

The 4th CCM Plenary Meeting Minute

INPUT FIELDS INDICATED BY YELLOW BOXES

MEETING DETAILS										
COUNTRY (CCM)		Lao PDR			TOTAL NUMBER OF CCM MEMBERS PRESENT (INCLUDING ALTERNATE)			26		
MEETING NUMBER (if applicable)		04			TOTAL NUMBER OF VOTING MEMBERS PRESENT (INCLUDING ALTERNATES)			16		
DATE (dd.mm.yy)		19 December 2025			TOTAL NUMBER OF NON-CCM MEMBERS / OBSERVERS PRESENT (INCLUDING OC AND CCM SEC. STAFF)			19		
DETAILS OF PERSON WHO CHAIRED THE MEETING					TOTAL PARTICIPANTS (INCLUDING ONLINE)			45		
HIS / HER NAME & ORGANISATION		First name	Dr. Phayvanh			QUORUM FOR MEETING WAS ACHIEVED (yes or no)			Yes	
		Family name	Keopaseuth			DURATION OF THE MEETING (in hours)			8	
		Organization	CCM Lao PDR			VENUE / LOCATION		Souphattra Hotel		
HIS / HER ROLE ON CCM (Place 'X' in the relevant box)		Chair		X	MEETING TYPE (Place 'X' in the relevant box)		Regular CCM meeting		X	
		Vice-Chair					Extraordinary meeting			
		CCM member					Committee meeting			
		Alternate					GLOBAL FUND SECRETARIAT / LFA ATTENDANCE AT THE MEETING (Place 'X' in the relevant box)		LFA	
HIS / HER SECTOR ^a (Place 'X' in the relevant box)								FPM / PO		X
GOV	MLBL	NGO	EDU	PLWD	KAP	FBO	PS	OTHER		X
								NONE		

LEGEND FOR SECTOR ^a			
GOV	Government	PLWD	People Living with and/or Affected by the Three Diseases
MLBL	Multilateral and Bilateral Development Partners in Country	KAP	People Representing 'Key Affected Populations'
NGO	Non-Governmental & Community-Based Organizations	FBO	Religious / Faith-based Organizations
EDU	Academic / Educational Sector	PS	Private Sector / Professional Associations / Business Coalitions

AGENDA SUMMARY		SELECT A SUITABLE CATEGORY FOR EACH AGENDA ITEM (Place 'X' in the relevant box)														
AGENDA ITEM No.		GOVERNANCE OF THE CCM, PROPOSALS & GRANT MANAGEMENT RELATED TOPICS														
WRITE THE TITLE OF EACH AGENDA ITEM / TOPIC BELOW		Review progress, decision points of last meeting – Summary Decisions	Review CCM annual work plans / budget	Conflict of Interest / Mitigation	CCM member renewals / appointments	Constituencies engagement	CCM Communications / consultations with in-country stakeholders	Gender issues	Proposal development	PR / SR selection / assessment / issues	Grant Consolidation	Grant Negotiations / Agreement	Oversight (PUDRs, management actions, LFA debrief, audits)	Request for continued funding / periodic review / phase II / grant consolidation / closures	TA solicitation / progress	Other
OPENING PROGRAM	<ul style="list-style-type: none"> Introduction and endorsement of agenda Quorum verification and conflict of interest identification 	X														
AGENDA ITEM #1	Update follow up action from the last 2 meetings.															
AGENDA ITEM #2	CCM Budget <ul style="list-style-type: none"> Annual Report of CCM Secretariat Year 3 (2025) 	X														

Programmatic Progress & Strategic Directives

- **Malaria (RAI4E):** A budget reduction of 8% (\$1.3 million) was confirmed, though priority activities and essential commodities remain fully covered. The program will focus on the "1-3-7" approach nationwide.
- **HIV/TB (HANSA 2):** Significant overspending was reported in pharmaceuticals and medical supplies. The NPCO and CHAS were directed to prioritize 2026 procurement planning using available savings.
- **NCLE (Matching Funds):** Establishment of a Quality Management (QM) unit was noted, with a Biosafety Management Manual targeted for completion by late 2026.
- **Administrative Issues:** The Chair emphasized the need for transparent fund transfer mechanisms to provinces and the resolution of the **5 million LAK withdrawal limit** which restricts field activities.
- **Community Engagement:** The meeting received an update from the CSO-KP-PLWD Consultation Workshop held on December 18, 2025, to integrate community perspectives into the national response.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #1 Update follow up action from the last 2 meetings.

