

**OVERSIGHT PLAN - 2016-2017**

Revised 15.04.16

Main Activity	Sub-Activity	Responsibility	DATE (where applicable)	SCHEDULING					NOTES & ASSUMPTIONS	COST(\$)- Year 1	COST(\$)- Year 2
				Quarterly	Bi-annually	Annual	End of committee term	Ad Hoc			
1. Conduct mini elections for Oversight Committee	1.1 Submit for CCM approval proposed nominations to fill in vacancies created due departure of Oversight Committee Members.	Executive Committee	23/03/16				X		Revised March 23 2016 wherein vacancies were filled and Private Sector elected as Chair for the Oversight Committee.	-	-
2. Newly reconstituted Oversight Committee is inducted on basic oversight committee function, role & principles	2.1 Induction of newly reconstituted Oversight Committee	Executive Committee	15/03/16				X		Half day meeting for Oversight Committee to understand their oversight roles.	-	2,519.00
	2.2 Orientation of Oversight Committee, PRs and Programs on oversight function using oversight tools (incl field visit) and dashboard	Executive Committee	15-Mar-16				X		The tools were shared with participants of the OC induction meeting. These include CCM calendar, GF Governance Oversight Paper, Management Letters, Disbursement letters, tracking and monitoring teplate to evaluate monthly grant performance (absorption reate), PUDRs, etc	-	1,908.20
3. Organization and planning for increased absorption	3.1 Renewal of annual declaration of Conflict of Interest by all CCM Members; including OC Members	CCM Secretariat	31/06/16			X			of Interest Policy, CCM Members sign annual COI Declaration Forms; including OC which has non-CCM Members on OC.	-	-
	3.2 Revise Oversight Plan and align it with acceleration plan for absorption	OC	23-Mar-16			X			The Oversight Plan was reviewed during the OC orientation half day meeting 15/03/16. Oversight Plan approved by CCM.	-	-
	3.3 Strengthen capacity for the OC by inviting LFA to facilitate in the training/ induction.	OC	30-Mar-16			X			LFA was part of the induction of the OC ON Maarch 15, 2016 on GF Standards and expectations. OC was also invited to participate in LFA debriefs	-	-
	3.4 Conduct meeting with the GF beneficiaries and other relevent stakeholders to solicit feedback on GF Grants	OC	30-Jun-16			X			Meetings with representatives (20pp) from various organisations or communities implementing or receiving GF Grants	898.00	898.00

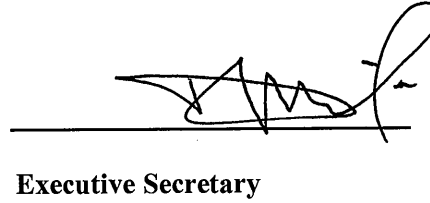
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4. To ensure timely CCM interventions and decisions, gather information on GF grants PUDRS and request for futuristic projections and work in progress	4.1 Receive SR pre-award assessments and annual financial audits from PRs	Secretariat	30-Nov-16					X	PRs to submit selection report for all appointed SRs and Implementers to ensure that the selection process was transparent. CANGO has made the submission; and this is not applicable to NERCHA		
	4.2 Receive copies of bi-annual and annual reports prepared for GF by PRs	Secretariat	Annually		X				It is expected that PRs are obliged to submit bi-annual or annual reports to the Global Fund.	-	-
	4.3 Download Grant Summary Report/ Dashboards from GF website and share with Oversight Committee	Secretariat	Quarterly		X				To empower Oversight Committee	-	-
5. Gather information to on grants performance through field visits and get perspective of implementers and beneficiaries on the ground.	5.1 Review questionnaire and report formats for site visits	OC	31-May-16					X	Oversight Committee to cover this as an agenda for Oversight Comm Meeting	-	-
	5.2 Debriefs with LFA	OC	Quarterly from April 12 2016	X					Oversight Committee to attend LFA Debriefs	-	-
	5.3 Carry out site visit and performance review meeting once a year	OC	20-Jul-16			X			Field visits will be carried out annually based on issues identified during oversight comm meeting. OC also to join LFA verification field	1,826.00	1,826.00
	5.4 Prepare and present report on visits, refer issues for follow up to CCM	OC	28-Jul-16			X			as per calendar for consideration by CCM on 11/08/16	-	-
6. To ensure CCM provides effective oversight, gather information on Global Fund grants through investigations of specific issues and grants	6.1 Invite PR or SR representatives to OC meetings to answer questions or make oral presentations about grant progress or issues/problems/bottlenecks	OC	Quarterly					X	Activity covered as an agenda item for Oversight Committee Meeting	3,787.00	3,787.00
	6.2 Engage a technical expert to investigate a problem or perceived bottleneck and report back to the OC	OC	Adhoc					X	Technical expert to be sourced from in-country partners based on agreement with GF	-	-



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	8.5 CCM may request additional investigations of problems and mobilize additional support for this purpose	CCM	adhoc					X	Treated as agenda item in quarterly or extra ordinary CCM Meeting. If more technical guidance is necessary, GMS will be consulted	-	-
	8.6 CCM shall review the status of the problem(s) as matters arising at the subsequent CCM meeting	CCM	Quarterly	X					Treated as agenda item in quarterly or extra ordinary CCM Meeting.	-	-
<b>TOTAL</b>									<b>28,512.80</b>	<b>32,940.00</b>	

Signature:

  
 Oversight Chairperson

  
 Executive Secretary

Date:

20/4/16

20/04/16.