



Annual Progress Report 2009

Submitted by

The Government of

[**SENEGAL**]

Reporting on year: **2009**

Requesting for support year: **2011**

Date of submission: 12 May 2010

Deadline for submission: 15 May 2010

Please send an electronic copy of the Annual Progress Report and attachments to the following e-mail address: apr@gavialliance.org

any hard copy could be sent to :

**GAVI Alliance Secrétariat,
Chemin de Mines 2.
CH 1202 Geneva,
Switzerland**

Enquiries to: apr@gavialliance.org or representatives of a GAVI partner agency. The documents can be shared with GAVI partners, collaborators and general public.

Note: Before starting filling out this form get as reference documents the electronic copy of the APR and any new application for GAVI support which were submitted the previous year.

**GAVI ALLIANCE
GRANT TERMS AND CONDITIONS**

FUNDING USED SOLELY FOR APPROVED PROGRAMMES

The applicant country ("Country") confirms that all funding provided by the GAVI Alliance will be used and applied for the sole purpose of fulfilling the programme(s) described in the Country's application. Any significant change from the approved programme(s) must be reviewed and approved in advance by the GAVI Alliance. All funding decisions for the application are made at the discretion of the GAVI Alliance Board and are subject to IRC processes and the availability of funds.

AMENDMENT TO THE APPLICATION

The Country will notify the GAVI Alliance in its Annual Progress Report if it wishes to propose any change to the programme(s) description in its application. The GAVI Alliance will document any change approved by the GAVI Alliance, and the Country's application will be amended.

RETURN OF FUNDS

The Country agrees to reimburse to the GAVI Alliance all funding amounts that are not used for the programme(s) described in its application. The country's reimbursement must be in US dollars and be provided, unless otherwise decided by the GAVI Alliance, within sixty (60) days after the Country receives the GAVI Alliance's request for a reimbursement and be paid to the account or accounts as directed by the GAVI Alliance.

SUSPENSION/ TERMINATION

The GAVI Alliance may suspend all or part of its funding to the Country if it has reason to suspect that funds have been used for purpose other than for the programmes described in the Country's application, or any GAVI Alliance-approved amendment to the application. The GAVI Alliance retains the right to terminate its support to the Country for the programmes described in its application if a misuse of GAVI Alliance funds is confirmed.

ANTICORRUPTION

The Country confirms that funds provided by the GAVI Alliance shall not be offered by the Country to any third person, nor will the Country seek in connection with its application any gift, payment or benefit directly or indirectly that could be construed as an illegal or corrupt practice.

AUDITS AND RECORDS

The Country will conduct annual financial audits, and share these with the GAVI Alliance, as requested. The GAVI Alliance reserves the right, on its own or through an agent, to perform audits or other financial management assessment to ensure the accountability of funds disbursed to the Country.

The Country will maintain accurate accounting records documenting how GAVI Alliance funds are used. The Country will maintain its accounting records in accordance with its government-approved accounting standards for at least three years after the date of last disbursement of GAVI Alliance funds. If there is any claims of misuse of funds, Country will maintain such records until the audit findings are final. The Country agrees not to assert any documentary privilege against the GAVI Alliance in connection with any audit.

CONFIRMATION OF LEGAL VALIDITY

The Country and the signatories for the Country confirm that its application, and Annual Progress Report, are accurate and correct and form legally binding obligations on the Country, under the Country's law, to perform the programmes described in its application, as amended, if applicable, in the APR.

CONFIRMATION OF COMPLIANCE WITH THE GAVI ALLIANCE TRANSPARENCY AND ACCOUNTABILITY POLICY

The Country confirms that it is familiar with the GAVI Alliance Transparency and Accountability Policy (TAP) and complies with the requirements therein.

USE OF COMMERCIAL BANK ACCOUNTS

The Country is responsible for undertaking the necessary due diligence on all commercial banks used to manage GAVI cash-based support. The Country confirms that it will take all responsibility for replenishing GAVI cash support lost due to bank insolvency, fraud or any other unforeseen event.

ARBITRATION

Any dispute between the Country and the GAVI Alliance arising out of or relating to its application that is not settled amicably within a reasonable period of time, will be submitted to arbitration at the request of either the GAVI Alliance or the Country. The arbitration will be conducted in accordance with the then-current UNCITRAL Arbitration Rules. The parties agree to be bound by the arbitration award, as the final adjudication of any such dispute. The place of arbitration will be Geneva, Switzerland. The language of the arbitration will be English.

For any dispute for which the amount at issue is US\$ 100,000 or less, there will be one arbitrator appointed by the GAVI Alliance. For any dispute for which the amount at issue is greater than US\$100,000 there will be three arbitrators appointed as follows: The GAVI Alliance and the Country will each appoint one arbitrator, and the two arbitrators so appointed will jointly appoint a third arbitrator who shall be the chairperson.

The GAVI Alliance will not be liable to the country for any claim or loss relating to the programmes described in the application, including without limitation, any financial loss, reliance claims, any harm to property, or personal injury or death. Country is solely responsible for all aspects of managing and implementing the programmes described in its application..

By filling this APR the country will inform GAVI about :

- *accomplishments using GAVI resources in the past year*
- *important problems that were encountered and how the country has tried to overcome them*
- *Meeting accountability needs concerning the use of GAVI disbursed funding and in-country arrangements with development partners*
- *Requesting more funds that had been approved in previous application for ISS/NVS/HSS, but have not yet been released*
- *how GAVI can make the APR more user-friendly while meeting GAVI's principles to be accountable and transparent.*

Government Signatures Page for all GAVI Support (ISS, INS, NVS, HSS, CSO)

By signing this page, the Government hereby attest the validity of the information provided in the report, including all attachments, annexes, financial statements and/or audit reports. The Government further confirms that vaccines, supplies and funding were used in accordance with the GAVI Alliance Standard Grant Terms and Conditions as stated in page 2 of this Annual Progress Report (APR).

For the Government of [SENEGAL].....

Please note that this APR will not be reviewed or approved by the Independent Review Committee without the signatures of both the Minister of Health & Finance or their delegated authority.

Minister of Health (or delegated authority):

Title: Secretary-General

Signature: Mr. Moussa MBAYE

Date: 13 May 2010.....

Minister of Finance (or delegated authority):

Title: Secretary-General

Signature: Mr. Oumar SYLLA

Date: 13 May 2010.....

This report has been compiled by:

Full name: Dr. Aboubacry FALL Position: Director of Preventive Medicine Telephone: 00 221 33 869 42 31 E-mail: guelewy@gmail.com.	Full name: Mr. Mamadou DIOP Position: Director of General Administration and Equipment Telephone: 00221 869 42 6. E-mail: mamadoudiop950@yahoo.fr
Full name: Dr. Amadou Djibril BA Position: Coordinator of the CAS UNDP Telephone: 869 42 74 E-mail: amadoujibril@gmail.com	Full name Partners: WHO-UNICEF Position..... Telephone..... E-mail.....

ICC Signatures Page

If the country is reporting on ISS, INS, NVS support

We, the undersigned members of the immunisation Inter-Agency Co-ordinating Committee (ICC) endorse this report. Signature of endorsement of this document does not imply any financial (or legal) commitment on the part of the partner agency or individual.

The GAVI Alliance Transparency and Accountability Policy is an integral part of GAVI Alliance monitoring of country performance. By signing this form the ICC members confirm that the funds received from the GAVI Alliance have been used for purposes stated within the approved application and managed in a transparent manner, in accordance with government rules and regulations for financial management.

Name/Title	Agency/Organisation	Signature	Date
Mr. Moussa MBAYE, Secretary-General	Ministry of Health and prevention		
Dr. Allarangar Yokouidé	WHO representative		
Ms. Giovanna BARBERIS	UNICEF representative		

ICC may wish to send informal comments to: apr@gavialliance.org
All comments will be treated confidentially

Comments from partners:

.....
.....

Comments from the Regional Working Group:

.....
.....
.....

HSCC Signatures Page

If the country is reporting on HSS

We, the undersigned members of the National Health Sector Coordinating Committee (HSCC), *[Ministries of Health and Prevention, Economy and Finance, Representatives of the WHO, UNICEF and Civil Society]* endorse this report on the Health Systems Strengthening Programme. Signature of endorsement of this document does not imply any financial (or legal) commitment on the part of the partner agency or individual.

The GAVI Alliance Transparency and Accountability Policy is an integral part of GAVI Alliance monitoring of country performance. By signing this form the HSCC members confirm that the funds received from the GAVI Alliance have been used for purposes stated within the approved application and managed in a transparent manner, in accordance with government rules and regulations for financial management. Furthermore, the HSCC confirms that the content of this report has been based upon accurate and verifiable financial reporting.

Name/Title	Agency/Organisation	Signature	Date
Moussa MBAYE, Secretary-General	Ministry of Health and Prevention		
Oumar SYLLA	Ministry of Economy and Finance		
Dr. Allarangar Yokouidé	WHO representative		
Ms. Giovanna BARERIS	UNICEF representative		
Dr. Cheikh Tidjane ATHIE	RESSIP/CONGAD Civil Society		

HSCC may wish to send informal comments to: apr@gavialliance.org

All comments will be treated confidentially

Comments from partners:

.....

.....

Comments from the Regional Working Group:

.....

.....

.....

Signatures Page for GAVI Alliance CSO Support (Type A & B)

This report on the GAVI Alliance CSO Support has been completed by:

Name:

Post:

Organisation:.....

Date:

Signature:

This report has been prepared in consultation with CSO representatives participating in national level coordination mechanisms (HSCC or equivalent and ICC) and those involved in the mapping exercise (for Type A funding), and those receiving support from the GAVI Alliance to help implement the GAVI HSS proposal or cMYP (for Type B funding).

We, the undersigned members of the National Health Sector Coordinating Committee, (insert name of committee) endorse this report on the GAVI Alliance CSO Support.

Name/Title	Agency/Organisation	Signature	Date
.....			
.....			
.....			
.....			
.....			
.....			
.....			
.....			
.....			