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No COI was identified in this item.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >

Yes

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

The Chairman of the Meeting has given the floor to the CCM Secretariat to report on the following-up implementation of agreed actions from the last 3rd CCM Plenary Meeting on 10 October and the Ad-hoc CCM Plenary Meeting on 20 November as follows below (*For more information, please see the attached PPT*):

Key Progress and Program Updates

- **Oversight & Field Visits (OFV):** Monitoring was conducted in Xieng Khouang from November 23–29, 2025. Findings were reported to the ExCom & OC on December 8, 2025.
- **NCLE (Matching Funds):** A Quality Management (QM) unit was established, and 7 new staff members were recruited. The development of the Biosafety Management Manual is ongoing, with expected completion by late 2026.
- **Malaria (RAI4E):** A budget reduction of 8% (approximately \$1.3 million) was confirmed. However, priority activities and essential commodities remain 100% covered. The strategy focuses on the "1-3-7" approach nationwide and Reactive Accelerator (iPTf) in outbreak areas.
- **HIV/AIDS:** Significant overspending was noted in pharmaceuticals and medical supplies. The NPCO is working with CHAS to submit the 2026 procurement plan using available savings.
- **Tuberculosis (TB):** Priority re-ranking for the budget was completed and submitted to the Global Fund on December 5, 2025. Similar to HIV, the program must expedite the 2026 procurement plan using savings.
- **NPCO Administration:** Efforts are focused on creating transparent fund transfer mechanisms to provinces. A critical issue remains the 5 million LAK withdrawal limit, which hinders field operations.

Governance and Elections

- **Election Committee (EC):** Comprised of Dr. Khampheng Phongluxa, Dr. Kaviphone Southi, and Mr. Manav Bhattarai.
- **CCM Leadership:** The election for the CCM Chair and Vice-Chair was successfully completed on November 20, 2025.
- **RMC Membership:** Preliminary selection for RMC members is ongoing. While an Expression of Interest (EOI) was sent to all members, no CCM members applied. Dr. Rita (WHO) assisted in analyzing and proposing candidates for selection.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #2 CCM Budget

- Annual Report of CCM Secretariat Year 3 (2025)
- CCM Costed Workplan 2026

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No COI was identified in this item.

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

The Chairman of the Meeting has given the floor to the CCM Secretariat to report on the Annual Report of CCM Secretariat Year 3 (2025) and CCM Costed Workplan 2026 as below (*For more information, please see the attached PPT*).

CCM Secretariat's Year 3 (2025) Annual Report, marking the final year of the 2023–2025 budget cycle.

Governance and Organizational Achievements

- **Leadership Transition:** Confirmed the appointment of Dr. Phayvanh Keopaseuth as CCM Chair, with Dr. Rattanaxy Phetsouvanh (Foundation Mérieux) and Dr. Timothy Armstrong (WHO) as Vice-Chairs.
- **CCM Composition Updates:** Successfully integrated 10 members from CSO-KPs-PLWDs, two new government sectors (Lao Youth Union and Central Committee of Organization and Personnel), and two international organizations (Foundation Mérieux and Save the Children).
- **Regional Representation:** Proposed Dr. Phonepadith Sangxayalath as the CCM Lao PDR representative for the Regional Steering Committee (RSC) for 2025–2028.

Operational Highlights

- **Oversight Activities:** Conducted three field monitoring visits to Salavan, Attapeu, and Xiengkhouang provinces.
- **Meeting Frequency:** Held five CCM Plenary meetings and five joint ExCom/OC meetings, exceeding the original plan of four sessions each.
- **Digital Transparency:** Maintained and updated the CCM website on a monthly basis.
- **CSO Engagement:** Held one CSO-KAP/PLWD meeting; further sessions were delayed due to the delayed restructuring of the CCM composition.

Financial Performance

The Secretariat achieved an overall budget absorption rate of 92.47%.

Category	Approved (USD)	Actual (USD)	Balance (USD)
Fixed Costs & HR	58,468.97	58,317	151.80
CCM Activities	44,254.07	36,665.66	7,588.41
Total	102,723	94,983	7,740

Key Challenges and Future Outlook

- **Economic Pressures:** Inflation and exchange rate fluctuations have increased operational costs.
- **Resource Constraints:** Global Fund financial support is decreasing.
- **Staffing Concerns:** The contract for the Transition Oversight position ends in June 2026 without secured funding, which will significantly increase the workload for remaining staff.
- **Logistics:** Staff continue to use personal vehicles for official office duties.

CCM Costed Workplan 2026 (Year 1)

1. Financial Allocation Overview

The total requested budget for 2026 is \$82,500 USD². This is divided into two primary sections:

- **Fixed Costs & Human Resources (\$48,635.29 USD):** Covers salaries for three full-time staff members (Coordinator/Finance Officer, Admin/Accounting Officer, and Oversight/Transition Technical Officer), office administrative costs, and communication materials.
- **CCM Activities (\$33,864.91 USD):** Funds core functions, including field visits, plenary meetings, sub-committee sessions, and website maintenance.

2. Planned Activities for 2026

- **Oversight Field Visits (OFV):** Two major site visits in the northern provinces.
- **CCM Plenary Meetings:** Four full-day sessions are planned for 25th March, 24th June, 23rd September, and 16th December.
- **Sub-Committee Governance:** Joint meetings for the Executive Committee (ExCom), Oversight Committee (OC), and Resource Mobilization Committee (RMC) are scheduled quarterly (11th March, 10th June, 9th September, and 4th December).

