Minutes of Meeting №4/25-36

National Coordination Committee to Fight AIDS, TB and Malaria in the Republic of Tajikistan (NCC)

18 December 2023 Dushanbe

Chaired by:

Matlubakhon Amonzoda Sattoriyon – Vice Prime Minister of the Republic of Tajikistan, NCC Chairman.

Participants:

G. Abdufatohzoda - Head of the Department of Social Development of the Executive Office of the President of the Republic of Tajikistan, J. Abdullozoda – Minister, Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, A. Amirzoda - Deputy Minister, Ministry of Health and Social Protection of the Population, Chief State Sanitary Doctor of the Republic of Tajikistan, R. Nasriddinzoda - Deputy Minister, Ministry of Economic Development and Trade of the Republic of Tajikistan, Farhod Salim - Deputy Minister, Ministry of Foreign Affairs of the Republic of Tajikistan, S. Kurboniyon - Deputy Minister, Ministry of Finance of the Republic of Tajikistan, F. Nurullozoda - First Deputy Chairman of the Committee on Women and Family Affairs under the Government of the Republic of Tajikistan, Sh. Rahimzoda - First Deputy Chairman of the Committee on Youth and Sports Affairs under the Government of the Republic of Tajikistan, S. Alizoda - Deputy Chairman of the Committee on Television and Radio under the Government of the Republic of Tajikistan, F. Olimzoda - Deputy Chairman of the Committee on Religion, Streamlining Traditions, Celebrations and Rituals under the Government of the Republic of Tajikistan, T. Khaidarova – Director, NGO "Tajikistan Network of Women Living with HIV", S. Naimov - Director of the Association "Partnership to Stop Tuberculosis in Tajikistan" and P. Jamolov – Director, NGO "Spin Plus".

Absentees:

1) M. Umarov – Head of the Main Department for the Execution of Criminal Sentences, Ministry of Justice of the Republic of Tajikistan, Olshavsky V. – Country Director, World Health Organization office in the Republic of Tajikistan, Saidova N. – Director, NGO “Gender and Development” (due to business trip);

2) K. Davlatzoda - Deputy Minister, Ministry of Labor, Migration and Employment of the Republic of Tajikistan, Mirzoev N. - Deputy Chairman of the State Committee for National Security of the Republic of Tajikistan, Lenny Montiel - UNDP Resident Representative in the Republic of Tajikistan, Peter Riley - Director of the USAID Mission in the Republic of Tajikistan (on leave);

3) N. Ibrohimzoda – Deputy Minister, Ministry of Internal Affairs of the Republic of Tajikistan, N. Fayzov– Director, NGO “Svon Plus”, F. Gulova– Director, NGO “Equal Opportunities” (due to illness);

4) Ziyodullo Abdulzoda - Deputy Minister, Ministry of Education and Science of the Republic of Tajikistan, (for unknown reasons).

Invitees:

R. Boybalazoda - Deputy Head, Main Department for the Execution of Criminal Sentences under the Ministry of Justice of the Republic of Tajikistan, M.Asozoda - Head of the Medical Unit under the Main Department of the Execution of Criminal Sentences, Ministry of Justice of the Republic of Tajikistan, I.Nodirzoda - Head of the Migration Service, Ministry of Labor, Migration and Employment of the Republic of Tajikistan, J. Amirov - chief specialist of the Directorate of Primary and Secondary Vocational Education of the Ministry of Education and Science of the Republic of Tajikistan, Kh. Rustamzoda - Head of the Medical Directorate of the Ministry of Internal Affairs of the Republic of Tajikistan, D. Valiev - Deputy Head of the Department of the State Committee for National Security of the Republic of Tajikistan, R. Nurov – Director, Republican Center for the Protection of the Population from Tuberculosis of the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, S. Sattorov – Director, Republican Center for Prevention and Control of AIDS of the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, A.Soliev - Deputy Director, Republican Center for Prevention and Control of AIDS of the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, R. Malakhov - Chief Narcologist, Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, S. Misokov – Director, Republican Clinical Center for Narcology named after Professor M.G. Gulyamov under the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, Lazima Onta Bhatta – Deputy Resident Representative, UNDP Tajikistan, N. Nazarova– Finance Analyst, HIV/AIDS and Tuberculosis Prevention and Control Project, UNDP Tajikistan, M. Trofimenko–HIV Coordinator, HIV/AIDS and Tuberculosis Prevention and Control Project, UNDP Tajikistan, S.Alyamov - UNDP translator, S.Kalandarov - World Health Organization in Tajikistan, A. Khamidova - Head of the Country Office of the Joint United Nations Program against HIV/AIDS (UNAIDS) in Tajikistan, Z. Avgonov - NCC Executive Secretary, O. Nasibov - assistant to NCC Executive Secretary.

