



BICO

...Excellence in Community Eye Health

A. INTRODUCTION

Between 15th and 18th July 2014, David Chinyanya and Zachariah Kamwendo attended a startup workshop on the Queen Elizabeth Diamond Jubilee Trust (TRUST) funded project which was held at Cross Roads Hotel in Lilongwe. The aim of the meeting was to review the progress of the Trachoma Action Plan (TAP) and also to prepare for trachoma elimination program roll out. The Trachoma elimination program roll out is expected to commence in August 2014. This brief report highlights major issues discussed and agreed at the workshop.

B. Work shop Programme.

1. ICTC in country meeting. 15th July 2014

This was held on 15th July 2014 in the afternoon at Cross roads Hotel. In attendance were representatives from AMREF, BICO, CBM, Sightsavers and Water Aid. The meeting was held to brief members on the roles of Implementing Partners and Coordinating partners of the TRUST funded project. Some of the roles of Coordinating Partners are coordination and leadership, programme budgeting and, ensuring smooth programme implementation, communication & quarterly review meeting and reporting. While implementing partners roles were clarified to include project planning, budgeting, and implementation, budgeting, and reporting.

2. Start up workshop 16th -18th July 2014

The main objective of the startup workshop was to prepare for trachoma elimination program roll out. The specific objectives of the workshop were:

- Agreed on ultimate intervention goals and annual intervention goals.
- Review of preferred practices for MDA and surgeries
- Feedback on F&E components of the SAFE Strategy

- Re planning and focus on implementing plans

3. Critical issues to take note of as agreed and expected by CP & IP

a. Coordinating Partner

- F&E workshop will be held from 29th August to 3rd September 2014 to clarify this component. This workshop will clarify all issues to do with F&E. Before this date, the ICTC will agree on the F&E Strategy to be employed in this project.
- To coordinate the development of a lot of guidelines before major activities start in September (see attached National level plan).
- Coordinate the training of TT Surgeons in early September 2014. This follows the TT certification training conducted in Nairobi where Drs Joseph Msoa and Vincent Moyo attended.
- To facilitate the finalization of work plans and budgets by Friday 25th July 2014. The analysis of budgets done by Sightsavers will form the basis for this revision.
- Design what is called a water sight inventory for all Trust funded assets
- Grant Manager to analyze the capacity of Local Ford Vehicle dealers and make a decision as to whether to buy locally or abroad
- Sightsavers made a decision to centralize coordination and implementation of all surveys; a decision subject to discussion and agreement by ICTC in country members.
- Prepare and submit procurement request for central procurement of goods and services.
- Sightsavers to work with South Koreans on development and application of M-Health in this project.

b. Implementing Partner/BICO

- Produce annual work plans to enhance project implementation, monitoring & evaluation to determine progress & impact.
- Produce financial reports quarterly.
- Identify two case studies per year for lesson learning & sharing. The coordinating partner will be deciding which IP should search and document a case study for that quarter.