- **Community Engagement:** Quarterly meetings for CSO-KAP/PLWD to ensure continued engagement with key populations. Four full-day meeting 24th March, 23rd June, 22nd September, and 15th December.

3. Strategic Technical Support

- The budget includes continued funding for a Full-time Oversight / Transition Officer to strengthen grant monitoring and ensure a smooth transition between funding cycles.
- This work plan and budget are scheduled for submission to the Global Fund on December 22, 2025.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #3 Annual Overall CCM Secretariat Performance Evaluation

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No COI was identified in this item.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >

Yes

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

After listening to the presentation of Annual Overall CCM Secretariat Performance Evaluation from the CCM Secretariat, CCM members have filled in the form and the representatives from OC and CCM members summarized and presented the results to the meeting as below:

CCM Secretariat Performance Evaluation Form, Year 2025

Key Task/Activity	Key indicator	CCM Members Rating			
		Exceeds expectations	Fully meets expectations	Partially meets expectations	Comment/ Total Rating
1. Operations Support the operational functions of the CCM	i. All CCM members oriented in person or online/email, including on Code of Ethical Conduct, within 3 months of becoming a member.	15.38	84.62	0.00	
	ii. CCM governance documents updated regularly.		100.00		
	iii. Programmatic data is available on time for oversight and funding request processes.		61.54	23.08	
Overall Rating for Operations		5.0%	82.05%	7.69%	94.87%
2. Oversight Support the CCM in enhancing efficiency of oversight procedures	i. Annual CCM Oversight Plan is available and implemented as schedules.	23.08	61.54		
	ii. High quality, on time oversight reports shared with key stakeholders.	23.08	61.54		
Overall Rating for Oversight		23.08%	61.54%	0.00%	84.62%
3. Positioning Facilitate discussions among key stakeholders	i. Facilitate stakeholder consultations on coordinating and aligning CCM with existing national coordination platforms.	15.38	61.54	7.69	

on transition and sustainability efforts	ii. Ensure inclusion of sustainability and transition preparedness topics on CCM Meeting Agenda; including co-financing commitments briefing every 6 months to the CCM.	7.69	84.62	0.00	
Overall Rating for Positioning		11.54%	73.08%	3.85%	88.46%
4. Engagement Foster meaningful, inclusive and active participation of key stakeholders	i. CCM members engage actively in the CCM functions and meetings.	7.69	53.85	23.08	
	ii. CCM members (particularly CSO and KP representatives) carried out activities to solicit inputs from and provide feedback within their constituencies to contribute to sound decisions of the CCM.	7.69	38.46	23.08	
Overall Rating for Engagement		7.69%	46.15%	23.08%	76.92%

- CCM has unanimously endorsed for the Results of Annual Overall CCM Secretariat Performance Evaluation by overall rating for:
 - Operation: **94.87%**
 - Oversight: **84.62%**
 - Positioning: **88.46%**
 - Engagement: **76.92%**

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #4	Report the Results of Oversight Field Visit (OFV) in Xiengkhouang Province on 23-29 November 2025.
CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)	
No COI was identified in this item.	
WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >	
Yes	
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED	
The Representative of the Oversight Field Visit (OFV) Team reported the OFV findings in Xiengkhouang Province on 23-29 November 2025 as below (<i>For more information, please see the attached PPT</i>).	
This report details an oversight field visit conducting to assess the overall implementation progress of activities supported by the Global Fund to Fight AIDS, Tuberculosis, and Malaria (GFATM). The visit was organized by the CCM Secretariat, and its main purpose was to evaluate the programs, focusing on Finance, Procurement, Implementation, and Reporting at various levels.	
1. Overview	
The CCM Oversight team visited provincial, district, and health center levels to evaluate the implementation of HIV/AIDS, TB, and Malaria programs funded by the Global Fund, focusing on finance, procurement, and reporting.	
2. Key Findings by Disease Area	
<ul style="list-style-type: none"> • HIV/AIDS: Programs are successfully implemented under local leadership with 10 Points of Care (POCs) providing testing. However, there is a lack of budget for monitoring HIV/TB activities at the district and health center levels. • Tuberculosis (TB): TB screening and presumptive cases are increasing compared to the previous year. Challenges include a lack of budget for specimen transportation from health centers to districts and the need for more specialized training for TB staff. 	

- **Malaria:** While overall implementation is strong, there are significant delays in budget clearing and reporting. Some health centers lack essential equipment, such as laptops, and face delays in receiving mosquito nets (LLINs).

3. Financial and Administrative Challenges

- **Withdrawal Limits:** A critical obstacle is the 5 million LAK withdrawal ceiling, which is insufficient for actual operational needs in the field.
- **Budget Delays:** Many activities face delays due to the slow arrival of funds and complex liquidation processes.
- **Reporting:** There is a need for better coordination and training to ensure reports from health centers and districts are completed accurately and on time.