Agenda:

1. Progress of the implementation of the National HIV/AIDS Epidemic Response Program in the Republic of Tajikistan for 2021-2025

2. Progress of the GF grant implementation in the Republic of Tajikistan

3. State social grants’ practices

4. Approval of the terms of references and members of technical working groups under the National Coordination Committee to fight HIV/AIDS, TB and Malaria in the Republic of Tajikistan.

5. 2024 Annual Workplan of the National Coordination Committee to fight HIV/AIDS, TB and Malaria in the Republic of Tajikistan

6. 2024 Annual Workplan of the Oversight Commission under the National Coordination Committee to fight HIV/AIDS, TB and Malaria in the Republic of Tajikistan

The Vice Prime Minister opened the meeting of the National Coordination Committee, introduced the agenda to the NCC members, which was approved by the NCC members.

On the **first** issue of the agenda, F.Nurullozoda, First Deputy Chairman of the Committee on Women and Family Affairs under the Government of the Republic of Tajikistan, presented information on the progress of the implementation of the “National Program to Respond to the Epidemic of Human Immunodeficiency Virus and Acquired Immunodeficiency Syndrome (HIV|AIDS) in the Republic of Tajikistan for 2021-2025” by the Committee on Women and Family Affairs under the Government of the Republic of Tajikistan. She noted that in pursuance of the above-mentioned National Program, in order to improve the status of the family, HIV and tuberculosis infection prevention working groups were established under the Committee on Women and Family Affairs under the Government of the Republic of Tajikistan, and the Committee regularly organizes and conduct meetings, information and educational events for young people and women in public places of the country, in university and educational institutions with the participation of representatives of relevant ministries and departments, including the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan. During the meetings, the Committee staff distributed booklets on HIV prevention. Representatives of the Committee on Women and Family Affairs also regularly took part in television and radio programs devoted to the prevention of infectious diseases, including HIV among women, and interviews on the prevention of HIV infection were published in newspapers and magazines. She added that the Committee actively cooperates with other ministries and departments as part of the implementation of the above National Programs.

On the **second** issue of the agenda, M. Trofimenko, HIV Project Coordinator, HIV/AIDS and Tuberculosis Prevention and Control Project, UNDP in the Republic of Tajikistan, presented information on the progress of the implementation of the consolidated HIV and Tuberculosis grant of the Global Fund “Improving and enabling environment and expanding prevention, treatment and care to reduce the burden of HIV and tuberculosis in the Republic of Tajikistan” for the period 2021–2023, including the goals and objectives of the project, the achievements and challenges in implementing the project. He noted that during the period January-June 2023, in total of 12,388 people who inject drugs (PWID), 12,084 sex workers (SW), 7,646 men who have sex with men (MSM) and 9,565 people in prison have been covered. Targets for these components are achieved for 72%-135%. Over the six months of 2023, 9551 PWID, 8441 sex workers, 5693 MSM and 3400 prisoners were also tested; indicators for achieving goals for these components are 60%-88%. He added that during this period, 11,311 people living with HIV were covered by treatment, which is 75% of the estimated number of people living with HIV. He emphasized the results achieved in the field of tuberculosis prevention, including: support in transporting sputum from the district level to regional culture laboratories, and from the regional level to the National reference laboratory for DST tests on first- and second-line drugs, new modified (non-injectable) short-term treatment regimens implemented for patients with MDR-TB, agreements were signed with 2 non-governmental organizations to actively detect tuberculosis and improve patient adherence to treatment. To build capacity of grant sub-recipients, trainings, round tables, working meetings and information sessions were organized and conducted both within the country and abroad. In nine months of 2023, the fund delivery is 74%.

