MINUTES OF MEETING

AMONG

THE HIV/AIDS REGIONAL COORDINATION CENTER PROJECT,
JAPAN INTERNATIONAL COOPERATION AGENCY

AND

THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE LAO PDR

ON

REGIONAL COOPERATION IN THE LAO PDR

The Government of Japan and the Government of the Kingdom of Thailand agreed to implement the Japan-Thailand Technical Cooperation Project on HIV/AIDS Regional Coordination Center (hereinafter referred to as "the RCC Project") executed by the ASEAN Institute for Health Development, Mahidol University of Thailand, in cooperation with Thai authorities concerned and the Japan International Cooperation Agency (hereinafter referred to as JICA). The Record of Discussions on the RCC Project was signed between the Japanese and Thai sides on March 31, 2005.

Since the signing of the Record of Discussions, the team of the RCC Project and Lao authorities concerned had a series of discussions on the framework of the cooperation undertaken in the Lao PDR under the RCC Project. As a result of the discussions, Lao and Thai authorities and JICA agreed to recommend to their respective governments the matters referred to in the document attached hereto, that is under the scope of the RCC Project designed in the Record of

Se in mirely

Dr.Douangchanh Keoasa Director General

Department of Hygiene & Prevention

Ministry of Health

The Lao PDR

Discuss

Dr. Sirikul Isaranurug

Simbul Ises

Director

ASEAN Institute for Health Development

Mahidol University

Kingdom of Thailand

Mr. Senya Mon Resident Representative

Japan International Cooperation Agency

6 . 2005

Laos Office

Mr. Mikiharu Sato

Resident Representative

Japan International Cooperation Agency

Thailand Office

THE ATTACHED DOCUMENT

I. OVERVIEW OF THE HIV/AIDS REGIONAL COORDINATION CENTER PROJECT

The HIV/AIDS Regional Coordination Center Project (the RCC Project) is implemented for the period of three years from April 1, 2005 to March 31, 2008 as a Japan-Thailand Technical Cooperation Project by the ASEAN Institute for Health Development (AIHD), Mahidol University, Thailand, with the support of concerned authorities and Japan International Cooperation Agency (JICA). The objective of the RCC Project is to have the RCC functioning and recognized by concerned organizations as a coordination center to provide training, information, and the human resources needed to support human capacity building for HIV/AIDS programs in the neighboring countries of Thailand. The framework of the RCC Project is shown in the Project Design Matrix (ANNEX I of ANNEX A).

Cooperation activities will be conducted by the RCC Project in Cambodia, the Lao PDR, Myanmar, and Vietnam, with the cooperation of their respective Governments and the Governments of Japan and Thailand.

II. TERMS OF COOPERATION TO THE LAO PDR

The RCC Project will implement a series of Training of the Trainers (TOT) in Thailand for participants from the Lao PDR under the scope of RCC Project outlined in the Record of Discussions (ANNEX A). The outline of the country specific TOT, mechanism of TOT, and schedule of TOT are respectively summarized in ANNEX B, ANNEX C, and ANNEX D.

Expansion of the scope of cooperation, such as cooperation to the training programs in the Lao PDR by sending Thai nationals, will be jointly considered by the RCC Project and concerned Lao authorities, based on requests from the Lao side.

III. MEASURES TO BE TAKEN BY JAPANESE AND THAI SIDE

In accordance with the articles stipulated in the Record of Discussions signed between the Government of Japan and Thailand, the Government of Japan and Thailand will take the following measures as their own expense.

- 1. Training of Lao nationals in Thailand
 The RCC Project will implement a series of TOT in Thailand for participants
 from the Lao PDR.
- 2. Sending of Japanese experts and Thai nationals
 The RCC Project will send Japanese experts and Thai nationals to the Lao

A CO

Simbol

Re

PDR to monitor the performance of participants of TOT and to conduct various studies, including needs identification studies for TOT.

- 3. Collection and distribution of information Information regarding human resources, research, and experiences on HIV/AIDS in the Lao PDR as well as in Cambodia, Myanmar, Vietnam, and Thailand will be complied and disseminated in the Lao PDR through the RCC Project in collaboration with concerned Lao authorities.
- 4. Support to other activities for Lao nationals in the Lao PDR and Thailand

The RCC Project will consider supporting training programs in the Lao PDR, sending Thai nationals to the Lao PDR, and providing other support based on requests from the concerned Lao authorities.

IV. MEASURES TO BE TAKEN BY LAO SIDE

- 1. The Government of the Lao PDR will take necessary measures to support the selection and sending of appropriate trainees to the TOT conducted in Thailand.
- The Government of the Lao PDR will take necessary measures to ensure that the skills and knowledge acquired by Lao nationals as a result of the RCC Project will be utilized to contribute to the economic and social development of the Lao PDR.
- 3. The Government of the Lao PDR will take necessary measures to ensure that the skills and knowledge acquired by Lao nationals from the TOT in Thailand will be utilized effectively for human capacity building in HIV/AIDS programs.
- 4. The Government of the Lao PDR will take necessary measures to provide support for the activities of the RCC Project by concerned authorities. The roles to be taken by authorities in the Lao PDR, focal points for information and support, and JICA Laos Office are described in ANNEX E.

V. ADMINISTRATION OF THE RCC PROJECT

 International Consultative Committees (ICC) of the RCC Project will be formed to facilitate communication among the representatives of JICA, RCC Project, and concerned authorities in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand. The detail of the ICC and ICC members are respectively presented in ANNEX XI of ANNEX A, and ANNEX F. ICC members in the Lao PDR will be officially nominated by the request letter from the RCC Project after the signing of this Minutes of Meeting.

AK

(0)

Suiful

Plz

- The Representative of National AIDS Center (NAC) is expected to be responsible for the following coordination roles as the National Coordinator of the RCC Project in the Lao PDR.
 - Organizing Annual Monitoring Workshop in the Lao PDR in cooperation with other ICC members.
 - Other coordination for the activities of the RCC Project
- 3. The Japanese experts of the RCC Project will provide necessary recommendations and advice to the National Coordinator for monitoring performance of TOT participants and other matters concerning the cooperation activities in the Lao PDR.

VI. MONITORING AND EVALUATION

Performance of TOT participants will be monitored by NAC with the support of the RCC Project. The Annual Monitoring Workshop will be held in the Lao PDR to share the result of the monitoring. The structure for monitoring performance of TOT participants is provided in ANNEX G.

A series of project evaluations will be conducted by external evaluation teams. A mid-term evaluation will be conducted during the second year of project implementation, while a final evaluation will take place at the end of the RCC Project.

VII. MUTUAL CONSULTATION

There will be mutual consultation among the Governments of the Lao PDR, Japan and Thailand on any major issues arising from, or in connection with, this Attached Document.

VIII. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE COOPERATION

For the purpose of promoting support for the RCC Project among the people in the Lao PDR, the Government of the Lao PDR will take appropriate measures to make the RCC widely known to the people of the Lao PDR.

IX. TERMS OF COOPERATION

The cooperation for the RCC Project under this Attached Document will commence from the signing date and terminate on March 31, 2008.

F. 06

Sinkel

R

ANNEX A: RECORD OF DISCUSSIONS

ANNEX I PROJECT DESIGN MATRIX (PDM)

ANNEXII PLAN OF OPERATION (PO)

ANNEX III THE RCC PROFILE

ANNEX IV TERMS OF REFERENCE OF JAPANESE LONG-TERM EXPERTS

ANNEX V LIST OF MACHINERY AND EQUIPMENT

ANNEX VI LIST OF THAI PROJECT COUNTERPART

ANNEX VII OFFICE SPACE AND LIST OF FACILITIES

ANNEX VIII IMPLEMENTATION STRUCTURE

ANNEX IX JOINT COORDINATING COMMITTEE (JCC)

ANNEX X RCC MANAGEMENT TASKFORCE

ANNEX XI INTERNATIONAL CONSULTATIVE COMMITTEE

ANNEX XII COOPERATION MECHANISM

ANNEX XIII MULTI NATIONAL TRAINING OF TRAINERS (TOT)
AND ESTIMATE OF EXPENSES (TENTATIVE)

ANNEX XIV SCHEDULE FOR THE COURSE IMPLEMENTATION (TENTATIVE)

ANNEX XV ACRONYM

ANNEX B: OUTLINE OF COUNTRY SPECIFIC TOT FOR PARTICIPANTS FROM THE LAO PDR

ANNEX C: MECHANISM OF TOT FOR PARTICIPANTS FROM THE LAO PDR

ANNEX D: SCHEDULE OF TOT IN THAILAND

ANNEX E: ROLES TO BE TAKEN BY THE AUTHORITIES IN THE LAO PDR, FOCAL POINTS FOR INFORMATION AND SUPPORT, AND JICA LAOS OFFICE

ANNEX F: LIST OF INTERNATIONAL CONSULTATIVE COMMITTEE MEMBERS OF THE RCC PROJECT

ANNEX G: MONITORING STRUCTURE FOR THE PERFORMANCE OF TOT PARTICIPANTS

AT CO

L'e sinhe 4 fe

ANNEX A

茶

K,

Sin Luc

RECORD OF DISCUSSIONS BETWEEN JAPAN INTERNATIONAL COOPERATION AGENCY AND AUTHORITIES CONCERNED OF THE KINGDOM OF THAILAND ON HIVIAIDS REGIONAL COORDINATION CENTER PROJECT

In response to the request of the Royal Government of the Kingdom of Thailand, the Government of Japan has decided to launch the HIV/AIDS Regional Coordination Center Project (hereinafter referred to as "the Project") in Thailand and neighboring countries, namely Cambodia, the Lao PDR, Myanmar, and Vietnam in accordance with the Agreement on Technical Cooperation between the Government of Japan and the Government of Thailand signed on November 5, 1981 (hereinafter referred to as "the Agreement") and the Embassy of Japan's Note No.127/16 dated 22 April, 2004 and the Ministry of Foreign Affairs Note No. 0607/4882 dated 3 May, 2004.

Accordingly, Japan International Cooperation Agency (hereinafter referred to as "JICA"), the executing agency responsible for the implementation of the technical cooperation programs of the Government of Japan, will cooperate with the authorities concerned of the Royal Government of the Kingdom of Thailand for the Project.

As a result of the discussions between JICA and Thai authorities concerned on the framework of the project, JICA, Thailand International Development Cooperation Agency (hereinafter referred to as "TICA"), Ministry of Foreign Affairs, and the ASEAN Institute for Health Development, Mahidol University (i.e. the Project "implementing agency" and hereinafter referred to as "AIHD") agreed on the matters referred to in the document attached hereto.

Bangkok, March 31, 2005

Mr. Mikiharu Sato

Resident Representative

Japan International Cooperation Agency

Thailand Office

Japan

Mr. Piamsak Milintachinda

Director-General

Thailand International Development

Cooperation Agency

Ministry of Foreign Affairs

Kingdom of Thailand

Prof. Pomchai Matangkasombut

President

Mahidol University

Kingdom of Thailand

155

紙

Sinhue

Ri

THE ATTACHED DOCUMENT

COOPERATION FRAMEWORK

- 1. -1. Cooperation between JICA and AIHD
 - 1. AIHD, in close collaboration with TICA and authorities concerned in the Kingdom of Thailand, will implement the Project in cooperation with JICA.
 - The Project will be implemented according to the Project Design Matrix (PDM) and Plan of Operation (PO) provided in ANNEX I and II, respectively.
 - HIV/AIDS Regional Coordination Center (hereinafter referred to as "RCC") has been set up as an integral part of AIHD. The future status of RCC will be further considered at the termination of the Project. The outline of RCC is shown in ANNEX III.
 - 4. JICA will support AIHD to establish and develop RCC and to strengthen human capacity building in HIV/AIDS related programs in Cambodia, the Lao PDR, Myanmar, and Vietnam through the Project.
- 1. -2. Regional Cooperation to Cambodia, the Lao PDR, Myanmar, and Vietnam
 - 1. JICA, TICA, and AIHD will jointly implement the Country Specific and Multi National Training of Trainers (hereinafter referred to as "TOT") in the form of the Third Country Training Program (hereinafter referred to as "TCTP") which are described in ANNEX XIII and XIV respectively and monitor the Project activities for Cambodia, the Lao PDR, Myanmar, and Vietnam.
 - 2. Expansion of cooperation activities in addition to the original plan will be jointly considered by JICA, TICA, and AIHD in consultation with other related organizations, such as counterpart organizations in targeted countries, and donor agencies, based on the request.
- I. **-**3. Regional Cooperation to Other Countries
 - 1. Expansion of cooperation activities for countries in addition to Cambodia, the Lao PDR, Myanmar, and Vietnam will be jointly considered by JICA, TICA, and AIHD in consultation with other related organizations, such as counterpart organizations in recipient countries, and donor agencies, based on the request.

Re

Sinhe L

II. MEASURES TO BE TAKEN BY JICA SIDE

In accordance with the laws and regulations in force in Japan and the provisions of Article III of the Agreement, JICA will take, at its own expense, the following measures under the technical cooperation scheme of Japan. Such privileges and benefits will be provided for the actual implementation in Thailand.

- Dispatch of Japanese Experts
 JICA will provide the services of the Japanese experts listed in ANNEX IV. The
 provisions of Article IV of the Agreement will be applied to the
 above-mentioned experts.
- 2. JICA will bear the part of expenses for Multi National TOT. Expenses for Country Specific TOT and monitoring activities will be also borne by JICA. The detail of expenses covered by JICA will be decided by the annual consultation with TICA based on the framework of the TCTP for each targeted country.
- 3. Provision of machinery, equipment and other materials JICA will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in ANNEX V. The provisions of Article VIII-1 of the Agreement will be applied to the Equipment.

III. MEASURES TO BE TAKEN BY THAI SIDE

- AIHD will take necessary measures to ensure the operation of RCC during and after the Project period.
- AIHD will ascertain that the technologies and knowledge acquired by Thai
 nationals as a result of Japanese technical cooperation in the Project will
 contribute to the economic and social development of the Kingdom of Thailand
 and targeted countries.
- 3. Specific privileges and other benefit necessary to conduct the Project will be provided in accordance with the Agreement.
- In accordance with the provisions of Article IV- (b) of the Agreement, AIHD will
 provide the services of Thai counterpart and administrative personnel as listed
 in ANNEX VI.
- In accordance with the provisions of Article IV- (a) of the Agreement, AIHD will provide the office space and facilities listed in ANNEX VII.
- 6. In accordance with the laws and regulations in force in the Kingdom of Thailand, AIHD will take necessary measures to supply or replace at its own

A.

2 ((--

Sinhe

Simbul I

the

- expense machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the equipment provided through JICA under II-3 above.
- 7. In accordance with the laws and regulations in force in the Kingdom of Thailand, AIHD will take necessary measures to meet the running expenses necessary for the implementation of the Project.
- 8. TICA will bear the part of expenses for Multi National TOT. The detail of expenses covered by TICA will be decided by the annual consultation with JICA based on the framework of the TCTP for each targeted country.

IV. ADMINISTRATION OF THE PROJECT

- 1. The Director of AIHD, as the Project Director, will bear overall responsibility for the administration and implementation of the Project.
- 2. The Head of RCC, as the Project Manager, will be responsible for the management and technical matters of the Project.
- 3. The Japanese Chief Advisor will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.
- 4. The Japanese experts will give necessary guidance and advice to Thai counterparts on technical matters pertaining to the implementation of the Project.
- 5. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee (hereinafter referred to as "JCC") will be established. The functions and members of JCC are described in ANNEX łX.
- 6. RCC Management Taskforce will be established within AIHD to intensively support planning and implementation of the Project. Functions and members of the taskforce are described in ANNEX X.
- 7. International Consultative Committee will be formed in Thailand between RCC and each targeted country to facilitate the Project activities. Functions and members of the committee are presented in ANNEX XI.
- 8. The implementation structure of the Project is illustrated in ANNEX VIII.

Linkel Mr.

V. TERMS OF COOPERATION

The duration of technical cooperation for the Project under this Attached Document will be three (3) years starting from April 1, 2005.

VI. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by JICA, TICA, AIHD, and other concerned authorities at the middle and during last six months of the cooperation term in order to examine the level of achievement.

VII. CLAIMS AGAINST JAPANESE EXPERTS

In accordance with the provision of article-VII of the Agreement, the Royal Government of the Kingdom of Thailand undertakes to bear claims, if any arises, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Kingdom of Thailand except for those arising from the willful misconduct or gross negligence of the Japanese experts.

VIII. MUTUAL CONSULTATION

There will be mutual consultation among JICA, TICA, and AIHD on any major issues arising from, or in connection with, this agreement and Attached Document.

IX. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For the purpose of promoting support for the Project among the people of the Kingdom of Thailand, AIHD will take appropriate measures to make the Project widely publicized throughout the Kingdom of Thailand and targeted countries.

本

the

4

Sinhe R

ANNEXI	PROJECT DESIGN MATRIX (PDM)
ANNEX II	PLAN OF OPERATOIN (PO)
ANNEX III	THE RCC PROFILE
ANNEX IV	TERMS OF REFERENCE OF JAPANESE LONG-TERM EXPERTS
ANNEX V	LIST OF MACHINERY AND EQUIPMENT
ANNEX VI	LIST OF THAI PROJECT COUNTERPART
ANNEX VII	LIST OF BUILDING AND FACILITIES
ANNEX VIII	IMPLEMENTATION STRUCTURE
ANNEX IX	JOINT COORDINATING COMMITTEE (JCC)
ANNEX X	RCC MANAGEMENT TASKFORCE
ANNEX XI	INTERNATIONAL CONSULTATIVE COMMITTEE
ANNEX XII	COOPERATION MECHANISM
ANNEX XIII	MULTI NATIONAL TRAINIG OF TRAINERS (TOT) AND ESTIMATE
	OF EXPENSES (TENTATIVE)
ANNEX XIV	SCHEDULE FOR THE COURSE IMPLEMENTATION (TENTATIVE)
ANNEX XV	ACRONYM

Th

A C

Sinhe In

PROJECT DESIGN MATRIX (PDM₀)

HIV/AIDS Regional Coordination Center Project (RCC) Project Name: ASEAN Institute for Health Development (AIHD), Mahidol University, Thailand Executing Agency:

Thailand, Cambodia, Lao PDR, Myanmar, and Vietnam (and other countries based upon request) Targeted Countries:

AIHD staff working for the RCC and people working for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Vietnam; particularly trainers involved in human Targeted Groups:

capacity building on HIV/AIDS

April 2005 - March 2008 (3 years)

