

**Lao People's Democratic Republic**  
**Peace Independence Democracy Unity Prosperity**  
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**TERMS OF REFERENCE**  
**Task Force on HIV and AIDS**

By  
Country Coordinating Mechanism

2015

## **I. Background**

In response to the HIV epidemic situation, the Government of Lao PDR has provided strong political commitment to support a multi-sectoral HIV/AIDS response. The role of key international and national partners has been invaluable, coordination and collaboration have strengthened greatly since the country's first endorsed the Declaration of Commitment at United Nation General Assembly Special Session on AIDS in 2001 and this is further emphasized as the country endorsed the 2011 Political Commitment Declaration in June 2011.

The three Technical Working Groups were organized mid 2007 by the Center for HIV/AIDS and STI to cope and respond to the expansion of ART sites, outreach activities for FSW and MSM. These TWG composed with the technical people from MOH at different departments, CLE, Center of Information and Education for Health, Mahosot and Setthathirath Hospitals, PCCA-Vientiane Capital, UN, NGOs, local organizations and partners.

Then the Task Force on HIV and AIDS, comprising of staff from Ministry of Health, was established in May 2011 with the purpose to provide inputs and comments in the development of the national proposal for submission to the Global Fund to Fight AIDS, Tuberculosis and Malaria (GFATM) round 11 for funding. After that the Task Force continued to meet on ad hoc basis by inviting PR, international organizations, NGOs, particularly those sub-recipients of the GFATM project. The official establishment of the Task Force on HIV and AIDS is now needed to ensure that the national HIV/AIDS response is conducted in a systematic and effective manner.

The Lao Country Coordinating Mechanism (CCM) is being supported by global fund to fight the 3 diseases (Malaria, TB and HIV/Aids) reinforcing the government on going efforts. One of the requirements is to establish a technical task force that will provide program oversight from a multidisciplinary task force that can influence partnerships to provide the necessary technical support to program implementation to guide effective control and elimination of HIV/AIDS for Lao PDR.

## **II. Objective**

The main objective of the Task Force on HIV and AIDS, in abbreviation TFHIV, is to assist the Ministry of Health to achieve the goal set in the National Strategic and Action Plan on HIV/AIDS and ensure the systematic and effective implementation of the national HIV and AIDS and STI program.

## **III. Mission**

1. Promotion of multi-sectoral integration/collaboration in the national response to HIV and AIDS;
2. Strengthening of national and international partnerships and alliances; and
3. Fostering of policy dialogues and facilitates the formulation of common positions, where appropriate.

## **IV. Strategies:**

1. Strengthen and further intensify cooperation in national response to HIV and AIDS to ensure that main concerns and gaps are mainstreamed in the national efforts;
2. Promote advocacy and enhance the state of HIV and AIDS awareness and related issues at national level;
3. Improve accessibility to HIV/AIDS and STI and related information; and
4. Strengthen the national and collective capacity on the HIV/AIDS and STI related issues and on health implication from regional economic integration, globalization, trade liberalization, new technologies, and innovations.

## **V. Scope of Work:**

In line with the above objectives and strategies, the work of the Task Force on HIV and AIDS (TFHIV) will be guided by the following Terms of Reference:

1. to formulate and recommend to the national HIV and AIDS program on policies, strategies, guidelines, manuals and programs for national response to HIV and AIDS;
2. to verify the progress, achievement of the NSAP by providing comments, inputs in the development of planning, recommendations by bodies, organizations and institutions working in HIV/AIDS and STI;
3. to formulate national positions on HIV and AIDS related issues, especially in the development of national HIV and AIDS reports/documents and for the preparation for international meetings/conferences;
4. to promote active intra-sectoral links with related line-ministries, national and international partners through Centre for HIV/AIDS and STI, Ministry of Health;
5. to intensify the HIV and AIDS networking of health institutions, health professionals, in teaching and research in HIV/AIDS and STI;
6. to play active roles in raising awareness of and commitments to implementation of NSAP, targeting high ranking health officials, health professionals, partners and political leaders through multiple channels such national health conferences, scientific seminars, media and personal networks; and
7. to give comments and feedback on any documents proposal information to be submitted to OC/CCM for consideration.

## **VI. Procedures/Mechanisms**

1. The permanent members of the TFHIV are representatives of selected departments and Institutions of Ministry of Health namely Communicable Diseases Control, Healthcare, Food and Drugs, Hygiene and Health Promotion, Planning and International Cooperation, and Inspection, Centre for HIV/AIDS and STI, National Centre for Laboratory and Epidemiology, National Tuberculosis Centre, MCH Centre, Health Information and Education Centre, and Principal Recipient of the Global Fund project. The following UN Agencies, international organizations, NGOs, Civil society organizations will also be invited to attend the regular meetings as necessary : UNAIDS, UNICEF, UNODC, WHO, Burnet, IOM, Lao PHA, NCA, PEDA, PSI, LRC, Network of PLHIV. Line- Ministries and focal points of NCCA will also be invited as necessary. The TFHIV may consider any organization to attend its regular meetings as necessary.
2. The TFHIV shall meet on quarterly basis. Ad hoc and other urgent meetings could be conducted as deemed necessary.
3. The Director of Centre for HIV/AIDS and STI, Ministry of Health, shall serve as Chairman of the TFHIV and preside over the task force meeting and report to the Department of Communicable Diseases Control, Ministry of Health.
4. Centre for HIV/AIDS and STI (CHAS), Ministry of Health shall be Secretariat of the TFHIV. CHAS shall send invitation, prepare meeting documents, meeting programmes, take note of the meetings and prepare meeting reports and do all necessary logistical arrangements for the task force.

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## Abbreviations

Burnet	Burnet Institute
CCM	Country Coordinating Mechanism
CHAS	Centre for HIV/AIDS and STI
CLE	Centre for Laboratory and Epidemiology
FSW	Female Sex Worker
GFATM	Global Fund to Fight AIDS, Tuberculosis and Malaria
IOM	International Organization for Migration
Lao PHA	Lao Positive Health Association
LRC	Lao Red Cross
LYU	Lao Youth Union
MCH Centre	Mather and Child Centre
MSM	Men who have Sex with Men
NCA	Norwegian Church Aid
NCCA	National Committee for the Control of AIDS
NGOs	Non Governmental Organizations
NSAP	National Strategy Action Plan
OC	Oversight Committee
PCCA-Vientiane Capital	Provincial Committee for the Control of AIDS
PEDA	Promotion Education Development Association
PLHIV	People Living with HIV
PSI	Population Services International
TFHIV	Task Force on HIV and AIDS
TWG	Technical Working Group
UN	United Nation
UNAIDS	United Nations program on AIDS
UNICEF	United Nations Children's Fund
UNODC	United Nations Office on Drugs and Crime
WHO	World Health Organization