On the **third** issue of the agenda, P. Jamolov, director of the NGO “Spin Plus” presented information on the practice of state social grants. He noted that SPIN Plus has been working in the social grant project since 2021. Activities are carried out in three correctional institutions and in the cities of Dushanbe and Vahdat. In 2021, 120 PLWH were covered by services, in 2022 - 204 people, in 2023 - 154 people. The amount of government funding allocated to the public organization "SPIN Plus" was: TJS 130,000.00 in 2021, TJS 212,866.00 in 2022, TJS 192,871.00 in 2023. The project has 9 employees, including a director, an accountant, three social workers and four peer consultants. Social services provided by the NGO "SPIN Plus" include food for project participants, care, support for weakened patients at home, social support and peer counseling in order to develop adherence to antiretroviral therapy, referral by the organization to receive medical care and financial support, psychological consultations, lawyer. NGO "SPIN Plus" conducts trainings and working meetings together with the Social Protection Agency. In 2021 and 2022, trainings were conducted for public organizations working in the field of HIV/AIDS with the aim of introducing the mechanism of state social funds. In 2023, a working meeting was held on the coordination and interaction of social protection services and medical services in the field of prevention and treatment of HIV/AIDS and tuberculosis. He emphasized the difficulties in implementing the project, including the lack of premises during the implementation of the state social grants; only social workers with bachelor’s or master’s education can work in the state social order project, which is not always possible for employees without education, but with extensive capacity and background.

On the **fourth** issue of the agenda, Amirzoda A.A., Deputy Minister of Health and Social Protection of the Population of the Republic of Tajikistan, noted that based on the decision of the NCC dated November 13, 2018, the regulations and composition of 5 technical working groups (TWGs) under the NCC were approved: first TWG on HIV/ AIDS, the second for TB and malaria and TWG on monitoring and evaluation; to reduce the risk of HIV infection among particularly vulnerable groups of the population and to optimize the work of the TWG, there is currently a need to review the position and composition of the TWG. In particular, since the TWG on HIV/AIDS and the TWG on reducing the risk of HIV infection among particularly vulnerable groups of the population duplicate each other, it is proposed to combine both TWGs into one TWG on HIV/AIDS control. He proposed to create the following three TWGs under the NCC: on HIV/AIDS control, on tuberculosis control, on monitoring and evaluation in the field of HIV/AIDS and tuberculosis prevention, and also to consider the creation of a TWG on the control of tropical diseases. He added that since the approval of the composition of the TWG under the NCC (2018), there have been significant personnel changes in various state and non-state structures, the composition of the members of the TWG has changed, or the organizations whose representatives were members of the NCC are currently not functioning. I asked the members of the NCC to consider and approve the new regulations and composition of the TWG under the NCC.

On the **fifth** issue on the agenda, Z.T. Avgonov, executive secretary of the NCC, presented information on the draft Work Plan of the National Coordination Committee for 2024 and asked the NCC members to review and approve the draft NCC Work Plan for 2024.

On the **sixth** issue on the agenda, Z.T. Avgonov, executive secretary of the NCC, presented information on the draft Work Plan of the Supervision Commission under the NCC for 2024. Asked members of the NCC to consider and approve the draft Work Plan of the Supervision Commission under the NCC for 2024.

The meeting of the National Coordination Committee made the following *decision*:

1. To consider the report of the Committee on Women and Family Affairs under the Government of the Republic of Tajikistan “On the progress of the implementation of the National Program to respond the Epidemic of HIV/AIDS in the Republic of Tajikistan for 2021-2025”

1.1. The Committee on Women and Family Affairs under the Government of the Republic of Tajikistan, together with the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, the Committee of Religion, Streamlining Traditions, Celebrations and Rituals under the Government of the Republic of Tajikistan and the Committee on Youth Affairs and Sports under the Government of the Republic of Tajikistan to organize joint events to increase awareness of women and youth on HIV/AIDS prevention issues.

2. To consider the report of the United Nations Development Program in the Republic of Tajikistan on the progress of implementation of the consolidated grant of the Global Fund to control HIV and Tuberculosis in the Republic of Tajikistan.