07 March 2005 Date of Preparation: Duration:

	San of the property of the pro	90	Objectively verifible indicators * 1. [8] Wearts of Verifeations	11.5	The Manual Continue Assumptions and
	Overall Goal	· 	70% of RCC ex-trainees in Evaluation study	Evaluation study	· Health technology, such as the
L	Human capacity for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar,		Cambodia, the Lao PDR, Myanmar, Ex-post evaluation	Ex-post evaluation	development of a vaccine, on
R	and Vietnam is developed based upon each country's specific needs and situation	-	and Vietnam conduct at least one	study	HIV/AIDS does not significantly
T	with the proper utilization of resources from the RCC and the result is applied for		training course upon retuning to		change in the near future
-	HIV/AIDS programs.		their home countries		
1		7	Satisfaction, understanding, and		
ر ><			application level of trainees of the		
h			training conducted by RCC		
. <u>/</u>			ex-trainees		
)	Project Purpose		At least 4 training programs using	Project report	· Trainees from Cambodia, the Lao
	The RCC functions and is recognized by concerned organizations as a coordination		other sources of fund, targeting		PDR, Myanmar and Vietnam arc
	center to provide training, information, and the human resources needed to support		participants mainly from Cambodia,		appropriately selected by counterpart
	human capacity building for HIV/AIDS programs in Cambodia, the Lao PDR,		the Lao PDR, Myanmar, and		organizations
	Myanmar, and Vietnam (and other targeted countries)		Vietnam, are conducted during the		. The majority of ex-trainces in
			project period		Cambodia, the Lao PDR, Myanmar,
Þ		2.	The RCC web-site attains 1500 hits	Record of web-site	and Vietnam remain in a position to
un			per year and 150 subscribers (100,		provide training on HIV/AIDS
n AL			120 and 150 subscriber at the end of		· National policies of Cambodia, the Lao
1	12		FY1, FY2, and FY3, respectively)		PDR, Myanmar, and Victnam for
Li:			Readers of newsletters (by e-journal	Feedback from readers	human capacity building for
- -			and print-outs) are satisfied with the		HIV/AIDS are not significantly
A			provided information.		changed in the near future
2					
~~					

reganization and management systems of the RCC are established and rengthened in response to the specific country needs of mambodia, the Lao PDR, Myanmar, and Vietnam formation concerning human resources, research, and relevant experiences 3-1 D n HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand of Callected, properly maintained, and disseminated to counterpart reganizations, donor agencies, AIHD alumni, and other stakeholders furnan resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 vobilized for more effective utilization through networking 3-3 in the control of the contr	1	Outhut	1. Degree of strengthening of	the Indicators developed by	· Policy and structure of the cooperation
Management system, curricula, and materials used in training programs are developed and improved in response to the specific country needs of Cambodia, the Lao PDR, Myanmar, and Viennam information concerning human resources, research, and relevant experiences 3-1 D on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand is collected, properly maintained, and disseminated to counterpart organizations, donor agencies, AIHD alumni, and other stakeholders Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are mobilized for more effective utilization through networking Management system, curricular and the state of the s		Townston and	metava tuomooguem		House standard topical vi DD and of
Management system, curricula, and materials used in training programs are Management system, curricula, and materials used in training programs are developed and improved in response to the specific country needs of Cambodia, the Lao PDR, Myanmar, and Vietnam and Information concerning human resources, research, and relevant experiences 3-1 D m Information, donor agencies, the Lao PDR, Myanmar, Vietnam, and Thailand or organizations, donor agencies, AHD alumni, and other stakeholdsrs Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are mobilized for more effective utilization through networking 3-3 S V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, vietnam, and Thailand for HIV/AIDS programs are 3-4 Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-3 S Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 V Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-4-4 Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-1 Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-1 Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-1 Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-1 Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-1 Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-1 Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-1 Myanmar, Vietnam, and Thailand for HIV/AIDS p		. Organization and management systems of the KCC are established and	management system		to the ACC by project partners, such
Management system, curricula, and materials used in training programs are developed and improved in response to the specific country needs of Cambodia, the Lao PDR, Myanmar, and Vietnam Information concerning human resources, research, and relevant experiences 3-1 Don HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand is collected, properly maintained, and disseminated to counterpart organizations, donor agencies, AIHD alumni, and other stakeholders Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 who bilized for more effective utilization through networking 3-3 for mobilized for more effective utilization through networking 4-1 In the control of the contr		strengthened	Trainees arc	the Record of the Training	as TICA, Ministry of Public Health
developed and improved in response to the specific country needs of Cambodia, the Lao PDR, Myanmar, and Vietnam Information concerning human resources, research, and relevant experiences on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand is collected, properly maintained, and disseminated to counterpart organizations, donor agencies, AIHD alumni, and other stakeholders Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 y mobilized for more effective utilization through networking 3-3 5 4-1 4-1 4-1 4-1				of Section, AIHD	(MOPH), counterpart organizations
Cambodia, the Lao PDR, Myanmar, and Vietnam Information concerning human resources, research, and relevant experiences on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand is collected, properly maintained, and disseminated to counterpart organizations, donor agencies, AIHD alumni, and other stakeholders Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are mobilized for more effective utilization through networking 3-3 5 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7		needs	management, curricula,	and	and JICA country offices in
on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand is collected, properly maintained, and disseminated to counterpart organizations, donor agencies, AIHD alumni, and other stakeholders. Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 v mobilized for more effective utilization through networking 3-3 5 5 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7		Cambodia, the Lao PDR, Myanmar, and Vietnam	materials		Cambodia, the Lao PDR, Myanmar,
on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand is collected, properly maintained, and disseminated to counterpart organizations, donor agencies, AIHD alumni, and other stakeholdtrs. Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 v mobilized for more effective utilization through networking 3-3 5 j.		Information concerning human resources, research, and relevant ex	3-1 Database is developed and up-dated	lated Project report	and Vietnam do not change
organizations, donor agencies, AIHD alumni, and other stakeholders Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 v mobilized for more effective utilization through networking 3-3 5 4-1 4-1 4-1			quarterly based on the information	ution	significantly
Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3.2 v mobilized for more effective utilization through networking 3.3 5 j. 3 5 j. 4-1 t.		is collected, properly maintained, and disseminated to counterpart	collected through networks	and	· Project partners, such as TICA and
Human resources, information, and financial resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are 3-2 v mobilized for more effective utilization through networking 3-3 5 j. 6 4-1 1 4-1 1 4-1 1 4-2		organizations, donor agencies, AIHD alumni, and other stakeholders	focal points in Cambodia, the Lao	Lao	MOPH and, counterpart organizations,
3-2 V V 3-3 5 3-3 5 5 5 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7			PDR, Myanniar, and Vietnam		and JICA country offices in
3-3 5 4-1 4-1 4-1 4-4		PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are	3-2 Web-site is developed and regularly	Ilarly Project report	Cambodia, the Lao PDR, Myanmar,
W : 10 2 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		mobilized for more effective utilization through networking	maintained		and Vietnam continue to cooperate
	,		3-3 500 copies of newsletters (by e	by e Project report	with the project during the project
			journal and prints-outs)	are	period
	G		distributed quarterly		
	 /	9	4-1 Utilization of focal points in	s in Project report	
			Cambodia, the Lao PDR, Myanmar,	nmar,	
			and Vietnam		
			(to be specified based on the		
			clarification of their role)		
			4-2 At least 2 AIHD alumni are served	served Project report	
,			as focal points and lecturers in each	n each	
,			four countries		
) 1			A variety of experts	in training Project report	
)			course (to be reviewed)		
RCC to support other pr (to be reviewed)	Ą		4-4 Number of experts coordinated by	ed by Project report	
(to be reviewed)	ű.		RCC to support other programs	su	
C-IXENNA	hu ((to be reviewed)		
C-IXBNIA					
S ANNEX I. 2					
C-I XBINIA					
ANNEX 1.2	>				
			ANNEX 1 - 2		2

1.2. To develop an appropriate organization and management systems for the RCC in the Their-idee. AHIP, TICA 1.3. To convene four Coordination Committee meetings where a year to share the projects of the project sort of the project sort of the project of the p	Activities	Input	. Introver rate of Airl Staff Involved
1) Personnel (AIHD) • Six Thai staff (i.e. Head, Manager, Information Systems Coordinator, Educational Materials Coordinator, Assistant Coordinator, Assistant Administrator) • One additional staff (0.5 years x 1 person, from Oct 2007) • One additional staff (0.5 years x 1 person, from Oct 2007) • Training facilities (AIHD) • Project office space and facilities (AIHD) 3) Local Expenditures • Administrative and operational expenses for the RCC (AIHD) • Training expenses for multi-national TOT (partially funded by TICA) • Long-term Japanese experts (3 years x 2 persons) 2) Equipment • Long-term Japanese experts (3 years x 2 persons) 2) Equipment • Computer, Video Camera, Digital Camera, LCD, Visualizer, Scanner Machine, Color Printer, Computer Server, Mini Bus 3) Local Expenses for Project employees • Long-term local consultant (3 year x 1 person) • Long-term local consultant (2.5 years x 1 person) • Project secretary (3 years x 1 person) • Short-term local consultant (2.5 years x 2 person) • Project secretary (3 years x 1 person) • Short-term local consultant (2.5 years x 3 years)			in RCC activities remains low during
the Six Thai staff (i.e. Head, Manager, Information Systems Coordinator, Educational Materials Coordinator, Assistant Coordinator, Assistant Administrator) One additional staff (0.5 years x 1 person, from Oct 2007) Training facilities (AIHD) Yeget office space and facilities (AIHD) Yeget office space and facilities (AIHD) Training expenditures Administrative and operational expenses for the RCC (AIHD) Training expenses for multi-national TOT (partially funded by TICA) Training expenses for multi-national TOT (partially funded by TICA) Training expenses for multi-national TOT (partially funded by TICA) Yearsonnel Demonster Street Machine, Color Printer, Computer Server, Mini Bus A Local Expenditures Long-term local consultant Computer Server, Mini Bus A Local Expenditures Long-term local consultant (2.5 years x 1 person) Years x 1 person Years x 3 years		٠.٦	the project period
To convene Joint Coordination Committee meetings twice a year to share the progress of the project. To convene International Consultative Committee meeting once a year to share the progress of the project. To develop an annual project work plan and budget. To develop an annual project work plan and budget. To develop an annual project work plan and budget. To enhance the technical and administrative capacity of staff involved in RCC activities in cooperation with other divisions of AIHD To enhance the technical and administrative capacity of staff involved in RCC activities based upon the human capacity building plan To conduct a needs assessment survey in Cambodia, the Lao PDR, Myanmar, and Vietnam to establish training courricula and manitoring and evaluation components for each training course To develop prataining curricula and materials To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam 1) Person Canbodia, Lao PDR, Myanmar, and Vietnam 1) Canbodia, Lao PDR, Myanmar, and Vietnam 1) To develop strategies for establishing an appropriate management information system 2) To collect information regarding human resources, research, and experiences on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand 2) To develop a database for the promotion of the RCC, and for the dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand 4) To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR Myanmar Vietnam, and Thailand 5) To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lau and Thailand 1) To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information of relevant information of relevant information of relevant information.		بع	
progress of the project To convent John Consultative Committee meeting once a year to share use the project To develop an annual project work plan and budget To develop an annual project work plan and budget To develop a human capacity building plan for staff involved in RCC activities based upon the human capacity building plan To enhance the technical and administrative capacity of staff involved in RCC activities based upon the human capacity building plan To enhance the technical and administrative capacity of staff involved in RCC activities based upon the human capacity building plan To conduct a needs assessment survey in Cambodia, the Lao PDR, Myanmar, and Vietnam to establish training courses To develop operational guidelines, including needs identification, preparation, and monitoring and evaluation components for each training course To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam) To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam) To conduct at least 2 multi-national Training of Trainers (TOT) for Person participants from Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To collect information regarding human resources, research, and experiences on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR Myanmar Vietnam and Thailand To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR Myanmar Vietnam, and Thailand		~	
progress of the project To convene International Consultative Committee meeting once a year to share the progress of the project To develop an annual project work plan and budget To develop an annual project work plan and budget activities has a human eapacity building plan for staff involved in RCC activities based upon the human capacity building plan To conduct a needs assessment survey in Cambodia, the Lao PDR, Myanmar, and Vietnam to establish training courses To develop operational guidelines, including needs identification, preparation, and wonitoring and evaluation components for each training course To conduct at least 2 multi-national Training of Trainers (TOT) for Perso To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam) To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam) To annually review and revise existing training curricula and materials To develop strategies for establishing an appropriate management information System To develop a database for the promotion of the RCC, and for the dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR Myanmar Vietnam, and Thailand To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR Myanmar Vietnam and Thailand To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR Myanmar Vietnam and Thailand		Systems Cooldinately, Lookanonal Materials	
To convere International Consultative Committee meeting once a year to share the progress of the project To develop an annual project work plan and budget To develop a human capacity building plan for staff involved in RCC activities in cooperation with other divisions of AIHD To enhance the technical and administrative capacity of staff involved in RCC activities based upon the human capacity building plan To conduct a needs assessment survey in Cambodia, the Lao PDR, Myanmar, and Vietnam to establish training courses. To develop operational guidelines, including needs identification, preparation, and monitoring and evaluation components for each training course To develop operational guidelines, including needs identification, preparation, and monitoring and evaluation components for each training course To develop training curricula and materials To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, the Lao PDR, Myanmar, and Vietnam) To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam) To develop strategies for establishing an appropriate management information system To develop strategies for establishing an appropriate management information of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thalland To develop a database for the promotion of the RCC, and for the PDR, Myanmar, Vietnam, and Thalland To develop a home-page web-site for the promotion of the RCC, and for the System To develop a home-page web-site for the promotion of the RCC, and for the System than an aduation of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR, Myanmar Vietnam, and Thalland To uppeade the database on a quarterly basis To develop a home-page web-site for the promotion of the RCC, and for the System than an aduation of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR Myanmar Vietnam, and Thalland	progress of the project	Coordinator, Assistant Coordinator, Assistant	
or staff involved in RCC ty of staff involved involved involved involved	To convene International Consultative Committee meeting once a	Administrator)	
trough and materials at management information at many Code and for the RCC, and for the RCC, and for the RCC, and for the RCC, and for the AIDS in Cambodia, the Lao Facility of the RCC, and for the dign of the RCC, and for the RCC, and RCC, and RCC, and RCC, and RCC, and RCC,	share the progress of the project	• One additional staff (0.5 years x 1 person, from Oct	
RCC 2) Facility RCC 3) Local Inmar, 1) Perso ch for 1) Perso ch for 2) Equity mation 3) Loca riences diand for the he Lao for the he Lao for the mbodia,	1-5. To develop an annual project work plan and budget	2007)	
RCC 3) Local			
in RCC 3) Local yanmar,	activities in cooperation with other divisions of AIHD	· Training facilities (AIHD)	
yanmar, Daration, cach for cach for cach for bormation sormation sormation 3) Loca beliand for the the Lao d for the cambodia,		· Project office space and facilities (AIHD)	
yanmar,	activities based upon the human capacity building plan		
and Vietnam to establish training courses To develop operational guidelines, including needs identification, preparation, and monitoring and evaluation components for each training course To develop training curricula and materials To develop training curricula and materials To conduct at least 2 multi-national Training of Trainers (TOT) for participants from Cambodia, the Lao PDR, Myanmar, and Vietnam To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam) To annually review and revise existing training operational guidelines To annually review and revise existing training ourricula and materials To develop strategies for establishing an appropriate management information system To collect information regarding human resources, research, and experiences on HIV/AIDS in Cambodia, the Lao PDR, Myanmar Vietnam, and Thailand To develop a database for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR, Myanmar Vietnam, and Thailand To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR, Myanmar Vietnam, and Thailand			
To develop operational guidelines, including needs identification, preparation, and monitoring and evaluation components for each training course To develop training curricula and materials To conduct at least 2 multi-national Training of Trainers (TOT) for participants from Cambodia, the Lao PDR, Myanmar, and Vietnam To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam) To annually review and revise existing training operational guidelines To develop strategies for establishing an appropriate management information system To collect information regarding human resources, research, and experiences on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To develop a database for the promotion of the RCC, and for the dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar Vietnam, and Thailand To up-date the database on a quarterly basis To up-date the Avanmar Vietnam, and Thailand The Lao PDR, Myanmar Vietnam, and Thailand	and Vietnam to establish training courses	RCC (AIHD)	
and monitoring and evaluation components for each training course To develop training curricula and materials To conduct at least 2 multi-national Training of Trainers (TOT) for Person participants from Cambodia, the Lao PDR, Myanmar, and Vietnam To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam) To annually review and revise existing training operational guidelines To develop strategies for establishing an appropriate management information system To develop strategies for the promotion of the RCC, and for the dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To develop a database for the promotion of the RCC, and for the dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To up-date the database on a quarterly basis To up-date the DR Wyanmar Vietnam and Thailand	2-2. To develop operational guidelines, including needs identification, preparation,	· Training expenses for multi-national TOT (partially	
To develop training curricula and materials To conduct at least 2 multi-national Training of Trainers (TOT) for From the Japan participants from Cambodia, the Lao PDR, Myanmar, and Vietnam To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia, Lao PDR, Myanmar, and Vietnam) To annually review and revise existing training operational guidelines To annually review and revise existing training curricula and materials To develop strategies for establishing an appropriate management information system To collect information regarding human resources, research, and experiences on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To develop a database for the promotion of the RCC, and for the dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR Myanmar Vietnam, and Thailand	and monitoring and evaluation components for each training course	. funded by TICA)	
for From the Japan 1) Perso 1) Perso 2) Equit 2) Equit 3) Local 3) Local 4 the Lao The Lao Total Total Total Total			
for		From the Japanese-side:	
2) Equit	The participants from Cambodia, the Lao PDR, Myanmar, and Vietnam		
Cambodia, Lao PDR, Myanmar, and Vietnam) To annually review and revise existing training operational guidelines To annually review and revise existing training curricula and materials To develop strategies for establishing an appropriate management information system To collect information regarding human resources, research, and experiences on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To develop a database for the promotion of the RCC, and for the dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To up-date the database on a quarterly basis To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia,	2-5. To conduct at least 12 country-specific TOT (i.e. 3 programs each for	•	
To annually review and revise existing training operational guidelines To annually review and revise existing training curricula and materials To develop strategies for establishing an appropriate management information system To collect information regarding human resources, research, and experiences on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To develop a database for the promotion of the RCC, and for the dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To up-date the database on a quarterly basis To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia,	Cambodia, Lao PDR, Myanmar, and Viemam)		
ormation 3) Local variences for the the Lao ambodia,	2-6. To annually review and revise existing training operational guidelines	· Computer, Video Camera, Digital Camera, LCD,	
Com 3) Local Exp	2-7. To annually review and revise existing training curricula and materials	Visualizer, Scanner Machine, Color Printer,	
3) Local Exp	3-1. To develop strategies for establishing an appropriate management information		
. Exp	system		
for the the Lao do for the ambodia,	3-2. To collect information regarding human resources, research, and experiences		
for the the the Lao do for the ambodia,	on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand	✓ Long-term local consultant	
dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To up-date the database on a quarterly basis To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia,			
PDR, Myanmar, Vietnam, and Thailand To up-date the database on a quarterly basis To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia,			
To up-date the database on a quarterly basis To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HIV/AIDS in Cambodia,	PDR, Myanmar, Vietnam, and Thailand	(2.5 years x 1 person, the staff will be	
	3-4. To up-date the database on a quarterly basis	transferred to AIHD as of Oct 2007)	
`	3-5. To develop a home-page web-site for the promotion of the RCC, and for the		
	dissemination of relevant information concerning HIV/AIDS in Cambodia,	`	
	the Lao PDR, Myanmar, Vietnam, and Thailand		

