

DISCUSSION PAPER

Ensuring effective involvement of other stakeholders

PIRMCCM Observer status

Outline: This document sets out a number of discussion prompts for granting an observer status to PICTs who are non-members of the PIRMCCM, non-beneficiaries and other stakeholders in the region. It raises items for consideration on the purpose and topic, providing a background to enable PIRMCCM members to discuss key issues on granting the observer status.

If endorsed at the 9th PIRMCCM meeting, the PIRMCCM Operating Procedures will be amended with immediate effect, by adding a new Annex 5.

Introduction

- 1 Historically, membership of the PIRMCCM has been focused on the countries directly participating in regional grant programs funded by the Global Fund to Fight AIDS, Tuberculosis and Malaria (Global Fund), together with the engagement of partners directly involved in grant support. This is captured in paragraph 4.7.3 (for country members) and paragraph 4.1.1.ii (for partners) of the PIRMCCM Operating Procedures, as amended in November 2007.
- 2 At the 8th annual PIRMCCM meeting in November 2008, the PIRMCCM decided to progress the concept of including inputs from non-participating countries and non-member partners. This is in line with the Global Fund's recommendation that coordinating mechanisms have a process for including both members and non-members in their grant monitoring and grant oversight work. The recommendation to include non-members in the work of the PIRMCCM is set out in the Global Fund's document entitled "Guidelines on the Purpose, Structure, Composition, and Funding of Country Coordinating Mechanisms and Requirements for Grant Eligibility"¹.
- 3 This discussion paper sets out principles collated from the Global Fund and other third parties on the granting of the category of "Observer Status" to country or partner representatives, having regard to the perceived benefits of sharing lessons amongst broad stakeholders, including members and non-members alike.
- 4 The PIRMCCM is requested to review the proposed Observer Status guidelines set out in annex 1 below, and at the 9th PIRMCCM meeting in October 2009 consider adopting this material as the official PIRMCCM procedures (as a new Annex 5 to the PIRMCCM Operating Procedures), with effect from 1 January 2010.
- 5 The proposed decision point for consideration by the PIRMCCM is set out under Part A below.

A. Proposed decision point

PIRMCCM-09-DP13

The PIRMCCM approves the Observer status guidelines set out in Annex 1 to the document entitled "PIRMCCM Observer Status" (CCM09-12), with effect from 1 November 2009.

¹ http://www.theglobalfund.org/documents/ccm/Guidelines_CCMPurposeStructureComposition_en.pdf

Annex 1 - PIRMCCM Observer Status Principles

ANNEX 5 – PIRMCCM OPERATING PROCEDURES

PIRMCCM Observer Status

A. Background and rationale

1. At the global and regional levels it is critical to build more efficient and coordinated development assistance in health (DAH) and to increase the predictability of funding as well as better aligning them to country stated priorities and planning processes. DAH has substantially increased in the region but most of the increase has flowed towards specific disease projects and interventions, to the detriment of highly effective evidence based interventions (for example those addressing Maternal and Child Health issues).
2. Development partners and global health partnerships are proactively working towards more effectively addressing some of the prerequisites to achieving good health outcomes and attainment of the Millennium Development Goals (MDGs). They are committed to strengthening joint approaches and mechanisms to address issues like fragile health systems and in particular primary health care and human resources for Health, and to address determinants that impact on health.
3. During their October 2008 meeting PIRMCCM members recognised the importance of including the voices of non-PIRMCCM member partners, as well as Pacific Island states who do not directly participate in the multi-country western pacific grant programs. Inclusion of these voices, and, particularly, the lessons learned from managing large country responses to HIV, tuberculosis and malaria in, for example, Papua New Guinea, Fiji or Timor Leste, is perceived to bring lessons learned to benefit the PIRMCCM to fulfil its grant oversight and strategic-harmonisation roles.
4. Associating other governing bodies through cross membership is also being contemplated by other funding mechanisms working on the same health issues than PIRMCCM. Such initiatives include the Australia and New Zealand supported HIV and STI Pacific Response Fund).
5. PIRMCCM members recognise that engagement of representatives of relevant non-member countries and partners will contribute to the implementation of the Pacific principles of aid effectiveness and the Paris and Accra declarations within. Significantly, such participation is also anticipated to enhance alignment of regional plans with an increased number of countries, furthering the overall effectiveness and responsiveness of regional DAH architecture and mechanisms.