Signature of endorsement does not imply any financial (or legal) commitment on the part of the partner agency or individual.

Annual Progress Report 2009: Table of Contents

This APR reports on activities between January - December 2009 and specifies requests for the period January - December 2011

1. General Programme Management Component

- 1.1 Updated baseline and annual targets. Table 1 in Annex 1
- 1.2 Immunisation achievements in 2009
- 1.3 Data assessments
- 1.4 Overall Expenditure and Financing for Immunisation
- 1.5 Interagency Coordinating Committee (ICC)
- 1.6 Priority actions in 2010-11

2. Immunisation Services Support (ISS)

- 2.1 Report on 2009 ISS funds (received reward)
- 2.2 Management of ISS funds
- 2.3 Detailed expenditure of ISS funds during 2009 calendar year
- 2.4 Request for ISS reward

3. New and Under-used Vaccines Support (NVS)

- 3.1 Receipt of new & under-used vaccines for 2009 vaccination programme
- 3.2 Introduction of a New Vaccine in 2009
- 3.3 Report on country co-financing in 2009
- 3.4 Effective Vaccine Store Management/Vaccine Management Assessment
- 3.5 Change of vaccine presentation
- 3.6 Renewal of multi-year vaccines support
- 3.7 Request for continued support for vaccines for 2011 vaccination programme

4. Injection Safety Support (INS)

- 4.1 Receipt of injection safety support (for relevant countries)
- 4.2 Progress of transition plan for safe injections and management of sharps waste
- 4.3 Statement on use of GAVI Alliance injection safety support received in cash

5. Health System Strengthening Support (HSS)

- 5.1 Information relating to this report
- 5.2 Receipt and expenditure of HSS funds in the 2009 calendar year
- 5.3 Report on HSS activities in 2009 reporting year
- 5.4 Support functions
- 5.5 Programme implementation for 2009 reporting year
- 5.6 Management of HSS funds
- 5.7 Detailed expenditure of HSS funds during the 2009 calendar year
- 5.8 General overview of targets achieved
- 5.9 Other sources of funding in pooled mechanism

6. Civil Society Organisation Support (CSO)

- 6.1 TYPE A: Support to strengthen coordination and representation of CSOs
- 6.2 TYPE B: Support for CSOs to help implement the GAVI HSS proposal or cMYP

7. Checklist

8. Comments

Annexes

Annex 1: [Senegal]'s APR calculation of ISS-NVS for 2011 (Excel file attached)

Annex 2: TOR & Example of ISS Financial Statement

Annex 3: TOR & Example of HSS Financial Statement

Annex 4: TOR & Example of CSO Type B Financial Statement

List of Tables in 2009 APR

APR Section	Table N°	Where-about	Title
1.1	Table 1	Annex 1	Updated Baseline and Annual Targets
1.4	Table 2	APR form	Overall Expenditure and Financing for Immunisation in US\$.
2.5	Table 3	Annex 1	Calculation of ISS reward
3.1	Table 4	APR form	Vaccines received for 2009 vaccinations
3.3	Table 5	APR form	Four questions on country co-financing in 2009
3.7	Table 6	Annex 1	Request for vaccines for 2011
4.1	Table 7	APR form	Received Injection Safety supply in 2009
4.2	Table 8	APR form	Funding sources of Injection Safety supply in 2009
4.3	Table 9	APR form	Expenditure for 2009 activities (for INS in cash)
4.3	Table 10	APR form	Planned activities and budget for 2010
5.2	Table 11	APR form	Receipt and expenditure of HSS funds
5.3	Table 12	APR form	HSS Activities in 2009 reporting year
5.4.3	Table 13	APR form	Planned HSS activities for 2010
5.4.3	Table 14	APR form	Planned HSS Activities for next year (ie. 2011 FY)
5.8	Table 15	APR form	Indicators listed in original application approved
5.8	Table 16	APR form	Trend of values achieved
5.9	Table 17	APR form	Sources of HSS funds in a pooled mechanism
6.2.1	Table 18	APR form	Outcomes of CSOs activities
6.2.1	Table 19	APR form	Planned activities and expected outcomes for 2010/2011
6.2.5	Table 20	APR form	Progress of project implementation
7.	Table 21	APR form	Checklist of a completed APR form

List of supporting documents attached to this APR

1. Expand the list as appropriate;
2. List the documents in sequential number;
3. Copy the document number in the relevant section of the APR

Document N°	Title	APR Section
	Calculation of [Senegal's] ISS-NVS support for 2011 (<i>Annex 1</i>)	1.1; 2.4; 3.7
	Minutes of all the ICC meetings held in 2009	1.5
	Financial statement for the use of ISS funds in the 2009 calendar year	2.3
	External audit report of ISS funds during the most recent fiscal year (if available)	2.3
	Financial statement for the use of New Vaccines Introduction Grant funds in the 2009 calendar year	3.2.3
	Report of the last Effective Vaccine Store Management (EVSM)/Vaccine Management Assessment (VMA)	3.4
	Minutes of the ICC meeting endorsing the change of vaccine presentation (if not included among the above listed minutes)	3.5
	New cMYP for the years	3.6
	Minutes of the ICC meeting endorsing the country request for extension of new vaccine support for the years..... (if not included among the above listed minutes)	3.6
	Minutes of the HSCC meetings held in 2009 including those on discussion/endorsement of this report	5.1.8
	Latest Health Sector Review Report	5.1.8
	Financial statement for the use of HSS funds in the 2009 calendar year	5.8
	External audit report for HSS funds during the most recent fiscal year (if available)	5.8
	CSO mapping report	6.1.1
	Financial statement for the use of CSO 'Type B' funds in the 2009 calendar year	6.2.4
	External audit report for CSO 'Type B' funds during the most recent fiscal year (if available)	6.2.4

1. General Programme Management Component

1.1 Updated baseline and annual targets (fill in Table 1 in Annex1-excell)

The numbers for 2009 in Table 1 must be consistent with those that the country reported in the **WHO/UNICEF Joint Reporting Form (JRF) for 2009**. The numbers for 2010-15 in Table 1 should be consistent with those that the country provided to GAVI in previous APR or in new application for GAVI support or in cMYP.

In the space below, please provide justification and reasons for those numbers that in this APR are different from the referenced ones:

*Provide justification for any changes **in births**:*

*Provide justification for any changes **in surviving infants**:*

*Provide justification for any changes **in Targets by vaccine**:*

*Provide justification for any changes **in Wastage by vaccine**:*

1.2 Immunisation achievements in 2009

Please comment on the achievements of immunisation programme against targets (as stated in last year's APR), the key major activities conducted and the challenges faced in 2009 and how these were addressed:

Our national Penta 3 coverage target was set at 90% in 2009. We did not reach it; we reached 87%. However, the number of children vaccinated with Penta 3 was up compared to 2008.

If targets were not reached, please comment on reasons for not reaching the targets:

The immunization units were faced with logistical problems (outdated cold chain and rolling equipment not replaced since 2002) and also with a vaccine gap due to a delay in releasing the budget line item for the purchase of vaccines and consumables, which interfered with immunization activities during the last quarter of 2009.

1.3 Data assessments

- 1.3.1 Please comment on any discrepancies between immunisation coverage data from different sources (for example, if survey data indicate coverage levels that are different than those measured through the administrative data system, or if the WHO/UNICEF Estimate of National Immunisation Coverage and the official country estimate are different)¹.

The gap between the WHO/UNICEF estimate of national vaccine coverage and the official national estimate is due to a strike by immunization workers in one district. While giving immunizations, those workers refused to disclose the data from EPI reports and did not send it to the central level. As a result, the data were not included in the joint 2009 WHO UNICEF report. After the problem was resolved and the strike ended, we received the data, which changed the coverage figures, particularly for Pentavalent 3 which showed a slight increase.

- 1.3.2 Have any assessments of administrative data systems been conducted from 2008 to the present? [NO]. If YES:

Please describe the assessment(s) and when they took place.

- 1.3.3 Please describe any activities undertaken to improve administrative data systems from 2008 to the present.

Special emphasis is placed on the consistency of the data during periodic monitoring meetings with the districts.
A feedback sheet on the data is sent monthly to all the districts and partners, who respond if a problem is noted.

- 1.3.4 Please describe any plans that are in place, or will be put into place, to make further improvements to administrative data systems.

We have already trained trainers in the DQS and we are going to train all the country's workers in order to implement this activity for better data quality.
There are also plans for the widespread use of a DVD-MT tool. One training session for trainers has already been held.

1.4 Overall Expenditures and Financing for Immunisation

The purpose of Table 2 is to guide GAVI understanding of the broad trends in immunisation programme expenditures and financial flows. Please fill the table using US\$.

Table 2: Overall Expenditure and Financing for Immunisation from all sources (Government and donors) in US\$.

¹ Please note that the WHO UNICEF estimates for 2009 will only be available in July 2010 and can have retrospective changes on the time series

<i>Expenditures by Category</i>	Expenditure Year 2009	Budgeted Year 2010	Budgeted Year 2011
Traditional Vaccines ²	1,888,888	2,000,000	2,000,000
New Vaccines	4,926,960	5,619,358	5,759,841
Injection supplies with AD syringes	199,813	510,569	535,045
Injection supply with syringes other than ADs	1,790	4,559	4,674
Cold Chain equipment	25,000	625,793	234,682
Operational costs	699,818	3,953,833	2,320,000
Other: Purchase of vehicles	304,930	231,692	291,690
Total EPI	8,047,199	17,500,335	15,815,258
Total Government Health			

Exchange rate used	1 Dollar = 450 FCFA
---------------------------	------------------------

Please describe trends in immunisation expenditures and financing for the reporting year, such as differences between planned versus actual expenditures, financing and gaps. Give details on the reasons for the reported trends and describe the financial sustainability prospects for the immunisation program over the next three years; whether the funding gaps are manageable, challenging, or alarming. If either of the latter two is applicable, please explain the strategies being pursued to address the gaps and indicate the sources/causes of the gaps.