2.1. The Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, together with the relevant ministries and departments, take the necessary measures to strengthen the detection of both sensitive and drug-resistant tuberculosis and ensure the implementation of the joint action plan for the development of the substitution maintenance therapy program in the Republic of Tajikistan for 2024-2026.

2.2. The Ministry of Health and Social Protection of the Population of the Republic of Tajikistan will establish joint work with the main grant recipient when selecting sub-recipients and pay attention to the human resources potential of the grant sub-recipients.

3. To consider the report of the public organization “Spin Plus” on the practice of state social procurement.

4. To consider the presentation of the Deputy Minister of Health and Social Protection of the Population of the Republic of Tajikistan A. Amirzoda on approval of the regulations and composition of technical working groups of the National Coordination Committee to Combat AIDS, Tuberculosis and Malaria in the Republic of Tajikistan.”

4.1. Approve the regulations and composition of the following technical working groups under the NCC in a new edition, taking into account the proposals and comments of NCC members:

a) TWG on HIV/AIDS control.

b) TWG on tuberculosis control.

c) TWG on monitoring and evaluation on HIV/AIDS, TB and malaria (attached).

4.2. Consider establishing a TWG for the control of tropical diseases.

5. Approve the 2024 Work Plan of the National Coordination Committee to fight AIDS, Tuberculosis and Malaria in the Republic of Tajikistan.

6. Approve 2024 Work Plan of the Oversight Commission under the NCC.

Vice Prime Minister,

NCC Chairman М.А.Sattoriyon

Approved

per clause 4.1, minutes of the meeting,

Meeting of the National Coordination Committee to fight AIDS, Tuberculosis and Malaria in the Republic of Tajikistan dated December 18, 2023, No. 4/25-36

Regulation/Terms of Reference

Technical Working Groups under the National Coordination Committee

to fight HIV/AIDS, TB and Malaria in the Republic of Tajikistan

**I. General conditions**

1. The regulation on technical working groups (hereinafter referred to as TWG) was developed based on the Decree of the Government of the Republic of Tajikistan dated February 28, 2015, No. 127 “On the National Coordination Committee to Fight Acquired Immunodeficiency Syndrome, Tuberculosis and Malaria in the Republic of Tajikistan” (hereinafter referred to as NCC), and determines the rights, order of TWG organization and activities.

2.  Following TWGs are established under the NCC:

* + TWG on HIV/AIDS control
  + TWG on TB Control
  + TWG on Monitoring and Evaluation for HIV/AIDS, TB and Malaria.

3.  Whenever necessary, several subgroups can be established under each TWG depending on the assigned tasks (epidemiological situation analysis, research, statistics reporting, community led monitoring, draft regulatory documents in the field of HIV/AIDS, tuberculosis and malaria, etc.).

4. TWGs are advisory groups of the NCC and in their activities are guided by current laws, decrees of the President of the Republic of Tajikistan, decrees of the Government of the Republic of Tajikistan, international regulations recognized by the Republic of Tajikistan in the field of prevention and control of HIV/AIDS, tuberculosis and malaria, the Regulations on the NCC, decisions of the NCC and these regulations.

5. The composition of the TWG is comprised of representatives of state, international, donor and non-government organizations operating in the field of prevention and control of HIV/AIDS, tuberculosis and malaria, as well as external and local experts in accordance with their professional experience and knowledge, that is approved by the NCC for a period for three years.

6. In case if a TWG member left his position, his rights are transferred to a newly assigned replacement of the organization representing the TWG which does not require the NCC’s approval. If a TWG member will not be able to attend a TWG meeting for good reasons, he/she may be replaced by another employee representing on behalf organizations in the TWG.

7. Any organization can withdraw from the TWG voluntarily or be expelled if its representatives are absent without good reason from two or more consecutive meetings of the TWG. The decision to exclude the member is made by the heads of the TWG.

**II. TWG Objectives**

8. The goal of the TWG are to provide advisory and methodological assistance and technical support to the NCC in conducting analysis, monitoring and evaluation of the situation, developing strategies for treatment and preventive interventions in relevant areas, developing proposals for improving national policies and legislation and preparing country applications.