4
-
NNEX
⋖

1-31. To point and dustribute quarterly revealetters and anoual reports of the RCC, disartially) 1-31. To point and dustribute quarterly revealetters and anoual reports of the RCC and for the disartiments of relevant information about the RCC and for the captures for project activities and disartiments concerning HIVAIDS in Cambodia, 1-31. To disacriment acted to specimens and information about the RCC in journals and observation, and the managina boats of foury agencies and observation, and the managina boats of foury agencies and the governments of Cambodia, the Late DPA, Myanmar, and Vietnam with representatives the RCC indicates and plans of disord network on HIVAIDS, and use the project outcomes and posts with representatives from Cambodia, the Late DPA, Myanmar, Vietnam, and Vietnam valid often agencies, and the units are strictly and volves. And when the concerned individuals 4-3. To condust an anoual review workflow in chaining ex-tainers in Cambodia, the Late DPA, Myanmar, Vietnam, Individuals ex-tainers in Cambodia, the Late DPA, Myanmar, which may be accounted in the plant of the concerned individuals 4-4. To though and utilities extinging reventions and programmes of Observe agencies and Original metally with Department of Disease Control / MOPH and Individuals and Vietnam valid including AHD alumni, as four received and vietnam and vietnam and vietnam and vietnam and vietnam and vietnam in Cambodia, the Late DPA, Myanmar, and Vietnam, and Vietnam, and Vietnam in Cambodia, the Late DPA, Myanmar, and Vietnam and Cam	3-6. To establish an e-mail listing for the distribution of an HIV/AIDS e-journal	 Training expenses for multi-national TOT 	
by an e-journal and/or print-outs, for the promotion of the RCC and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand To disseminate useful experiences and information about the RCC in journals and other media To collect and analyze information, strategies, and plans of donor agencies and the governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with respect to human capacity building on HIV/AIDS. To develop focal points, including the use of AIHD alumni, in Cambodia, the Lao PDR, Myanmar, and Vietnam To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Vietnam, Thailand, donor agencies, AIHD alumni, JICA projects, and other concerned individuals To conduct an utilize existing networks, including ex-trainees in Cambodia, Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs and TICA at least twice a year before the scheduled JCC meeting To convers an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled JCC meeting To converse an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled JCC meeting To attend meetings, conferences, and seminars organized by donor agencies To combodia, the Lao PDR, Myanmar, and Vietnam To routize ex-trainees trained in Thailand, including AlHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Yieman, and Thailand through coonstinated and funded programs) Indicators must be reviewed and quantified by the second JCC scheduled in July SUR	3-7. To publish and distribute quarterly newsletters and annual reports of the RCC,	(partially)	
the Lao PDR, Myanmar, Vienam, and Thailand To dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vienam, and Thailand To disseminate useful experiences and information about the RCC in journals and other media To collect and analyze information, strategies, and plans of donor agencies and the governments of Cambodia, the Lao PDR, Myanmar, and Vienam with respect to human capacity building on HIV/AIDS To devolop focal points, including the use of AIHD alumni, in Cambodia, the Lao PDR, Myanmar, and Vienam To conduct an amulal review workstop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Vienam, Thailand, donor agencies, AIHD alumni, JICA projects, and other concerned individuals To study and utilize existing networks, including ex-trainees in Cambodia, Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs To convene an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled JCC meeting To attend meetings, conferences, and seminars organized by donor agencies To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam To vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and quantified by the second JCC scheduled in July 2001 Indicators must be reviewed and quantified by the second JCC scheduled in July 2001	by an e-journal and/or print-outs, for the promotion of the RCC and for the	· Training expenses for country-specific TOT	
the Lao PDR, Myanmar, Viernam, and Thailand To disseminate useful experiences and information about the RCC in journals and other media To collect and analyze information, strategies, and plans of donor agencies and the governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with respect to human capacity building on HIV/AIDS To develop focal points, including the use of AIHD alumni, in Cambodia, the Lao PDR, Myanmar, and Vietnam To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Vietnam, Thailand, donor agencies, AIHD alumni, JICA projects, and other concerned individuals To study and utilize existing networks, including ex-trainees in Cambodia, Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs To convene an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled JCC meeting To attend meetings, conferences, and seminars organized by donor agencies To attend meetings, conferences, and seminars organized by donor agencies To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam To utilize ex-trainces trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and quantified by the second JCC scheduled in Indicators must be reviewed and quantified by the second JCC scheduled in Indicators must be reviewed and quantified by the second JCC scheduled in	dissemination of relevant information concerning HIV/AIDS in Cambodia,	 Other expenses for project activities 	
To disseminate useful experiences and information about the RCC in journals and other media. To collect and analyze information, strategies, and plans of donor agencies and the governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with respect to human capacity building on HIV/AIDS To develop focal points, including the use of AIHD alumni, in Cambodia, the Lao PDR, Myanmar, and Vietnam To conduct an amual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Vietnam, Thailand, donor agencies, AIHD alumni, JICA projects, and other concerned individuals To study and utilize existing networks, including ex-trainees in Cambodia, Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs To convene an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled JCC meeting To attend meetings, conferences, and seminars organized by donor agencies To attend meetings, conferences, and seminars organized by donor agencies To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) Indicators must be reviewed and quantified by the second JCC scheduled in Indicators must be reviewed and quantified by the second JCC scheduled in	the Lao PDR, Myanmar, Viemam, and Thailand		
donor agencies do Vietnam with Cambodia, the onal network on representatives donor agencies, g in Cambodia, ng in HIV/AIDS Control / MOPH ting Ionor agencies on-site visits to alumni, as future alumni, as future f short-term local ond JCC scheduled in	3-8. To disseminate useful experiences and information about the RCC in journals		
donor agencies of Vietnam with Cambodia, the onal network on representatives donor agencies, agencies control / MOPH ting control / MOPH ting fonor agencies on-site visits to PDR, Myanmar, f short-term local ond JCC scheduled in	and other media		-
uled in	4-1. To collect and analyze information, strategies, and plans of donor agencies		
railed in	and the governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with		
i i i i i i i i i i i i i i i i i i i	respect to human capacity building on HIV/AIDS		
Eleg ii	4-2. To develop focal points, including the use of AIHD alumni, in Cambodia, the		
uled in	Lao PDR, Myanmar, and Vietnam		
HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Vietnam, Thailand, donor agencies, AIHD alumni, JICA projects, and other concerned individuals To study and utilize existing networks, including ex-trainees in Cambodia, Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs To convene an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled JCC meeting To attend meetings, conferences, and seminars organized by donor agencies To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) Indicators must be reviewed and quantified by the second JCC scheduled in indicators must be reviewed and quantified by the second of Coordinated in	4-3. To conduct an annual review workshop to strengthen the regional network on		
from Cambodia, the Lao PDR, Myanmar, Vietnam, Thailand, donor agencies, AIHD alumni, JICA projects, and other concerned individuals To study and utilize existing networks, including ex-trainees in Cambodia, Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs To convene an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled JCC meeting To attend meetings, conferences, and seminars organized by donor agencies To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) Indicators must be reviewed and quantified by the second JCC scheduled in indicators must be reviewed and quantified by the second JCC scheduled in	HIV/AIDS, and to share project outcomes and progress with representatives		
AIHD alumni, JICA projects, and other concerned individuals To study and utilize existing networks, including ex-trainees in Cambodia, Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs To convene an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled JCC meeting To attend meetings, conferences, and seminars organized by donor agencies To attend meetings, conferences, and seminars organized by donor agencies To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) Indicators must be reviewed and quantified by the second JCC scheduled in			
To study and utilize existing networks, including ex-trainees in Cambodia, Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs To convene an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled JCC meeting To attend meetings, conferences, and seminars organized by donor agencies To attend meetings, conferences, and seminars organized by donor agencies To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) Indicators must be reviewed and quantified by the second JCC schecluled in Indicators must be reviewed and quantified by the second JCC schecluled in	AIHD alumni, JICA projects, and other concerned individuals		
ng in HIV/AIDS Control / MOPH ting donor agencies on-site visits to alumni, as future PDR, Myanmar, f short-term local cond JCC scheduled in	4-4. To study and utilize existing networks, including ex-trainees in Cambodia,		
ting Jonor agencies Jonor ag	Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS		
ting donor agencies on-site visits to alumni, as future PDR, Myanmar, f short-term local cond JCC scheduled in	programs		~~
to ar, cal	4-5. To convene an official meeting with Department of Disease Control / MOPH		
to lar, cal	and TICA at least twice a year before the scheduled JCC meeting		
To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) andicators must be reviewed and quantified by the second JCC scheduled in	4-6. To attend meetings, conferences, and seminars organized by donor agencies		
Cambodia, the Lao PDR, Myanmar, and Vietnam To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) adicators must be reviewed and quantified by the second JCC scheduled in	4-7. To promote AIHD alumni networking, by RCC staff, during on-site visits to		
To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) andicators must be reviewed and quantified by the second JCC scheduled in	Cambodia, the Lao PDR, Myanmar, and Vietnam		
PDR, Myanmar, short-term local ond JCC scheduled in	To utilize ex-trainees trained in Thailand, including AIHD		
Short-term local	trainers for HIV/AIDS training courses		
short-term local ond JCC scheduled in	4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar,		
*1 Indicators must be reviewed and quantified by the second JCC scheduled in July 2005.	Vietnam, and Thailand through consultation and the use of short-term local		
*1 Indicators must be reviewed and quantified by the second JCC scheduled in July 2005.	experts (i.e. for externally coordinated and funded programs)		
	*1 Indicators must be reviewed and quantified by the second JCC scheduled	l in July 2005.	
A. A			
A. A			
	fl.		
t. Zuzna		ANNEX 1 - 4	

				سل	5	6	1-7	8	1 9	<u> </u>	ا ـــاـــه	1	12	- 1	2	
	1-1. To develop an appropriate organization and management system for the RG	\propto \vdash	an 🔭	7			1	4_	1	+-	I	Ī	$ \top$			I
		Ac	ual	+	_	<u> </u>	4-	+	ļ.,	╀	-					1
	1-2. To convene RCC Management Taskforce meetings at least once a month the share the progress of the project	lo Pi			^	A		<u> </u>	<u> </u>					<u> </u>	A	H
I. 1. Organization and	1-3. To convene Joint Coordination Committee meetings to ice a year to share d progress of the project	he Pl			A		A			$ar{ar{ar{ar{ar{ar{ar{ar{ar{ar{$	$oxed{T}$	-		A		
management systems of t RCC are established and strengthened	1-4. To convene International Consultative Committee meeting once a year to shiftee progress of the project	Act	4-	+	-	▲ Kick of	4	-	-	-	1	1				F
•	1-5. To develop an annual project work plan and budget	Pt		+						-	\vdash	Ŧ				L
	1-6. To develop a human capacity building plan for staff involved in RCC activity cooperation with other divisions of AIHD	ies in Pla		$oxed{\mathbb{F}}$						<u> </u>	-	+	-		_	_
	1-7. To enhance the technical and administrative capacity of staff involved in RC activities based upon the human capacity building plan	C Pla			-						1	-	Ŧ			_
	2-1. To conduct a needs assessment survey in Cambodia, the Lao PDR, Myanmar and Vietnam to establish training courses	Actu	al l		1							$oxed{T}$	\pm			_
	2-2. To develop operational guidelines, including needs identification, preparation and monitoring and evaluation components for each training course.	Actu	4		1						_	\pm	\pm	\perp		
. Management system, urricula, and materials us training programs are		Actu			7							\pm	\pm	_	\exists	
eveloped and improved in sponse to the specific nuntry needs of Cambodi	from Cambodia, the Lao PDR, Myanmar, and Vietnam	Actu	1	 	+							+	\perp			_
e Lao PDR, Myanmar, ar ietnam	the Lao PDR, Myanmar, and Vietnam)	Actua Plan		-	+						^	-	+	-		
	2-6. To annually review and revise existing training operational guidelines	Acrua			+			_			-	-	#	#	_	_
	2-7. To annually review and revise existing training curricula and materials 3-1. To develop strategies for establishing an appropriate management information.	Acrua			1			_				+	#	#	7	
	system	Actua			1								1			
	3-2. To collect information regarding human resources, research, and experiences of HIV/AIDS in Cambodia, the Lao PDR, Myaumar, Vietnam, and Thailand	Actual			T									\top		
information concerning	3-3. To develop a database for the promotion of the RCC, and for the dissemination of relevant information on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand	Plan Actual			+	\dashv		\dashv	\dashv			-	+-	+	\dashv	
I relevant experiences on VIAIDS in Cambodia, the PDR, Myanmar, Vietnas		Plan Actual												+		-
Thailand is collected, perly maintained, and terminated to counterpart	3-5. To develop a home-page web-site for the promotion of the RCC, and for the dissemination of relevant information concerning HfV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand	Pian Actual			+	+				-			-	-	-	
anizations, donor agencie fD alumni, and other eholders	3-6. To establish an e-mail listing for the distribution of an HIV/AIDS e-journal	Pian Actual					\dashv	7	-				-	+	+	
	3-7. To publish and distribute quarterly newsletters and annual reports of the RCC, tan e-journal and/or print-outs, for the promotion of the RCC and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao PDR, Myaumar, Vietnum, and Taailand	Plan Actual					<u> </u>		-	•			A Arm Report	æ1		
	3-8. To disseminate useful experiences and information about the RCC in journals and other media	Plan Actual												+		=
	4-). To collect and analyze information, strategies, and plans of donor agencies and the governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with respect to human capacity building on HIV/AIDS	Plan	- 					1		1				1	1	_
	4-2. To develop focal points, including the use of AIHD ahumni, in Cambodia, the Lao PDR, Myanmar, and Vietnam	Pian Actual	=		-	+	+	+	+	+			-	+	+	
	4-3. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Vietnam, Thailand, donor agencies, AIHD	Plan Actual						-	_	4			_	-	-	_
uman resources, mation, and financial	alumni, JICA projects, and other concerned individuals 4-4. To study and utilize existing networks, including ex-trainees in Cambodia, the 1.50 PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS	Plan Acrual	\dashv			+	+		\perp	+			-	-	+	
rces in Cambodia, the PDR, Myanmar, Vietnam, Trailand for HIV/AIDS	programs 4-5. To convene an official meeting with Department of Disease Control / MOPH and TICA at least twice a year before the scheduled ICC meeting	1					IOPK ICA	1	+	1	1		A MOPE A TICA		1	_
ams are mobilized for effective utilization gh networking	4-6. To attend meetings, conferences, and seminars organized by donor agencies	Pian Actual							+	+	+			+	+	
	4-7. To promote AIHD alumni octworking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam	Plan Actual	+			+	#		+-	+				+	+	-
	4-8. To utilize ex-trainees trained in Thailand, including AJHD alumni, as future trainers for HTV/AIDS training courses	Plan Actual					+		+	+	+	-			=	
}	t-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Victnam, and Thailand through consultation and the use of short-term local expens i.e. for externally coordinated and funded programs)	Plan Actual		7												=
			4	5	6] ;	8		10			12	1	2	3	7
	Continuous activity eriodical Activity Annex II- I	Q,	, /					L	i d	il	_				/	

10	1 20	2nd Year)	40		Q	2Q	(3rd Year) 30	40	Responsible offices/ persons
		F	1	1			<u> </u>	1	Head and manager of RCC, Long-term Japanese experts
		-	-	-			-	-	
									RCC Management Taskforce members (coordinated by RCC staff)
	▲ (Jul)		A ()a	n)	4	(Jul)		▲ (Jan	Joint Coordination Committee members (soordinated by RCC staff)
		▲(Nov	1	-			▲(Nov)		- Joint Coordination Committee members (coordinated by RCC staff)
				•					Head and manager of RCC, Long-term Japanese Experts AIHD RCC Management Taskforce of RCC
				•				-	Head and manager of RCC, Long-term Japanese Experts, AIHD Quality Control Committee
									Head and manager of RCC, Long-term Japanese Experts, AJHD - Quality Control Committee
				-					AIHD staff involved in RCC activities, Long-term Local Consultants, Long-term Japanese Experts
				1					Training Section of AIHD, Short-term Local Consultant (total 2MM), Long-term Japanese Experts
					1	\perp			Training Section of AIHD, RCC staff in charge of Educational Material Long-term Japanese Experts, Short-term LC (included in 2-2)
_						\exists			Training Section of AIHD , Long-term Japanese experts
									Training Section of AIHO , Long-term Japanese experts
		<u></u>							Training Section of AIHD, Long-term Japanese Experts
						T			Training Section of AIHD, RCC staff in charge of Educational Materia Long-term Japanese Experts
\perp					\pm	\pm			Head and manager of RCC, RCC Management Taskforce member, RC staff in charge of Information System, Long-term Japanese experts
									RCC Management Taskforce member, RCC staff in charge of Informat System, Long-term Local Consultants, Long-term Japanese Experts
-					-	+			RCC Management Taskforce member, RCC staff in charge of Informati System
-	-	-		-			-		RCC Hanagement Taskforce member, RCC staff in charge of Informati System
						1			RCC Management Taskforce member, RCC staff in charge of Informati System
_					-	+	_		RCC Management Taskforce member, RCC staff in charge of Information
•	A A/Rep	unnue) ean	٨	A	A	A A	new)	A ,	Head and manager of RCC, RCC Management Taskforce member, RCC
								,	raff in charge of Information System, Long-term Japanese experts
								P	CC Management Taskforce members, ROC staff
					 	+		l	ong-term Local Consultants, Long-term Japanese Experts
						\pm			ead and Manager of RCC, Long-term Japanese Experts, Long-term ocal Consultants
-		(Oct)				1	(Oct)	R	CC Management Taskforce members (coordinated by RCC staff)
-		-	-			-	-	i	ong-term Local Consultants, Long-term Japanese Experts
4		4		<u> </u>		-		H	and and Manager of RCC, Long-term Japanese Experts
+			+			-	=	RC	CC Management Taskforce members, RCC staff
								RC	C Management Taskforce members, RCC staff
-		+						He	ad and manager of RCC, Long-term Sapanese Experts
			=					He.	ed and manager of RCC, Long-term Japanese Experts
	Q 3								· · · · · · · · · · · · · · · · · · ·

Mar

Annex II. 2

difue

sind In

ANNEX III THE RCC PROFILE

1. Mission

As an integral part of the AIHD, the RCC will contribute to reducing and preventing new HIV infections as well as improve the quality of life for people living with HIV/AIDS in Cambodia, the Lao PDR, Myanmar and Vietnam by facilitating human capacity building in HIV/AIDS programs.

2. Institutional setting at the AIHD

The RCC will be institutionally positioned as a unit under the International Health Cluster in the AIHD as can be seen in the AIHD organization chart below. The administration and the activities of the RCC will be coordinated with other sections of the AIHD. The human resource of the AIHD will be fully utilized to implement RCC activities.

3. Management Structure of the RCC

1) Director of the AIHD

The director of the AIHD will bear overall responsibility for the supervision of the Project.

2) Head of the RCC

The head of the RCC will bear overall responsibility for the administration and implementation of RCC activities.

3) Management Taskforce

Management Taskforce will be convened for monthly meetings to support the project planning and implementation, as well as to monitor the Project. The details of the Management Taskforce are presented in ANNEX X.

4) Manager and Operational Staff

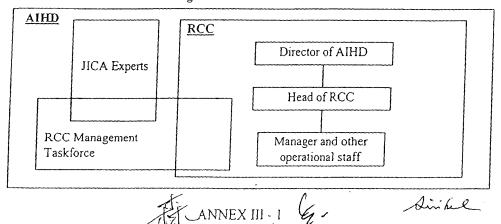
The following eight staff will be in charge of daily activities of the Project under the supervision of the Head of the RCC and the JICA Experts

- · Five AIHD staff, including the Manager of the RCC
- Two long-term consultants (One of them will be transferred to the AIHD as a full-time staff for the RCC in October 2007)
- · One project secretary

* JICA Experts

Three Japanese long-term experts will be deputed to provide necessary technical guidance and advice to the Project and the AIHD. The terms of references of Japanese experts are presented in ANNEX IV.

Organization chart of RCC



Max

Sinke I

- 155 -

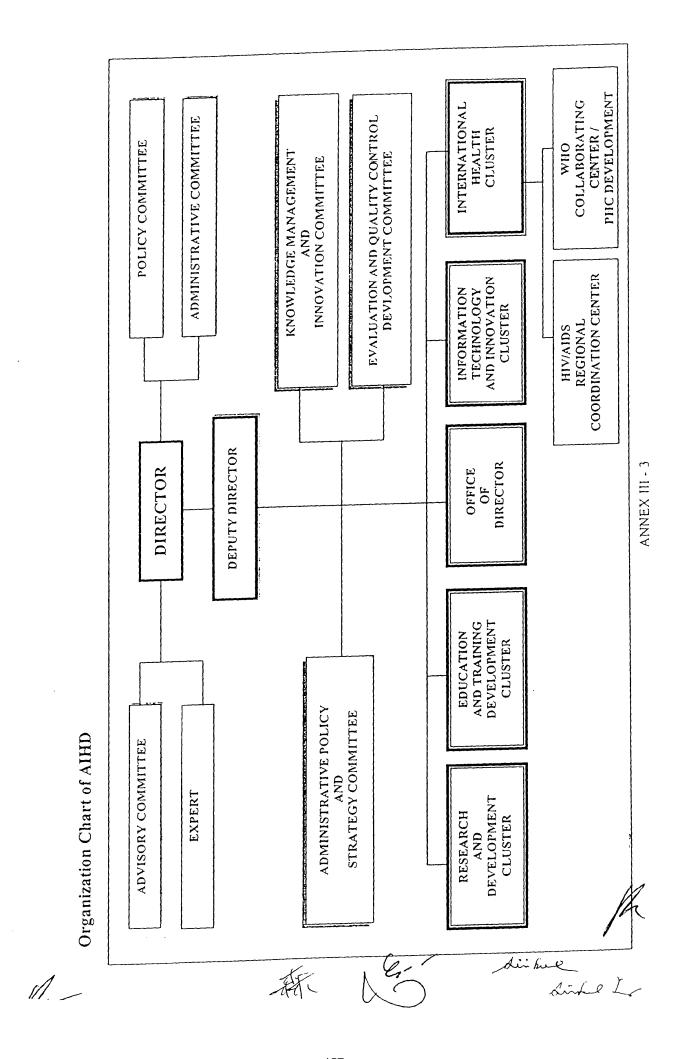
4. Relations with concerned organizations in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand

RCC will promote effective linkage with other internal and international organizations whose interests and activities are related to those of RCC. It will also establish and maintain the close relationship with counterpart government organizations in Cambodia, the Lao PDR, Myanmar, and Vietnam.