We believe the current obstacles are manageable.

1.5 Interagency Coordinating Committee (ICC)

How many times did the ICC meet in 2009? Seven times

Please attach the minutes (**Document N°.....**) from all the ICC meetings held in 2009, including those of the meeting endorsing this report.

List the key concerns or recommendations, if any, made by the ICC on items 1.1 through 1.4

Are any Civil Society Organisations members of the ICC?: **[Yes]**. If yes, which ones?

List CSO member organisations:
RESSIP/CONGAD

1.6 Priority actions in 2010-2011

² Traditional vaccines: BCG, DTP, OPV (or IPV), Measles 1st dose (or the combined MR, MMR), TT. Some countries will also include HepB and Hib vaccines in this row, if these vaccines were introduced without GAVI support.

What are the country's main objectives and priority actions for its EPI programme for 2010-2011?
Are they linked with cMYP?

Objective: Implement an EPI recovery plan

Priorities:

- Implement the DQS
- Do an external review of the EPI
- Replace cold chain equipment and rolling stock

These activities are connected to the revised cMYP.

2. Immunisation Services Support (ISS)

2.1 Report on the use of ISS funds in 2009

Funds received during 2009: US\$.0.....

Remaining funds (carry over) from 2008: US\$ 146,102,655 FCFA

Balance carried over to 2010: US\$ 110,193,905 FCFA

Please report on major activities conducted to strengthen immunisation using ISS funds in 2009.

Funds not received in 2009. The balance of the account is intended exclusively for cold chain equipment because it is in disrepair.

2.2 Management of ISS Funds

Has a GAVI Financial Management Assessment (FMA) been conducted prior to, or during the 2009 calendar year? **[YES]:** please complete **Part A** below.

[IF NO]: please complete **Part B** below.

Part A: briefly describe progress against requirements and conditions which were agreed in any Aide Memoire concluded between GAVI and the country, as well as conditions not met in the management of ISS funds.

The VSS funds were not received in 2009, and the HSS funds have not yet been used, but the mechanisms exist and will be assessed in the next report after execution.

Part B: briefly describe the financial management arrangements and process used for your ISS funds. Indicate whether ISS funds have been included in national health sector plans and budgets. Report also on any problems that have been encountered involving the use of ISS funds, such as delays in availability of funds for programme use.

The GAVI funds are received in a special account opened by the Ministry of Health and Prevention in a local bank (Société Générale de Banques in Senegal).

Funds are gathered based on the joint signature of the Director of Medical Prevention (DPM) and the Director of General Administration and Equipment of the Ministry (DAGE) after approval of the expenditures by the National EPI Coordinating Committee (IACC) chaired by the Minister of Health and Prevention.

The funds are distributed from the central level based on the performance achieved by the districts and regions. Other factors are also taken into account: demographic weight, number of health positions covered, constraints specific to the district, etc.

The activities funded on a priority basis are the advanced and mobile immunization strategies, training supervisions or any other activity submitted beforehand to the IACC

The funds sent by wire transfer by the central level to the regional or district medical accounts. After the period defined (three months on average), the districts and regions funded send technical and financial

reports to the central level on the use of the support.

Please include details on: the type of bank account(s) used (commercial versus government accounts); how budgets are approved; how funds are channelled to the sub-national levels; financial reporting arrangements at both the sub-national and national levels; and the overall role of the ICC in this process.

2.3 Detailed expenditure of ISS funds during the 2009 calendar year

Please attach a detailed financial statement for the use of ISS funds during the 2009 calendar year **(Document dated 28 January 2010)**. *(Terms of reference for this financial statement are attached in Annex 2)*. Financial statements should be signed by the Chief Accountant or by the Permanent Secretary of Ministry of Health.

External audit reports for ISS, HSS, CSO Type B programmes are due to the GAVI Secretariat six months following the close of your government's fiscal year. If an external audit report is available for your ISS programme during your government's most recent fiscal year, this must also be attached **(Document N°.....)**.

2.4 Request for ISS reward

In June 2009, the GAVI Board decided to improve the system to monitor performance of immunisation programmes and the related calculation of performance based rewards. Starting from 2008 reporting year, a country is entitled to a reward:

- a) if the number of children vaccinated with DTP3 is higher than the previous year's achievement (or the previous high), and
- b) if the reported administrative coverage of DTP3 (reported in the JRF) is in line with the WHO/UNICEF coverage estimate for the same year.

If you may be eligible for ISS reward based on DTP3 achievements in 2009 immunisation programme, estimate the \$ amount by filling Table 3 in Annex 1.³

³ The Monitoring IRC will review the ISS section of the APR after the WHO/UNICEF coverage estimate is made available.

3. New and Under-used Vaccines Support (NVS)

3.1 Receipt of new & under-used vaccines for 2009 vaccination programme

Did you receive the approved amount of vaccine doses that GAVI communicated to you in its decision letter (DL)? Fill Table 4.

Table 4: Vaccines received for 2009 vaccinations against approvals for 2009

	[A]		[B]	
Vaccine Type	Total doses for 2009 in DL	Date of DL	Total doses received by end 2009 *	Total doses of postponed deliveries in 2010
Pentavalent	1,388,500	21/12/2009	1,680,420	
SAB	1,469,300	21/12/2009	4,004,400	
BS	16,325	21/12/2009	0	

* Please also include any deliveries from the previous year received against this DL

If numbers [A] and [B] are different,

What are the main problems encountered? (Lower vaccine utilisation than anticipated? Delay in shipments? Stock-outs? Excessive stocks? Problems with cold chain? Doses discarded because VVM changed colour or because of the expiry date?..)	•
What actions have you taken to improve the vaccine management, e.g. such as adjusting the plan for vaccine shipments? (in the country and with UNICEF SD)	• We have contracted with private providers with refrigerated trucks for delivering vaccines and consumables in the interior of the country. • We are also working with the national supply pharmacy to improve this link in the vaccines and consumables distribution chain.

3.2 Introduction of a New Vaccine in 2009

3.2.1 If you have been approved by GAVI to introduce a new vaccine in 2009, please refer to the vaccine introduction plan in the proposal approved and report on achievements.

Vaccine introduced:	0.....
Phased introduction [YES / NO]	Date of introduction
Nationwide introduction [YES / NO]	Date of introduction
The time and scale of introduction was as planned in the proposal? If not, why?	•

3.2.2 Use of new vaccines introduction grant (or lumpsum)

Funds of Vaccines Introduction Grant received: US\$	Receipt date:
---	---------------

Please report on major activities that have been undertaken in relation to the introduction of a new vaccine, using the GAVI New Vaccine Introduction Grant.

--

Please describe any problems encountered in the implementation of the planned activities:

Is there a balance of the introduction grant that will be carried forward? [YES] [NO]

If YES, how much? US\$.....

Please describe the activities that will be undertaken with the balance of funds:

3.2.3 Detailed expenditure of New Vaccines Introduction Grant funds during the 2009 calendar year

Please attach a detailed financial statement for the use of New Vaccines Introduction Grant funds in the 2009 calendar year (**Document N°.....**). (*Terms of reference for this financial statement are attached in Annex 2*). Financial statements should be signed by the Chief Accountant or by the Permanent Secretary of Ministry of Health.

3.3 Report on country co-financing in 2009 (if applicable)

Table 5: Four questions on country co-financing in 2009

Q. 1: How have the proposed payment schedules and actual schedules differed in the reporting year?			
Schedule of Co-Financing Payments	Planned Payment Schedule in 2009	Actual Payments Date in 2009	Proposed Payment Date for 2010
	(month/year)	(day/month)	
1 st Awarded Vaccine: Pentavalent only	1 st quarter	1 st quarter	Already paid
2 nd Awarded Vaccine (specify)			
3 rd Awarded Vaccine (specify)			
Q. 2: Actual co-financed amounts and doses?			
Co-Financed Payments	Total Amount in US\$	Total Amount in Doses	
1 st Awarded Vaccine (specify)			
2 nd Awarded Vaccine (specify)			
3 rd Awarded Vaccine (specify)			
Q. 3: Sources of funding for co-financing?			
1. Government X			
2. Donor (specify)			
3. Other (specify)			
Q. 4: What factors have accelerated, slowed or hindered mobilisation of resources for vaccine co-financing?			
1.			
2.			
3.			
4.			

If the country is in default please describe and explain the steps the country is planning to take to meet its co-financing requirements. For more information, please see the GAVI Alliance Default Policy http://www.gavialliance.org/resources/9_Co_Financing_Default_Policy.pdf

--

3.4 Effective Vaccine Store Management/Vaccine Management Assessment

When was the last Effective Vaccine Store Management (EVSM)/Vaccine Management Assessment (VMA) conducted? [*in October 2009*]

If conducted in 2008/2009, please attach the report. (**Document N°**.....)

An EVSM/VMA report must be attached from those countries which have introduced a New and Underused Vaccine with GAVI support before 2008.

Was an action plan prepared following the EVSM/VMA? [*YES / NO*]

If yes, please summarise main activities to address the EVSM/VMA recommendations and their implementation status.

Principal activities undertaken:

- Training of immunization workers
- Design of standard operating procedures for the arrival of vaccines
- Design of management tools
- Acquisition of means of transportation and cold chain equipment
- Construction to renovate warehouses

An action plan was designed by level (central, regional, district and immunization points) and is in the process of being finalized by the Ministry of Health and the OPTIMIZE project.

When is the next EVSM/VMA* planned?

The next evaluation is planned for 2013.

*All countries will need to conduct an EVSM/VMA in the second year of new vaccines supported under GAVI Phase 2.

3.5 Change of vaccine presentation (NO)

If you would prefer during 2011 to receive a vaccine presentation which differs from what you are currently being supplied (for instance, the number of doses per vial; from one form (liquid/lyophilised) to the other; ...), please provide the vaccine specifications and refer to the minutes of the ICC meeting recommending the change of vaccine presentation. If supplied through UNICEF, planning for a switch in presentation should be initiated following the issuance of Decision Letter for next year, taking into account country activities needed in order to switch as well as supply availability.