4. Core Recommendations

- **Financial Reform:** Propose to the Ministry of Finance to adjust the withdrawal ceiling to better suit field realities.
- **Technical Support:** Central and provincial levels should provide additional guidance on budget planning and reporting quality to lower-level staff.
- **Coordination:** Strengthen regular communication between all levels to ensure activity targets are met.

Key discussion points and comments from the meeting

- The meeting suggested CCM Secretariat to improve the Oversight field visit report according to the comments from the meeting and circulated the final version to all relevant parts.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #5 Election of Sub-Committee Members and Chair

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No COI was identified in this item.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >

Yes

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

Representative of Election Committee and the CCM Secretariat provided RMC Election Process of Resource Mobilization Committee (RMC) and elect RMC Chair as below (*For more information, please see the attached PPT*):

RMC Selection Process and EC Role

Based on the updated CCM Election Manual (November 20, 2025), the following key points summarize the revised selection process for the Resource Mobilization Committee (RMC):

1. Revised Role of the Election Committee (EC)

- **Expanded Mandate:** The EC is now officially responsible for the preliminary selection of sub-committee members, including the RMC and the Oversight Committee (OC).
- **Rationale:** This change was approved by the CCM Plenary to ensure greater transparency, impartiality, and efficiency compared to the 2016 manual.
- **Primary Duty:** To vet and shortlist qualified candidates for final endorsement by the CCM Plenary.

2. Selection Procedure and Vetting Criteria

- **Three-Step Process:**
 1. **Preliminary Vetting:** EC reviews background and expertise.
 2. **Shortlisting:** EC agrees on a shortlist for RMC members and the Chair.
 3. **Final Endorsement:** The Full CCM votes on the proposed list.
- **Vetting Criteria:** Candidates are evaluated based on technical expertise (resource mobilization, strategic planning, and disease knowledge), sectoral balance (government, partners, civil society, and affected communities), and the absence of severe conflicts of interest.

3. Current Implementation Timeline

- **Expression of Interest (EOI):** The CCM Secretariat issued a call for nominations on December 8, 2025, with a deadline of December 12, 2025.
- **Shortlisting:** The Secretariat will compile the candidate list on December 15, 2025, for the EC to review.
- **Final Vote:** The endorsement of new RMC members and the Chair is scheduled for the CCM Plenary meeting on 19 December 2025.

Key Discussion Points and Election Results

1. Current Status and Challenges

- **Expression of Interest (EOI):** Although the CCM Secretariat called for nominations from all members by December 12, 2025, the initial process could not be completed as no members applied.
- **Technical Support:** Dr. Rita (WHO) assisted in analyzing and proposing potential candidates to move the selection forward.

2. Agreed Action Items and Timeline

- **Document Preparation:** The CCM Secretariat is requested to translate relevant selection documents into Lao for further communication with the EC.
- **Shortlisting:** The EC will review the compiled list of candidates to create a shortlist for the RMC members and Chair.
- **Final Approval:** The final list of candidates will be circulated to the CCM for consideration, with the goal of presenting results for endorsement at the CCM Plenary Meeting scheduled for March 2026.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #6 Nomination Western Pacific Constituency (WPC) Members and Country Focal Point.

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No COI was identified in this item.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >

Yes

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

The CCM Secretariat representative presented on the Background of Western Pacific Constituency (WPC), General TOR for WPC Member Roles (Permanent Governance) as below (*For more information, please see the attached PPT*):

Western Pacific Constituency (WPC) Representation and Nominations

The following key points outline the current status of Lao PDR's representation within the Global Fund's Western Pacific Constituency (WPC) and the urgent requirements for new nominations:

1. Replacement of Permanent WPC Members

- **Need for Replacement:** Official replacements are required due to the retirement of two key individuals previously nominated in 2022.
- **Vacant Roles:**
 - **WPC Member:** Previously held by Prof. Dr. Phouthone Muongpak.
 - **WPC Country Focal Point:** Previously held by Dr. Khamlay Manivong.
- **Requirement:** The CCM must officially nominate new permanent representatives for these roles to maintain Lao PDR's component of the constituency representation.

2. Temporary Nomination: 54th Global Fund Board Meeting (BM54)

- **Event Details:** The meeting will be held from **February 10–13, 2026**, in Geneva, Switzerland.
- **Delegate Quota:** Lao PDR is entitled to one delegate, who will be one of seven country representatives; attendance is fully funded.
- **Mandatory Criteria:**
 - Must be fluent in English.
 - Must have the knowledge and authority to speak on behalf of the country regarding HIV, TB, Malaria, and Health Systems.

- Must be able to participate for the full four-day duration.
- **Recommendation:** It is highly recommended that the nominee holds a leadership position within the CCM.

3. Submission Timeline and Requirements

- **Deadline:** Nominations must be submitted by **January 5, 2026** (11:59 pm CET) to Dr. Khuat Thi Hai Oanh.
- **Verification:** The nomination form requires the official signature of the CCM Chair or a Vice Chair.

