



## **The minute of the NAA leader meeting**

**NAA meeting room, December 26, 2013**

On December 26, 2013 at 9:00 a.m, there was NAA leader meeting presided over by H.E. **Ieng Mouly**, Senior Minister and Chair of the NAA at the NAA meeting room. The meeting was held to discuss on four key subjects set in the meeting agenda:

1. The progress report of the NAA, presented by H.E.Dr Teng Kunthy, Secretary General of the NAA,
2. The progress report on the draft of the HIV and AIDS Master Plan, presented by H.E.Dr. Tia Phalla, Deputy Chair of the NAA,
3. The presentation of the 7-point policy directives of the Royal Government of Cambodia in the fight against AIDS, presented by H.E.Dr. Tia Phalla, and
4. The presentation of the new redesign of NAA's website, presented by H.E.Dr. Hor Bun Leng, Deputy Secretary General of NAA.

To start the meeting, H.E Chair welcomed all members and briefly informed the meeting about some suggestion on leader meeting procedure such as regularity of the leader meeting, minute taking, minute uploading into NAA website etc. Then H.E Chair informed the meeting about the objectives and agenda of the meeting before requesting H.E.Dr. Teng Kunthy to make presentation on the first topic of the agenda.

With the permission from H.E. Chair, H.E. Dr Teng Kunthy presented the progress report of the NAA secretariat as the following:

1. There were three coordinating and courtesy meetings organized between H.E. Chair of the NAA and the global fund representative, the representative group of civil society and the UN team.
2. There was the participation in the 11<sup>th</sup> ICAAP in Bangkok, Thailand, led by H.E. Chair of the NAA.
3. There was the policy board meeting organized and presided over by H.E. Chair of the NAA to discuss on three different topics, the new funding model of global fund, the national investment frame work and the draft of the 7-point policy directives of the Government of Cambodia in the fight against AIDS.
4. There was World AIDS Day event organized at Chatomuk National Conference Hall, presided over by H.E. Ke Kim Yan, Deputy Prime Minister and High Representative of Samdech Techo Hun Sen, Prime Minister of Cambodia. The key messages of the campaign are Three Zeros Targets.
5. There was the meeting organized between H.E. Chair of the NAA and the provincial AIDS committee in Kratie province to learn the progress and problem of HIV and AIDS response in Kratie. As result, the shortage of food supply for PLHIV and the frequent mobility of PLHIV are key factors affecting the quality of care and treatment as well as the quality of life of PLHIV.
6. There was the high-level meeting on prevention interventions among MSM and transgender, presided over by H.E. Chair of the NAA at the opening ceremony. The meeting is to promote anti-stigmatization toward MSM and transgender and to advocate for better collaboration and participation from the local authority and the stakeholders.
7. There were two advocacy trainings organized by the CRM department for PAC and PAS members in Kep and Kampot provinces.
8. There were four monitoring and evaluation trainings organized by PMER department for monitoring and evaluation focal points of the NMCH, the MoSVY and the members of the Technical Board of NAA.

9. There were four MCPI trainings organized by the PCS department for PAC and PAS members in four different provinces: Kampong Chhnang; Siem Reap; Pursat; and Kampong Chhnang province.

After the presentation of the first topic, H.E. Chair first of all appreciated all the hard work of NAA secretariat leaders and officers to move forward the implementation of activities as planned. Anyway, H.E. Chair shared some recommendations to improve the activity implementation in the future as following:

- For the WAD event in the afternoon at Freedom Park, there should be responsible officers or staff to be there for the whole event to facilitate the event processing smoothly as its objectives. It could not be run without directive from NAA. For the next WAD event, the site for the event should be changed because it is not appropriate to organize WAD event at Freedom Park.
- Learning from the trip to Kratie province, H.E. Chair recommended that for any leader trip down to the province, the appropriate preparation should be made in advance such as agenda, accommodation, meal etc to make the trip as efficient as possible.
- All officers and staff working at the Financial and Administrative Department should show their capacity and ability to work efficiently and effectively to gain trust and confidence from the NAA leaders. Especially, they have to show that all their works are transparent.
- Regarding the difficult experience of implementing the Global Fund project so far, H.E. Chair recommended to manage the Global Fund project with additional procedure of running the national budget, while strictly respecting the GF's Financial Procedure. All the funding requests must be finally approved by the Chair of the NAA as well.
- H.E. Chair also requested to have a meeting next week to discuss on the procurement plan for the development of educational messages and materials supported by the national budget.
- H.E. Chair recommended keeping NAA building clean or re-painted, air condition fixed, the open ground designed for parking, and making the warehouse becoming

professional. The personal performance should be updated that could be used as reference document for motivation.