Please specify below the new vaccine presentation:

--

Please attach the minutes of the ICC meeting (**Document N°**.....) that has endorsed the requested change.

3.6 Renewal of multi-year vaccines support for those countries whose current support is ending in 2010

If 2010 is the last year of approved multiyear support for a certain vaccine and the country wishes to extend GAVI support, the country should request for an extension of the co-financing agreement

with GAVI for vaccine support starting from 2011 and for the duration of a new Comprehensive Multi-Year Plan (cMYP).

The country hereby request for an extension of GAVI support for[vaccine type(s)] vaccine for the years 2011-.....[end year]. At the same time it commits itself to co-finance the procurement of[vaccine type(s)] vaccine in accordance with the minimum GAVI co-financing levels as summarised in Annex 1.

The multi-year extension of[vaccine type(s)] vaccine support is in line with the new cMYP for the years [1st and last year] which is attached to this APR (**Document N°.....**).

The country ICC has endorsed this request for extended support of[vaccine type(s)] vaccine at the ICC meeting whose minutes are attached to this APR. (**Document N°.....**)

3.7 Request for continued support for vaccines for 2011 vaccination programme

In order to request NVS support for 2011 vaccination do the following:

1. Go to Annex 1 (excel file)
2. Select the sheet corresponding to the vaccines requested for GAVI support in 2011 (e.g. Table4.1 HepB & Hib; Table4.2 YF etc)
3. Fill in the specifications of those requested vaccines in the first table on the top of the sheet (e.g. Table 4.1.1 Specifications for HepB & Hib; Table 4.2.1 Specifications for YF etc)
4. View the support to be provided by GAVI and co-financed by the country which is automatically calculated in the two tables below (e.g. Tables 4.1.2. and 4.1.3. for HepB & Hib; Tables 4.2.2. and 4.2.3. for YF etc)
5. Confirm here below that your request for 2011 vaccines support is as per Annex 1:

[YES, I confirm] / [NO, I don't]

If you don't confirm, please explain:

4. Injection Safety Support (INS)

In this section the country should report about the three-year GAVI support of injection safety material for routine immunisation. In this section the country should not report on the injection safety material that is received bundled with new vaccines funded by GAVI.

4.1 Receipt of injection safety support in 2009 (for relevant countries)

Are you receiving Injection Safety support in cash [YES/NO] or supplies [YES/NO] ?

If INS supplies are received, please report on receipt of injection safety support provided by the GAVI Alliance during 2009 (add rows as applicable).

Table 7: Received Injection Safety Material in 2009

Injection Safety Material	Quantity	Date received

Please report on any problems encountered:

--

4.2 Progress of transition plan for safe injections and management of sharps waste.

Even if you have not received injection safety support in 2009 please report on progress of transition plan for safe injections and management of sharps waste.

If support has ended, please report what types of syringes are used and the funding sources:

Table 8: Funding sources of Injection Safety material in 2009

Vaccine	Types of syringe used in 2009 routine EPI	Funding sources of 2009
BCG	BCG syringes	STATE
Measles	ADS [auto-disable syringes]	STATE
TT	ADS	STATE
DTP-containing vaccine	ADS	GAVI-STATE

Please report how sharps waste is being disposed of:

--

If YES: Have you encountered any problem during the implementation of the transitional plan for safe injection and sharps waste? (Please report in box below)

The few problems encountered involved the upkeep and repair of incinerators as well as their management. We believe the current National Program to Fight Hospital-Acquired Infections will be able to help resolve all those problems.

The following major areas of activities have been funded (specify the amount) with the GAVI Alliance injection safety support in the past year:

Balance carried over to 2010 (US\$):.....

2009 activities for Injection Safety financed with GAVI support	Expenditure in US\$
Total	

Planned 2010 activities for Injection Safety financed with the balance of 2009 GAVI support	Budget in US\$
Total	

5. Health System Strengthening Support (HSS)

Instructions for reporting on HSS funds received

1. This section **only needs to be completed by those countries that have been approved and received funding for their HSS application before or during the last calendar year**. For countries that received HSS funds within the last 3 months of the reported year this section can be used as an inception report to discuss progress achieved and in order to enable release of HSS funds for the following year on time.
2. All countries are expected to report on GAVI HSS on the basis of the January to December calendar year. In instances when countries received funds late in 2009, or experienced other types of delays that limited implementation in 2009, these countries are encouraged to provide interim reporting on HSS implementation during the 1 January to 30 April period. This additional reporting should be provided in Table 13.
3. HSS reports should be received by 15th May 2010.
4. It is very important to fill in this reporting template thoroughly and accurately and to ensure that, **prior to its submission to the GAVI Alliance, this report has been verified by the relevant country coordination mechanisms** (HSCC or equivalent) in terms of its accuracy and validity of facts, figures and sources used. Inaccurate, incomplete or unsubstantiated reporting may lead the Independent Review Committee (IRC) either to send the APR back to the country (and this may cause delays in the release of further HSS funds), or to recommend against the release of further HSS funds or only 50% of next tranche.
5. Please use additional space than that provided in this reporting template, as necessary.
6. Please attach all required supporting documents (see list of supporting documents on page 8 of this APR form).

Background to the 2010 HSS monitoring section

It has been noted by the previous monitoring Independent review committee, 2009 mid-term HSS evaluation and tracking study⁴ that the monitoring of HSS investments is one of the weakest parts of the design.

All countries should note that the IRC will have difficulty in approving further tranches of funding for HSS without the following information:

- Completeness of this section and reporting on agreed indicators, as outlined in the approved M&E framework outlined in the proposal and approval letter;
- Demonstrating (with tangible evidence) strong links between activities, output, outcome and impact indicators;
- Evidence of approval and discussion by the in country coordination mechanism;
- Outline technical support that may be required to either support the implementation or monitoring of the GAVI HSS investment in the coming year
- Annual health sector reviews or Swap reports, where applicable and relevant
- Audit report of account to which the GAVI HSS funds are transferred to
- Financial statement of funds spent during the reporting year (2009)

5.1 **Information relating to this report**

- 5.1.1 Government fiscal year (cycle) runs from January to December.
- 5.1.2 This GAVI HSS report covers 2009 calendar year from January to December
- 5.1.3 Duration of current National Health Plan is from 2009 to 2018.
- 5.1.4 Duration of the current immunisation cMYP is from 2007 to 2011.

⁴ All available at <http://www.gavialliance.org/performance/evaluation/index.php>
Annual Progress Report 2009

5.1.5 Person(s) responsible for putting together this HSS report who can be contacted by the GAVI secretariat or by the IRC for possible clarifications:

[It is important for the IRC to understand key stages and actors involved in the process of putting the report together. For example: *'This report was prepared by the Planning Directorate of the Ministry of Health. It was then submitted to UNICEF and the WHO country offices for necessary verification of sources and review. Once their feedback had been acted upon the report was finally sent to the Health Sector Coordination Committee (or ICC, or equivalent) for final review and approval. Approval was obtained at the meeting of the HSCC on 10th March 2008. Minutes of the said meeting have been included as annex XX to this report.'*]

Name	Organisation	Role played in report submission	Contact email and telephone number
<i>Government focal point to contact for any programmatic clarifications:</i>			
Dr. Amadou Djibril BA	CAS/UNDP	Coordinator	amadoudjibril@gmail.com
<i>Focal point for any accounting of financial management clarifications:</i>			
Mr. Mamadou DIOP	DAGE/MPH	Financial procedures	
<i>Other partners and contacts who took part in putting this report together:</i>			
Dr. Aboubacry FALL	DPM/MPH	Technical aspects	
Dr. Allarangar Yokouidé	WHO representative	Technical aspects	
Ms. Giovanna BARBERIS	UNICEF representative	Technical aspects	

5.1.6 Please describe briefly the main sources of information used in this HSS report and how was information verified (validated) at country level prior to its submission to the GAVI Alliance. Were any issues of substance raised in terms of accuracy or validity of information (especially financial information and indicators values) and, if so, how were these dealt with or resolved?

[This issue should be addressed in each section of the report, as different sections may use different sources. In this section however one might expect to find what the MAIN sources of information were and a mention to any IMPORTANT issues raised in terms of validity, reliability, etcetera of information presented. For example: *The main sources of information used have been the external Annual Health Sector Review undertaken on (such date) and the data from the Ministry of Health Planning Office. WHO questioned some of the service coverage figures used in section XX and these were tallied with WHO's own data from the YY study. The relevant parts of these documents used for this report have been appended to this report as annexes X, Y and Z.*]

The main sources of information in this report are verified with the finance departments of the Ministry of Health, but also after use, review of the cMYP, of the annual HSS work plan, the 2008 progress report, the VSS, and the joint WHO-UNICEF report

5.1.7 In putting together this report did you experience any difficulties that are worth sharing with the GAVI HSS Secretariat or with the IRC in order to improve future reporting? Please provide any suggestions for improving the HSS section of the APR report? Are there any

ways for HSS reporting to be more harmonised with existing country reporting systems in your country?

5.1.8 Health Sector Coordinating Committee (HSCC)

How many times did the HSCC meet in 2009? Two

Please attach the minutes (**Document N°.....**) from all the HSCC meetings held in 2009, including those of the meeting which discussed/endorsed this report

Latest Health Sector Review report is also attached (**Document N°.....**).

5.2 Receipt and expenditure of HSS funds in the 2009 calendar year

Please complete the table 11 below for each year of your government's approved multi-year HSS programme.

Table 11: Receipt and expenditure of HSS funds

	2007	2008	2009	2010	2011	2012	2013	2014	2015
Original annual budgets (per the originally approved HSS proposal)			1,133,657						
Revised annual budgets (if revised by previous Annual Progress Reviews)									
Total funds received from GAVI during the calendar year			1,133,657						
Total expenditure during the calendar year			0						
Balance carried forward to next calendar year			1,133,657						
Amount of funding requested for future calendar year(s)			2,451,831						

Please note that figures for funds carried forward from 2008, income received in 2009, expenditure in 2009, and balance to be carried forward to 2010 should match figures presented in the financial statement for HSS that should be attached to this APR.