Key discussions and comments from the meeting:

WPC Representation and Election Results

The meeting addressed the urgent need for official replacements within the Western Pacific Constituency (WPC) leadership following the retirement of Prof. Dr. Phouthone Muongpak and Dr. Khamlay Manivong. The following individuals were endorsed to represent Lao PDR in its role as part of the voting seat on the Global Fund Board:

- **WPC Member: Dr. Phayvanh Keopaseuth** was endorsed as the permanent representative and was also nominated as the delegate for the 54th Global Fund Board Meeting (BM54), taking place February 10–13, 2026, in Geneva.
- **WPC Alternate Member: Dr. Phonpadith Xangsayarath** was nominated to support the Board Member and act as a substitute during absences.
- **WPC Country Focal Point (CFP): Dr. Daovieng Douangvichit** was endorsed to manage communication between Board leadership and member countries.

Urgent Action Items

- **Submission of Nominations:** The official nomination letters for the permanent WPC roles must be submitted to the constituency leadership promptly.
- **54th Board Meeting Delegate Deadline:** The CCM Secretariat must finalize and submit the nomination for the 54th Board Meeting delegate by **January 5, 2026**.
- **Official Verification:** All nomination forms must be verified and signed by the CCM Chair or a Vice Chair to be valid.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #7 Global Fund Grant Implementation Progress Update (Malaria - RAI4E)

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No COI was identified in this item.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >

Yes

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

Representative from CMPE and PR-UNOP updated the Programme Progress for RAI4 Malaria grant as below (*For more information, please see the attached PPT*).

RAI4E Malaria Program Update (December 2025)

1. Epidemiological Situation

- **Case Trends:** There has been a significant reduction in malaria cases, with a 67% decrease in total cases and a 90% decrease in *P. falciparum* (Pf) cases compared to the same period in 2024.
- **Outbreak Status:** No major malaria outbreaks were reported in 2025; however, sporadic cases continue to be monitored in high-risk southern provinces.

2. Programmatic Achievements

- **Intervention Coverage:** Successfully distributed over 450,000 Long-Lasting Insecticidal Nets (LLINs) and conducted Indoor Residual Spraying (IRS) in priority villages.
- **Community-Led Initiatives:** Integrated malaria screening with community forest-goers and mobile populations showed high yields in identifying asymptomatic cases.

3. Financial and Grant Performance

- **Budget Execution:** The RAI4E grant utilization stands at 76% for the current reporting period.

- **Resource Gap:** A funding gap remains for the expansion of specialized surveillance in remote areas for the upcoming 2026 cycle.

4. Challenges and Next Steps

- **Sustaining Elimination:** The primary challenge is maintaining high surveillance sensitivity as case numbers drop toward zero (elimination phase).
- **Action Required:** The Center of Malaria, Parasitology and Entomology (CMPE) will finalize the 2026-2030 National Strategic Plan for Malaria Elimination by Q1 2026.

Key discussions and comments from the meeting:

- **Elimination Strategy:** CMPE is to increase measures to eliminate P.v malaria along the southern borders, focusing specifically on forest-goers, mobile populations, and border military personnel.
- **Capacity Building:** Conduct refresher training on microscopy use to enhance the quality and accuracy of malaria diagnosis.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #8 Global Fund Grant Implementation Progress Update (HIV)

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No COI was identified in this item.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >

Yes

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

The Center for HIV/AIDS and STIs (CHAS) representative provided an update on the implementation status of the HIV Performance-Based Condition 6 (PBC 6) for 2025, which is part of the Health and Nutrition Access Project (HANSA II). *(For more information, please see the attached PPT).*

Performance-Based Conditions (PBC-6) progress:

PBC-6 Progress and Implementation Update

1. Performance Overview

- **Target Achievement:** As of late 2025, PBC-6 has achieved an overall performance rate of 85.4%.
- **Key Indicators:**
 - **TPT Coverage:** Achieved 83% of the target for TB Preventive Treatment (TPT) among household contacts.
 - **TB Case Notification:** Achieved 89.5% of the notification target for all forms of TB.
 - **Viral Load Suppression:** Reached 81% suppression among People Living with HIV (PLHIV) on ART.

2. Implementation Status and Successes

- **Technical Assistance:** The TB and HIV programs successfully utilized technical assistance (TA) to refine data collection and improve reporting quality.
- **Integrated Screening:** High success was noted in integrated "Fast-Track" screening initiatives for TB/HIV in high-burden provinces.
- **Financial Management:** The budget utilization for PBC-6 activities is currently at 78%, with funds prioritized for community-led monitoring and outreach.

3. Challenges and Mitigation

- **Data Gaps:** Delays in data entry from sub-national levels (district to provincial) remain a bottleneck for real-time reporting.
- **Stock Management:** Occasional stock-outs of TPT medications in remote areas impacted consistent treatment initiation.
- **Action Taken:** The CCM Secretariat has been requested to coordinate with the Ministry of Health to expedite the transition to a digital DHIS2-based reporting system to minimize delays.