M

ANNEX III - 2

Sinhe K



TERMS OF REFERENCEOF JAPANESE LONG-TERM EXPERTS ANNEX IV

March 2008) Duration: 3 years (April 2005

Organizations to be assigned: ASEAN Institute for Health Development (AIHD)

Proposed Title: Chief Advisor / Regional Cooperation

Professional field:

Development cooperation management and HIV/AIDS or Health-related subject

Academic background:

Under graduate degree

Experience:

At least 10 years of working experience in development field (especially health-related subject)

English (TOEIC 800 or equivalent skill)

Other:

Project management and coordination skills (especially donor coordination) and working experience on JICA technical cooperation projects are required.

Purpose

To manage the overall project implementation

To establish management and operation system of RCC

To establish networks with relevant agencies in CLMVT including donor agencies

Job description

To develop strategies and plans on overall project management

To develop schedules for implementation of project activities and monitor it with counterpart staff

To support establishing and strengthening organization and management of RCC

To support human resource development of counterpart staff

To discuss the project management, progress of technical/knowledge transfer, and future directions through meetings including JCC

To advice for counterpart staff on project management and implementation

To establish networks with relevant agencies in CLMVT including donor agencies through PR of RCC, joint implementation of some activities, and utilization of fund resource of donor agencies

To support to develop focal points of RCC in targeted countries

To coordinate and strengthen with the relation between RCC and JICA country offices concerned

To manage the activities of other JICA experts

ANNEX IV-1

Siriher Le

1/2

- 158 -

Proposed Title: HIV/AIDS Human Resource Development Advisor

Qualifications

Professional field:

HIV/AIDS and Health-related subject

Academic background:

Post graduate degree in health related field desirable

Experience:

At least 5 years of working experience in development field

Language:

English (TOEIC 800 or equivalent skill)

Other:

skills for needs survey and identification are required

Responsibilities

Purpose

To study and identify needs on HIV/AIDS related human resource development To transfer HIV/AIDS related knowledge to counterpart staff

Job description

To study the HIV/AIDS related situation in CLMVT and other target countries, such as national policy, activities of government, NGOs, and donor agencies, and needs for technical cooperation

To collect information on technical cooperation programs, training curricula, and training materials and share the information

To identify the level and needs of counterpart staff to transfer knowledge on HIV/AIDS and develop the human resource development plan for them jointly with RCC

To support of planning, implementation and evaluation of the human resource development programs (including TCTP and dispatch of resource persons) on HIV/AIDS

To advise and support the information collection and dissemination of human resources, research and relevant experiences on HIV/AIDS in targeted countries

To attend the meeting, Conferences and seminars on HIV/AIDS for the purpose of update and coordination of RCC

ANNEX IV-2

Sinhel In

1/2

- 159 -

3. Proposed	Title: Cooperation Management Advisor
Qualifications	Professional field:
	Development Cooperation Management
	Academic background:
	Under graduate degree
	Experience:
	At least 5 years of working experience in development field
	Language:
	English (TOEIC 800 or equivalent skill)
	Other:
	Project management and coordination skills and working experience on JICA technical
	cooperation projects are required.
Responsibilities	Purpose
	To contribute the smooth implementation of the project
	To contribute to strengthening operational and administrative structure and capacity
	of RCC
	To contribute to human resource development in the field of HIV/AIDS for target
	countries ·
	Job description
	To support of overall project management
	To support identification of needs and development of capacity building; including
	training module development and training material production
	To support of information collection and discussion with Thai and international
	organizations to coordinate for capacity building and dissemination of information
	To support to develop focal points of RCC in targeted countries
	To support the development information network and PR materials
	To advice for counterpart staff on project management and implementation
	To support of RCC management

ANNEX IV-3 bishe & Sishe X

ANNEX V LIST OF MACHINERY AND EQUIPMENT

The following equipments are scheduled to be provided to the Project.

1. Scanner Machine	1
2. Printer	3
3. Computer	5
4. LCD	1
5. Visualizer	1
6. Digital Camera	2
7. Video Camera	1
8. Computer Server	1
9. Mini Bus	1

Sinde /2) sinde 2

ANNEX VI LIST OF THAI PROJECT COUNTERPART

- Project Director
 Director of AIHD
- Project Manager Head of RCC, AIHD
- 3. Project Staff
 - · Coordinator of International Health Cluster/ Manager of RCC, AIHD
 - · Information Systems Personnel, International Health Cluster, AIHD
 - · Educational Materials Personnel, International Health Cluster, AIHD
 - · Assistant Coordinator, International Health Cluster, AIHD
 - · Assistant Administrator, International Health Cluster, AIHD

ANNEX VI -1

Single In

M

ANNEX VII LIST OF BUILDING AND FACILITIES

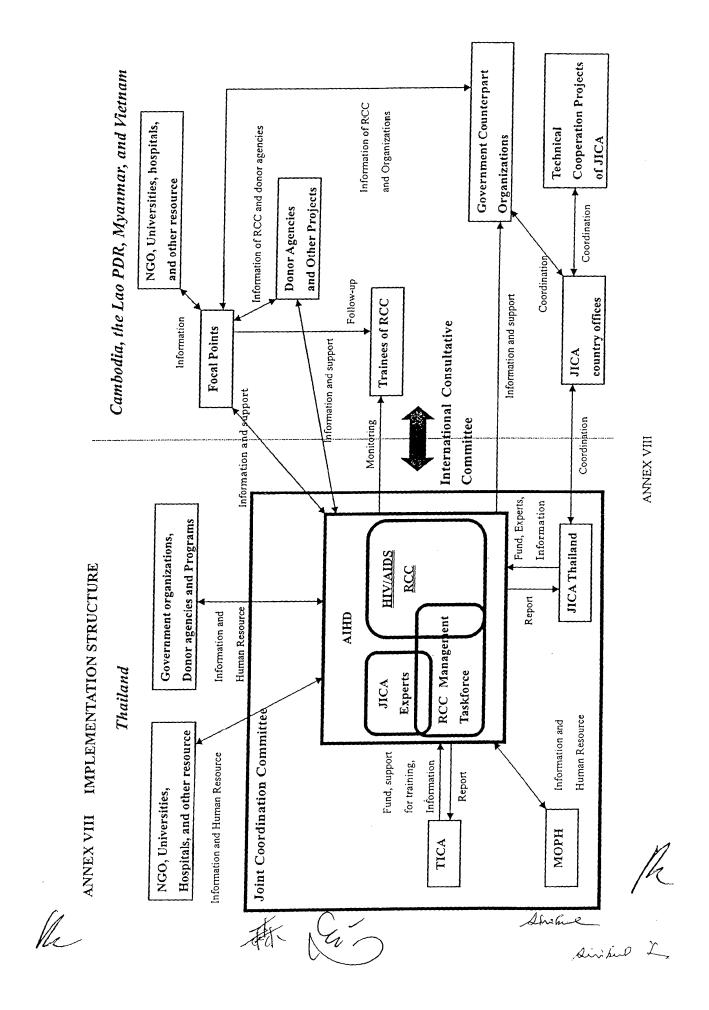
Following office space and facilities will be provided by AIHD.

- 1. Training facilities
- 2. Project office and other facilities
- 3. Other necessary facilities mutually agreed upon as necessary

ANNEX VII - 1

Diribul Ir

M



JOINT COORDINATING COMMITTEE (JCC) ANNEX IX

1. FUNCTION

The JCC, composed of members listed in the section below, will meet at least twice a year, and whenever the necessity arises, in order to:

- 1) Approve the Annual Work Plan formulated by the Project in accordance with the framework of the Record of Discussion
- 2) Review the progress of the Project, in particular, activities carried out based on the above Annual Work Plan
- 3) Examine the overall project performance to achieve the Project Purpose and Overall Goal stipulated in the Project Design Matrix in ANNEX I
- 4) Review and exchange views on major issues arising from or in connection with the Project
- 5) Review measures taken by JICA, such as the dispatch of Japanese experts.
- 6) Review measures taken by TICA and AIHD, such as the allocation of necessary counterpart personnel and necessary budget (including the expenditure for TCTP)

2. COMMITTEE MEMBERS

1) Chairperson:

Director of AIHD

- 2) Members:
 - (1) Thai side:
 - a. Deputy Director of AIHD
 - b. Head of RCC (secretary)
 - c. Manager of RCC
 - d. Representative of TICA
 - e. Representative of MOPH
 - f. Other persons invited by the Chairperson
 - (2) Japanese side:
 - a. Experts assigned to the Projects
 - b. Resident Representative of JICA Thailand Office
 - c. Other persons invited by the Resident Representative of JICA
 - d. Officials of the Embassy of Japan (observer)

ANNEX IX - 1

Sinke the

14/

ANNEX X RCC MANAGEMENT TASKFORCE

1. FUNCTION

The RCC Management Taskforce, composed of members listed in the section below, will meet at least monthly, and whenever the necessity arises, in order to:

- 1) Support the implementation of project activities by providing recommendations and technical advices.
- 2) Support the development and approve the Annual Work Plan in accordance with the framework of the Record of Discussion.
- 3) Review the progress of the Project, in particular, activities carried out based on the above Annual Work Plan
- 4) Examine the overall project performance against the targets stipulated as objectively verified indicators in the Project Design Matrix in ANNEX I.
- 5) Review the impact of the project on human capacity building in Cambodia, the Lao PDR, Myanmar, and Vietnam

2. TASKFORCE MEMBERS

1) Chairperson:

Head of RCC

- 2) Members:
 - (1) Deputy Director, AIHD
 - Chairperson of Administrative Policy and Strategy Committee, AIHD (2)
 - (3) Chairperson of Knowledge Management and Innovation Committee. AIHD
 - (4) Chairperson of Evaluation and Quality Control Development Committee, AIHD
 - (5) Coordinator of International Health Cluster, AIHD
 - (6) Consultant, Academic staff, and other staff of AIHD nominated by the Director of AIHD
 - (7) Manager of RCC (secretary)
 - (8) ЛСА Experts
 - (9) Project staff of RCC

Ph

ANNEX X 1

Simple Simble

ANNEX XI INTERNATIONAL CONSULTATIVE COMMITTEE

1. FUNCTION

International Consultative Committees of the Project will be formed to facilitate the communication between Thailand and each targeted country. The committee members, listed in the section below, will be convened for annual Meetings which aim to:

- 1) Review the progress and process of activities
- 2) Review and revise the activities for each country
- 3) Exchange information for the epidemic situation and HIV/AIDS programs
- 4) Exchange ideas for effective coordination between RCC and organizations in each targeted country for the project implementation
- 5) Examine the impact of the project for human capacity building in HIV/AIDS programs in each country

2. METHOD OF MEETING

- The committee members, as listed below, will be assembled annually in Thailand by utilizing the opportunity of Annual Sharing Meeting of RCC. Before or after the Annual Sharing Meeting, an International Consultative Meeting for each country will be held
- 2) Committee members will utilize any occasions, both in Thailand and targeted countries, to share the progress of the Project and information concerning the project implementation during their international trips.

3. COMMITTEE MEMBERS (for each committee)

1) Chairperson:

Head of RCC

- 2) Members for Committee:
 - (1) From Cambodia, the Lao PDR, Myanmar, and Vietnam
 - Representatives of counterpart organizations
 - · Representative of JICA office
 - · Japanese experts working for related projects
 - (2) From Thailand
 - · Representative of TICA
 - · Representative of JICA Thailand Office

ANNEX XI - 1

Sinhue Mr. Sinhul I ~

- From RCC (3)
 - · Manager of RCC (Secretary)
 - · Japanese Experts
- Other personnel and representative of concerned organizations invited (4) by the chairperson.

ANNEX XI - 2

Sinhe In

ANNEX XII **COOPERATION MECHANISM**

1. Framework of cooperation

The framework of cooperation is described in the following agreements;

Agreement	Record of Discussions (R/D)	Minutes of Meetings (M/M)
Target country	Thailand	Neighboring countries (CLMV)
*Signatories	- ЛСА Thailand Office	- JICA local offices
	- TICA	- AIHD
	- AIHD	- Governmental department in charge
		of technical cooperation
		- Counterpart organization of
		the Project
Purpose/	To describe the overall framework of	- To be signed separately when the
contents	the Project	Project starts activities in each of
		CLMV countries
		- To describe the framework of
		activities in each CLMV country
		under the Project

Notes:

2. Policy to implement the Project

1) The tentative target countries / areas of cooperation

The Project has the priority on the cooperation for neighboring countries. Social and cultural backgrounds, and sense of values in each country, are fully considered when designing and implementing activities.

The tentative target areas of the cooperation for neighboring countries are as follows:

- (1) Multi-National TOT conducted as TCTP
 - The candidate of the topic based on the needs survey would be one of the areas of ARV for Trainers of Training from CLMV countries.
- (2) Country-Specific TOT conducted as TCTP
 - a) Cambodia:
 - To cooperate with JICA's bilateral technical cooperation project (National Tuberculosis Control Project / Maternal and Child Health Project)
 - b) The Lao PDR:
 - To cooperate with the program requested by National Committee for the Control of AIDS Bureau (NCCAB) and supported by GFATM for In-country Training Program (ICTP) (HIV/AIDS Youth Education)
 - c) Myanmar:
 - To cooperate with JICA's bilateral technical cooperation project (Major Infectious Diseases Control Project)
- d) Vietnam:
 - To cooperate with the key person in charge of implementing official AIDS

Sinhe Sihe in

^{*}The Signatories and contents will be determined by the countries.

Program in Vietnam and the program supported by GFATM for ICTP

- 2) Matters to be considered on implementation of the Project:
 - (1) To strengthen cooperation with TICA, MOPH, NGOs and other donor agencies for sustainable management of the Project
 - (2) To consider the advantage and experience of AIHD such as CBC, monitoring and evaluation, TOT, and study tour
 - (3) To select the topics and participants whose ICTP fund is secured so that they can conduct ICTP after TOT programs in Thailand
- 3. Guidelines for expanding cooperation and starting new activities in neighboring countries Expanding cooperation and starting new activities in neighboring countries is considered in the following manner, and decided in JCC.
 - 1) Requisite
 - (1) To be able to utilize experiences and resources of Thailand
 - (2) To be placed as prioritized policy in National HIV/AIDS Policy in each country
 - (3) To be recognized as cooperation needs to Thailand
 - (4) To be consented by each JICA local Office
 - (5) To have necessary budget to be used for implementing outputs obtained through technical cooperation by RCC
 - 2) Priority
 - (1) To contribute to the facilitation of programs of GFATM
 - (2) To coordinate with existing and planned JICA's projects
 - 3) Term of cooperation of each activity

To be terminated not later than the end of the Project

- 4. Guidelines for expanding cooperation and starting new activities in other countries
 In addition to the above guidelines, the following condition is considered when the Project starts technical cooperation activities in other countries in other regions
 - 1) To put priority on the activities to support technical cooperation activities by Thai organizations such as TICA and MOPH

2

新

Since In

ANNEX XIII MULTI NATIONAL TRAINIG OF TRAINERS (TOT) AND **ESTIMATE OF EXPENSES (TENTATIVE)**

To develop human capacity for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Vietnam (CLMV), RCC plans two types of training programs. One is country specific Training of Trainers (TOT) program and another is this multi-national TOT program inviting several participants from CLMV for one common topic CLMV countries are facing together.

Since the introduction of ARV, it is well-known that many AIDS patients survived and eventually the number of AIDS death reduced. In CLMV countries, access to ARV has just begun last a few years, in particular, since WHO started "3 by 5" - "By the year of 2005, 3 million people access to ARV" campaign. However, many health professionals do not have enough experience and knowledge on ARV Care and Management. Therefore training for ARV Care and Management is in great demand from all the CLMV countries. RCC wishes to contribute to the great needs of ARV Care and Management.

Training Course Title:

Training program for "HIV/AIDS Care and Management for the ARV"

Training Objectives:

- 1. To strengthen the capacity of the ARV Care and Management of CLMV Countries
- 2. To share and exchange the knowledge and experiences on ARV Care and Management

Goal

By the end of the course, participants will be able

- 1. To learn the basic knowledge of ARV and skill for ARV Care and Management.
- 2. To know and understand the issues such as Adherence, Compliance, Counseling, and Support & Care for ARV treat patients

Term: Two weeks (Two times during the implementation term of the Project)

Target: About 24 people (5 to 6 people from each CLMV country)

Health professionals who are supposed to be the leaders on ARV Care and Management from CLMV countries: Physicians, Nurses, Counselors, Pharmacists, Community Workers or NGO leaders etc.

Sinhe Me Sinhe La

Curriculum Outline

- Basic knowledge on ARV ARV medicines, Combination, Regime
- 2. HIV/AIDS Treatment Management CD4, Viral load, Side effect
- Monitoring and evaluation in ARV programs Compliance, Adherence, Data Management
- 4. Care and support
 Counseling, Follow-up, Community Care
- 5. Field Trip

Estimate of Expenses for TCTP

Item of expenses	Total (Baht)	Breakdown
I. Invitation Expenses		
1. International Airfare	360,000	15,000 x 24 persons
2. Airport Tax	36,000	1,500 x 24 persons
3. Per diem	168,000	500 x 14 days x 24 persons
4. Accommodation	312,000	1,000 x 13 nights x 24 persons
5. Medical Insurance	24,000	1,000 x 24 persons
6. Visa Fee	48,000	2,000 x 24 persons
7. Pick up / Send off	24,000	1,000 x 24 persons
Sub Total	972,000	
II. Training Expenses		
1. Honorarium for Lecture	126,000	1,500 x 6 hours x 14 days
2. Domestic Airfare	150,000	5,000 x 30 persons
3. Per-diem / accommodation for st	aff 63,000	1,500 x 6 persons x 7 days
4. Transportation	70,000	Rent a car +gasoline 10,000 x 7 days
5. Expendable supplies	72,000	3,000 x 24 persons
6. Meeting Expenses	40,000	500 x 40 persons x 2 times
7. Printing	30,000	Certificate, Text
8. Other	20,000	Communications, Postage
Sub Total	571,000	
Grand Total	1,543,000	

^{*}The ratio of cost sharing expenditures between JICA and TICA will be 70:30 for the first year and the portion of the second year will increase based on the annual consultation.

year.

A.

the curriculum in each

Sindue

Sindul To

n

^{**}The items and amount of expenses are subject to change based on the curriculum in each

SCHEDULE FOR THE COURSE IMPLEMENTATION OF MULTINATIONAL THIRD COUNTRY TRAINING PROGRAM ANNEX XIV

(TENTATIVE)

	THAI SIDE	JAPANESE SIDE
March	- Signing of Record of Discussions	- Signing of Record of Discussions
2005	- Preparation of General Information (G.I.)	
December	- Distribution of G.I. & Application Form	
2005		
April	- Deadline of Application	- Remittance of Expenses
2006	- Selection and Notification	
June	- Implementation of the Course	
2006		
June	- Submission of Expenditures Statement	
2006	- Submission of Course Report	
July	- Course Evaluation at JCC	- Course Evaluation at JCC
2006		

12

A.