9. To achieve the goal the TWG undertakes the following:

* develop preventive actions aimed at reducing the growth of the HIV/AIDS epidemic, tuberculosis and malaria in the Republic of Tajikistan;
* provide organizational, advisory and methodological assistance to interested parties;
* participate in the development and implementation of national and regional programs for the prevention and control of HIV/AIDS, tuberculosis and malaria;
* assess the effectiveness of interaction between governmental, international and public organizations in the implementation of national programs and strategic plans;
* based on the tasks assigned to them, develop technical specifications for their subgroups;
* provide support in monitoring and assessing the situation in the field of HIV/AIDS, tuberculosis and malaria;
* submit reports, conclusions and recommendations for consideration by the NCC.

**III. Rights of the TWG**

10. The TWG has rights to:

* request information from governmental, non-governmental and international organizations about their activities aimed at HIV/AIDS, tuberculosis and malaria control,
* organize round tables, seminars, meetings on the implementation of relevant programs and strategies,
* make proposals to the NCC to improve plans and programs for the prevention and control of HIV/AIDS, tuberculosis and malaria,
* involve specialists from other organizations and technical experts in the work of the TWG,
* participate in the development of project proposals on key areas.

**IV. Operating Procedures**

11. The activities of the TWG are carried out in accordance with the work plan that developed annually by the head and members of the TWG, and approved by the secretary of the NCC. The TWG work plan is distributed by the NCC Secretariat among the TWG members and partners, and is also posted on the NCC web page.

12. The TWG meets regularly in accordance with the annual work plan and urgent meetings, if necessary.

13. Regular meetings of the TWG are held at least twice a year. Additional meetings are organized at the request of the group leader or three members of the TWG by informing the head of the TWG at least 3 days prior to the meeting date.

14. TWG meetings are held transparent and publicly, all members of the TWG, speakers (which may be persons who are not members of the TWG) and other invited persons take part in the meetings.

15. TWG meetings are documented as minutes of the meeting to be signed by the head and secretary of the NCC, followed by distribution to all partners and posting on the NCC web page.

16. Тhere is two types of the TWG as following:

*- official meetings*: It requires participation of the heads of the technical working group and all its members, including external technical experts;

*- working meetings*: Technical working groups organize meetings in small groups depending on the assigned tasks, with or without the participation of technical experts. One of the members of the technical working group is designated as responsible for conducting such a meeting. Notice of a working meeting is sent out no later than 3 calendar days before the date of the meeting. No formal meeting notes are required.

17.  Proposals on the agenda can be made by any member of the TWG. Any of the proposals made is considered at a meeting of the TWG. Decisions made at meetings of the TWG are considered legal if there is a quorum of more than half of the members and are adopted by votes of the majority of the participants present.

18.  The TWG chairmen are responsible for:

* management of the TWG activities
* organizational and administrative functions
* organization and preparation of materials for TWG meetings
* signing on behalf of the TWG minutes of TWG meetings and outgoing documents
* representation of the TWG in the NCC, state, international and public organizations
* convening and conducting meetings (regular and extraordinary) of the TWG
* ensuring transparency of decisions taken by the TWG and monitoring their implementation;
* solution of all issues related to the activities of the TWG, except those that are not within the competence of the TWG meeting;
* presentation to the NCC Secretariat of information on the TWG activities.

19. Technical and financial support for the TWG can be provided within the framework of funds provided for these purposes from the state budget, grants provided by international and donor organizations for the prevention and control of HIV/AIDS, tuberculosis and malaria, as well as from other sources, if not prohibited by the legislation of the Republic of Tajikistan.

Approved

Per clause 4.1. Minutes of the Meeting of the National Coordination Committee to Fight AIDS, Tuberculosis and Malaria in the Republic of Tajikistan dated December 18, 2023, No. 4/25-36

**Composition of Technical Working Group on HIV/AIDS control**

1. A.A. Amirzoda - Deputy Minister, Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, chairman of the technical working group.
2. S.S. Safarov – Director, state institution “Republican Center for Prevention and Control of AIDS” under the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, deputy chairman of the technical working group.