Key discussions and comments from the meeting:

- **Budget Management:** The 2026 budget plan was approved, including remaining funds from international medicine procurement and Additional Funds. CHAS is directed to urgently resolve delays in budget disbursement to prevent operational impact and to continue utilizing government co-financing during funding gaps.

- **Collaboration with French Initiatives:** CHAS is tasked with developing an Integrated Activities Concept Note to request Technical Assistance (TA) for communications and GC8 grant writing, ensuring alignment with donor criteria.
- **Service Delivery:** The meeting commended the expansion of Points of Care (POC), which has successfully reduced the "Lost to Follow-up" rate. It was recommended to maintain the Hotline system, ensure a sufficient supply of testing kits and PrEP, and continue promoting condom use.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #9 Global Fund Grant Implementation Progress Update (TB)

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No COI was identified in this item.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >

Yes

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

The representative from the National Tuberculosis Center (NTC) provided a progress update on the implementation of the TB Grants under the HANSA 2 project (PBC 7) as below (*For more information, please see the attached PPT*).

NTC PBC 7 Progress Update (January – December 2025)

1. Performance Against PBC 7 Conditions

The "HANSA 2" project focus is on "Reach the Unreached to End TB." The program monitors two primary conditions:

- **PBC 7.1: Case Notification:** Targets all new and relapse TB cases of all forms.
- **PBC 7.2: TB Preventive Treatment (TPT):** Focuses on household contacts of TB patients who are eligible for preventive therapy, with a specific priority on children under 5 years old.

2. Key Progress and Achievements

- **Screening Initiatives:** Intensified efforts to identify "missing" cases through active case finding in remote and high-risk areas.
- **Expansion of TPT:** Improved enrollment of eligible household contacts into the TPT regimen, particularly among pediatric populations.
- **Technical Support:** Utilization of digital health tools and improved diagnostic algorithms to enhance case detection accuracy.

3. Challenges and Bottlenecks

- **Data Quality:** Issues with incomplete, inconsistent, or late data entry from sub-national levels persist.
- **Infrastructure:** Inadequate hardware (computers) and unstable internet connectivity at the district and health center levels hinder real-time reporting.
- **Human Resources:** High staff turnover and limited specialized training for new personnel have impacted the quality of patient monitoring and data management.

4. Proposed Solutions and Next Steps

- **Capacity Building:** Conduct refresher training and provide regular supportive supervision for staff responsible for data entry.
- **Equipment Upgrades:** Procurement of additional computers to replace broken units and ensure all reporting sites are functional.
- **Enhanced Coordination:** Strengthen the coordination between District Health Offices and Health Centers during the planning and implementation phases.

Key discussions and comments from the meeting:

- **Financial Mechanism:** NTC should urgently coordinate with district levels to standardize the immediate payment mechanism for volunteer incentives to facilitate timely specimen transport.
- **Data Management:** NTC and CSOs (CHIA, PED, HPP) must coordinate closely to verify indicators, prevent data duplication, and ensure timely entry into the DHIS2 system.
- **Challenges:** Emphasis was placed on intensifying screening among migrant workers (e.g., in banana plantations and mines) by developing more effective cooperation strategies with employers.

MINUTES OF EACH AGENDA ITEM	
AGENDA ITEM #10	Global Fund Grant Implementation Progress Update (NCLE)
CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)	
No COI was identified in this item.	
WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >	Yes
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED	
<p>The National Centre for Laboratory and Epidemiology (NCLE) representative provided an update on the implementation of the Global Fund's Catalytic Matching Funds (IBF1) for Laboratory Systems Strengthening as below (<i>For more information, please see the attached PPT</i>).</p> <p>IBF1: Laboratory Systems Strengthening Progress (December 2025)</p> <p>1. Capacity Enhancement & Quality Management (QM)</p> <ul style="list-style-type: none"> • Staffing: Successfully established the QM unit and recruited seven dedicated staff members. On-the-job training is ongoing with mentorship from Technical Advisors (TA). • Strategic Planning: The three-year Matching Funds (MF) workplan and the Annual Operational Plan (AOP) for 2024–2025 have been finalized and shared with the team. <p>2. Policy Foundation & Guidelines</p> <ul style="list-style-type: none"> • Standardization: National Laboratory Guidelines, Quality Management System (QMS) guidelines, and biosafety/biosecurity manuals have been developed and are currently in the printing phase. • Workforce Development: A survey of laboratory human resources is being conducted to develop a costed national capacity-building plan. <p>3. Diagnostic Network & Specimen Management</p> <ul style="list-style-type: none"> • Integrated Transport (iSRS): Progressing with the pilot implementation of an integrated specimen referral system. This includes monthly supervision visits to health centers to monitor specimen handling and transport biosafety. • Supervision: Joint supervision visits (NCLE, CHAS, NTC, CMPE) are being conducted to identify and resolve technical gaps in pilot sites. <p>4. Laboratory Information Management System (LIMS)</p> <ul style="list-style-type: none"> • Modernization: An assessment of existing laboratory information systems is underway to guide future investments. • Goal: To develop a National LIMS implementation plan that ensures data integration across HIV, TB, and Malaria programs. <p>5. Financial Status & Challenges</p> <ul style="list-style-type: none"> • Budget: The total project budget is USD 1,012,640, covering workforce, infrastructure, and information systems. • Challenges: Identifying a need for more "real-world" practical experience for newly recruited staff and addressing logistics in specimen transport from remote areas. <p>Key discussions and comments from the meeting:</p> <ul style="list-style-type: none"> • The participants agreed with the presentation and has no additional comments. 	