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6. At the country level, the achievement of national plans to prevent, treat and provide care and support in regard to malaria, tuberculosis and/or HIV, can be further strengthened through:
 - a. Enhancing the sharing of experience between partners;
 - b. Clarifying the roles and mandates of all partners in AIDS, tuberculosis, and malaria and health systems strengthening (HSS) in-country and in the region;
 - c. Better harmonising and coordinating the existing initiatives in the fight against the 3 diseases and address HSS in a more consistent way;
 - d. Helping the development of shared and collaborative multi-partners frameworks and mechanisms (including grant management) in the region and with countries;
 - e. Being inclusive of all cultures and sensitivities, and broadly representative of all national and regional stakeholders;
 - f. Ensuring vulnerable and marginalized groups are more adequately represented; and
 - g. Strengthening existing institutions before creating new ones.
7. As recommended by the Global Fund, the involvement of appropriate regional or country observers can also help strengthen the representation of civil society and private sector in the regional decision making bodies.
8. The involvement of appropriate regional or country representative observers at PIRMCCM meetings is also perceived to benefit the PIRMCCM's oversight role by:
 - a. Enhancing information sharing;
 - b. Providing an inclusive and multi-sectoral forum for decision and policy making;
 - c. Strengthening the coordination of systems/ procedures, grant management, with other mechanisms in support of countries systems;
 - d. Initiating joint decision processes and joint approaches specific to each country; and
 - e. Favours better division of labour within a framework that does not require membership to be the basis of overall potential contribution to the outcomes of regional plans.

B. Guiding principles for potential Observers

9. PIRMCCM meetings may include up to five (5) Observers, with each Observer representing a separate non-PIRMCCM member organisation or country.
10. Preference will be given to nominees who have significant experience in contributing to the areas covered by the mandate of PIRMCCM, including
 - a. experience in grant oversight and governance systems;
 - b. a specific technical knowledge that may broaden discussions on topics such as gender, human rights, or others; and/or
 - c. particular skills in proposal development processes.
11. Observers may be from the following non-exhaustive list of potential nominees:

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- a. Each Pacific Island state that is not already a member under paragraph 4.1.1.i) of the PIRMCCM Operating Procedures, but which is a direct beneficiary of Global Fund grants through that country's national Country Coordinating Mechanism (CCM);
- b. One nominee, who on a constituency basis, represents the interests of those Pacific Island states or territories that are not members under paragraph 4.1.1.i) of the PIRMCCM Operating Procedures, and are not eligible to apply for funding to the Global Fund direct. That is, one person representing:
 - French territories (New Caledonia, French Polynesia, Wallis and Futuna);
 - Pitcairn;
 - Tokelau; and
 - US territories (Guam, American Samoa, CNMI).
- c. Up to two nominees in any one meeting to represent, as multi-partner constituencies, the interests of non-PIRMCCM member interested development partners and other major stakeholders to be selected from groups such as:
 - Other funding mechanisms contributing to Pacific regional responses to HIV, tuberculosis and/or malaria and to the strengthening of Pacific Island states' national health systems (e.g. the HIV & STI Pacific Response Fund and GAVI);
 - Private sector regional organisations;
 - Private foundations;
 - Other intergovernmental organisations or professional associations. e.g. PIHOA in the northern Pacific, (e.g., Pacific Islands Forum Secretariat, others than already represented;
 - NGOs and Faith Based organisations working in close areas other than those already represented (e.g. vector borne diseases, sexual reproductive health and Family Planning, HSS);
 - Other financing entities involved in the supporting improved outcomes for HIV, tuberculosis and/or malaria in the Pacific region (e.g., GAVI);
 - Technical agencies within the health sector or out of the health sector which contribute to health outcomes in countries (e.g. Roll Back Malaria partnership, or PacMISC for malaria); or
 - Pacific strategic and policy groups, knowledge hubs and/or research institutions..

C. Application process for Observer status

12. It is anticipated that PIRMCCM members will inform in-country stakeholders and regional organisations of the potential to make an application for Observer Status to an upcoming PIRMCCM meeting. Observer status is granted on a meeting by meeting basis, to ensure the opportunity for differing constituencies to participate, as relevant to the meeting's agenda and planned outcomes.
13. Any of these constituencies set out in Part B above intending to seek observer status shall submit an application in writing to the PIRMCCM Secretariat (pirmccm.secretariat@gmail.com) at least

8 full calendar weeks before the start date of any PIRMCCM meeting (Executive or Annual). The form of application will be made available to PIRMCCM members at the time of notification of each Annual PIRMCCM meeting. It is the responsibility of PIRMCCM members, and not the PIRMCCM Secretariat to circulate information on the potential to participate in the PIRMCCM as an Observer.