Please provide comments on any programmatic or financial issues that have arisen from delayed disbursements of GAVI HSS (*For example, has the country had to delay key areas of its health programme due to fund delays or have other budget lines needed to be used whilst waiting for GAVI HSS disbursement*):

Because of the delay in the disbursement, the HSS will cover the period 2010-2012 instead of 2009-2011. In addition, the procedures for acquiring equipment were lengthy, and the activities planned for that purpose suffered as a result.

5.3 Report on HSS activities in 2009 reporting year

Note on Table 12 below: This section should report according to the original activities featuring in the HSS application. It is very important to be precise about the extent of progress, so please allocate a percentage to each activity line, from 0% to 100% completion. Use the right hand side of the table to provide an explanation about progress achieved as well as to bring to the attention of the reviewers any issues relating to changes that have taken place or that are being proposed in relation to the original activities. It is very important that the country provides details based on the M& E framework in the original application and approval letter.

Please do mention whenever relevant the **SOURCES** of information used to report on each activity.

Table 12: HSS activities in the 2009 reporting year

Major Activities	Planned Activity for 2009	Explanation of differences in activities and expenditures from original application or previously approved adjustment and detail of achievements
Objective 1:	Develop health workers' skills in managing programs involving maternal/child health.	
Activity 1.1:	Activity 1.2: Train in 3 days 31 instructors of the national training schools on the EPI and programs involving maternal/infant/child health	
Activity 1.2:	Activity 1.3: Train in 12 three-day sessions 370 members of the graduating class of training schools on the management of maternal/child health programs	
Objective 2:	Objective 2: Increase the operational capacities of the districts	
Activity 2.1:	Hold 4 quarterly planning meetings every year as part of the activities of the programs involving maternal/infant/child health at the central level	
Activity 2.2:	Equip 9 new districts with logistical resources (60 motorbikes, 50 refrigerators and 10 freezers)	
Activity 2.3	Sign contracts with rolling stock and cold chain maintenance service providers	
Activity 2.4	Support the design of an integrated communications plan for maternal/child health programs and implementation by ten NGOs and associations	
	Provide generators for the new medical regions (Kaffrine, Sédhiou, and Kédougou).	
Objective 3:	Develop the healthcare programs' monitoring and evaluation system	
Activity 3.1:	At the central level, hold four monitoring and evaluation meetings for the implementation of the healthcare programs integrated activities	
Activity 3.2:	Every year, support two data validation meetings with the managers of the data of the central level programs	
Activity 3.3	Support two supervisory field visits per year by the Central Level	
TOTAL 2010	Annual Progress Report 2009	

5.4 Support functions

*This section on **support functions** (management, M&E and Technical Support) is also very important to the GAVI Alliance. Is the management of HSS funds effective, and is action being taken on any salient issues? Have steps been taken to improve M&E of HSS funds, and to what extent is the M&E integrated with country systems (such as, for example, annual sector reviews)? Are there any issues to raise in relation to technical support needs or gaps that might improve the effectiveness of HSS funding?*

5.4.1 Management

Outline how management of GAVI HSS funds has been supported in the reporting year and any changes to management processes in the coming year:

Management of the funds is based on a process that takes into account the mechanism for transferring the GAVI support funds to the HSS in the country, the mechanism for transferring GAVI support funds to the HSS from the central level to the outreach level, the mechanism for the use of the budget and for authorization, and the mechanism for the use and justification of the funds.

5.4.2 Monitoring and Evaluation (M&E)

Outline any inputs that were required for supporting M&E activities in the reporting year and also any support that may be required in the coming reporting year to strengthen national capacity to monitor GAVI HSS investments:

Mechanism for transferring GAVI HSS support funds to the Special Account: A special account in local currency will be opened in a commercial bank by the DAGE of the Ministry of Health and Medical Prevention in the name of the GAVI/Healthcare Strengthening System Program (HSSP/G) and will be forwarded to the GAVI Secretariat.

Mechanism for transferring GAVI HSS support funds from the central level to the outreach level: The special account will be resupplied based on the annual status reports.

After contracts are entered into with the districts and local community organizations, they will be asked to open a sub-account for the sole purpose of receiving the GAVI funds.

The account number will be given to the DAGE.

The sub-accounts are supplied by the special account based on a quarterly request by the districts and a validated report.

Mechanism (and responsibilities) for the use of the budget and for authorization. The DAGE is responsible for the financial management of the GAVI support. Reports on needs come from the departments, districts and community organizations involved in the implementation of the project activities after validation by the CAS/UNDP and the DPM.

Budgets will be disbursed upon presentation to the DAGE of the request approved by the departments of the CAS/UNDP and the DPM. Those requests will be made by the departments, districts and community organizations based on a quarterly action plan for the first call for funds, and after presentation of supporting documentation and the activity report for the previous period for the renewal.

The funds will be provided by bank transfer or by check under the joint signature by the DAGE and the DPM.

Use and justification of the funds: The funds disbursed for the financing of project activities and justification will follow the UNDP II manual of management procedures.

5.4.3 Technical Support

Outline what technical support needs may be required to support either programmatic implementation or M&E. This should emphasise the use of partners as well as sustainable options for use of national institutes:

Any technical assistance needs necessary to implement or monitor the programs will serve to support the drafting of the specifications, the drafting of contracts with the operational levels or the outside auditing firms in connection with the DAGE and the Ministry's CAS/UNDP.

Note on Table 13: This table should provide up to date information on work taking place during the calendar year during which this report has been submitted (i.e. 2010).

The column on planned expenditure in the coming year should be as per the estimates provided in the APR report of last year (Table 4.6 of last year's report) or –in the case of first time HSS reporters- as shown in the original HSS application. Any significant differences (15% or higher) between previous and present “planned expenditure” should be explained in the last column on the right, documenting when the changes have been endorsed by the HSCC. Any discrepancies between the originally approved application activities / objectives and the planned current implementation plan should also be explained here

Table 13: Planned HSS Activities for 2011

Major Activities	Planned Activity for 2011	Original budget for 2011(as approved in the HSS proposal or as adjusted during past Annual Progress Reviews)	Revised budget for 2011(proposed)	2011actual expenditure as at 30 April 2011	Explanation of differences in activities and budgets from originally approved application or previously approved adjustments
	Objective 1: Strengthen by end 2012 the maternal/child health program management skills of at least 80% of the graduating classes of the training schools	63,900	63,900		
Activity 1.3	Train in 12 three-day sessions 370 members of the graduating class of training schools on the management of maternal/child health programs	63,900	63,900		
	Objective 2: Strengthen the coordination, partnership and logistics of the country's 65 districts by end 2012	1,133,825	1,133,825		
Activity 2.1	Hold 4 quarterly planning meetings every year as part of the activities of the programs involving maternal/infant/child health at the central level	7,050	7,050		
Activity 2.2	Support the holding of one healthcare map validation workshop	37,800	37,800		
Activity 2.5	Sign contracts with rolling stock and cold chain maintenance service providers	162,500	162,500		

Activity 2.6	Support the training of 32 healthcare workers and post-training monitoring on IMCI in the regions	33,600	33,600		
Activity 2.7	Do an institutional analysis of the involvement of CVO in implementing healthcare programs	PM	PM		
Activity 2.8	Support every district in contracting with 10 CVO and NGO in implementing healthcare program activities	650,000	650,000		
Activity 2.9	In each district, train 10 CVO in management, planning, monitoring and evaluation of healthcare programs	177,875	177,875		
Activity 2.10	Support the design of an integrated communications plan for maternal/child health programs and implementation by ten NGOs and associations	65,000	65,000		
	Objective 3: By end 2012 perform monitoring and evaluation of the 65 healthcare districts based on performance agreements	149,613	149,613		
Activity 3.1	Hold 4 M&E meetings at the central level for the implementation of integrated healthcare program activities	1,763	1,763		
Activity 3.4	Support the finalization of the monitoring data management information	37,500	37,500		
Activity 3.5	Hold a training session on the proper use of management tools by public and private healthcare workers in each district	25,000	25,000		
Activity 3.6	Support every year two data validation meetings with the	68,400	68,400		

	managers of program data at the central level				
Activity 3.7	Evaluate performance agreements every year during an internal monitoring committee meeting	4,950	4,950		
Activity 3.9	Support two supervisory field visits per year by the Central Level	12,000	12,000		
TOTAL 2011		1,347,338	1,347,338		

Table 14: Planned HSS Activities for the following year (i.e. for fiscal year 2012). *This information will help GAVI plan its funding commitments*

Major Activities	Planned Activity for 2012	Original budget for 2012 (as approved in the HSS proposal or as adjusted during past Annual Progress Reviews)	Revised budget for 2012 (proposed)	Explanation of differences in activities and budgets from originally approved application or previously approved adjustments
	Objective 1: Strengthen by end 2012 the maternal/child health program management skills of at least 80% of the graduating classes of the training schools	63,900	63,900	
Activity 1.1:	Do a situational analysis of priority needs care in maternal/child health programs in the curricula of national health training schools	PM	PM	
Activity 1.2:	Activity 1.2: Train in 3 days 31 national training school instructors in the EPI and programs involved in maternal/infant and child health	0	0	
Activity 1.3	Activity 1.3: Train in 12 three-day sessions 370 members of the graduating class of training schools on the management of maternal/child health programs	63,900	63,900	
	Objective 2: Strengthen the coordination, partnership and logistics of the country's 65 districts by end 2012	922,350	922,350	
Activity 2.1:	Activity 2.1: Hold 4 quarterly planning meetings every year as part of the activities of the programs involving maternal/infant/child health at the central level	7,050	7,050	
Activity 2.2:	Activity 2.2: Support the holding of one healthcare map	37,800	37,800	

	validation workshop			
Activity 2.5	Activity 2.5: Sign contracts with rolling stock and cold chain maintenance service providers	162,500	162,500	
Activity 2.6	Activity 2.6: Support the training of 32 healthcare workers and post-training monitoring on IMCI in the regions	0	0	
Activity 2.7	Activity 2.7: Do an institutional analysis of the involvement of CVO in implementing healthcare programs	PM	PM	
Activity 2.8	Activity 2.8: Support every district in contracting with 10 CVO and NGO in implementing healthcare program activities			
Activity 2.10	Activity 2.10: Support the design of an integrated communications plan for maternal/child health programs and implementation by ten NGOs and associations			
	Objective 3: By end 2012 perform monitoring and evaluation of the 65 healthcare districts based on performance agreements	88,613	88,613	
Activity 3.1	Activity 3.1: Hold 4 M&E meetings at the central level for the implementation of integrated healthcare program activities	1,763	1,763	
Activity 3.6	Support every year two data validation meetings with the managers of program data at the central level	68,400	68,400	
Activity 3.7	Activity 3.7: Evaluate performance agreements every year during an internal monitoring committee meeting	4,950	4,950	