MINUTES OF EACH AGENDA ITEM	
AGENDA ITEM #11	Global Fund Grant Implementation Progress Update (HIV/TB – HANSA2)
CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)	
No COI was identified in this item.	
WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >	Yes
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED	

Representative from the Department of Planning and Finance (DPF) and the National Project Coordination Office (NPCO) presented the comprehensive progress report on the implementation of the HANSA 2 project as below (For more information, please see the attached PPT).

HANSA 2 Project Management and Progress Update

1. Status of Management Actions

- **Privileges and Immunities:** Pending final signature from the Minister of Foreign Affairs.
- **Asset Verification:** C19RM fixed asset inventory was completed and submitted to the Local Fund Agent (LFA) and Global Fund (GF); feedback and recommendations were received on December 17, 2025.
- **Budget Reprioritization:** Revised detailed budgets for NCLE, TB, and HIV (CHAS) were submitted to the Global Fund on December 5, 2025.
- **Audit Readiness:** The external audit for the 2024 period is currently in the preparation phase.

2. Financial Performance (Year 2)

- **Overall Budget Utilization:** The project has an expenditure of approximately USD 3.87 million against a budget of USD 5.37 million (roughly 72% execution rate).
- **Implementer Breakdown:** The Ministry of Health (MoH) remains the primary implementer (USD 3.37M spent), followed by NCLE (USD 163K) and WHO (USD 180K).

3. Procurement and Supply Chain

- **2026 Planning:** The HIV and TB procurement plans for 2026, utilizing project savings, have been submitted for Global Fund approval.
- **Key Challenges:** Delays in receiving official documentation (Privileges and Immunities) and the need for finalized feedback on the reprioritization plan were noted as minor bottlenecks.

4. Key Action Items

- **Follow-up:** DPF/NPCO to continue following up on the signed Privileges and Immunities document.
- **Audit Preparation:** All technical components (CHAS, NTC, NCLE) must ensure documentation is ready for the upcoming 2024 external audit.

Key discussions and comments from the meeting:

- **Progress Report:** The meeting officially endorsed the NCLE progress report without further amendments.
- **Integration:** Encourage the use of Duo Tests (HIV/Syphilis) or Triple Tests per WHO recommendations to standardize diagnostics and optimize budget efficiency.
- **Maintenance:** Prioritize the management of the External Quality Assurance (EQA) system and ensure the sustainable maintenance of GeneXpert machines.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #12 Update Activities from the CSO-KPs-PLWDs

CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No COI was identified in this item.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >

Yes

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

The representative from ADPWL Representative presented the results from the Consultation Workshop of CSOs-KPs-PLWDs on 18 Dec 2025 as below (For more information, please see the attached PPT).

Community & Affected Groups Progress Update (3 Diseases)

1. HIV/AIDS: Service Expansion and Access

- **Key Achievements:** Increased the number of Points of Care (POC) and established "Same Day" HIV testing services. Community health clinics (e.g., Test VTE) are providing HIV/STI screening, PrEP, and after-hours services.
- **Technology:** Implementation of digital notification systems to remind target groups of medication schedules.
- **Target Groups:** Improved outreach, testing, and referral for MSM, Transgender (TG), and Sex Workers within communities.

2. Tuberculosis (TB): Community Engagement

- **Support Systems:** TB patients and volunteers are receiving monthly allowances and transportation support to access medication.
- **Active Case Finding:** Volunteers are conducting household screenings for close contacts of TB patients.
- **Reporting:** Monthly meetings between volunteers and local health centers are established to report implementation results.

3. Malaria: Community Health Workers (CHW/VHV)

- **Surveillance:** Integrated malaria screening for mobile populations and forest-goers remains a priority.
- **Response:** Implementation of the "1-3-7" surveillance strategy at the community level to ensure rapid response to new cases.

4. Key Challenges

- **Information Gaps:** People in remote areas still lack sufficient health information; local beliefs continue to limit service uptake in some communities.
- **Migration:** High mobility among patients makes it difficult for health workers to follow up for re-testing and consistent treatment.
- **Logistics:** Shortages of Long-Lasting Insecticidal Nets (LLINs) for high-risk groups and a lack of testing/medication storage boxes for community volunteers.

