

CCM Structure, Rights and Responsibilities

Orientation on the CCM TOR for Newly Elected CCM Members

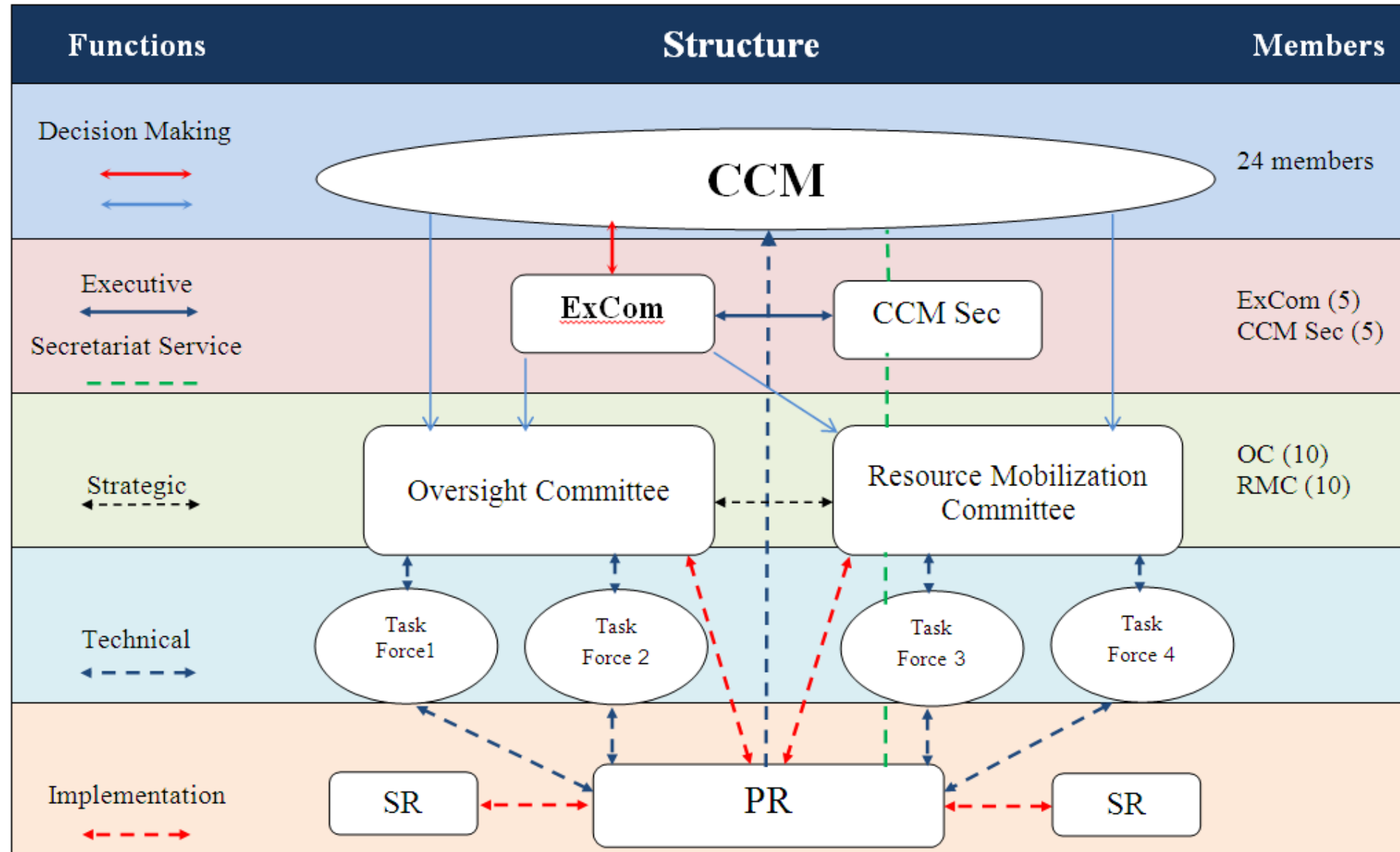
20 November 2025
CCM Secretariat

General Principles of CCM Operations as stipulated in the CCM TOR

5.1 The CCM adheres to the principles of broad participation of all stakeholders, overall transparency, joint partnership and effective activities. The CCM ensures that its activities and operations are based on the principles of good governance, including the following:

- 5.1.1 National ownership and commitment to country-led and driven programs with inclusive and meaningful participation of multiple stakeholders with respect to the central role of the government in coordinating the country response to the three diseases.
- 5.1.2 Management of conflicts of interest (COI) that ensures CCM credibility, unbiased deliberations, and the legitimacy of decision making.
- 5.1.3 Equality among members with full rights to participation, expression and involvement in decision making.
- 5.1.4 Full transparency and accountability in deliberations, decision-making, and operations of the CCM and its secretariat.

CCM Structure



CCM Sub-Structures vs CCM Functions

5 Key CCM Functions	Lao CCM delegates primarily to the following sub-structures the responsibility to perform these functions?
1. Organization and functioning of the CCM and its Secretariat	Executive Committee (ExCom) Secretariat
2. Harmonization of GF funds with other country resources	Resource Mobilization Committee (RMC) Task Forces on HIV, TB, Malaria and HSS Secretariat
3. Development of funding requests and nomination of PR	Resource Mobilization Committee (RMC) Secretariat
4. Grant oversight (including approval of reprogramming request)s	Oversight Committee Secretariat
5. Documentation and communication with its constituencies and with the GF	Executive Committee (ExCom) Secretariat