Activity 3.9	Activity 3.9: Support two supervisory field visits per year by the Central Level	13,500	13,500	
Total 2012		1,074,863	1,074,863	
TOTAL COSTS		3,085,430	2,560,476	

5.5 Programme implementation for 2009 reporting year

- 5.5.1 Please provide a narrative on major accomplishments (especially impacts on health service programs, notably the immunisation program), problems encountered and solutions found or proposed, and any other salient information that the country would like GAVI to know about. Any reprogramming should be highlighted here as well. This should be based on the original proposal that was approved and explain any significant differences – it should also clarify the linkages between activities, output, outcomes and impact indicators.

*This section should act as an executive summary of performance, problems and issues linked to the use of the HSS funds. This is the section where the reporters point the attention of reviewers to **key facts**, what these mean and, if necessary, what can be done to improve future performance of HSS funds.*

- 5.5.2 Are any Civil Society Organisations involved in the implementation of the HSS proposal? If so, describe their participation? For those pilot countries that have received CSO funding there is a separate questionnaire focusing exclusively on the CSO support after this HSS section.

Yes. These are NGO represented by RESSIP/CONGAD. They take part in the meetings of the IACC and will participate in the implementation of the activities planned under the HSS to train the grassroots community organizations involved in the HSS activities at the operational level.

5.6 Management of HSS funds

Has a GAVI Financial Management Assessment (FMA) been conducted prior to or during the 2009 calendar year ?

[IF YES] : please complete **Part A** below.

[IF NO] : please complete **Part B** below.

Part A: further describe progress against requirements and conditions which were agreed in any Aide Memoire concluded between GAVI and the country, as well as conditions not met in the management of HSS funds.

Part B: briefly describe the financial management arrangements and process used for your HSS funds. Notify whether HSS funds have been included in national health sector plans and budgets. Report also on any problems that have been encountered involving the use of HSS funds, such as delays in availability of funds for programme use.

Please include details on: the type of bank account(s) used (commercial versus government accounts); how budgets are approved; how funds are channelled to the sub-national levels; financial reporting arrangements at both the sub-national and national levels; and the overall role of the ICC in this process.

5.7 Detailed expenditure of HSS funds during the 2009 calendar year

Please attach a detailed financial statement for the use of HSS funds during the 2009 calendar year (**Document N°.....**). (Terms of reference for this financial statement are attached in Annex 2). Financial statements should be signed by the Chief Accountant or by the Permanent Secretary of Ministry of Health.

If any expenditures for the January – April 2010 period are reported above in Table 16, a separate, detailed financial statement for the use of these HSS funds must also be attached (**Document N°.....**).

External audit reports for HSS, ISS and CSO-b programmes are due to the GAVI Secretariat six months following the close of your government's fiscal year. If an external audit report is available for your HSS programme during your government's most recent fiscal year, this should also be attached (**Document N°.....**).

5.8 General overview of targets achieved

The indicators and objectives reported here should be exactly the same as the ones outlined in the original approved application and decision letter. There should be clear links to give an overview of the indicators used to measure outputs, outcomes and impact:

Table 15: Indicators listed in original application approved

Name of Objective or Indicator <i>(Insert as many rows as necessary)</i>	Numerator	Denominator	Data Source	Baseline Value and date	Baseline Source	2009 Target but postponed until 2010
Objective 1: Develop skills of healthcare workers in the management of programs involved in maternal/child health						
1.1 Percentage of workers graduating from healthcare schools per year who have participated in training sessions on managing priority healthcare programs	Number trained per year	Number of workers planned	Training reports	0 in 2006	HRD	370 students
2.2 Percentage of district and regional supervisory team members trained in supervision technique	Number trained	Number planned	Report	0 in 2006	HRD	395 supervisory team members
1.2 Percentage of healthcare schools instructors per year who have participated in training sessions on managing priority healthcare programs	Number trained per year	Number of instructors planned	Training reports	0 in 2006	HRD	31 instructors
Objective 2: Increase operating capacity of the districts						
2.1 Percentage of quarterly integrated planning meetings at the central level	Meetings held	Total meetings (4)	Reports; minutes of meetings	0 in 2006	HD	4
2.2 Number of studies on the situational analysis of the involvement of CVO in implementation completed of healthcare programs	Study completed	Total study (1)	Study report	0	HRD	
2.2: Percentage of new districts that have received all the equipment planned	New districts equipped	Total number of new districts	Delivery reports between districts and DAGE	ND	DAGE	9 new districts
2.3 Percentage of districts that have signed a maintenance contract	Contracts signed	Total districts	Contracts	0 in 2006	DAGE	65
2.4 Proportion of districts that have contracted with 10 CVO on the integrated implementation of maternal/child healthcare activities	Contracts signed	Total districts	Chart of accts Contract	0 in 2006	SNEIPS	65
2.5 Percentage of regions that have received all the equipment planned	New regions equipped	Total new regions	Delivery reports with	0 in 2006	DAGE	3

			DAGE			
Objective 3: Develop the M&E system for healthcare programs						
3.1: Percentage of M&E meetings held on the integrated activities of the healthcare programs	Meetings held	Total meetings (4)	Minutes of meetings	0 in 2006	HD	4
3.2 Percentage of data validation meetings held at the central level	Meetings held	Total meetings (2)	Minutes	0 in 2006	SNIS	0
3.3 Percentage of supervisions per year performed by the Central Level	Supervisions performed	Total supervisions	Reports	0 in 2006	DPM	2

In the space below, please provide justification and reasons for those indicators that in this APR are different from the original approved application:

Provide justification for any changes in the **definition of the indicators**:

Provide justification for any changes in **the denominator**:

Provide justification for any changes in **data source**:

Table 16: Trend of values achieved

Name of Indicator <i>(insert indicators as listed in above table, with one row dedicated to each indicator)</i>	2007	2008	2009	Explanation of any reasons for non achievement of targets
1.1 Percentage of workers graduating from healthcare schools per year who have participated in training sessions on managing priority healthcare programs	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
1.2 Percentage of instructors in healthcare schools who have participated in training sessions on managing priority healthcare programs	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
2.1 Percentage of quarterly integrated planning meetings at the central level	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
2.2 Percentage of new districts that have received all the equipment planned	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
2.3 Percentage of districts that have signed maintenance contracts	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
2.5 Proportion of districts that have contracted with ten CVO on the integrated implementation of maternal/child healthcare activities	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
2.5 Percentage of regions that have received all the equipment planned	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
3.1 Percentage of M&E meetings held on integrated activities of healthcare programs	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.

3.2 Percentage of data validation meetings held at the central level	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
3.3 Percentage of supervisions per year held by the Central Level	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
Percentage of members of district and regional supervisory teams trained in supervision technique	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.
Number of study conducted on the situational analysis of the involvement of CVO in implementing healthcare programs	NA	NA	0	Because of a delay in putting in place the resources received in December 2009, the activities planned in 2009 could not be carried out. They will be performed only in 2010.

Explain any weaknesses in links between indicators for inputs, outputs and outcomes:

Not applicable

5.9 Other sources of funding in pooled mechanism for HSS

If other donors are contributing to the achievement of objectives outlined in the GAVI HSS proposal, please outline the amount and links to inputs being reported on:

Table 17: Sources of HSS funds in a pooled mechanism

Donor	Amount in US\$	Duration of support	Contributing to which objective of GAVI HSS proposal

6. Strengthened Involvement of Civil Society Organisations (CSOs)

6.1 TYPE A: Support to strengthen coordination and representation of CSOs

This section is to be completed by countries that have received GAVI TYPE A CSO support⁵

Please fill text directly into the boxes below, which can be expanded to accommodate the text.

Please list any abbreviations and acronyms that are used in this report below:

6.1.1 Mapping exercise

Please describe progress with any mapping exercise that has been undertaken to outline the key civil society stakeholders involved with health systems strengthening or immunisation. Please describe the mapping exercise, the expected results and the timeline (please indicate if this has changed). Please attach the report from the mapping exercise to this progress report, if the mapping exercise has been completed (**Document N°.....**).

Please describe any hurdles or difficulties encountered with the proposed methodology for identifying the most appropriate in-country CSOs involved or contributing to immunisation, child health and/or health systems strengthening. Please describe how these problems were overcome, and include any other information relating to this exercise that you think it would be useful for the GAVI Alliance secretariat or Independent Review Committee to know about.

⁵ Type A GAVI Alliance CSO support is available to all GAVI eligible countries.

6.1.2 Nomination process

Please describe progress with processes for nominating CSO representatives to the HSCC (or equivalent) and ICC, and any selection criteria that have been developed. Please indicate the initial number of CSOs represented in the HSCC (or equivalent) and ICC, the current number and the final target. Please state how often CSO representatives attend meetings (% meetings attended).

Please provide Terms of Reference for the CSOs (if developed), or describe their expected roles below. State if there are guidelines/policies governing this. Outline the election process and how the CSO community will be/have been involved in the process, and any problems that have arisen.