5. Recommendations

- **Equipment:** Request for additional mosquito nets for distribution to high-risk groups and kits for volunteers to carry diagnostics and medicine.
- **Capacity Building:** Proposal for refresher training for community volunteers on basic malaria knowledge and TB screening.

Key discussions and comments from the meeting:

- **Reporting:** CSOs are required to submit progress reports to the Ministry of Foreign Affairs (MoFA) every six months to ensure transparency for MOU renewals.
- **Incentive Issues:** The meeting acknowledged delays in volunteer allowances at provincial and community levels due to late 50% fund transfers; relevant sectors are assigned to expedite a solution.

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #13	AOB and closed the meeting		
CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)			
No COI was identified in this item.			
WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >			Yes
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED			

SUMMARY OF DECISIONS & ACTION POINTS

AGENDA ITEM NUMBER	WRITE IN DETAIL THE DECISIONS & ACTION POINTS BELOW	KEY PERSON RESPONSIBLE	DUE DATE
AGENDA ITEM	<p>The meeting chair summarized the outcomes of the meeting in 5 points as follows:</p> <ol style="list-style-type: none"> 1. Biosafety: All centers must review their Biosafety manuals and protocols to prevent the leakage of pathogens. 2. Financial Mechanism Improvement: DPF/PR is directed to coordinate with the Ministry of Finance to investigate the root causes of delayed fund approvals, and improve operational flexibility (the UNOPS model is good lesson learn). 3. Private Sector Engagement: Encourage private companies to participate in HIV treatment and reporting to MoH to ensure long-term sustainability. 		

<p>4. Endorsements: The meeting officially endorsed the Xieng Khouang monitoring report, the 2025 CCM Secretariat performance evaluation, and the 2026 Secretariat Work Plan.</p> <p>5. Committee Selection: The CCM Secretariat is to continue working with the Election Committee (EC) to finalize the selection of the Resource Mobilization Committee (RMC) and report the results at the next CCM meeting.</p> <p>6. Nomination of Western Pacific Constituency (WPC) Representation:</p> <ul style="list-style-type: none"> • the meeting officially endorsed new permanent members to represent Lao PDR within the WPC governance structure: <ul style="list-style-type: none"> ◦ WPC Member: Dr. Phayvanh Keopaseuth (replacing Prof. Dr. Phouthone Muongpak). ◦ WPC Alternate Member: Dr. Phonpadith Xangsayath. ◦ WPC Country Focal Point: Dr. Daovieng Douangvichit (replacing Dr. Khamlay Manivong). • 54th Global Fund Board Meeting (BM54): Dr. Phayvanh Keopaseuth was nominated as the official delegate to attend the BM54 in Geneva, Switzerland (February 10–13, 2026). • Action Required: The CCM Secretariat must finalize and submit the official nomination letters, signed by the CCM Chair or Vice-Chair, to the WPC by the January 5, 2026 deadline. 		
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SUPPORTING DOCUMENTATION	Place an 'X' in the appropriate box	
ANNEXES ATTACHED TO THE MEETING MINUTES	Yes	No
ATTENDANCE LIST	X	
AGENDA	X	
OTHER SUPPORTING DOCUMENTS	X	
IF 'OTHER', PLEASE LIST BELOW:		

HECKLIST	(Place 'X' in the relevant box)		
	YES	NO	
AGENDA CIRCULATED ON TIME BEFORE MEETING DATE	X		The agenda of the meeting was circulated to all CCM members, Alternates and Non-CCM members <u>2 weeks</u> before the meeting took place.
ATTENDANCE SHEET COMPLETED	X		An attendance sheet was completed by all CCM members, Alternates, and Non-CCM members present at the meeting.
DISTRIBUTION OF MINUTES WITHIN ONE WEEK OF MEETING	X		Meeting minutes should be circulated to all CCM members, Alternates and non-members within <u>1 week</u> of the meeting for their comments, feedback.
FEEDBACK INCORPORATED INTO MINUTES, REVISED MINUTES ENDORSED BY CCM MEMBERS*	X		Feedback incorporated into revised CCM minutes, minutes electronically endorsed by CCM members, Alternates and non-members who attended the meeting.
MINUTES DISTRIBUTED TO CCM MEMBERS, ALTERNATES AND NON-MEMBERS	X		Final version of the CCM minutes distributed to CCM members, Alternates and Non-members and posted on the CCM's website where applicable within <u>15 days</u> of endorsement.

CCM MINUTES PREPARED BY:			
TYPE / PRINT NAME >	Budhsalee Rattana	DATE >	6 January 2026
FUNCTION >	Coordinator and Finance Officer	SIGNATURE >	

CCM MINUTES APPROVAL:			
APPROVED BY (NAME) >	Dr. Phayvanh Keopaseuth	DATE >	6 January 2026
FUNCTION >	CCM Chair	SIGNATURE >	