Executive Committee - Responsibilities

Global Fund	CCM TOR
<ul style="list-style-type: none">• Communication on behalf of the CCM with TGF, Government, ML/BL, CSO, PRs, SRs• Coordination and direction to the CCM Secretariat in all its functions.• Assist Secretariat in drafting of the CCM & Secretariat work plan and budget for approval by the full CCM.• Support the Secretariat in monitoring CCM compliance (EPA).• Coordinate and support technical task teams & groups of the CCM.• Draft with the Secretariat CCM meeting invitation and agenda.• Receive and/or investigate allegations of COI in CCM activities.• Make routine administrative decisions to support CCM functioning.	<p>18.1 Composition: CCM Chair, 2 Vice Chairs, OC Chair, RMC Chair and Secretariat Executive Secretary (non voting member)</p> <p>18.2 Coordination and direction of activities of the CCM secretariat, to support and coordinate the committees and task forces, and also for carrying out continuous and urgent communications for which it is not necessary to gather all members of the CCM.</p>

Oversight Committee - responsibilities

Global Fund	CCM TOR
<ul style="list-style-type: none">• Strategic oversight of the grant performance framework• Conduct site visits• Verify specific program issues• Give CCM feedback on grant performance• Ensure implementation of corrective actions• Engage PR in planning & implementing grant closure• Frame risk management approach	<p>22.8.1 Build capacity and prepare annual plans for CCM oversight</p> <p>22.8.2 Gather information on program & grant implementation</p> <p>22.8.3 Identify implementation issues, problems and bottlenecks</p> <p>22.8.4 Provide guidance and recommendations to inform CCM decision making and further actions</p> <p>22.8.5 Follow up and report on results to the CCM and program stakeholders</p>

Resource Mobilization Committee - Responsibilities

Composition

21.5.1 10 members elected/selected by CCM; 6 CCM (member/alternate) and 4 non-CCM members

Specific responsibilities

21.8.1 Funding request development

21.8.2 Advocacy

21.8.3 Other resource mobilization activities

21.8.4 Preparation, with the CCM secretariat, of the CCM work plan and budget

Secretariat – roles and responsibilities

Global Fund	Lao CCM TOR
<p>CCM Knowledge Management:</p> <ul style="list-style-type: none">• Gathering and summarizing reports (e.g. PUDRs and Dashboards where applicable)• Assisting the OC to seek clarification from PRs on issues arising from PR reports• Organizing and preparing for meetings• Preparing meeting minutes or other committee reports• Logistical assistance for site and field visits• Communications with PRs and SRs	<p>19.1 Logistics and administrative support of CCM operations and its committees.</p> <ul style="list-style-type: none">• keeping minutes• maintenance of CCM documentation• organizing translation of key documents and simultaneous translation for the CCM meetings• collection and dissemination of information related to the activities of the Global Fund, the CCM and its committees, PRs and SRs, as well as other stakeholders involved in fighting HIV/AIDS, TB and malaria.

Task Force – HIV

Main objective of HIV Task Force (HIV-TF)

23.1.1.1 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/AIDS and STI program.

Specific responsibility to CCM

23.1.4.7 Give comments and feedback on any documents, proposal, information to be submitted to OC/CCM for consideration.

Task Force - TB

Main objective

23.3.1.1 Assist the Ministry of Health to achieve the goal set in the Global TB Strategy and the National TB Strategy for universal access to TB services for reduction of suffering and death due to tuberculosis for all the population.

Specific responsibility to CCM

23.3.4.8 Give comments and feedback on any documents, proposal, information to be submitted to OC/CCM for consideration.

Task Force - Malaria

Main objective

23.2.1.1 Increase the opportunity for coordination of efforts and to ensure a coherent system of planning and implementation of malaria control and elimination efforts in the country in line with existing government plans. Specifically, the objective of the M-TF is to strengthen the management of the malaria control program to enhance integration, partner coordination and decentralization.

Specific responsibility to CCM

23.2.4.9 Support, develop and/or provide comments and feedback on documents to be submitted to OC/CCM on the malaria related program.

Task Force – HSS Responsibility to Lao CCM

Main objective

23.4.2.1 Prepare a Health System Strengthening (HSS) Funding Request for submission through the Country Coordinating Mechanism (CCM) to the Global Fund and to manage the grants that supports key interventions in Governance, Human Resources for Health and Health Information Systems of the Lao PDR health system.

Lao CCM TOR:

Rights and responsibilities of CCM members

Rights	Responsibilities
8.1 Elect officers: the chair and 2 vice-chair(s), to stand for such positions within the rules of this TOR.	9.1 Participate actively in CCM meetings in a timely and responsible manner or, if unable, send their alternate to participate.
8.2 Vote on any matter put to a vote, except those where the CCM member has a COI.	9.2 Participate in CCM functions.
8.3 Participate in all discussions and activities of the CCM, except those where the CCM member has a COI.	9.3 Become familiarized with COI policy and procedure, complete the annual COI declaration (new members must complete the COI declaration upon admission into the CCM), and declare any COI to recuse themselves from deliberations and decision making.
8.4 Participate in the development of funding requests.	9.4 Consult regularly with organizations and individuals within their constituency with an aim to fairly and accurately represent constituency views and concerns at CCM meetings.
8.5 Provide oversight to grant implementation.	

Lao CCM TOR: Rights and responsibilities of CCM members

Rights	Responsibilities
8.6 Participate in the selection of grant PRs.	9.5 Freely share with the CCM relevant experiences and information known to their constituency.
8.7 Raise questions and issues for the CCM agenda.	9.6 Provide feedback and inform their constituency of CCM decisions so that they may be applied and respected.
8.8 Receive full information concerning grant implementation and secretariat management.	9.7 Join and participate actively in CCM-created working groups and committees.
8.9 Receive timely advance notice and documentation for all CCM meetings and the results of those meetings.	9.8 Cooperate with the CCM secretariat.
8.9.10 When absent to be replaced by their alternate.	9.9 Respect these TORs.

THANK YOU