14. The PIRMCCM Secretariat will collate all requests for Observer Status, and provide all applications to the PIRMCCM Executive not later than 6 full calendar weeks before each PIRMCCM meeting (Executive or Annual). The PIRMCCM Executive Committee will examine the applications to:
 - a. make a final decision for and on behalf of the PIRMCCM as to the appropriateness and suitability of the application; and
 - b. decide about the conditions for the participation to PIRMCCM meetings (Executive or Annual).
15. The constituencies that are applying for Observer status shall select their representative in an acceptable process that must be transparent, well defined and harmonised.
16. The constituencies shall also select an alternate to attend the PIRMCCM meeting when the regular representative is unable to attend. They must inform the PIRMCCM Secretariat of the alternative nominee at the same time as the application for Observer status is made.
17. If there are less than 5 organisations who apply for and are granted Observer status for a particular meeting, Observer status may be granted to an individual in his or her personal capacity where they typically operate as an independent expert unaffiliated with a particular organisation.

D. Appointment of Observers

18. The decision on an application for Observer status is the shared responsibility of the PIRMCCM Executive.
19. The decision making process will take into account:
 - a. The overall principles that guide the PIRMCCM in carrying out its role and responsibilities;
 - b. The applicant's demonstrated interest in and acceptance of the operational procedures of the PIRMCCM;
 - c. Collective skills required by the PIRMCCM to carry out its duties, and any perceived gaps that the applicant may complement;
 - d. The desirability to ensure that the PIRMCCM represents a diversity of views and is inclusive of all stakeholders to reflect the specific environment of the Pacific;
 - e. Improvements in the representativity and decision making processes of the PIRMCCM with the applicant's participation;

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- f. The constituency's perceived contribution towards the strengthening of regional integration initiatives in the Pacific;
 - g. The extent of compatibility of the constituency's objectives and activities with those of the PIRMCCM;
 - h. The perceived willingness of the constituency to co-operate with the PIRMCCM for mutual benefit; and
 - i. Ability to enhance development partnership.
20. The PIRMCCM Executive's decision shall be communicated to the PIRMCCM Secretariat not less than 4 weeks prior to the PIRMCCM meeting, and communicated by the PIRMCCM Secretariat to the applicant as soon as practicable thereafter.
21. The constituency selected shall communicate acceptance of the terms and conditions of the granting of Observer status, if any, to the PIRMCCM.
- E. Observer's participation in the proceeding of PIRMCCM Meetings**
22. Observers attending a PIRMCCM meeting have the same right to participate in and address the PIRMCCM membership as all other PIRMCCM meeting participants except that:
- a. There is no right to cast a vote in any formal decision making process of the PIRMCCM; and
 - b. There is no right to participate in member only sessions that may be scheduled by the PIRMCCM meeting to deal with highly confidential matters internal to the PIRMCCM membership only
23. An Observer may have access to the documents of the PIRMCCM provided that they are:
- a. Not of a confidential nature; and
 - b. Dealing with matters of interest to the observer concerned.
24. Financing for an Observer's participating at a PIRMCCM meeting shall be on the same basis as set out in paragraph 4.3.2 of the PIRMCCM Operating Procedures. The decision on the applicability of paragraph 4.3.2 to the particular Observer in question will be determined on an objective basis by the PIRMCCM Secretariat, having regard to the Global Fund's principles and intent behind establishing a mechanism to provide for PIRMCCM meeting funding.
- F. Suspension and withdrawal of Observer status**
25. The suspension or withdrawal of Observer status to a particular constituency is the prerogative of the PIRMCCM Executive Committee.
26. The PIRMCCM Executive Committee may suspend or withdraw Observer status from a constituency with immediate effect if in the reasonable opinion of the Executive Committee:

- a. Such constituency does not observe any specific principles set by the PIRMCCM at the time of granting Observer status; or
 - b. There is a fundamental change in the objectives and mandate of such constituency to an extent of contradiction with the objectives and mandates of the PIRMCCM; or
 - c. The Observer's representative fails to observe appropriate conduct during the proceedings of the PIRMCCM meeting at which they are attending.
27. Upon written notice of such a decision from the Chair acting on behalf of the PIRMCCM Executive, the PIRMCCM Secretariat shall communicate to the constituency to suspend or withdraw the Observer status.

Version: 1

Last updated: [21 October 2009, 9th PIRMCCM Annual Meeting]