Please state whether participation by CSOs in national level coordination mechanisms (HSCC or equivalent and ICC) has resulted in a change in the way that CSOs interact with the Ministry of Health. Is there now a specific team in the Ministry of Health responsible for linking with CSOs? Please also indicate whether there has been any impact on how CSOs interact with each other.

6.1.3 Receipt and expenditure of CSO Type A funds

Please ensure that the figures reported below are consistent with financial reports and/or audit reports submitted for CSO Type A funds for the 2009 year.

Funds received during 2009: US\$.....

Remaining funds (carried over) from 2008: US\$.....

Balance to be carried over to 2010: US\$.....

6.2 TYPE B: Support for CSOs to help implement the GAVI HSS proposal or cMYP

This section is to be completed by countries that have received GAVI TYPE B CSO support⁶

Please fill in text directly into the boxes below, which can be expanded to accommodate the text.

Please list any abbreviations and acronyms that are used in this report below:

6.2.1 Programme implementation

Briefly describe progress with the implementation of the planned activities. Please specify how they have supported the implementation of the GAVI HSS proposal or cMYP (refer to your proposal). State the key successes that have been achieved in this period of GAVI Alliance support to CSOs.

Please indicate any major problems (including delays in implementation), and how these have been overcome. Please also identify the lead organisation responsible for managing the grant implementation (and if this has changed from the proposal), the role of the HSCC (or equivalent).

⁶ Type B GAVI Alliance CSO Support is available to 10 pilot GAVI eligible countries only: Afghanistan, Burundi, Bolivia, DR Congo, Ethiopia, Georgia, Ghana, Indonesia, Mozambique and Pakistan.

Please state whether the GAVI Alliance Type B support to CSOs has resulted in a change in the way that CSOs interact with the Ministry of Health, and or / how CSOs interact with each other.

Please outline whether the support has led to a change in the level and type of involvement by CSOs in immunisation and health systems strengthening (give the current number of CSOs involved, and the initial number).

Please outline any impact of the delayed disbursement of funds may have had on implementation and the need for any other support.

Please give the names of the CSOs that have been supported so far with GAVI Alliance Type B CSO support and the type of organisation. Please state if were previously involved in immunisation and / or health systems strengthening activities, and their relationship with the Ministry of Health.

For each CSO, please indicate the major activities that have been undertaken, and the outcomes that have been achieved as a result. Please refer to the expected outcomes listed in the proposal.

Table 18: Outcomes of CSOs activities

Name of CSO (and type of organisation)	Previous involvement in immunisation / HSS	GAVI supported activities undertaken in 2009	Outcomes achieved

Please list the CSOs that have not yet been funded, but are due to receive support in 2010/2011, with the expected activities and related outcomes. Please indicate the year you expect support to start. Please state if are currently involved in immunisation and / or health systems strengthening.

Please also indicate the new activities to be undertaken by those CSOs already supported.

Table 19: Planned activities and expected outcomes for 2010/2011

Name of CSO (and type of organisation)	Current involvement in immunisation / HSS	GAVI supported activities due in 2010 / 2011	Expected outcomes

6.2.2 Receipt and expenditure of CSO Type B funds

Please ensure that the figures reported below are consistent with financial reports and/or audit reports submitted for CSO Type B funds for the 2009 year.

Funds received during 2009: US\$.....

Remaining funds (carried over) from 2008: US\$.....

Balance to be carried over to 2010: US\$.....

6.2.3 Management of GAVI CSO Type B funds

Has a GAVI Financial Management Assessment (FMA) been conducted prior to or during the 2009 calendar year ? **[IF YES]** : please complete **Part A** below.

[IF NO] : please complete **Part B** below.

Part A: further describe progress against requirements and conditions for the management of CSO Type B funds which were agreed in any Aide Memoire concluded between GAVI and the country, as well as conditions not met in the management of CSO Type B funds.

Part B: briefly describe the financial management arrangements and process used for your CSO Type B funds. Indicate whether CSO Type B funds have been included in national health sector plans and budgets. Report also on any problems that have been encountered involving the use of CSO Type B funds, such as delays in availability of funds for programme use.

Please include details on: the type of bank account(s) used (commercial versus government accounts); how budgets are approved; how funds are channelled to the sub-national levels; financial reporting arrangements at both the sub-national and national levels; and the overall role of the HSCC in this process.

6.2.4 Detailed expenditure of CSO Type B funds during the 2009 calendar year

Please attach a detailed financial statement for the use of CSO Type B funds during the 2009 calendar year (**Document N°.....**). (*Terms of reference for this financial statement are attached in Annex 4*). Financial statements should be signed by the Chief Accountant or by the Permanent Secretary of Ministry of Health.

External audit reports for CSO Type B, ISS, HSS programmes are due to the GAVI Secretariat six months following the close of your government's fiscal year. If an external audit report is available for your CSO Type B programme during your government's most recent fiscal year, this should also be attached (**Document N°.....**).

6.2.5 Monitoring and Evaluation

Please give details of the indicators that are being used to monitor performance; outline progress in the last year (baseline value and current status), and the targets (with dates for achievement).

These indicators will be in the CSO application and reflect the cMYP and / or GAVI HSS proposal.

Table 20: Progress of CSOs project implementation

Activity / outcome	Indicator	Data source	Baseline value and date	Current status	Date recorded	Target	Date for target

Finally, please give details of the mechanisms that are being used to monitor these indicators, including the role of beneficiaries in monitoring the progress of activities, and how often this occurs. Indicate any problems experienced in measuring the indicators, and any changes proposed.

--

7. Checklist

Table 21: Checklist of a completed APR form

Fill the blank cells according to the areas of support reported in the APR. Within each blank cell, please type: Y=Submitted or N=Not submitted.

MANDATORY REQUIREMENTS (if one is missing the APR is NOT FOR IRC REVIEW)		ISS	NVS	HSS	CSO
1	Signature of Minister of Health (or delegated authority) of APR				
2	Signature of Minister of Finance (or delegated authority) of APR				
3	Signatures of members of ICC/HSCC in APR Form				
4	Provision of Minutes of ICC/HSCC meeting endorsing APR				
5	Provision of complete excel sheet for each vaccine request				
6	Provision of Financial Statements of GAVI support in cash		X		
7	Consistency in targets for each vaccines (tables and excel)				
8	Justification of new targets if different from previous approval (section 1.1)				
9	Correct co-financing level per dose of vaccine				
10	Report on targets achieved (tables 15,16, 20)				
11	Provision of cMYP for re-applying				
OTHER REQUIREMENTS		ISS	NVS	HSS	CSO
12	Anticipated balance in stock as at 1 January 2010 in Annex 1				
13	Consistency between targets, coverage data and survey data				
14	Latest external audit reports (Fiscal year 2009)				
15	Provide information on procedure for management of cash				
16	Health Sector Review Report				
17	Provision of new Banking details				
18	Attach VMA if the country introduced a New and Underused Vaccine before 2008 with GAVI support				
19	Attach the CSO Mapping report (Type A)				

8. Comments

Comments from ICC/HSCC Chairs:

Please provide any comments that you may wish to bring to the attention of the monitoring IRC in the course of this review and any information you may wish to share in relation to challenges you have experienced during the year under review. These could be in addition to the approved minutes, which should be included in the attachments

~ End ~

GAVI ANNUAL PROGRESS REPORT ANNEX 2
TERMS OF REFERENCE:
FINANCIAL STATEMENTS FOR IMMUNISATION SERVICES SUPPORT (ISS) AND
NEW VACCINE INTRODUCTION GRANTS

- I. All countries that have received ISS /new vaccine introduction grants during the 2009 calendar year, or had balances of funding remaining from previously disbursed ISS/new vaccine introduction grants in 2009, are required to submit financial statements for these programmes as part of their Annual Progress Reports.
- II. Financial statements should be compiled based upon countries' own national standards for accounting, thus GAVI will not provide a single template to countries with pre-determined cost categories.
- III. **At a minimum**, GAVI requires a simple statement of income and expenditure for activity during the 2009 calendar year, to be comprised of points (a) through (f), below. A sample basic statement of income and expenditure is provided on page 2 of this annex.
 - a. Funds carried forward from the 2008 calendar year (opening balance as of 1 January 2009)
 - b. Income received from GAVI during 2009
 - c. Other income received during 2009 (interest, fees, etc)
 - d. Total expenditure during the calendar year
 - e. Closing balance as of 31 December 2009
 - f. A detailed analysis of expenditures during 2009, based on ***your government's own system of economic classification***. This analysis should summarise total annual expenditure for the year by your government's own system of economic classification, and relevant cost categories, for example: wages & salaries. If possible, please report on the budget for each category at the beginning of the calendar year, actual expenditure during the calendar year, and the balance remaining for each cost category as of 31 December 2009 (referred to as the "variance").
- IV. Financial statements should be compiled in local currency, with an indication of the USD exchange rate applied. Countries should provide additional explanation of how and why a particular rate of exchange has been applied, and any supplementary notes that may help the GAVI Alliance in its review of the financial statements.
- V. Financial statements need not have been audited/certified prior to their submission to GAVI. However, it is understood that these statements should be subjected to scrutiny during each country's external audit for the 2009 financial year. Audits for ISS are due to the GAVI Secretariat 6 months following the close of each country's financial year.