Sinhel Ma Sinhel Zo

M

ANNEX XV ACRONYM

AIDS Acquired Immune Deficiency Syndrome
AIHD ASEAN Institute for Health Development

ARV Anti-Retro Viral

CLMVT Cambodia, the Lao P.D.R., Myanmar, Vietnam and Thailand GFATM The Global Fund to fight AIDS, Tuberculosis and Malaria

GI General Information

HIV Human Immunodeficiency Virus ICTP In-Country Training Program
JCC Joint Coordinating Committee

JICA Japan International Cooperation Agency

MM Minutes of Meetings

MOFA Ministry of Foreign Affairs
MOPH Ministry of Public Health

NCCAB National Committee for the Control of AIDS Bureau

NGO Non-Governmental Organization

PDM Project Design Matrix PO Plan of Operation

RCC Regional Coordination Center

RD Record of Discussions

TCTP Third Country Training Program

TICA Thailand International Development Cooperation Agency

TOT Training of Trainers

VCT Voluntary Counseling and Testing

杨

with the

ANNEX B

Es suite the

ANNEX B Outline of Country Specific TOT for Participants from the Lao PDR

1. Title and major contents of Training Course:

"HIV/AIDS Youth Education Trainers Course in Thailand"

- How to communicate with youth on Sexuality
- HIV/AIDS Communication for Attitude and Behavior Change

2. Training goal:

Skill-up and Capacity Building for the future trainers who will be implementing HIV/AIDS Youth Education Program in the Lao PDR

3. Training objectives:

By the end of TOT, participants are expected to be able to:

- 3.1 Obtain the basic knowledge and updated information on HIV, including Epidemiology, Basic Sciences on HIV/AIDS, Treatment and Care
- 3.2 Understand sex issue and enable participants to implement sexually education on HIV/AIDS
- 3.3 Understand the Counseling and acquire the Communication Skill
- 3.4 Understand the human behavioral and get the skill for behavioral change for IEC and Outreach
- 3.5 Learn designing and implementing
- 3.6 Plan and implement the training program.
- 3.7 Share experiences in managing HIV/AIDS intervention

4. Targets:

20-25 Lao participants from National AIDS Center (NAC), PCCA, Youth Union, Women Union, Trade Union, Universities and other concerned organizations (for each TOT course)

5. Timeframe (tentative):

Two weeks training course, including field trip, for three times (First TOT is scheduled in December 5-12, 2005)

6. Venue:

AIHD, Mahidol University, Thailand

7. Trainers:

Thai experts, foreign experts, and others

ANNEX B-1

Sinihur

IN.

8. Course contents:

<1st Week>

Day 1 Introduction

- 1. Introduction and orientation
- 2. HIV/AIDS in the Lao PDR, Thailand, and the world
- 3. Basic Knowledge on HIV/AIDS
- 4. Basic Knowledge on ARV and Management
- 5. Issues of HIV/AIDS (Care, Treatment, Social issues, etc.)

Day 2 Sex Education

- 1. Situation of sexual relationships among young people
- 2. Principles and methodologies of sex education
- 3. Experiential learning process about sexuality
- 4. Value and attitude to sexuality education

Day 3 Counseling and Communication Skill

- 1. Communication skills on sexuality and relationships
- 2. Visiting Thai Red Cross

Day 4 Behavioral Change

- 1. Theory of human behavior and Behavioral Change
- 2. IEC and evaluation
- 3. Outreach intervention models

Day 5 Design and Implementation

- 1. Principles and methodologies in designing and implementing
- 2. School based education model, Workplace based education
- 3. Field Study

<2nd Week>

Day 6 Workshop

- 1. Drafting the Education plan
- 2. Workshop (1)

Day 7 Workshop

1. Workshop (2)

Leaving Field Study to Chiang Mai

Day 8 and Day 9 Field Study

1. Visiting various sites and organizations, including Chiang Mai Youth Club

Day 10 Wrap-up session and Closing

ANNEX B-2

Linke

- 1. Wrap-up session How to apply your experience in your community and targeted population
- 2. Closing ceremony

9. Monitoring:

After completing the TOT course, the RCC Project will support NAC to monitor the performance of TOT participants.

10. Linkage with the Global Fund:

The TOT participants, who are expected to engage in HIV/AIDS campaign for the youth, would implement peer education programs and TOT programs for volunteers and other stakeholders supported by the Global Fund in the Lao PDR within a year after the TOT in Thailand. It is expected that the TOT participants will make use of the skill and materials obtained during the TOT program. The RCC Project will support the NAC to monitor the performance of the TOT participants in these programs supported by the Global Fund.

ANNEX B-3

Sinhe M

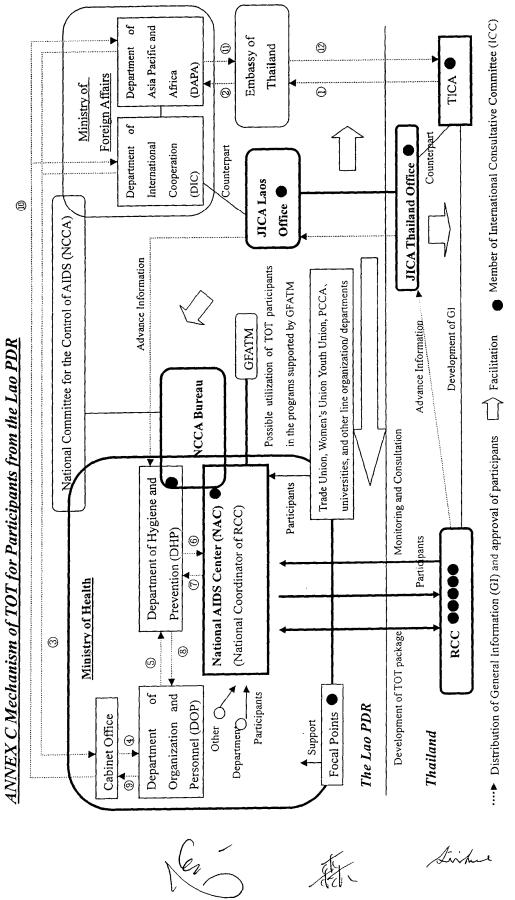
ANNEX C

16

The state of the s

Sinker

M



ANNEX C-1

* Progress of GI and approval of participants are reported to JICA Thailand and Laos Offices by concerned organizations

ANNEX D

L'S

DiniLue

ANNEX D 1

▲ Oct Monitoring Workshop, Training 3 Monitoring meeting with NCHADS 6 Training 3 Monitoring Worrkshop Training 3 (12 persons x 2 rounds) 07-08 (3rd Japanese Fiscal Year) Nov. 30 **▲** Oct 3000000000000 Biannual W/S Training 3,Biannual W/S 20 Training 2 ŏ ■ • Monitoring meeting with NCHADS ▲ Oct Monitoring Worrkshop, Training 2 \$ Training 2 Monitoring Worrkshop Training 2 (12 persons x 2 rounds) 06-07 (2nd Japanese Fiscal Year) Training 2 No√ 30 **▶** Oct **A**Oct 30000000000 Training 2.Biannual W/S 20 Training 1 (2 weeks) ō Preparation Biannual W/S Preparation Training 1 (2 weeks) 12 Training 1(12 persons x 1 week x 2 rounds) Training 1 (3 weeks) Training 1 (2 weeks) Ξ Preparation Training 1(1 weeks) 2005-6 (1st year) 6 10 Preparation Preparation ▲ Biannual W/S Fick-off Project Management TB and HIV Co-infection Education PMTCT Youth VCT International Consultative Committee (ICC) Meeting in Bangkok Country Specific TOT for the Lao PDR Country Specific TOT for Cambodia Country Specific TOT for Myanmar Country Specific TOT for Vietnam Activities Multi-National TOT

ANNEX D Schedule of TOT in Thailand (tentative)

Sinhe

ANNEX E

De Simo

ANNEX E Roles to be taken by the authorities in the Lao PDR, focal points, and **ЛСА Laos Office**

		ICC	Approval
Name	Roles	Member	of GI
NAC (National	Development of TOT package in collaboration with the RCC Project	0	0
Coordinator)	Selection of training participants based on GI		
	Necessary arrangements for sending training participants		
	Monitoring performance of trained participants with the support of		
	the RCC Project		
	Organizing Annual Monitoring Workshop among ICC members in		
	the Lao PDR		
	Other coordination for the activities of the RCC Project		
	Reporting the progress and information related to the RCC Project to		
	the RCC Project and JICA Laos Office		' I
	· Sharing information with the RCC Project and JICA Laos Office		
	regarding HIV/AIDS, such as epidemic situation, necessary		
	interventions, and trends of other donors		
	Distribution of information of the RCC Project including news letter		
	Participation in the Annual ICC Meeting in Bangkok		
NCCAB	Sharing information with the RCC Project and JICA Laos Office	0	
	regarding HIV/AIDS, such as epidemic situation, necessary		
	interventions, and trends of other donors		
	Participation in the Annual Monitoring Workshop and Annual ICC		
	meeting		
Embassy of	Approval of GI and participants	j	0
Thailand	Necessary arrangements for sending training participants		
DAPA/DIC,	Reporting the progress to JICA Laos Office		0
MoFA	Approval of GI and participants		
Cabinet Office	Necessary arrangements for sending training participants		0
DOP, MoH	Reporting the progress to JICA Laos Office		0
DHP, МоН			0
Focal Points	· Sharing information with the RCC Project regarding HIV/AIDS,	0	
(AIHD Alumni	such as epidemic situation, necessary interventions, and trends of		
and others)	other donors		j
	· Involvement as a lecturer, interpreter, short-term consultant for		

ANNEX E-1 les Sinhe M

	monitoring, and others		
	Distribution of information of RCC including news letter		
	· Participation in the Annual Monitoring Workshop and Annual ICC		
	Meeting by a representative (National Focal Point)		
JICA Laos	Facilitation of the overall progress of the project implementation	0	
Office	· Participation in the Annual Monitoring Workshop and Annual ICC		
	Meeting		

ICC:

International Consultative Committee of the RCC Project

GI:

General Information

NAC:

National AIDS Center

NCCAB:

National Committee for the Control of AIDS Bureau

DAPA:

Department of Asia-Pacific of Africa, Ministry of Foreign Affairs

DIC:

Department of International Economic Cooperation, Ministry of Foreign Affairs

DOP:

Department of Organization and Personnel, Ministry of Health

DHP:

Department of Hygiene and prevention, Ministry of Health

Focal Points:

Focal Points for information and support

ANNEX E - 2

Sinho M

ANNEX F

The ship

Swihal

ANNEX F List of International Consultative Committee Members of the RCC Project

Chairperson: 1. Head of the RCC Secretary: 2. Manager of the RCC

Members:

Cambodia (7)

- 3. Representative of National Center for HIV/AIDS, Dermatology, and STD (NCHADS)
- Representative of National Center for Tuberculosis and Leprosy Control (CENAT)
- Representative of National Maternal and Child Health Center (NMCHC) 5.
- Chief Advisor of National Tuberculosis Control Project (CENAT/JICA)
- 7. JICA expert in maternal-and-child health (NMCHC/JICA)
- Representative of Focal Points for information and support
- Representative of JICA Cambodia Office

The Lao PDR (4)

- 10. Representative of National Committee for the Control of AIDS Bureau (NCCAB)
- 11. Representative of National AIDS Center (NAC)
- 12. Representative of Focal Points for information and support
- 13. Representative of JICA Laos Office

Myanmar (4)

- 14. Representative of National AIDS Program (NAP)
- 15. Japanese HIV/AIDS Control Program Expert of Major Infectious Diseases Control Project (MIDC)
- 16. Representative of Focal Points for information and support
- 17. Representative of JICA Myanmar Office

Vietnam (4)

- 18. Representative of Department of HIV/AIDS Control
- 19. Representative of National Institute of Hygiene and Epidemiology
- 20. Representative of Focal Points for information and support
- 21. Representative of JICA Vietnam Office

Thailand (7)

- 22. Representative of TICA
- 23. Representative of Ministry of Public Health
- 24. Representative of Training Section, AIHD
- 25. Representative of JICA Thailand Office
- 26. Japanese Experts of the RCC Project (3 experts)

Sinher M

ANNEX G

AK LES

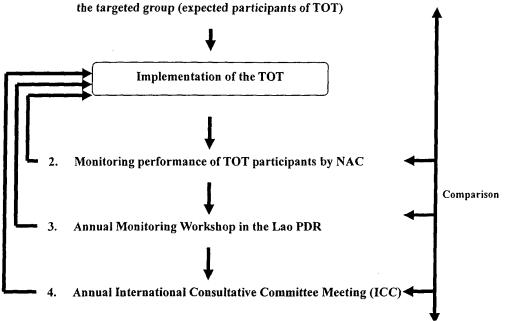
Sinhe

the

ANNEX G Monitoring Structure for the Performance of TOT Participants

<Cycle of Monitoring>

1. Study of the situation related to the TOT topic and knowledge and skill of the targeted group (expected participants of TOT)



5. Evaluation Studies by the study teams dispatched by JICA/TICA

<Detail of each process>

- 1. Study of the situation related to the TOT topic and knowledge and skill of the targeted group (expected participants)
 - Responsible Organization: RCC
 - Supporting organizations: NAC and other organizations sending TOT participants
 - Method
 - ✓ Interview with concerned staff of NAC and other organizations sending TOT participants regarding the situation related to the TOT topic and knowledge and skill of the targeted group during the visit of Japanese experts and Thai nationals from the RCC
 - ✓ Utilization of information accumulated in NAC and other organizations sending TOT participants
 - ✓ Questionnaire survey to the participants before the TOT

ANNEX G - 1

Siri.

1/2

2. Monitoring performance of TOT participants by NAC

• Time: Continuously

Responsible Organization: NACSupporting Organization: RCC

Method

- ✓ Supervision of the performance of TOT participants
- ✓ Monitoring of the quality of training conducted by TOT participants
- ✓ Other monitoring methods
- Support by the RCC
 - ✓ Support for monitoring, such as the development of questionnaires, criteria for monitoring, and others
 - ✓ Consultation with participants and NAC during the visit to the Lao PDR and through communication tools, particularly through e-mail.
 - ✓ Sharing of information, such as record of performance during the TOT in Thailand, with NAC

3. Annual Monitoring Workshop in the Lao PDR

Annual Monitoring Workshops will be held to share the result of the monitoring organized by NAC in the Lao PDR as below. The progress and problem of TOT will be discussed among ICC members to provide the feedback form the Lao side in the Annual ICC Meeting in Bangkok.

Time: Before the ICC Meeting in Bangkok every November

Frequency: Once a yearPlace: The Lao PDR

• Participants: ICC members in the Lao PDR, RCC Project

Organizer: NAC

Supporter: RCC Project

Method

✓ Sharing the progress and problems of TOT and other activities of RCC by ICC members to prepare for the presentation and discussion in the Annual ICC Meeting.

• Support by the RCC

✓ Sharing of information regarding TOT conducted or supported by the RCC Project.

✓ Budget for the Workshop

ANNEX G - 2

Simber &

- 190 -

Annual International Consultative Committee (ICC) Meeting

Every November Time:

Frequency: Once in a year

Place: Bangkok

ICC members Participants:

RCC Organizer:

Concerned organizations in Cambodia, the Lao PDR, Myanmar, Supporter:

Vietnam and Thailand

Method

Presentation and discussion by the Committee members to share the experience in each country and to extract feedback for future training conducted or supported by the RCC

5. Evaluation Studies by the study teams dispatched by JICA/TICA

Mid-term Evaluation Study: Middle of 2006

Completion Evaluation Study: Middle of 2007

ANNEX G - 3

Sinhe R

MINUTES OF MEETING AMONG

THE HIV/AIDS REGIONAL COORDINATION CENTER PROJECT, JAPAN INTERNATIONAL COOPERATION AGENCY AND

THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE UNION OF MYANMAR ON

REGIONAL COOPERATION IN THE UNION OF MYANMAR

The Government of Japan and the Government of the Kingdom of Thailand agreed to implement the Japan-Thailand Technical Cooperation Project on HIV/AIDS Regional Coordination Center (hereinafter referred to as "the RCC Project") executed by the ASEAN Institute for Health Development, Mahidol University of Thailand, in cooperation with Thai authorities concerned and the Japan International Cooperation Agency (hereinafter referred to as "JICA"). The Record of Discussions on the RCC Project was signed between the Japanese and Thai sides on March 29, 2005.

Since the signing of the Record of Discussions, the team of the RCC Project and concerned authorities of the Union of Myanmar had a series of discussions on the framework of the cooperation undertaken in the Union of Myanmar under the RCC Project. As a result of the discussions, authorities of the Union of Myanmar and the Kingdom of Thailand and JICA agreed to recommend to their respective governments the matters referred to in the document attached hereto, that is under the scope of the RCC Project designed in the Record of Discussions.

June 23, 2005

Dr. Tin Win Maung

Director General

Department of Health

Ministry of Health

Government of the Union of Myanmar

diniate and I lead to

Dr. Sirikul Isaranurug

Director

ASEAN Institute for Health Development

Mahidol University

Kingdom of Thailand

Mr. Takahiro Sasaki

Resident Representative

Japan International Cooperation Agency

Myanmar Office

Mr. Mikiharu Sato

Resident Representative

Japan International Cooperation Agency

Thailand Office

THE ATTACHED DOCUMENT

I. OVERVIEW OF THE HIV/AIDS REGIONAL COORDINATION CENTER PROJECT

The HIV/AIDS Regional Coordination Center Project (the RCC Project) is implemented for the period of three years from April 1, 2005 to March 31, 2008 as a Japan-Thailand Technical Cooperation Project by the ASEAN Institute for Health Development (AIHD), Mahidol University, Thailand, with the support of concerned authorities and Japan International Cooperation Agency (JICA). The objective of the RCC Project is to have the RCC functioning and recognized by concerned organizations as a coordination center to provide training, information, and the human resources needed to support human capacity building for HIV/AIDS programs in the neighboring countries of Thailand. The framework of the RCC Project is shown in the Project Design Matrix (ANNEX I of ANNEX A).

Cooperation activities will be conducted by the RCC Project in Cambodia, the Lao PDR, Myanmar, and Vietnam, with the cooperation of their respective Governments and the Governments of Japan and Thailand.

II. TERMS OF COOPERATION TO MYANMAR

The RCC Project will implement a series of Training of the Trainers (TOT) in Thailand for participants from Myanmar under the scope of RCC Project outlined in the Record of Discussions (ANNEX A). The outline of the country specific TOT, mechanism of TOT, and schedule of TOT are respectively summarized in ANNEX B, ANNEX C, and ANNEX D.

Expansion of the scope of cooperation, such as cooperation to the training programs in Myanmar by sending Thai nationals, will be jointly considered by the RCC Project and concerned authorities in Myanmar, based on requests from the Myanmar side.

III. MEASURES TO BE TAKEN BY JAPANESE AND THAI SIDE

In accordance with the articles stipulated in the Record of Discussions signed between the Government of Japan and Thailand, the Government of Japan and Thailand will take the following measures at their own expense.

- 1. Training of Myanmar nationals in Thailand
 The RCC Project will implement a series of TOT in Thailand for participants
 from Myanmar.
- 2. Sending of Japanese experts and Thai nationals
 The RCC Project will send Japanese experts and Thai nationals to

Pa Sintue

k / 1

Myanmar to monitor the performance of participants of TOT and to conduct various studies, including needs identification studies for TOT.