- H.E. Chair informed the meeting that H.E. Prof. Thai Va will be assigned as NAA advisor
- H.E. Chair appreciated H.E. Sim Kim Sen for initiating the draft of the NAA internal rule that could be further discussed next week.

For agenda two, H.E. Tia Phalla presented the management of HIV and AIDS response in Cambodia by highlighting key ideas for the master plan development as the following:

### **1. Introduction**

As introduction, H.E. came with two questions, "What is the value added of the NAA?" and "Are we in the right track?" In order to manage about 50 million US\$ fund for 100,000 beneficiaries and 6,000 providers, who will lead and manage to make decision to have the right choice and to make the choice right? In order to draft the next HIV and AIDS master plan, some key components should be focused such as Leadership and Management, SMART investment, data is power, leadership, community as center of response, innovation, accelerating case detection, be focus on key population and elimination of stigmatization

### **2. Result based management (RBM)**

For result based management, H.E. Phalla clarified that the key actions to be in place are, strategic planning, measuring performance and managing performance to get output, outcome and impact, efficiency and effectiveness.

### **3. HIV and AIDS**

For HIV and AIDS statistics, H.E. Phalla informed the meeting that so far Cambodia has 76,000 HIV infected adult population including 39,000 women, 1,400 new infections, 1,104 women accessing to PMTCT program, 54,000 PLHIV who need ART, and 44,318 PLHIV receive ART.

To achieve the Three Zeros Target by 2015, there are 3 prevention targets on condom, syringe and needle program and PMTCT; 2 treatment targets on AIDS and TB treatment; gender and human right targets and 1 stigmatization target.

#### **4. Lessons-learnt**

As lessons-learnt from previous HIV and AIDS response, the interventions have been designed based on HIV epidemic status and the interventions have been implemented to get immediate result. But from now on, the GDJ forum must be improved to ensure that the interventions are implemented efficiently, effectively and sustainably to get long term impact based on Paris AIDS effectiveness and Busan declaration.

On February, 2014, NAA has to submit the progress report on the result based management to CDC on the application of program based approach defining as having common objective, policy, goal, resources, partnership, responsibility, capacity building, and learning and adaptation process.

#### **5. Management**

Regarding the management, the question is raised":

- Who is on the driving seat to make decision on managing finance, managing program and be responsible of overall management?
- Who make decision on setting priority interventions? and
- Who is responsible for overall monitoring, evaluation and reporting?

In response, the NAA should play the key role on financial management based on three financial sources, the national budget, USAID budget and global fund budget and the working group on AIDS in GFATM should be linked to GDJ

Then H.E. Phalla continued his presentation of agenda three on the 7-point policy directives of Royal Government of Cambodia to fight against AIDS. H.E. Phalla briefed the meeting about the process of getting approval from the Royal Government of Cambodia on the 7-point policy

directive. H.E. added that the 7-point policy directives are the vital reference document used to mobilizing resources, especially the GFATM resource in 2016-2018. Anyway, the NSP review should be made available as soon as possible and the proposal development should be made after based on the country dialogue that led by NAA with the four coordinating areas on continuum of prevention, care, treatment and support, the impact mitigation, the enabling environment, the leadership and the development synergy.

As comment, H.E. Chair totally agreed with the four coordinating areas that NAA should pay attention to. H.E. Chair informed the meeting that NAA already sent letter to all partners and stakeholders to send their work plan to NAA by January 14, 2014. After that, NAA could have a clear picture on playing the role of overall management of the HIV and AIDS response in Cambodia.

For the time being, H.E. Chair recommended to move forward, using the 7-point policy directives to draft the concept note and work plan to start the implementation of the Royal Government policy. On this particular matter H.E. Chair requested as the following:

- On 100% condom policy, H.E Ing Vuthy should take the lead to work with all partners for example the Ministry of Information to come up with the concept paper and the work plan
- On village and commune safety policy, H.E. Sim Kim Sen should take the lead to discuss with Ministry of Interior to generate the idea of integration with support from H.E Tia Phalla on the development of the concept paper and the work plan.
- On managing the high-risk group, H.E. Kao Try should take the lead to work with the National Authority for Combating Drug and partners to come up with the concept paper and the work plan.
- On mapping, H.E Chea Sam An should take the lead to work with the local authority and partners to come up with the concept paper and the work plan.