Group members:

1. S. Misokov – Director, State Institution “Republican Clinical Center for Narcology named after Professor M.G. Gulyamov" of the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan.
2. M. Malakhov– Chief Narcologist, Ministry of Health and Social Protection of the Population of the Republic of Tajikistan.
3. M. Asozoda - Head of the Medical Department of the Main Directorate for the Execution of Criminal Sentences, Ministry of Justice of the Republic of Tajikistan.
4. B. Asoeva - Head of the Population Migration Department, Ministry of Labor, Migration and Employment of the Republic of Tajikistan.
5. A. Khamidova, Country Director, Joint United Nations Program to fight HIV/AIDS (UNAIDS) in Tajikistan.
6. N. Abidjanova, Country Manager, ICAP office in Tajikistan .
7. M. Azizulloeva, health specialist, UNICEF in Tajikistan.
8. S.Orbelyan, Program Manager for HIV/AIDS and tuberculosis control, UNDP in Tajikistan.
9. A. Nabijonov - Advisor on HIV care and treatment at the US Centers for Disease Control and Prevention (CDC).
10. P. Jamalov, Director, non-government organization “SPIN Plus.
11. S. Kamilova Director, non-government organization “Guli Surkh ”.
12. F. Gulova, Director, non-government organization "Equal Opportunities".
13. T. Khaidarova, Director, non-government organization “Tajikistan Network of Women Living with HIV”.
14. S. Kholov, Healthcare Project Management Specialist, USAID

**Composition of the Technical Working Group on TB Control**

1. J.A. Abdullozoda - Deputy Minister, Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, chairman of the technical working group.
2. R. Nurov– Director, state institution “Republican Center for the Protection of the Population from Tuberculosis” under the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, deputy chairman of the technical working group.

Group members:

1. N.J. Jafarov, Head of the Department of Sanitary and Epidemiological Safety, Emergency Situations and Emergency Medical Care, Ministry of Health and Social Protection of the Population of the Republic of Tajikistan.
2. A. Adurakhimov, Director of the state institution “National Center for Tuberculosis, Pulmonology and Thoracic Surgery” of the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan.
3. M. Asozoda, Head of the Medical Department of the Main Directorate for the Execution of Criminal Sentences of the Ministry of Justice of the Republic of Tajikistan.
4. R. Kurbonova, Coordinator of migrant health programs, International Organization for Migration in Tajikistan.
5. A. Safarov – Technical Specialist, World Health Organization in Tajikistan .
6. M. Shabanova, Project Management Specialist, USAID in Tajikistan.
7. S. Orbelyan, Program Manager, GF HIV/AIDS and Tuberculosis Control Program, UNDP Tajikistan.
8. D. Mirova– Deputy Secretary General, Red Crescent Society in Tajikistan.
9. S. Naimov - Executive Director, NGO Association “Partnership to Stop Tuberculosis in Tajikistan”*.*
10. N. Saidova**,** Director, non-government organization “Gender and Development”.
11. I. Ibragimov, Director, non-government organization “AFIF”.

**Composition of**   
**Technical Working Group on Monitoring and Evaluation**

**for HIV/AIDS, Tuberculosis and Malaria Control**

1. Amirzoda A.A. - Deputy Minister of Health and Social Protection of the Population of the Republic of Tajikistan, Chairman of the technical working group.
2. Jafarov N.J. – Head of the Department of Sanitary and Epidemiological Safety, Emergency Situations and Emergency Medical Care of the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan, Deputy Chairman of the Technical Working Group.

Group members:

1. R.M. Nurov, Director, state institution “Republican Center for the Protection of the Population from Tuberculosis” under the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan.
2. S.S. Safarov, Director, state institution “Republican Center for Prevention and Control of AIDS” under the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan.
3. S. Zoirov, Director of the state institution “Republican Center for Combating Tropical Diseases” of the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan.
4. F. Faizullozoda, Department for the Development of the Social Industry of the Ministry of Economic Development and Science of the Republic of Tajikistan.
5. A. Khamidova, Country Director, Joint United Nations Program to fight HIV/AIDS (UNAIDS) in Tajikistan.
6. S. Oripova, Director, non-government organization “AFIF”.
7. P. Jamalov, Director of the public organization “SPIN Plus.
8. F. Gulova, Director, non-government organization "Equal Opportunities".
9. T. Khaidarova, Director, non-government organization “Tajikistan Network of Women Living with HIV.”
10. N.Fayzov, Director, non-government organization “Svon Plus”.
11. N. Saidova, Director, non-government organization “Gender and Development”.

