRINT NAME >	B.Oyundari	DATE >	March 20, 2017
FUNCTION>	CCM Coordinator	SIGNATURE >	

CCM MINUTES APPROVAL:

APPROVED BY (NAME) >	B.MYAGMAR	DATE >	March 20, 2017
	CCM chair	SIGNATURE >	