

5 – 18 February, 2017**Activities:**

- De-brief with PMI on communication TA
- Implementation of the first communication sub-committee meeting
- Preparations of the Global Fund grant modification letters in order to access GF funded LLINs.
- Monitoring and Evaluation meeting with PSI
- Plan of action revisions
- Meeting with PMI/PSI
- Finalisation of Logistics tools and orienting PSI on their usage
- Re-orienting PSI LLIN director on micro-planning implementation

Key activities and actions during the week.**Debrief with PMI on communication TA**

A debrief on communication TA was held, which included PSI and the SBCC TA Greg Prilo. The SBCC TA outlines the next set of action which included drafting the SBCC strategy and related tool and a plan of action.

It is key to note that all work from the various TAs should aim at having the campaign launched in the first week of May 2017.

Sub-committees launching

Two sets of sub-committee meetings were held during the reporting period.

- a. The official launching of the communication sub-committee meetings was held. Various committee members participated, including members from the both the NGO and private sectors. Meeting calendars were set as follows:
 - Communication subcommittee to meet every last Wednesday of each month, with adhoc meetings to take place when urgent issues arise.
 - Communication technical working group meeting to take place every Tuesday and Thursday of each week until all communication issues have been adequately addressed.

Key communication issues will continue to be addressed by the communication technical working group and will cover development of the key communication tools such as posters, pamphlets and some monitoring and evaluation aspects.

- b. A preliminary preparatory meeting between PSI and the NMCP to launch the M&E sub-committee was held. Key issues discussed in the meeting were the finalization of the draft M&E working group ToRs and data sharing/flow mechanism.
 - A follow-on meeting between PSI and the NMCP will be held during the week 19 – 25 February 2017 prior to inviting the M&E sub/committee members.
- c. Invitation to the logistics sub-committee was drafted by the logistics focal person with the intention of holding a sub-committee meeting on 21 February 2017. However, by the end of the week, the invitation letter had not been sent despite encouragement to send the letter

Global Fund grant modification letter

VectorWorks consultant worked very closely with the UAT M&E focal person (Ricardo Yava) to draft the grant modification letter that would pave way for the NMCP to access the GF funded LLINs. The draft letter covering the LLINs allocation for which the GF LLINs will cover and suggested performance framework changes was shared with the NMCP.

The VectorWorks consultant worked with the NMCP logistics focal person to ensure that the modification logic was well understood in case of a need to narrate the modification to third parties/stakeholders.

- Feedback of appropriateness of the letter was received from UAT.
- The NMCP is required to revise the draft documents and ensure that the documents are sent to the GF through the normal grant management channels

Plan of Action revision

Revision of the plan of action was initiated by the VectorWorks consultant. Preliminary identification of areas that require revision were identified and suggested changes to the plan of action were shared with all NMCP focal persons.

A follow-on meeting with the NMCP focal team was held, though it was poorly attended. The meeting was attended by the communication and M&E focal persons only.

An action plan to revise the M&E and communication components was agreed upon, with the present focal persons expected to give inputs to the changes before the end of week 19 – 25 February 2017.

Finalisation of Logistics Tools

Following the development of the logistics tools by the VectorWorks consultant (Jeronimo Zandamela), the logistics tools were finalized based on inputs from the logistics focal person. The final work included formatting the tools and insertion of the NMCP/MoH logs.

The tools, ready for implementation, were handed over to the PSI focal person (Marcelino Uyango) by the logistics focal person. The VectorWorks consultant advised the logistics focal person to officially handover the tools via an official letter to PSI, which he promised to do during week 19 – 25 Feb 2017.

Re-orientation of PSI distribution team leader on micro-planning planning and implementation

The VectorWorks consultant had more than 3 hours of re-orienting the PSI distribution team leader on the practicalities of planning and implementing macro-planning. The orientation was aimed at ensuring that PSI has a good understanding of the level of effort and need for organizational capacity to manage simultaneous micro-planning sessions.

Issues and observation:

During the reporting period a number of challenges emerged which will require an immediate shift in thinking and commitment from within the NMCP:

1. The level of expertise and leadership has increasingly become a glaring weakness. Besides the initiative to have weekly planning and coordination sessions, the planned coordination meeting did not take place due to lack of commitment from the staff though most were present in the office. Lack of this coordination meetings affect direction, commitment and the level of effort required from focal persons.

2. Lack of commitment to the campaign and an apparent need for extra incentives to lead the campaign kept coming up from the NMCP staff, especially when requested to participate in key activities. The IEC/BCC focal person keeps requesting for monetary incentives in order to commit to the campaign. The logistics focal person continues to assume a position that implies that the NMCP should not be overly concerned as PSI will take charge of the campaign.
3. Overall commitment from the NMCP leadership is weak and a lack of urgency with the tight deadlines is seen, one example being the delay of and lack of willingness to elaborate the required documentation in order to access Global Fund LLINs.

Schedule and plan of activities for 19 – 25 February 2017

Day	Date	Location	Activity
Mon - Friday	19 – 25 May 2017	Luanda,	<ul style="list-style-type: none"> - Action plan inputs from focal persons - Training module for Registration, distribution, communication and M&E ToT.