- On youth, H.E. Secretary General should take the lead to be partnership with MoEY and other partners to come up with the concept paper and work plan.
- For policy directive number 7, H.E. Tia Phalla should take the lead.
- For activating the PAC and PAS, all NAA leaders should take the lead to have all PAC and PAS, work plan and costing and
- For NAA and Ministry of Health collaboration, H.E Mam Bun Heng should take the lead on coordination between NAA and MoH for example the reprogram that needs support from PR NCHADS under MoH authority.

H.E. Sim Kim Sen would like to clarify about how NAA could play the role to manage the 42 million US\$ spending on HIV and AIDS in Cambodia. H.E. Chair totally agreed on identifying the mechanism to look forward to get 42 million available for the implementation of NAA Master Plan.

H.E. Ing Vuthy, requested to have secretariat reports being circulated to all NAA leaders for their information. In response to H.E. Tia Phalla presentation on question the add value of the NAA situation? the management that lack of transparency etc, H.E. Vuthy clarified that the four components suggested by H.E. Tia Phalla are already placed in the Technical Board of NAA, therefore to strengthen it, one Deputy Chair of NAA must be responsible for TAB.

In response, H.E. Tia Phalla mentioned that we know that in 2014, there is 42 million US\$ allocated for HIV and AIDS response in Cambodia, therefore, we request UN, Ministry, NGO etc to send us their work plan, then we combine it into category of prevention, care, etc. By doing this, the four component groups would know exactly the intervention, money, indicator that they could follow the progress as well as effectiveness appropriately.

In the last agenda on the new face of NAA website, H.E.Dr Hor Bun Leng made brief presentation on the progress of the new design of the NAA website by highlighting key changes made between the old and new version of NAA website as following:

- From one English language to two Khmer and English languages,
- The website interface is designed for more professional and attractive,
- The content of the website is redesigned to capture all NAA roles and responsibilities,
- The sub-content of the website is redesigned to capture all key HIV and AIDS responses
- The daily NAA activity is updated and HIV and AIDS news is also updated on daily basis and
- Finally, the NAA website would play the role as HIV and AIDS Information Center in Cambodia.

As comments, H.E. Chair requested all members to spend time on website and share their comments and thought to improve the website. H.E. Chair also requested the responsible officers and staff to pay careful attention on spelling to avoid mistake especially on the personal name. On standardizing the date on writing, H.E. Chair recommended to write date by starting with month, day and year.

H.E. Chair further recommended that for the hot news it must be on the run but for the information from the activity that was already done must be uploaded at the updated news. If the information from the activity that was already done but the report is not available yet, the brief information should be at the upcoming news. H.E. Chair strongly urged all NAA leaders and officers pay strong attention on improving NAA website because website is the vital life of NAA to show its active working performance.

H.E. Sim Kim Sen requested to have the NAA organogram to follow the sub-decree 109 aiming at showing the multi-sectoral response highlighting the policy board member. In response to H.E. Kim San, H.E. Chair requested to have another organogram to show the multi-sectoral participation and response and requested to have an individual biography of H.E. Deputy Chair to be uploaded.



H.E. Ing Vuthy, requested to have policy board, technical board and secretariat separately. Three Zero is not vision that should be changed and the link to other websites should be uploaded.

Mr Chhim Khindareth requested to keep vision and mission as stated in the law and the sub-decree to make it consistent with the law. He added that generally, vision and mission could not be changed. He also requested to take the content on Law out but to keep only the Preach Reach Kram.

In conclusion, H.E. Chair appreciated all the progress presented this morning especially, the website because Samdech Techo, our Prime Minister likes to learn information from the website. H.E. Chair encouraged all NAA leaders to work as a team or as one body. As Chair of the NAA, H.E. does not like the way of talking bad from each other and to talk bad about NAA to outside. Before the meeting ended, H.E. Chair wished all the meeting members "A Happy New Year".

The meeting was successfully conducted with all agenda presented, discussed and approved. The meeting was ended at 11:30 a.m on the same day.