

Kingdom of Cambodia
Nation Religion King

AGREEMENT

between

**The National Center for HIV/AIDS, Dermatology
and STI Control (NCHADS),
Ministry of Health**

and

The Khmer HIV/AIDS NGO Alliance (KHANA)

*For Supporting the Provincial and Municipal Continuum of
Care Coordinators
From October 2008 to September 2009*

Phnom Penh, Cambodia
January 2009



I. INTRODUCTION

The National Center for HIV/AIDS, Dermatology and STI (NCHADS) of the Ministry of Health, Royal Government of Cambodia and the Khmer HIV/AIDS NGO Alliance (KHANA) agreed that close collaboration and coordination between government and NGO partners to strengthen health promotion and health service delivery, in particular for HIV/AIDS and STI prevention and care in Cambodia.

KHANA is a Local Non-Governmental Organization officially registered by the Ministry of Interior since 11, April 2000.

KHANA has received funding from GFATM Round 5 to continue to support the ten Provincial and Municipal CoC Coordinators under technical support from NCHADS which consist of Phnom Penh, Battambang, Kampong Cham, Takeo, Banteay Meanchey, Siem Reap, Kampong Thom, Pursat, Preah Sihanouk, and Prey Veng province from October 2008 to September 2009.

KHANA shall ensure that the activities and budget supported by its donor are included in the Provincial and NCHADS Annual and Quarterly Comprehensive Work Plans and Reports.

Objectives, activities and locations included in this joint collaboration for October 2008 September 2009 are listed below.

II. OBJECTIVES

- To contribute with NCHADS which provide supplementary monthly compensation as a part of NCHADS/Performance Based Incentives (PBSI) to the government health care workers working as Continuum of Care Coordinators;
- To ensure good coordination and implementation of the CoC's program activities in the supported Provinces and Municipality;
- To motivate staff working in CoC Coordination in the Ten provinces and Municipality.

III. LOCATIONS AND AREAS OF SUPPORTS FROM NCHADS AND KHANA

KHANA is committed to support program activities of ten provincial and municipal CoC Coordination including providing monthly Incentive for the Continuum of Care Coordinators of the Ten Provinces and Municipality: Phnom Penh, Battambang, Kampong Cham, Takeo, Banteay Meanchey, Siem Reap, Kampong Thom, Pursat, Preah Sihanouk, and Prey Veng province.

IV. RESPONSIBILITIES OF NCHADS AND KHANA

The two parties shall agree the following terms and conditions:

1. KHANA continues to support the ten Provincial and Municipal CoC Coordinators under technical support from NCHADS which consist of Phnom Penh, Battambang, Kampong

Cham, Takeo, Banteay Meanchey, Siem Reap, Kampong Thom, Pursat, Preah Sihanouk, and Prey Veng province.

2. KHANA provides grant for supporting program activities of Provincial and Municipal CoC Coordination with monthly incentive in US\$160.00 per month to each CoC Coordinator who involved in implementing the project supported by KHANA. This incentive shall provide in a flat rate without annual increase, and no health benefits and other bonuses.
3. The incentive is a supplementary pay to their government salary for involving in implementing project activities and all responsibilities under the Letter of Understanding between NCHADS and KHANA.
4. The job description of the CoC Coordinator is not only responded to the Home Based Care coverage supported by KHANA but it is also referred to the Terms of References defined by NCHADS and other tasks such as work plan, budget, data, and reports required by KHANA and NCHADS.
5. The expenditures for communication and traveling of CoC Coordinator for project activities shall be different based on the actual situation and needs and in line with the actual ability of KHANA can support.
6. Per-diem for district supervision shall be paid US\$8.00 per day for meal that is not included the fees for traveling and add US\$5.00 for accommodation if staying overnight in the field. For mission to outside province shall be followed the guidelines of KHANA.

V. SOURCES OF FUNDING

In support of the collaboration between NCHADS/MOH/PHD and KHANA to support the Provincial and Municipal CoC Program Coordination with Monthly Incentives to the Ten CoC Coordinators of Ten Provinces and Municipality, KHANA received funding from GFATM Round 5 with a total amount of **US\$72,022.00 (Seventy Two Thousand and Twenty Two US Dollars)** which grant in amount of around US\$7,000.00 per CoC Coordination for the period covers in this agreement commencing from October 2008 to September 2009.

VI. GENERAL PROVISIONS

KHANA shall provide its guidance in developing work plan and reporting to Provincial and Municipal CoC Coordinators by following the Annual Framework of NCHADS. The changes will be made in consultation with NCHADS.

Provincial and Municipal CoC Coordinators shall submit its annual work plan and budget, progress report, annual report, financial report and share their best practices to NCHADS and KHANA by quarterly basis.

General procedures, coordination, planning and management of all above activities will be carried out jointly between NCHADS/MoH/PHD within the framework of NCHADS/MoH “Strategic Plan for HIV/AIDS Prevention and Care 2008-2010” and as far as possible following NCHADS ‘ procedures for Implementation of NCHADS Program Activities’ approved February 2006.

for HIV/AIDS Prevention and Care 2008-2010 and as far as possible following NCHADS Procedures for Implementation of NCHADS Program Activities approved in February 2006.

This agreement is effective for one year from October 2008 to September 2009.

For NCHADS



H.E. Dr. Mean Chhi Vun
Director, NCHADS

For KHANA



អង្គការសម្ព័ន្ធភាគីករកម្ពុជានិមិត្តជីវិត
Khmer HIV/AIDS NGO Alliance

Dr. Oum Sopheap
Executive Director, KHANA