Approved

Per clause 5, Minutes of the Meeting,

Meeting of the NCC to fight with AIDS,

TB and Malaria in Tajikistan 18 December 2023, №4/25-36

2024 Annual Workplan

National Coordination Committee to fight with AIDS, TB and Malaria

in the Republic of Tajikistan

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| **№** | **Activities** | **Implementers** | **Deadlines** |
| 1. **Discussion points in meetings of the National Coordination Committee to fight AIDS, tuberculosis and malaria in the Republic of Tajikistan** | | | |
| 1 | Progress of the National Program to Respond the HIV/AIDS Epidemic in the Republic of Tajikistan for 2021-2025 | Republican Blood Researches Center" of the Ministry of Health and Social Protection of the Population of the Republic of Tajikistan  Committee on Religious Affairs, Regulation of National traditions, celebrations and cultures under the Government of the Republic of Tajikistan,  Nongovernment organization "Equal Opportunities" | First half |
| 2 | Progress of the National TB Control Program in the Republic of Tajikistan for 2021-2025 | Republican Center for the Protection of the Population from Tuberculosis,  Nongovernment organization “Gender and Development”,  Main Department for the Execution of Criminal Punishments under the Ministry of Justice of the Republic of Tajikistan | Second half |
| 3 | Progress of the National Program to Respond the HIV/AIDS Epidemic in the Republic of Tajikistan for 2021-2025 | Republican AIDS prevention and control center | Second half |
| 4 | Progress of GF HIV and TB grant implementation in the Republic of Tajikistan in first half of 2024. | UNDP Tajikistan | Second half |
| 5 | Approval of 2025 Workplan of the National Coordination Committee to fight HIV/AIDS, TB and malaria in the Republic of Tajikistan | NCC Secretariat | Second half |
| 6 | Approval of 2025 Workplan of the Oversight Commission under the NCC in the Republic of Tajikistan | Oversight Commission and NCC Secretariat | Second half |
| 1. **Key activities** | | | |
| 1 | Organize and conduct the NCC meetings | NCC Secretariat | Per NCC regulations |
| 2 | Conduct orientation training for new NCC members | NCC Secretariat | Quarter 1 |
| 3 | Organize coordination meeting with members of coordination councils on prevention and control of HIV/AIDS, TB and Malaria in Kulyab area, Khatlon Region | NCC Secretariat | Quarter 2 |
| 4 | Organize coordination meeting with members of coordination councils on prevention and control of HIV/AIDS, TB and Malaria in Sughd Region | NCC Secretariat | Quarter 2 |
| 5 | Organize coordination meeting with members of coordination councils on prevention and control of HIV/AIDS, TB and Malaria in Bokhtar, Khatlon Region | NCC Secretariat | Quarter 3 |
| 6 | Organize coordination meeting with members of coordination councils on prevention and control of HIV/AIDS, TB and Malaria in GBAO | NCC Secretariat | Quarter 4 |
| 7 | Post information in the NCC site and dissemination of NCC materials to local and international organizations and mass media | NCC Secretariat | Regularly |
| 8 | Organization of events:  - World TB Day;  - World Malaria Day;  - World AIDS Day | Ministry of Health and Social Protection of the Population of Tajikistan | 24 March  3d Sunday of May  1 December |

NCC Executive Secretary Z.Т. Avgonov

Approved

Per clause 6, Minutes of the meeting of the National Coordination Committee to fight HIV/AIDS, TB