- 3. Collection and distribution of information Information regarding human resources, research, and experiences on HIV/AIDS in Myanmar as well as in Cambodia, the Lao PDR, Vietnam, and Thailand will be complied and disseminated in Myanmar through the RCC Project in collaboration with concerned authorities of Myanmar.
- 4. Support to other activities for Myanmar nationals in Myanmar and Thailand

The RCC Project will consider supporting training programs in Myanmar, sending Thai nationals to Myanmar, and providing other support based on requests from the concerned authorities of Myanmar.

IV. MEASURES TO BE TAKEN BY MYANMAR SIDE

- 1. The Government of Myanmar will take necessary measures to support the selection and sending of appropriate trainees to the TOT conducted in Thailand.
- The Government of Myanmar will take necessary measures to ensure that the skills and knowledge acquired by Myanmar nationals as a result of the RCC Project will be utilized to contribute to the economic and social development of Myanmar.
- 3. The Government of Myanmar will take necessary measures to ensure that the skills and knowledge acquired by Myanmar nationals from the TOT in Thailand will be utilized effectively for human capacity building in HIV/AIDS programs.
- 4. The Government of Myanmar will take necessary measures to provide support for the activities of the RCC Project by concerned authorities. The roles to be taken by authorities in Myanmar, focal points for information and support, Major Infectious Diseases Control Project (MIDC), and JICA Myanmar Office are described in ANNEX E.

V. ADMINISTRATION OF THE RCC PROJECT

1. International Consultative Committees (ICC) of the RCC Project will be formed to facilitate communication among the representatives of JICA, RCC Project, and concerned authorities in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand. The detail of the ICC and ICC members are respectively presented in ANNEX XI of ANNEX A, and ANNEX F. ICC members in Myanmar will be officially nominated by the request letter from the RCC Project after the signing of this Minutes of Meeting.

M Simbul

H W 2

- The Representative of National AIDS Program (NAP) is expected to be responsible for the coordination of cooperation activities of the RCC Project as the National Coordinator of the RCC Project in Myanmar.
- 3. The Japanese experts of the RCC Project will provide necessary recommendations and advice to the National Coordinator for monitoring performance of TOT participants and other matters concerning the cooperation activities in Myanmar.
- 4. MIDC and RCC Project will cooperate in implementing their respective project activities to promote a synergistic effect for enhancing human capacity building for HIV/AIDS programs in Myanmar.

VI. MONITORING AND EVALUATION

Performance of TOT participants will be monitored by NAP with the support of MIDC and RCC Project. The structure for monitoring performance of TOT participants is provided in ANNEX G.

A series of project evaluations will be conducted by external evaluation teams. A mid-term evaluation will be conducted during the second year of project implementation, while a final evaluation will take place at the end of the RCC Project.

VII. MUTUAL CONSULTATION

There will be mutual consultation among the Governments of Myanmar, Japan and Thailand on any major issues arising from, or in connection with, this Attached Document.

VIII. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE COOPERATION

For the purpose of promoting support for the RCC Project among the people in Myanmar, the Government of Myanmar will take appropriate measures to make the RCC widely known to the people of Myanmar.

IX. TERMS OF COOPERATION

The cooperation for the RCC Project under this Attached Document will commence from the signing date and terminate on March 31, 2008.

fle Sinhue

& for

ANNEX A: RECORD OF DISCUSSIONS

ANNEX I PROJECT DESIGN MATRIX (PDM)

ANNEXII PLAN OF OPERATION (PO)

ANNEX III THE RCC PROFILE

ANNEX IV TERMS OF REFERENCE OF JAPANESE LONG-TERM EXPERTS

ANNEX V LIST OF MACHINERY AND EQUIPMENT

ANNEX VI LIST OF THAI PROJECT COUNTERPART

ANNEX VII OFFICE SPACE AND LIST OF FACILITIES

ANNEX VIII IMPLEMENTATION STRUCTURE

ANNEX IX JOINT COORDINATING COMMITTEE (JCC)

ANNEX X RCC MANAGEMENT TASKFORCE

ANNEX XI INTERNATIONAL CONSULTATIVE COMMITTEE

ANNEX XII COOPERATION MECHANISM

ANNEX XIII MULTI NATIONAL TRAINING OF TRAINERS (TOT)
AND ESTIMATE OF EXPENSES

ANNEX XIV SCHEDULE FOR THE COURSE IMPLEMENTATION (TENTATIVE)

ANNEX XV ACRONYM

ANNEX B: OUTLINE OF COUNTRY SPECIFIC TOT FOR PARTICIPANTS FROM MYANMAR

ANNEX C: MECHANISM OF TOT FOR PARTICIPANTS FROM MYANMAR

ANNEX D: SCHEDULE OF TOT IN THAILAND (TENTATIVE)

ANNEX E: ROLES TO BE TAKEN BY AUTHORITIES IN MYANMAR, FOCAL POINTS FOR INFORMATION AND SUPPORT, AND JICA MYANMAR OFFICE

ANNEX F: LIST OF INTERNATIONAL CONSULTATIVE COMMITTEE MEMBERS OF THE RCC PROJECT

ANNEX G: MONITORING STRUCTURE FOR TOT PARTICIPANTS

Me sii hue

& fr 4

RECORD OF DISCUSSIONS BETWEEN JAPAN INTERNATIONAL COOPERATION AGENCY AND AUTHORITIES CONCERNED OF THE KINGDOM OF THAILAND ON HIV/AIDS REGIONAL COORDINATION CENTER PROJECT

In response to the request of the Royal Government of the Kingdom of Thailand, the Government of Japan has decided to launch the HIV/AIDS Regional Coordination Center Project (hereinafter referred to as "the Project") in Thailand and neighboring countries, namely Cambodia, the Lao PDR, Myanmar, and Vietnam in accordance with the Agreement on Technical Cooperation between the Government of Japan and the Government of Thailand signed on November 5, 1981 (hereinafter referred to as "the Agreement") and the Embassy of Japan's Note No.127/16 dated 22 April, 2004 and the Ministry of Foreign Affairs Note No. 0607/4882 dated 3 May, 2004.

Accordingly, Japan International Cooperation Agency (hereinafter referred to as "JICA"), the executing agency responsible for the implementation of the technical cooperation programs of the Government of Japan, will cooperate with the authorities concerned of the Royal Government of the Kingdom of Thailand for the Project.

As a result of the discussions between JICA and Thai authorities concerned on the framework of the project, JICA, Thailand International Development Cooperation Agency (hereinafter referred to as "TICA"), Ministry of Foreign Affairs, and the ASEAN Institute for Health Development, Mahidol University (i.e. the Project "implementing agency" and hereinafter referred to as "AIHD") agreed on the matters referred to in the document attached hereto.

Bangkok, March 31, 2005

Mr. Mikiharu Sato

Resident Representative

Japan International Cooperation Agency

Thailand Office

Japan

Mr. Piamsak Milintachinda

Director-General

Thailand International Development

gomesta Militaluita

Cooperation Agency

Ministry of Foreign Affairs

Kingdom of Thailand

Prof. Pomchai Matangkasombut

President

Mahidol University

Kingdom of Thailand

Il Sinhe

k for

THE ATTACHED DOCUMENT

COOPERATION FRAMEWORK

- l. -1. Cooperation between JICA and AIHD
 - 1. AIHD, in close collaboration with TICA and authorities concerned in the Kingdom of Thailand, will implement the Project in cooperation with JICA.
 - 2. The Project will be implemented according to the Project Design Matrix (PDM) and Plan of Operation (PO) provided in ANNEX I and II, respectively.
 - 3. HIV/AIDS Regional Coordination Center (hereinafter referred to as "RCC") has been set up as an integral part of AIHD. The future status of RCC will be further considered at the termination of the Project. The outline of RCC is shown in ANNEX III.
 - 4. JICA will support AIHD to establish and develop RCC and to strengthen human capacity building in HIV/AIDS related programs in Cambodia, the Lao PDR, Myanmar, and Vietnam through the Project.
- Regional Cooperation to Cambodia, the Lao PDR, Myanmar, and Vietnam 1. -2.
 - 1. JICA, TICA, and AIHD will jointly implement the Country Specific and Multi National Training of Trainers (hereinafter referred to as "TOT") in the form of the Third Country Training Program (hereinafter referred to as "TCTP") which are described in ANNEX XIII and XIV respectively and monitor the Project activities for Cambodia, the Lao PDR, Myanmar, and Vietnam.
 - 2. Expansion of cooperation activities in addition to the original plan will be jointly considered by JICA, TICA, and AIHD in consultation with other related organizations, such as counterpart organizations in targeted countries, and donor agencies, based on the request.
- I. **-**3. Regional Cooperation to Other Countries
 - 1. Expansion of cooperation activities for countries in addition to Cambodia, the Lao PDR, Myanmar, and Vietnam will be jointly considered by JICA, TICA, and AIHD in consultation with other related organizations, such as counterpart organizations in recipient countries, and donor agencies, based on the request.

Re Sinher &

1

film since in-

II. MEASURES TO BE TAKEN BY JICA SIDE

In accordance with the laws and regulations in force in Japan and the provisions of Article III of the Agreement, JICA will take, at its own expense, the following measures under the technical cooperation scheme of Japan. Such privileges and benefits will be provided for the actual implementation in Thailand.

- Dispatch of Japanese Experts
 JICA will provide the services of the Japanese experts listed in ANNEX IV. The
 provisions of Article IV of the Agreement will be applied to the
 above-mentioned experts.
- JICA will bear the part of expenses for Multi National TOT. Expenses for Country Specific TOT and monitoring activities will be also borne by JICA. The detail of expenses covered by JICA will be decided by the annual consultation with TICA based on the framework of the TCTP for each targeted country.
- 3. Provision of machinery, equipment and other materials JICA will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in ANNEX V. The provisions of Article VIII-1 of the Agreement will be applied to the Equipment.

III. MEASURES TO BE TAKEN BY THAI SIDE

- 1. AIHD will take necessary measures to ensure the operation of RCC during and after the Project period.
- AIHD will ascertain that the technologies and knowledge acquired by Thai
 nationals as a result of Japanese technical cooperation in the Project will
 contribute to the economic and social development of the Kingdom of Thailand
 and targeted countries.
- 3. Specific privileges and other benefit necessary to conduct the Project will be provided in accordance with the Agreement.
- 4. In accordance with the provisions of Article IV- (b) of the Agreement, AIHD will provide the services of Thai counterpart and administrative personnel as listed in ANNEX VI.
- 5. In accordance with the provisions of Article IV- (a) of the Agreement, AIHD will provide the office space and facilities listed in ANNEX VII.
- 6. In accordance with the laws and regulations in force in the Kingdom of Thailand, AIHD will take necessary measures to supply or replace at its own

Ja Ja

Sinhe

2

& for

Simbul In

expense machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the equipment provided through JICA under II-3 above.

- 7. In accordance with the laws and regulations in force in the Kingdom of Thailand, AIHD will take necessary measures to meet the running expenses necessary for the implementation of the Project.
- 8. TICA will bear the part of expenses for Multi National TOT. The detail of expenses covered by TICA will be decided by the annual consultation with JICA based on the framework of the TCTP for each targeted country.

IV. ADMINISTRATION OF THE PROJECT

- 1. The Director of AIHD, as the Project Director, will bear overall responsibility for the administration and implementation of the Project.
- 2. The Head of RCC, as the Project Manager, will be responsible for the management and technical matters of the Project.
- 3. The Japanese Chief Advisor will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.
- The Japanese experts will give necessary guidance and advice to Thai
 counterparts on technical matters pertaining to the implementation of the
 Project.
- For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee (hereinafter referred to as "JCC") will be established. The functions and members of JCC are described in ANNEX IX.
- RCC Management Taskforce will be established within AIHD to intensively support planning and implementation of the Project. Functions and members of the taskforce are described in ANNEX X.
- International Consultative Committee will be formed in Thailand between RCC and each targeted country to facilitate the Project activities. Functions and members of the committee are presented in ANNEX XI.
- 8. The implementation structure of the Project is illustrated in ANNEX VIII.

& Sinke 3

for for

V. TERMS OF COOPERATION

The duration of technical cooperation for the Project under this Attached Document will be three (3) years starting from April 1, 2005.

VI. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by JICA, TICA, AIHD, and other concerned authorities at the middle and during last six months of the cooperation term in order to examine the level of achievement.

VII. CLAIMS AGAINST JAPANESE EXPERTS

In accordance with the provision of article-VII of the Agreement, the Royal Government of the Kingdom of Thailand undertakes to bear claims, if any arises, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Kingdom of Thailand except for those arising from the willful misconduct or gross negligence of the Japanese experts.

VIII. MUTUAL CONSULTATION

There will be mutual consultation among JICA, TICA, and AIHD on any major issues arising from, or in connection with, this agreement and Attached Document.

IX. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For the purpose of promoting support for the Project among the people of the Kingdom of Thailand, AIHD will take appropriate measures to make the Project widely publicized throughout the Kingdom of Thailand and targeted countries.

ph ph

Sinh

& W

Linke Z

ANNEX I PROJECT DESIGN MATRIX (PDM) ANNEX II PLAN OF OPERATOIN (PO) **ANNEX III** THE RCC PROFILE TERMS OF REFERENCE OF JAPANESE LONG-TERM EXPERTS **ANNEX IV** LIST OF MACHINERY AND EQUIPMENT ANNEX V LIST OF THAI PROJECT COUNTERPART **ANNEX VI ANNEX VII** LIST OF BUILDING AND FACILITIES **ANNEX VIII** IMPLEMENTATION STRUCTURE **ANNEX IX** JOINT COORDINATING COMMITTEE (JCC) ANNEX X RCC MANAGEMENT TASKFORCE INTERNATIONAL CONSULTATIVE COMMITTEE ANNEX XI ANNEX XII COOPERATION MECHANISM MULTI NATIONAL TRAINIG OF TRAINERS (TOT) AND ESTIMATE **ANNEX XIII** OF EXPENSES (TENTATIVE) ANNEX XIV SCHEDULE FOR THE COURSE IMPLEMENTATION (TENTATIVE)

h

Ph

ANNEX XV

ACRONYM

I sinhe 5

Sinhe In

-

ANNEX I PROJECT DESIGN MATRIX (PDM.)

Project Name: HIV/AIDS Regional Coordination Center Project (RCC)

Executing Agency: ASEAN Institute for Health Development (AIHD), Mahidol University, Thailand

AIHD staff working for the RCC and people working for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Vietnam; particularly trainers involved in human Thailand, Cambodia, Lao PDR, Myanmar, and Vietnam (and other countries based upon request) Targeted Countries: Targeted Groups:

capacity building on HIV/AIDS

Duration: April 2005 - March 2008 (3 years)

Date of Preparation: 07 March 2005

Totlons & Contract	such as the	n vaccine, on	not significantly	ure						bodia, the Lao	d Vietnam are	by counterpart		ex-trainees in	PDR, Myanmar,	in a position to	V/AIDS	ambodia, the Lao	d Victnam for	capacity building for	not significantly	ture	
A WELL TATING HANGAS SUMPLIONS NOTE:	· Health technology, such as	development of a vaccine, on	HIV/AIDS does not significantly	change in the near future						· Trainees from Cambodia, the Lao	PDR, Myanmar and Vietnam are	appropriately selected by counterpart	organizations	· The majority of ex-trainees in	Cambodia, the Lao PDR, Myanmar,	and Victnam remain in a position to	provide training on HIV/AIDS	· National policies of Cambodia, the Lao	PDR, Myanmar, and Victnam for	human capacity	HIV/AIDS are n	changed in the near future	
Means of Venfications at	Evaluation study	Ex-post evaluation	study							Project report						Record of web-site				Feedback from readers			
k ja objectively, vermable malicators on the Syceans of vermeanons at	. 70% of RCC ex-trainees in Evaluation study	Cambodia, the Lao PDR, Myanmar,	and Vietnam conduct at least one	training course upon retuning to	their home countries	. Satisfaction, understanding, and	application level of trainees of the	training conducted by RCC	ex-trainees	At least 4 training programs using	other sources of fund, targeting	participants mainly from Cambodia,	the Lao PDR, Myanmar, and	Vietnam, are conducted during the	project period	. The RCC web-site attains 1500 hits	per year and 150 subscribers (100,	120 and 150 subscriber at the end of	FY1, FY2, and FY3, respectively)	Readers of newsletters (by e-journal	and print-outs) are satisfied with the	provided information.	•
A STATE OF THE STA	Overall Goal	Human capacity for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar,	and Vietnam is developed based upon each country's specific needs and situation	with the proper utilization of resources from the RCC and the result is applied for	HIV/AIDS programs.	2.				Project Purpose	The RCC functions and is recognized by concerned organizations as a coordination	center to provide training, information, and the human resources needed to support	human capacity building for HIV/AIDS programs in Cambodia, the Lao PDR,	Myanmar, and Vietnam (and other targeted countries)		2.							

& w

Siihe

Suihil

Ph	Ĉ	Output	-	Degree of strengthening of the	Indicators developed by	· Policy and structure of the cooperation
· 	 -	Overlieting and Order of the Bottom formation of the Bottom of the Botto			the project	to the RCC hy project partners, such
/	<u>-</u>	Organization and management systems of the RCC are established and			ייב הוב הומוברו	tions of me should be considered to
/		strengthened		Trainees are satisfied with the	Record of the Training	as TICA, Ministry of Public Health
	7	Management system, curricula, and materials used in training programs are		training program, in terms of	Section, AIHD	(MOPH), counterpart organizations
		developed and improved in response to the specific country needs of		management, curricula, and		and JICA country offices in
		Cambodia, the Lao PDR, Myanmar, and Vietnam		materials		Cambodia, the Lao PDR, Myanmar,
	3		3-1	Database is developed and up-dated	Project report	and Vietnam do not change
		on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand		quarterly based on the information		significantly
		is collected, properly maintained, and disseminated to counterpart		collected through networks and		· Project partners, such as TICA and
k		organizations, donor agencies, AIHD alumni, and other stakeholders		focal points in Cambodia, the Lao		MOPH and, counterpart organizations,
	4	Human resources, information, and financial resources in Cambodia, the Lao		PDR, Myanmar, and Vietnam		and JICA country offices in
		PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS programs are	3-2	Web-site is developed and regularly	Project report	Cambodia, the Lao PDR, Myanmar,
		mobilized for more effective utilization through networking		maintained		and Vietnam continue to cooperate
A			3-3	500 copies of newsletters (by e	Project report	with the project during the project
'ii				journal and prints-outs) are		period
· /				distributed quarterly		
CH			4-1	Utilization of focal points in	Project report	
2				Cambodia, the Lao PDR, Myanmar,		
				and Vietnam		
				(to be specified based on the		
				clarification of their role)		
			4-2	At least 2 AIHD alumni are served	Project report	
				as focal points and lecturers in each		
				four countries		
			4-3	A variety of experts in training	Project report	
				course (to be reviewed)		
			4-4	Number of experts coordinated by	Project report	
				RCC to support other programs		
/				(to be reviewed)		
Lin						
: h						
در مع در	1/1					
7	_	J.				
_				ANNIEW 1 2		2
				ANNEA 1 - 4		