MINIMUM REQUIREMENTS FOR ISS AND VACCINE INTRODUCTION GRANT FINANCIAL STATEMENTS:
An example statement of income & expenditure

Summary of income and expenditure – GAVI ISS						
	Local Currency (CFA)		Value in USD ⁷			
Balance brought forward from 2008 <i>(balance as of 31 December 2008)</i>	25,392,830		53,000			
Summary of income received during 2009						
Income received from GAVI	57,493,200		120,000			
Income from interest	7,665,760		16,000			
Other income (fees)	179,666		375			
Total Income	65,338,626		136,375			
Total expenditure during 2009	30,592,132		63,852			
Balance as at 31 December 2009 <i>(balance carried forward to 2010)</i>	60,139,324		125,523			
Detailed analysis of expenditure by economic classification ⁸ – GAVI ISS						
	Budget in CFA	Budget in USD	Actual in CFA	Actual in USD	Variance in CFA	Variance in USD
Salary expenditure						
Wages & salaries	2,000,000	4,174	0	0	2,000,000	4,174
Per-diem payments	9,000,000	18,785	6,150,000	12,836	2,850,000	5,949
Non-salary expenditure						
Training	13,000,000	27,134	12,650,000	26,403	350,000	731
Fuel	3,000,000	6,262	4,000,000	8,349	-1,000,000	-2,087
Maintenance & overheads	2,500,000	5,218	1,000,000	2,087	1,500,000	3,131
Other expenditure						
Vehicles	12,500,000	26,090	6,792,132	14,177	5,707,868	11,913
TOTALS FOR 2009	42,000,000	87,663	30,592,132	63,852	11,407,868	23,811

⁷ An average rate of CFA 479.11 = USD 1 applied.

⁸ Expenditure categories are indicative, and only included for demonstration purposes. Each implementing government should provide statements in accordance with its own system for economic classification.

GAVI ANNUAL PROGRESS REPORT ANNEX 3
TERMS OF REFERENCE:
FINANCIAL STATEMENTS FOR HEALTH SYSTEMS STRENGTHENING (HSS)

- I. All countries that have received HSS grants during the 2009 calendar year, or had balances of funding remaining from previously disbursed HSS grants in 2009, are required to submit financial statements for these programmes as part of their Annual Progress Reports.
- II. Financial statements should be compiled based upon countries' own national standards for accounting, thus GAVI will not provide a single template to countries with pre-determined cost categories.
- III. **At a minimum**, GAVI requires a simple statement of income and expenditure for activity during the 2009 calendar year, to be comprised of points (a) through (f), below. A sample basic statement of income and expenditure is provided on page 3 of this annex.
 - a. Funds carried forward from the 2008 calendar year (opening balance as of 1 January 2009)
 - b. Income received from GAVI during 2009
 - c. Other income received during 2009 (interest, fees, etc)
 - d. Total expenditure during the calendar year
 - e. Closing balance as of 31 December 2009
 - f. A detailed analysis of expenditures during 2009, based on **your government's own system of economic classification**. This analysis should summarise total annual expenditure for each HSS objective and activity, per your government's originally approved HSS proposal, with further breakdown by cost category (for example: wages & salaries). Cost categories used should be based upon your government's own system for economic classification. Please report the budget for each objective, activity and cost category at the beginning of the calendar year, the actual expenditure during the calendar year, and the balance remaining for each objective, activity and cost category as of 31 December 2009 (referred to as the "variance").
- IV. Financial statements should be compiled in local currency, with an indication of the USD exchange rate applied. Countries should provide additional explanation of how and why a particular rate of exchange has been applied, and any supplementary notes that may help the GAVI Alliance in its review of the financial statements.
- V. Financial statements need not have been audited/certified prior to their submission to GAVI. However, it is understood that these statements should be subjected to scrutiny during each country's external audit for the 2009 financial year. Audits for HSS are due to the GAVI Secretariat 6 months following the close of each country's financial year.

MINIMUM REQUIREMENTS FOR HSS FINANCIAL STATEMENTS:
An example statement of income & expenditure

Summary of income and expenditure – GAVI HSS		
	Local Currency (CFA)	Value in USD⁹
Balance brought forward from 2008 (<i>balance as of 31 December 2008</i>)	25,392,830	53,000
Summary of income received during 2009		
Income received from GAVI	57,493,200	120,000
Income from interest	7,665,760	16,000
Other income (fees)	179,666	375
Total Income	65,338,626	136,375
Total expenditure during 2009	30,592,132	63,852
Balance as at 31 December 2009 (<i>balance carried forward to 2010</i>)	60,139,324	125,523

Detailed analysis of expenditure by economic classification¹⁰ – GAVI HSS						
	Budget in CFA	Budget in USD	Actual in CFA	Actual in USD	Variance in CFA	Variance in USD
HSS PROPOSAL OBJECTIVE 1: EXPAND ACCESS TO PRIORITY DISTRICTS						
ACTIVITY 1.1: TRAINING OF HEALTH WORKERS						
Salary expenditure						
Wages & salaries	2,000,000	4,174	0	0	2,000,000	4,174
Per-diem payments	9,000,000	18,785	6,150,000	12,836	2,850,000	5,949
Non-salary expenditure						
Training	13,000,000	27,134	12,650,000	26,403	350,000	731
TOTAL FOR ACTIVITY 1.1	24,000,000	50,093	18,800,000	39,239	5,200,000	10,854

⁹ An average rate of CFA 479.11 = USD 1 applied.

¹⁰ Expenditure categories are indicative, and only included for demonstration purposes. Each implementing government should provide statements in accordance with its own HSS proposal objectives/activities and system for economic classification.

ACTIVITY 1.2: REHABILITATION OF HEALTH CENTRES							
Non-salary expenditure							
Maintenance & overheads	2,500,000	5,218	1,000,000	2,087	1,500,000	3,131	
Other expenditure							
Equipment	3,000,000	6,262	4,000,000	8,349	-1,000,000	-2,087	
Capital works	12,500,000	26,090	6,792,132	14,177	5,707,868	11,913	
TOTAL FOR ACTIVITY 1.2	18,000,000	37,570	11,792,132	24,613	6,207,868	12,957	
TOTALS FOR OBJECTIVE 1	42,000,000	87,663	30,592,132	63,852	11,407,868	23,811	

GAVI ANNUAL PROGRESS REPORT ANNEX 4

TERMS OF REFERENCE:

FINANCIAL STATEMENTS FOR CIVIL SOCIETY ORGANISATION (CSO) TYPE B

- I. All countries that have received CSO 'Type B' grants during the 2009 calendar year, or had balances of funding remaining from previously disbursed CSO 'Type B' grants in 2009, are required to submit financial statements for these programmes as part of their Annual Progress Reports.
- II. Financial statements should be compiled based upon countries' own national standards for accounting, thus GAVI will not provide a single template to countries with pre-determined cost categories.
- III. **At a minimum**, GAVI requires a simple statement of income and expenditure for activity during the 2009 calendar year, to be comprised of points (a) through (f), below. A sample basic statement of income and expenditure is provided on page 3 of this annex.
 - a. Funds carried forward from the 2008 calendar year (opening balance as of 1 January 2009)
 - b. Income received from GAVI during 2009
 - c. Other income received during 2009 (interest, fees, etc)
 - d. Total expenditure during the calendar year
 - e. Closing balance as of 31 December 2009
 - f. A detailed analysis of expenditures during 2009, based on **your government's own system of economic classification**. This analysis should summarise total annual expenditure by each civil society partner, per your government's originally approved CSO 'Type B' proposal, with further breakdown by cost category (for example: wages & salaries). Cost categories used should be based upon your government's own system for economic classification. Please report the budget for each objective, activity and cost category at the beginning of the calendar year, the actual expenditure during the calendar year, and the balance remaining for each objective, activity and cost category as of 31 December 2009 (referred to as the "variance").
- IV. Financial statements should be compiled in local currency, with an indication of the USD exchange rate applied. Countries should provide additional explanation of how and why a particular rate of exchange has been applied, and any supplementary notes that may help the GAVI Alliance in its review of the financial statements.
- V. Financial statements need not have been audited/certified prior to their submission to GAVI. However, it is understood that these statements should be subjected to scrutiny during each country's external audit for the 2009 financial year. Audits for CSO 'Type B' are due to the GAVI Secretariat 6 months following the close of each country's financial year.

MINIMUM REQUIREMENTS FOR CSO 'Type B' FINANCIAL STATEMENTS:
An example statement of income & expenditure

Summary of income and expenditure – GAVI CSO 'Type B'		
	Local Currency (CFA)	Value in USD ¹¹
Balance brought forward from 2008 (<i>balance as of 31 December 2008</i>)	25,392,830	53,000
Summary of income received during 2009		
Income received from GAVI	57,493,200	120,000
Income from interest	7,665,760	16,000
Other income (fees)	179,666	375
Total Income	65,338,626	136,375
Total expenditure during 2009	30,592,132	63,852
Balance as at 31 December 2009 (<i>balance carried forward to 2010</i>)	60,139,324	125,523

Detailed analysis of expenditure by economic classification ¹² – GAVI CSO 'Type B'						
	Budget in CFA	Budget in USD	Actual in CFA	Actual in USD	Variance in CFA	Variance in USD
CSO 1: CARITAS						
Salary expenditure						
Wages & salaries	2,000,000	4,174	0	0	2,000,000	4,174
Per-diem payments	9,000,000	18,785	6,150,000	12,836	2,850,000	5,949
Non-salary expenditure						
Training	13,000,000	27,134	12,650,000	26,403	350,000	731
TOTAL FOR CSO 1: CARITAS	24,000,000	50,093	18,800,000	39,239	5,200,000	10,854
CSO 2: SAVE THE CHILDREN						
Salary expenditure						
Per-diem payments	2,500,000	5,218	1,000,000	2,087	1,500,000	3,131

¹¹ An average rate of CFA 479.11 = USD 1 applied.

¹² Expenditure categories are indicative, and only included for demonstration purposes. Each implementing government should provide statements in accordance with its own CSO 'Type B' proposal and system for economic classification.

Non-salary expenditure							
Training	3,000,000	6,262	4,000,000	8,349	-1,000,000	-2,087	
Other expenditure							
Capital works	12,500,000	26,090	6,792,132	14,177	5,707,868	11,913	
TOTAL FOR CSO 2: SAVE THE CHILDREN	18,000,000	37,570	11,792,132	24,613	6,207,868	12,957	
TOTALS FOR ALL CSOs	42,000,000	87,663	30,592,132	63,852	11,407,868	23,811	