and Malaria in the Republic of Tajikistan,

18 December 2023, №4/25-36

**2024 Oversight Commission Work Plan**

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| --- | --- | --- | --- | --- | --- | --- |
| **Activities** | **Description** | **Deadline** | **Responsible parties** | **Reporting** | **Monitoring** | **Comments** |
| **I. Identify oversight functions and responsibilities and capacity building on oversight** | | | | | | |
| * 1. Development of oversight activities and visits schedule for 2024 | Oversight activities and visits schedule will be developed based of GF guides and national oversight plan | January 2024 | Oversight commission,  NCC Secretariat | Minutes of meetings of oversight commission. Annual GF report | Monitoring and reporting will be provided by NCC Secretariat |  |
| 1.2 Trainings for new NCC members on oversight and responsibilities of the oversight commission | Training on oversight/ oversight commission functions and objectives will be conducted for new NCC members | First half of 2024 | NCC Secretariat | Training report. Annual GF report | Monitoring and reporting will be provided by NCC Secretariat |  |
| **II. Data collection for GF grants via collection of reports from grant implementers and site visits** | | | | | | |
| 2.1. Update of reporting templates and checklists for visits | Review of documents/ templates recommended by the GF and if needed update of reporting templates and checklists | 1 quarter 2024 | Oversight commission members | Minutes of meetings of oversight commission. Annual GF report | Monitoring and reporting will be provided by NCC Secretariat |  |
| 2.2. Conducting oversight visits per approved schedule of visits | Meeting with directors of the centers and sites, interview with coordinators, accountants, community representatives, clients etc. Data collection, review of program and procurement documents | Quarterly | Oversight commission and PR | Quarterly report. Annual report | Monitoring and reporting will be provided by NCC Secretariat |  |
| 2.3. Data collection from grant implementers (PR and SRs of GF grant (government and non-government) | Collection of semiannual and annual GF grant implementers (government and non-government) based on developed/ updated reporting templates. | Semiannually and annually | Oversight specialist, oversight commission members | Semiannual/ Annual GF Reports | Monitoring and reporting will be provided by NCC Secretariat |  |
| 2.4. CLM data collection from community organization and conducting meetings for discussion of the CLM results | Review of CLM data collected through existing tools (One Impact, REAct, HIV monitoring) | Semiannually and annually | Oversight specialist, oversight commission members | Semi-Annual/ Annual GF Reports | Monitoring and reporting will be provided by NCC Secretariat |  |
| 2.5. Development of the report and presentation of the visits result, and follow up by the NCC. | Report will be developed based on data collected, analysis and results and presented to the NCC members and the GF | Annually | Oversight commission members, NCC Secretariat | Annual GF Report | Monitoring and reporting will be provided by NCC Secretariat |  |
| **III. Data Analysis based on results and review of grant implementation process** | | | | | | |
| 3.1. Regular meetings of oversight commission members | Discussion of results and collected data and development of the report | Quarterly | Oversight commission members | Minutes of meetings, annual report | Monitoring and reporting will be provided by NCC Secretariat |  |
| 3.2. Meetings and discussions with the PR and SRs, LFA based on the results of the oversight visits | Discussion of results and data collected from the visits and reporting on additional challenges, barriers and risks | Semiannually | NCC Secretariat, Oversight commission members | Minutes of meetings, semiannual and annual report | Monitoring and reporting will be provided by NCC Secretariat |  |
| 3.3. Develop recommendations for the NCC and decisions making to solve the challenges and problems revealed during the visits and meeting | Work of oversight commission with the PR, follow up visits | Semiannually | NCC Secretariat, Oversight commission members, | Semi-Annual/ Annual GF Reports | Monitoring and reporting will be provided by NCC |  |
| 3.4. Develop final oversight report including key findings and recommendations | Oversight commission will work with the NCC secretariat, TWG and deputy chairman of the NCC on development of the report to be discussed in the NCC meeting | Annually | NCC Secretariat, Oversight commission members, | Final report of oversight commission | Monitoring and reporting will be provided by NCC Secretariat |  |
| 3.5 Meetings on lessons learnt for the PR and the SRs | Presentation of best practice and lessons learnt that to be considered for action in the future activities. | Annually | NCC Secretariat, Oversight commission members, | Minutes of meetings, annual report | Monitoring and reporting will be provided by NCC Secretariat |  |
| **IV. Actions to overcome issues and risks that require the attention of the NCC** | | | | | | |
| 4.1When required, call an emergency meeting of the NCC with the participation of the NCC chairman to discuss risks, problems and find solutions for further actions. | NCC delegates TWG, oversight commission and other designated people the authorities to find solutions. The NCC may request additionally to review the problems and mobilize additional support to achieve the goal. The NCC should review the status of the raised issues for the next NCC meeting. | When required | NCC Secretariat, Oversight commission members, PR | Minutes of NCC meetings, and NCC decision | Monitoring and reporting will be provided by NCC Secretariat |  |