1			
, 	Activities	Input	Turnover rate of AIHD staff involved
_	1-1. To develop an appropriate organization and management system for the RCC	From the Thal-side: AIHD, TICA	in RCC activities remains low during
	i-2. To convene RCC Management Taskforce meetings at least once a month to	1) Personnel (AIHD)	the project period
,	share the progress of the project	· Six Thai staff (i.e. Head, Manager, Information	
V	1-3. To convene Joint Coordination Committee meetings twice a year to share the	Systems Coordinator, Educational Materials	
2	progress of the project	Coordinator, Assistant Coordinator, Assistant	
	1-4. To convene International Consultative Committee meeting once a year to	Administrator)	
	share the progress of the project	• One additional staff (0.5 years x 1 person, from Oct	
	1-5. To develop an annual project work plan and budget	2007)	
	1-6. To develop a human capacity building plan for staff involved in RCC	2) Facilities	
./	activities in cooperation with other divisions of AIHD	· Training facilities (AIHD)	
1	1-7. To enhance the technical and administrative capacity of staff involved in RCC	· Project office space and facilities (AIHD)	
i.	activities based upon the human capacity building plan	3) Local Expenditures	
hu	2-1. To conduct a needs assessment survey in Cambodia, the Lao PDR, Myanmar,	Administrative and operational expenses for the	
e	and Vietnam to establish training courses	RCC (AIHD)	
	2-2. To develop operational guidelines, including needs identification, preparation,	· Training expenses for multi-national TOT (partially	
	and monitoring and evaluation components for each training course	. funded by TICA)	
	2-3. To develop training curricula and materials		
	2-4. To conduct at least 2 multi-national Training of Trainers (TOT) for	From the Japanese-side: JICA	
	participants from Cambodia, the Lao PDR, Myanmar, and Vietnam	1) Personnel	
	2-5. To conduct at least 12 country-specific TOT (i.e. 3 programs each for	• Long-term Japanese experts (3 years x 2 persons)	
	Cambodia, Lao PDR, Myanmar, and Vietnam)	2) Equipment	
	2-6. To annually review and revise existing training operational guidelines	· Computer, Video Camera, Digital Camera, LCD,	
	2-7. To annually review and revise existing training curricula and materials	Visualizer, Scanner Machine, Color Printer,	
k	3-1. To develop strategies for establishing an appropriate management information	Computer Server, Mini Bus	
	system	3) Local Expenditures	
	3-2. To collect information regarding human resources, research, and experiences	<u> </u>	
K	on HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Victnam, and Thailand	✓ Long-term local consultant	
	3-3. To develop a database for the promotion of the RCC, and for the	(3 year x Ipcrson)	
L.		✓ Long-term local consultant	
÷.	PDR, Myanmar, Vietnam, and Thailand		
Ĺ	3-4. To up-date the database on a quarterly basis	transferred to AIHD as of Oct 2007)	
e	3-5. To develop a home-page web-site for the promotion of the RCC, and for the	`	
X	dissemination of relevant information concerning HIV/AIDS in Cambodia,	`	
	the Lao PDR, Myanmar, Vietnam, and Thailand	(2MM/ year x 3 years)	
		ANNEX I - 3	m
_			

4
÷
EX
Z
~

3-6. To establish an e-mail listing for the distribution of an HIV/AIDS e-journal	· Training expenses for multi-pational TOT	
3-7. To publish and distribute quarterly newsletters and annual reports of the RCC,	(partially)	
by an e-journal and/or print-outs, for the promotion of the RCC and for the	Training expenses for country-specific TOT	
dissemination of relevant information concerning HIV/AIDS in Cambodia,	• Other expenses for project activities	_
3-8. To disseminate useful experiences and information about the RCC in journals		
and other media		
4-1. To collect and analyze information, strategies, and plans of donor agencies		
and the governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with		
respect to human capacity building on HIV/AIDS		
4-2. To develop focal points, including the use of AIHD alumni, in Cambodia, the		
Lao PDR, Myanmar, and Vietnam		
4-3. To conduct an annual review workshop to strengthen the regional network on		
HIV/AIDS, and to share project outcomes and progress with representatives		
from Cambodia, the Lao PDR, Myanmar, Vietnam, Thailand, donor agencies,		
AIHD alumni, JICA projects, and other concerned individuals		
4-4. To study and utilize existing networks, including ex-trainees in Cambodia,		
Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS		
programs		
4-5. To convene an official meeting with Department of Disease Control / MOPH		•
and TICA at least twice a year before the scheduled JCC meeting		
4-6. To attend meetings, conferences, and seminars organized by donor agencies		
4-7. To promote AIHD alumni networking, by RCC staff, during on-site visits to		
Cambodia, the Lao PDR, Myanmar, and Vietnam		
4-8. To utilize ex-trainees trained in Thailand, including AIHD alumni, as future		
trainers for HIV/AIDS training courses		
4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar,		
· Vietnam, and Thailand through consultation and the use of short-term local		
experts (i.e. for externally coordinated and funded programs)		
*1 Indicators must be reviewed and quantified by the second JCC scheduled in July 2005.	July 2005.	

de ,

Sinse

- 207 -

& Sinhe

1.1. To devoke par appropriate experience and management systems for do. P.C. 1.2. To common P.C. Management Trafform meetings at least once a month to these the pregness of the project. 1.3. To common P.C. Management Trafform meetings at least once a month to these the pregness of the project. 1.4. To common terror design and the project. 1.5. To common terror design and the project of the project. 1.5. To common terror design and the project of the traffic on the project as a second project design and the project of the project. 1.5. To common terror design and the project of the project on the project on the project of the project on the project of the project of the project on the project of	Output	Activities	T				,		2005-6 (
1. Cognition and for Control of C	<u> </u>		p1	4		 6	 	-1-	9	1 10	-!'-	12	1	-2	3
1.3. To come on ECX Stangement Latiners seeding to lear tour a month to proper the designment of the proper the seed of the proper than the designment of the proper than the pr		1-1. To develop an appropriate organization and management system for the RCC	- -	F	 	}									
1-1. Cypositerion on the Contemporary and Contemporary Seed and Co			!	┼	 	-		-	-				-		
1. Cognitions and design and program agreement of the project. 1. A To come for the control of the project. 1. A To come for the complex of the project. 1. A To come for the complex of the project. 1. A To come for the complex of the project. 1. A To come for the complex of the project. 1. A To come for the complex of the project. 1. A To come for the complex of the project. 1. A To come for the complex of the project. 2. A To come for the complex of the project. 2. A To come for the complex of the project. 2. A To come for the complex of the project. 2. A To come for the complex of the project. 2. A To come for the complex of the project. 2. A To come for the complex of the project. 2. A To come for the project. 2. A To come for the project. 3. A				-	-	-	-	_	_	_	-				_
Let Te come bornatives all consensations and consensations are serviced as a property of the printing of the consensations are serviced as a serviced project with plants or appoint of the printing and serviced and serviced and serviced as a serviced project with plants or appoint yet with plant and budget. Let Te develop a beaute appoint yet and first methods in NCC activities. Let Te develop a beaute appoint yet and first methods in NCC activities. Let Te develop a beaute appoint yet and first methods in NCC activities. Let Te develop a beaute appoint yet and first methods in NCC activities. Let Te develop a beaute appoint yet and first methods in NCC activities. Let Te develop a serviced project developed and the serviced and developed and serviced and s					A		A						A		
The general part of the develop a annual project work plan and budget 1-5. To develop a human expanyly building plan for salf furnished in BCC activities. 1-6. To develop a human expanyly building plan for salf furnished in BCC activities. 1-7. To enhance the substance of averyling control of the BCC activities. 1-7. To enhance the substance developing of salf furnished in BCC activities. 2-7. To enhance the substance developing of salf furnished in BCC activities. 2-7. To enhance the substance developing of salf furnished in BCC. Activities. 2-7. To enhance the substance developing of salf furnished in BCC. Activities. 2-7. To enhance the substance developing of salf furnished in BCC. Activities. 2-7. To enhance the substance developing of salf furnished in BCC. Activities. 2-7. To enhance the substance developing of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities. 2-7. To enhance the substance of salf furnished in BCC. Activities	nanagement systems of the RCC are established and										A				
1-6. To develop a human copacity hubbing plan for sulf arriched in RCC scivities experience with cloth of dictions of AIDO 1. To endurate the human capacity hubbing plan 2. To endurate the human capacity hybriding plan 2. To endurate the human capacity hybriding plan 2. To endurate the management survey a developable plan 2. To endurate the sequence arriver and candidate the human capacity of sulf involved in EVE 2. To develop endurate placetime, including sends identification, preparation, and monitoring and evaluation compresses for each studing canner where the sequence are sequence arrivers and management arrivers. And management arrivers are developed and prepared to 2. To endurate the start main-instancian Training of Trainin	strengthened				<u> </u>										
cooperation with other divisions of Aribinal Contents of Section 1997. To enhance the section of the contents			 		-										
Actual Commence of the Commenc		cooperation with other divisions of AIHD	Actual												_
Actual 1. Massessment on tribules around the control of the Contr	·		Actual												_
Let Nazagement griren, with married and marrials are vanished programs at a winding carried and marrials are vanished programs at a winding regard and and marrials are vanished programs at a winding regard and and programs and extrapolated programs and section of the Law PDR, Mysman, and Andreas and Andre															
survicing, and mutatists and proposed as a writing curriculus and materials. Actual and proposed as a writing regiment of the control of the			⊢ —												
Actual process for expected and improved in process of the process of the specific power in the specific power	L. Management system, curricula, and materials used	2-3. To develop training curricula and materials	<u> </u>										-		
ale Las PDR, Myanuma, and Membrane and Forest Comments of the Comment of the Comm	leveloped and improved in esponse to the specific			_											
Actual 2-4. To annually review and reviex existing training corriculs and material 2-7. To annually review and reviex existing training corriculs and material 2-7. To annually review and reviex existing training corriculs and material 3-8. To develop transpins for establishing an appropriate management information potent 3-1. To develop transpins for establishing an appropriate management information potent 3-1. To develop transpins for establishing an appropriate management information potent 3-1. To develop adabase for the promotion of the RCC, and for the discimination of relevant experiences on HYNADDS in Comments of relevant experiences of relevant experiences of relevant experiences of relevant experiences of relevant information on HYNADDS in Comments HYNADDS in Comments of relevant experiences of relevant information on HYNADDS in Comments of Thailand in Comments of the Comments of the HYNADDS in Comments of the Comments of the HYNADDS in Comments of the Comments of the HYNADDS in Comments of the Plan A A A Internal I		2-5. To conduct at least 12 country-specific TOT (i.e. 3 programs each for Cambodia	Plan		i						A	A	A	A	
2-6. To anoually review and revice existing training curricula and materials 3-1. To develop strategies for establishing an appropriate management information grotten and training curricula and materials 3-1. To develop strategies for establishing an appropriate management information grotten and training curricula and materials 3-1. To develop strategies for establishing an appropriate management information. 3-2. To coffect information regarding human resource, research, and caporiteness to MVMADG in Cambodia. the Las PDR, Mynamar, Viroum, and Thailand 3-3. To develop adults set for the promotion of the RCC, and for the destination of the relevant information and trivial to the destination of the relevant information and trivial to the destination of the relevant information and trivial to the promotion of the RCC, and for the destination of the relevant information and trivial to the constraint of the relevant information of the relevant information and trivial to the relevant information and the RCC, and for the descensionation of relevant information and trivial to the RCC and for the descensionation of relevant information and trivial to the RCC and for the descensionation of relevant information and trivial to the RCC and for the RCC and for the descensionation of relevant information, triategies, and plant of dever species and dependent of the relevant information and trivial to the RCC and for the RCC	Victoria		Actual										İ		
3.2. To associally review and revise existing training curricula and materials 3.1. To develop strategies for establishing an appropriate management information reporting to the properties of		2.6. To annually review and review evicting training operational quidelines	Plan												
3-1. To except strategies for establishing an appropriate management of formation system 3-2. To collect informations regarding human recoveres, research, and experiences on MVIVADG in Camboda. the Law PDR. Myname, Victoum, and Thailand 3-3. To develop strategies for establishing an appropriate management of formation and the state of the MVIVADG in Camboda. The Law PDR. Myname, Victoum, and Thailand 3-3. To develop adubates for the promotion of the RCC, and for the discrimination of the Control of the Contr		3	Actual		<u> </u>					<u> </u>					
Sylem 3-2. To coffect information reporting human resource, research, and experiences on HIVARDS in Cambodia, the Lab PDR, Myammar, Victoum, and Thailand 3-2. To deckep a database for the promotion of the RCC, and for the discernitation of relevant information in HIVARDS in Cambodia, the Lab PDR, Myammar, Victoum, and Thailand in content of the RCC and for the discernitation of relevant information in HIVARDS in Cambodia, the Lab PDR, Myammar, Victoum, and Thailand in the RCC and for the discernitation of relevant information concerning HIVARDS in Cambodia, the Lab PDR, Myammar, Wetnam, and Thailand discernitation of relevant information concerning HIVARDS in Cambodia, the Lab PDR, Myammar, Wetnam, and Thailand and increminated to counterpart relevant information concerning HIVARDS in Cambodia, the Lab PDR, Myammar, Wetnam, and Thailand and increminated to counterpart relevant information concerning HIVARDS in Cambodia, the Lab PDR, Myammar, Wetnam, and Thailand and the more discremination of relevant information concerning HIVARDS in Cambodia, the Lab PDR, Myammar, And Thailand and the more discremination of relevant information and the RCC in Journal and the more discremination of relevant information and the RCC in Journal and the RCC in Journal and the more made. 3-1, To obtain an email information should the RCC in Journal and the RCC in Journal and the RCC in Journal and the more made. 4-1, To confect and analysis information, strategies, and planar of donor agencies and help reported to human capacity phalloging on HIVARDS in Cambodia, the Lab PDR, Myammar, and Victourn and HIVARDS in Cambodia, the Lab PDR, Myammar, and Victourn and HIVARDS in Cambodia, the Lab PDR, Myammar, and Victourn and HIVARDS in Cambodia, the Lab PDR, Myammar, and Victourn and HIVARDS in Cambodia, the Lab PDR, Myammar, and Victourn and HIVARDS in Cambodia, the Lab PDR, Myammar, and Victourn and HIVARDS in Cambodia, the Lab PDR, Myammar, and Victourn and HIVARDS in Cambodia, the Lab PDR, Myammar, and Victourn and HIVARDS in Cam		2-7. To annually review and revise existing training curricula and materials	\vdash	_	_						ļ				_
histomation concerning when a resource, research, on diversal process of the RCC, and for the discensional or diversal process of the RCC, and for the discensional or diversal experience of the RCC and for the discensional or diversal experience of the RCC and for the RCC, and for the discensional or diversal experience of the RCC and for the RCC, and for the RCC and the RCC and for the RCC and			<u> </u>												
Information concerning manural resources, and Thailband Thailba	Information concerning human resources, research, and relevant experiences on HIV/AIDS in Cambodia, the		_												
International Control of the Control		of relevant information on HIV/AJDS in Cambodia, the Lao PDR, Myanmar,													
de Thaland is colected, de Thaland is colected, and the state of the promotion of the RCC, and for the discentiation of network information concerning HIV/AIDS is Cambodia, the Las pragratizations, done and programming of the RCC and the state of the RCC and for the discentiation of network information concerning HIV/AIDS is Cambodia, the Las pragratizations, done of the RCC and for the discentiation of relevant information concerning HIV/AIDS is Cambodia, the Las programming and other under the relevant and the promotion of the RCC and for the discentiation of relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant for the RCC in journals and the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant for the RCC in journals with respect to human capacity building to the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant for the RCC in journal and the relevant information concerning HIV/AIDS is Cambodia, the Las programming the relevant for the RCC in journal and the relevant information concerning HIV/AIDS is Cambodia, the Las programming events for HIV/AIDS is Cambodia, the Las programming events for HIV/AIDS is Cambodia, the Las programming the relevant information and the use of short term local experts visit to Cambodia,			Plan					-							
Essembards be counterpart generations, done agencies. Although and experiments of the properties of the RCC, by an e-journal and other takeholders 3-7. To publish and distribute quarterly newsletters and annual reports of the RCC, by an e-journal and of print-outs, for the promotion of the RCC and for the dissembles of relevant formation occentified. The secondary of the RCC, by Plan A A Annual Properties of the RCC, by Plan A A Annual Reports of the RCC, by Plan A A Annual Reports of the RCC, by Plan A A Annual Reports of the RCC, by Plan A A Annual Reports of the RCC, by Plan A A Annual Reports of the RCC, by Plan A A Annual Reports of the RCC, by Plan A A Annual Reports of the RCC, by Plan A A Annual Reports of the RCC in journals of the RCC in journa	nd Thailand is collected,														
Solution and distribute quarterly seveletters and annual reports of the RCC, by an e-journal and/or print-outs, for the promotion of the RCC and for the dissemination of relevant information essecting HIV/AIDS in Cambodia, the Lao PDR, Myanama, Vienama, and Thailand and other media 3.4. To disseminate useful experiences and information about the RCC in journals and other media 4.1. To collect and analyze information, strategies, and plans of donor agencies and the governments of Cambodia, the Lao PDR, Myanama, and Vietnam with respect to human copacity building on HIV/AIDS 4. To develop focal points, including the use of AIHD alumni, in Cambodia, the Lao PDR, Myanama, and Vietnam vietnements of HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanama, vietnam, Taniland, donor agencies, AIHD alumni, IJCA projects, and other concerned individuals and individuals donors in Cambodia, the Lao PDR, Myanama, vietnam, Taniland, donor agencies, AIHD alumni, IJCA projects, and other concerned individuals donors in Cambodia, the Lao PDR, Myanama, vietnam, Taniland, donor agencies, AIHD alumni, IJCA projects, and other concerned individuals donors in Cambodia, the Lao PDR, Myanama, vietnam, and Vietnam trained in Thailand working in HIV/AIDS DRZHINS TCA at least twice a year before the scheduled JCC meeting organs are mobilized for our cell cells with a program are mobilized for our cells of the cells of the programs are mobilized for the cells of the	isseminated to counterpart rganizations, donor agencies,	PDR, Myanmar, Vietnam, and Thailand													_
an e-journal and/or print-out, for the promotion of the RCC and for the dissemination of Incleases information occurring HIV/AIDS in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand 3-8. To disseminate useful experiences and informations about the RCC in journals and other media 4-1. To collect and analyze information, strategies, and plans of donor agencies and the governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with respect to human capacity building on HIV/AIDS 4-2. To develop focal points, including the use of AIHD alumni, in Cambodia, the Lao PDR, Myanmar, and Vietnam via the regional network on HIV/AIDS, and to share project outcomes and propress with representatives from HIV/AIDS, and to share project outcomes and propress with representatives from Plan Lamin, JRCA projects, and other consermed individuals 4-1. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and propress with representatives from Plan Lamin, JRCA projects, and other consermed individuals 4-1. To study and utilize existing networks, including on-existees in Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs are mobilized for one effective utilization program are mobilization of the Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thailand working on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam 4-7. To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam 4-8. To utilize ex-trainest trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Vietnam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) 4-5. 6 7 8 9 10 11 12 1 2 2	takeholders				_								AAnnul		-
3-3. To discentinate useful experiences and information about the RCC in journals and other media 4-1. To collect and analyze information, strategies, and plans of door agencies and the governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with respect to human capacity building on HIV/AIDS 4-2. To develop focal points, including the use of AIHD alumni, in Cambodia, the Lao PDR, Myanmar, and Vietnam 4-3. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Vietnam, definancial sources in Cambodia, the Lao PDR, Myanmar, vietnam, definancial sources in Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS and PIRM, Myanmar, Vietnam, definancial sources in Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS and PIRM, Myanmar, Vietnam, definancial sources in Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS and PIRM, Myanmar, Vietnam, definancial sources in Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS and PIRM, Actual Albert and Actual Albert and Actual Albert Arca Albert Arc		an e-journal and/or print-outs, for the promotion of the RCC and for the dissemination of relevant information concerning HIV/AIDS in Cambodia, the Lao	<u> </u>				^			_					L
Actual 4-1. To coBect and analyze information, strategies, and plans of dooor agencies and the governments of Cambodis, the Lao PDR, Myanmar, and Vietnam with respect to human capacity building on HIV/AIDS 4-2. To develop focal points, including the use of AIHD alumni, in Cambodia, the Lao PDR, Myanmar, and Vietnam 4-3. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to shave project outcomer and progress with representatives from Cambodia, the Lao PDR, Myanmar, victorum, Thialand, dooor agencies, AIHD alumni, II/CA projects, and other concerned individuals 4-7. To study and utilize actionin pervious, not folding ex-trainers in Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS 4-5. To comment an official meeting with Department of Disease Control / MOPH and ATICA 3-6. To attend meetings, conferences, and seminars organized by donor agencies 4-7. To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam 4-8. To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS programs and Vietnam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Plan Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs)														<u> </u>	<u> </u>
4-1. To collect and analyze information, strategies, and plans of donor agencies and the governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with respect to human capacity building on HIV/AIDS 4-2. To develop focal points, including the use of AIHD alumni, in Cambodia, the Lao PDR, Myanmar, and Vietnam 4-3. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and os have project outcomes and prosperss with representatives from Cambodia, the Lao PDR, Myanmar, Vietnam, Thailand, dosor agencies, AIHD alumni, IIAC, a projects, and other concerned didviduals 4-4. To study and utilize existing networks, including ex-trainers in Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS ACtual sources in Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS TICA at least twice a year before the scheduled JCC meeting organis are mobilized for one effective utilization rough networking 4-6. To attend meetings, conferences, and seminars organized by donor agencies Actual 4-7. To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam 4-8. To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Vietnam trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Vietnam trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Vietnam trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Vietnam trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Actual 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Actual 4-5. To a support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Actual 4-5. To a support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Actual 4-6. To a stend meeting trainer courses 4-7. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Actual 4-8. To support HIV/AIDS pro				=	 		F			F	\equiv				F
be governments of Cambodia, the Lao PDR, Myanmar, and Vietnam with respect to human capacity building on HIV/AIDS 4-2. To develop focal points, including the use of AHD alumni, in Cambodia, the Lao PDR, Myanmar, and Vietnam 4-3. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to shave project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Vietnam, Thalland, donor agencies, AHD alumni, IJCA projects, and other concerned individuals 4-4. To study and utilize existing networks, including ex-trainers in Cambodia, the Lao PDR, Myanmar, and Vietnam trained in Thalland working in HIV/AIDS programs are mobilized for once effective utilization rough networking 4-5. To convene an official meeting with Department of Disease Control / MOPH and And Thalland for HIV/AIDS Trick at least twice a year before the scheduled ICC meeting 4-6. To attend meetings, conferences, and seminars organized by donor agencies or effective utilization rough networking 4-7. To promote AHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam Actual 4-8. To utilize ex-trainest trained in Thalland, including AHD alumni, as future trainers for HIV/AIDS training courses 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thalland through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) 4 5 6 7 8 9 10 11 12 1 2		1.1. To collect and analyze information strategies and plans of donor secretics and		_					-	\vdash	 	-		\vdash	┰
4-2. To develop focal points, including the use of AlHD alumni, in Cambodia, the Lao PDR, Myanmar, and Victnam 4-3. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Victnam, Thailand, donor agencies, AlHD alumni, JICA projects, and other concerned individuals 4-4. To study and utilize existing networks, finduling ex-trainers in Cambodia, the Lao PDR, Myanmar, and Victnam trained in Thailand working in HIV/AIDS programs and Thailand for HIV/AIDS programs. 4-5. To converte an official meeting with Department of Disease Control / MOPH and ATICA TICA at least twice a year before the scheduled JCC meeting. 4-6. To attend meetings, conferences, and seminars organized by donor agencies. 4-7. To promote AlHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam 4-8. To utilize ex-trainees trained in Thailand, including AlHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam Actual 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) 4-5. 6. 7. 8. 9. 10. 11. 12. 1. 2.			rua,	ļ	<u> </u>	ļ	L			ļ	ļ		<u> </u>	<u> </u>	ļ
Lao PDR, Myanmar, and Victuam 4-3. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Victuam, Thailand, donor agencies, AIHD alumni, IICA projects, and other concerned individuals 4-4. To study and utilize existing petworks, including ex-trainees in Cambodia, the Lao PDR, Myanmar, and Victuam trained in Thailand working in HIV/AIDS programs are mobilized for one effective utilization rough networking 4-5. To attend meetings, coalerences, and seminars organized by donor agencies 4-7. To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Victuam 4-8. To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, and Victuam 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Victuam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) 4-5. 6 7 8 9 10 11 12 1 2		<u> </u>	$\overline{}$								<u> </u>			<u> </u>	Ļ
4-3. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from Cambodia, the Lao PDR, Myanmar, Victuar, Thailand, donor agencies, AHD alumni, JICA projects, and other concerned individuals 4-4. To study and utilize existing networks, including extrainees in Cambodia, the Lao PDR, Myanmar, and Victuam trained in Thailand working in HIV/AIDS programs are mobilized for ore effective utilization rough networking 4-5. To convene an official meeting with Department of Disease Control / MOPH and ATCA at least twice a year before the scheduled JCC meeting 4-6. To attend meetings, conferences, and seminars organized by donor agencies 4-7. To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam 4-8. To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) 4-5. 6 7 8 9 10 11 12 1 2 1-7 15 15 15 16 17 18 19 10 11 12 13 14 15 16 17 18 19 10 11 11 11 12 13 14 15 15 16 17 18 19 10 11 11 11 11 12 13 14 15 16 17 18 19 10 11 11 11 11 11 12 13 14 15 16 17 18 19 10 11 11 11 11 11 11 11 12 13 14 15 16 17 18 19 10 11 11 11 11 11 11 11 11						<u> </u>									⊢
Actual Advantage of the plan and the projects, and other concerned individuals and financial sources in Cambodia, the Los PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs Actual		4-3. To conduct an annual review workshop to strengthen the regional network on HIV/AIDS, and to share project outcomes and progress with representatives from								A					
Human resources, formation, and financial formation, and financial sources in Cambodia, the ao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS programs. Loo PDR, Myanmar, Vietnam. 4.5. To convene an official meeting with Department of Disease Control / MOPH and ATCA Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at least twice a year before the scheduled ICC meeting Actual TICA at le		alumni, JICA projects, and other concerned individuals													L
ao PDR, Myanmar, Vietnam, 4-5. To convene an official meeting with Department of Disease Control / MOPH and Plan ATCA ATCA ATCA ATCA CAULAI TO TO A least twice a year before the scheduled ICC meeting ACtual ACTUAL ATCA ATCA ATCA ATCA ATCA ATCA ATCA AT	. Human resources, formation, and financial sources in Cambodia, the	Lao PDR, Myanmar, and Vietnam trained in Thailand working in HIV/AIDS	Actual				A) ICO						AMONI		F
4-6. To attend meetings, coalcrences, and seminars organized by donor agencies 4-7. To promote AIHD alumni betworking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Vietnam 4-8. To utilize ex-trainces trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) 4 5 6 7 8 9 10 11 12 1 2	resources in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand for HIV/AIDS				-	-					-			_	-
4-7. To promote AIHD alumni setworking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myaamar, and Vietnam Actual 4-8. To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses Actual 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through convolutation and the use of short-term local experts (i.e. for externally coordinated and funded programs) 4 5 6 7 8 9 10 11 12 1 2			Plan												F
4-8. To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) Plan Actual Actual 4 5 6 7 8 9 10 11 12 1 2	nd Thailand for HIV/AIDS rograms are mobilized for core effective utilization rough networking	4-6. To attend meetings, conferences, and seminars organized by donor agencies						-			 	=	<u> </u>		
trainers for HIV/AIDS training courses 4-9. To support HIV/AIDS programs in Cambodia, the Lao FDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) 4 5 6 7 8 9 10 11 12 1 2	rograms are mobilized for ore effective utilization rough networking	4-7. To promote AIHD alumni petworking, by RCC staff, during on-site visits to	Plan	_					_	†	1	\vdash		 	
4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) 4 5 6 7 8 9 10 11 12 1 2	rograms are mobilized for ore effective utilization rough networking	4-7. To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myaamar, and Vietnam	Plan Actual												
Vietnam, and Thailand through consultation and the use of short-term local experts (i.e. for externally coordinated and funded programs) Actual 4 5 6 7 8 9 10 11 12 1 2	rograms are mobilized for one effective utilization rough networking	4-7. To promote AIHD alumni networking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myanmar, and Viennam 4-8. To utilize ex-trainces trained in Thailand, including AIHD alumni, as future	Plan Actual Plan												
<u> </u>	rograms are mobilized for ore effective utilization rough networking	4-7. To promote AHID alumni networking, by RCC staff, during on-site visits to . Cambodia, the Lao PDR, Myaamar, and Vietnam 4-8. To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar,	Plan Actual Plan Actual												
	rograms are mobilized for ore effective utilization rough networking	4-7. To promote AIHD alumni setworking, by RCC staff, during on-site visits to Cambodia, the Lao PDR, Myaamar, and Vietnam 4-8. To utilize ex-trainees trained in Thailand, including AIHD alumni, as future trainers for HIV/AIDS training courses 4-9. To support HIV/AIDS programs in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand through consultation and the use of short-term local experts	Plan Actual Plan Actual Plan												

In her siche I

10	20	2nd Year) 3Q	1 40	1Q	07-08 (2Q	3rd Year)] 4 Q	Responsible offices/ persons
	20			- 'Q	1		1 4	Head and manager of RCC, Long-term Japanese experts
								near and manager of RCC, Long-term 72 area experts
							_	RCC Management Taskforce members (coordinated by RCC staff)
	▲ (Jul)		▲ (Jan)		▲ (jul)		▲ (Jan)	Joint Coordination Committee members (coordinated by RCC staff)
		▲(Nov)				▲(Nov)		Joint Coordination Committee members (coordinated by RCC staff)
				=				Head and manager of RCC, Long-term Japanese Experts AIHD: RCC Management Taskforce of RCC
				_				Head and manager of RCC, Long-term Japanese Experts, AIHD: Quality Control Committee
								Head and manager of RCC, Long-term Japanese Experts, AIHD : Quality Control Committee
				-				AIHD staff involved in RCC activities, Long-term Local Consultants, Long-term Japanese Experts
								Training Section of AIHD, Short-term Local Consultant (total 2MM), Long-term Japanese Experts
								Training Section of AIHD, RCC staff in charge of Educational Material, Long-term Japanese Experts, Short-term LC (included in 2-2)
				A				Training Section of AIHD , Long-term Japanese experts
								Training Section of AIHD , Long-term Japanese experts
								Training Section of AIHD, Long-term Japanese Experts
							-	Training Section of AIHD, RCC staff in charge of Educational Material, Long-term Japanese Experts
								Head and manager of RCC, RCC Management Taskforce member, RCC staff in charge of Information System, Long-term Japanese experts
								RCC Management Taskforce member, RCC staff in charge of Informatio System, Long-term Local Consultants, Long-term Japanese Experts
								RCC Management Taskforce member, RCC staff in charge of Informatio System
						-	_	RCC Management Taskforce member, RCC staff in charge of Juformatio System
								RCC Management Taskforce member, RCC staff in charge of Informatio System
								RCC Management Taskforce member, RCC staff in charge of Information
A	A	▲ Annual Report	•	A	A	▲Annus! Report	A	Head and manager of RCC, RCC Management Taskforce member, RCC staff in charge of Information System, Long-term Japanese experts
								RCC Management Taskforce members, RCC staff
								Long-term Local Consultants, Long-term Japanese Experts
								Head and Manager of RCC, Long-term Japanese Experts, Long-term Local Consultants
		▲(Oct)				▲(Oct)		RCC Management Taskforce members (coordinated by RCC staff)
			-				-	Long-term Local Consultants, Long-term Japanese Experts
<u>^</u>		4		4		A		Head and Manager of RCC, Long-term Japanese Experts
					-			RCC Management Taskforce members, RCC staff
								RCC Management Taskforce members, RCC staff
								Head and manager of RCC, Long-term Japanese Experts
								Head and manager of RCC, Long-term Japanese Experts
1Q	2Q	3Q d Year)	4Q	1Q	2Q	3Q d Year)	4Q	

fh

M

& Sinhe

nnex II- 2

Since In

ANNEX III THE RCC PROFILE

1. Mission

As an integral part of the AIHD, the RCC will contribute to reducing and preventing new HIV infections as well as improve the quality of life for people living with HIV/AIDS in Cambodia, the Lao PDR, Myanmar and Vietnam by facilitating human capacity building in HIV/AIDS programs.

2. Institutional setting at the AIHD

The RCC will be institutionally positioned as a unit under the International Health Cluster in the AIHD as can be seen in the AIHD organization chart below. The administration and the activities of the RCC will be coordinated with other sections of the AIHD. The human resource of the AIHD will be fully utilized to implement RCC activities.

3. Management Structure of the RCC

1) Director of the AIHD

The director of the AIHD will bear overall responsibility for the supervision of the Project.

2) Head of the RCC

The head of the RCC will bear overall responsibility for the administration and implementation of RCC activities.

3) Management Taskforce

Management Taskforce will be convened for monthly meetings to support the project planning and implementation, as well as to monitor the Project. The details of the Management Taskforce are presented in ANNEX X.

4) Manager and Operational Staff

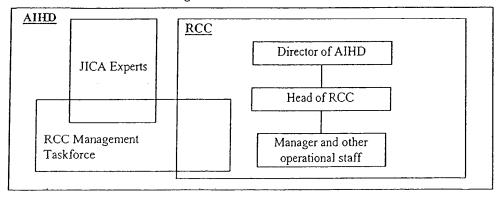
The following eight staff will be in charge of daily activities of the Project under the supervision of the Head of the RCC and the JICA Experts

- Five AIHD staff, including the Manager of the RCC
- Two long-term consultants
 (One of them will be transferred to the AIHD as a full-time staff for the RCC in October 2007)
- · One project secretary

***JICA Experts**

Three Japanese long-term experts will be deputed to provide necessary technical guidance and advice to the Project and the AIHD. The terms of references of Japanese experts are presented in ANNEX IV.

Organization chart of RCC



for the Sinher ANNEX III-1 & W sinher I

4. Relations with concerned organizations in Cambodia, the Lao PDR, Myanmar, Vietnam, and Thailand

RCC will promote effective linkage with other internal and international organizations whose interests and activities are related to those of RCC. It will also establish and maintain the close relationship with counterpart government organizations in Cambodia, the Lao PDR, Myanmar, and Vietnam.

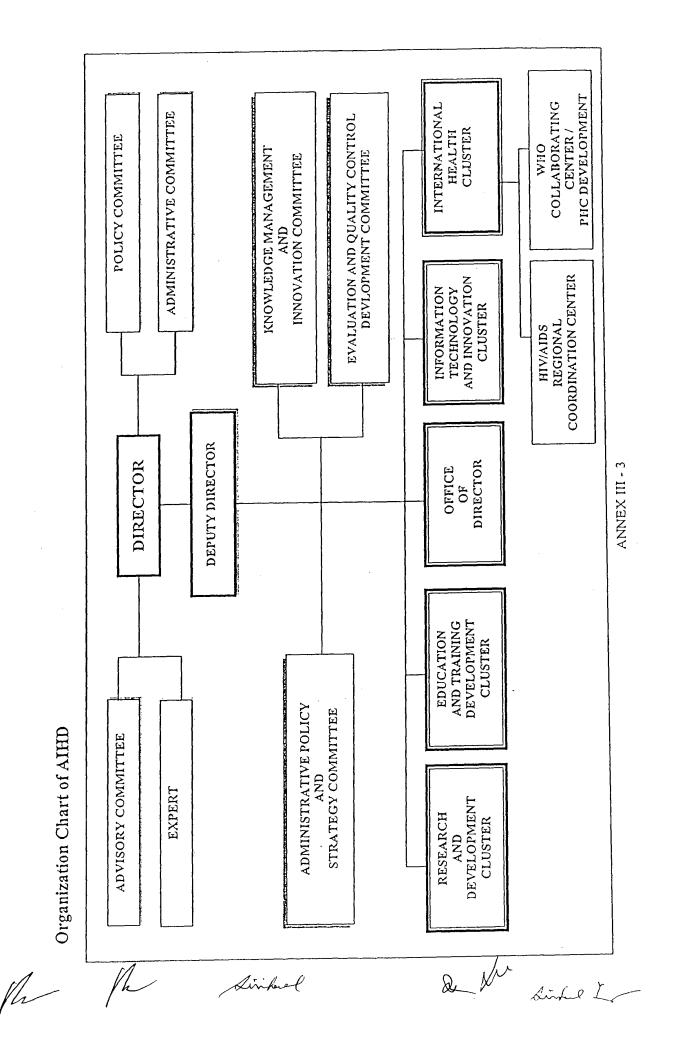
fe

જ

Me

ANNEX III - 2

Links Lo



ANNEX IV TERMS OF REFERENCEOF JAPANESE LONG-TERM EXPERTS

Duration: 3 years (April 2005 March 2008)

Organizations to be assigned: ASEAN Institute for Health Development (AIHD)

1. Proposed Title: Chief Advisor / Regional Cooperation

Professional field:

Development cooperation management and HIV/AIDS or Health-related subject

Academic background:

Under graduate degree

Experience:

At least 10 years of working experience in development field (especially health-related subject)

Language

English (TOEIC 800 or equivalent skill)

Other:

Project management and coordination skills (especially donor coordination) and working experience on JICA technical cooperation projects are required.

<u>Purpose</u>

To manage the overall project implementation

To establish management and operation system of RCC

To establish networks with relevant agencies in CLMVT including donor agencies

Job description

To develop strategies and plans on overall project management

To develop schedules for implementation of project activities and monitor it with counterpart staff

To support establishing and strengthening organization and management of RCC

To support human resource development of counterpart staff

To discuss the project management, progress of technical/knowledge transfer, and future directions through meetings including JCC

To advice for counterpart staff on project management and implementation

To establish networks with relevant agencies in CLMVT including donor agencies through PR of RCC, joint implementation of some activities, and utilization of fund resource of donor agencies

To support to develop focal points of RCC in targeted countries

To coordinate and strengthen with the relation between RCC and JICA country offices concerned

To manage the activities of other JICA experts

ANNEX IV-1

& Simple

siihe L

Ph

Proposed Title: HIV/AIDS Human Resource Development Advisor Qualifications Professional field: HIV/AIDS and Health-related subject Academic background: Post graduate degree in health related field desirable Experience: At least 5 years of working experience in development field Language: English (TOEIC 800 or equivalent skill) Other: skills for needs survey and identification are required Responsibilities Purpose To study and identify needs on HIV/AIDS related human resource development To transfer HIV/AIDS related knowledge to counterpart staff Job description To study the HIV/AIDS related situation in CLMVT and other target countries, such as national policy, activities of government, NGOs, and donor agencies, and needs for technical cooperation To collect information on technical cooperation programs, training curricula, and training materials and share the information To identify the level and needs of counterpart staff to transfer knowledge on HIV/AIDS and develop the human resource development plan for them jointly with RCC To support of planning, implementation and evaluation of the human resource development programs (including TCTP and dispatch of resource persons) on HIV/AIDS To advise and support the information collection and dissemination of human resources, research and relevant experiences on HIV/AIDS in targeted countries To attend the meeting, Conferences and seminars on HIV/AIDS for the purpose of update and coordination of RCC

ANNEX IV-2

& W sicke In

The Me Simble

3. Proposed T	itle: Cooperation Management Advisor
Qualifications	Professional field:
	Development Cooperation Management
	Academic background:
	Under graduate degree
	Experience:
ı	At least 5 years of working experience in development field
	Language:
	English (TOEIC 800 or equivalent skill)
	Other:
	Project management and coordination skills and working experience on JICA technical
,	cooperation projects are required.
Responsibilities	<u>Purpose</u>
į	To contribute the smooth implementation of the project
	To contribute to strengthening operational and administrative structure and capacity
	of RCC
	To contribute to human resource development in the field of HIV/AIDS for target
	countries
ı	
	Job description
	To support of overall project management
	To support identification of needs and development of capacity building; including
	training module development and training material production
!	To support of information collection and discussion with Thai and international
	organizations to coordinate for capacity building and dissemination of information
;	To support to develop focal points of RCC in targeted countries
	To support the development information network and PR materials
	To advice for counterpart staff on project management and implementation
	To support of RCC management

ANNEX IV-3

4

M

Dirhul

siche Z