

Honourable Dr Abu Bakarr Fofanah  
The Minister of Health and Sanitation  
Ministry of Health and Sanitation  
Freetown  
Sierra Leone

30 October 2017

*Republic of Sierra Leone Request for CCEOP Support from Gavi*

Dear Honourable Minister

I refer to the request for support for the Cold Chain Equipment Optimisation Platform (CCEOP) which has been shared by Sierra Leone with the Gavi Secretariat through the Programme Support Rationale (PSR). From 22 to 24 February 2017, the In-country Expert Group reviewed your support request in the PSR and recommended approval with clarifications. Based upon the clarifications presented, the Expert Group recommends approval of the CCEOP support for Sierra Leone, as described in the Decision Letter attached with this letter.

Gavi appreciates the Sierra Leone's request and is fully committed to support the proposal recommended by the In-country Expert Group, as reflected by the Gavi Board allocating funding to the CCEOP programmes at its December 2016.

The allocations beyond years 2017 are expected to be communicated during 2017, taking into account resource availability and updated CCEOP-related policies and procedures. However, in order to facilitate timely implementation of the CCEOP Programme, year 2017 is approved.

Annexed to the letter you will find the Decision letter for support for the Cold Chain Equipment Optimisation Platform.

For any question or request for additional information, feel free to contact my colleague Nadia Lasri at [nlasri@gavi.org](mailto:nlasri@gavi.org).

Yours sincerely



Hind Khatib-Othman  
Managing Director, Country Programmes, Gavi

## Decision Letter

### SIERRA LEONE Cold Chain Equipment Optimisation Platform Support

This Decision Letter forms a part of the PFA and together with the PFA sets out the Programme Terms of the Programme. Any term used in this Decision Letter but not defined shall have the meaning given to such term in the PFA. The English language version of this Decision Letter shall prevail in the case of any conflict with terms expressed in any other language.

<b>1. Country :</b> Republic of Sierra Leone			
<b>2. Grant number:</b> 17-SLE-31a-Z			
<b>3. Date of Decision Letter:</b> 30 October 2017			
<b>4. Date of the Partnership Framework Agreement:</b> 10 March 2013			
<b>5. Programme title:</b> Cold Chain Equipment Optimisation Platform (CCE OP)			
<b>6. CCE OP terms:</b> The aim of the CCE OP support is to support countries with improving their supply chains and contribute to efforts to strengthen the coverage and equity of immunisation; as specified in: <ul style="list-style-type: none"> <li>• The relevant Gavi CCE OP application instructions and form- please contact your senior country manager for these documents.</li> <li>• The most recent Gavi CCE OP technical guide- please contact your senior country manager for the guide.</li> <li>• Country's approved CCE OP proposal and any responses to the CCE OP IRC request for clarifications.</li> </ul>			
<b>7. Programme duration :</b> 2017			
<b>8. Joint investment classification:</b> Country 20% joint investment / Gavi 80% joint investment			
<b>9. Programme Budget (indicative) :</b> This is the amount of an estimated multi-year budget endorsed by Gavi under the Programme.			
	<i>2017</i>	<i>Total<sup>1</sup></i>	
<b>Gavi maximum Budget (US\$)</b>	1,302,611	1,302,611	
<b>Country maximum Budget<sup>2</sup> (US\$)</b>	325,653	325,653	
<b>Programme Budget (US\$)</b>	<b>1,628,264</b>	<b>1,628,264</b>	
<b>10. Indicative number of equipment<sup>3</sup> and annual amounts:</b> (i.e. Total Platform investment from Gavi and the country) The Country acknowledges that the Annual Amount will be disbursed directly to			

<sup>1</sup> This is the total amount endorsed by Gavi for the entire duration of the Programme.

<sup>2</sup> This amount includes the standard UNICEF Procurement Services buffer to cover increases in costs resulting from currency fluctuations or other cost variables and will be returned to country at the completion of the contract, if unused. The UNICEF standard Procurement Services handling fee for the country joint investment is in addition to the above *Country Maximum Budget (US\$)* (see relevant section.). Please contact the UNICEF office for further information.

UNICEF as the agreed implementing agency.

Type of equipment to be purchased with Gavi and country funds in each year	2017
Indicative number of Off-grid/SDD refrigerators (without freezer comp.)	315
Indicative number of Temperature monitoring devices (remote technologies)	750
Indicative number of Freeze free cold boxes	187
Total annual Amount (US\$)	<b>1,628,264</b>
Annual Amount from Gavi (US\$)	1,302,611
Total annual Amount from the country (US\$)	325,653

**11. Financial clarifications:** Not applicable

**12. Procurement agency:** UNICEF is the sole procurement agency for the CCE OP. Gavi and country shall release their joint investment share each year to UNICEF. If country share is to be financed with Gavi HSS, Gavi (after due consideration with country) shall withhold such funds from disbursements and release them to UNICEF at the appropriate time.

**13. Procurement fee :** As part of the UNICEF Procurement Services modality, country will be responsible for paying a standard **Procurement Services fee on the country joint-investment amount**. The Procurement Services handling fee is in addition to the above Country Maximum Budget (US\$). Please contact the UNICEF office for further information.

**14. Additional reporting requirements:**

Reports and other information	Within 60 days of receiving the decision letter
As part of preparations for the following year's equipment purchase, countries are required to develop (with UNICEF) and submit an operational deployment plan.	Within 60 days of receiving the decision letter.
<p>In accordance with applicable Gavi processes, Country shall report on programmatic and financial performance including (but not limited to) the following indicators as proposed by country:</p> <ul style="list-style-type: none"> <li><b>CCE Replacement/Rehabilitation in existing equipped sites:</b> Percentage of existing sites with (non)functional and/or obsolete non-PQS and PQS equipment to be replaced with platform-eligible ILR, SDD or long-term passive devices (including equipping sites with a larger equipment)</li> <li><b>CCE Expansion in existing sites:</b> Percentage of existing sites being equipped with ADDITIONAL pieces of equipment for new vaccine introduction and/or to serve an increasing population;</li> <li><b>CCE Extension in unequipped existing and in new sites:</b> Percentage of previously unequipped sites (providing immunisation services or not, including existing sites without active devices) and new service sites being equipped with Platform eligible equipment.</li> </ul>	As agreed in the Performance framework

<sup>3</sup> The exact number of units that Sierra Leone will receive may differ from the one presented in the above table. The final number of units will be shared by UNICEF accordingly.

<ul style="list-style-type: none"> <li>• <b>CCE maintenance</b> : Well-defined indicator proposed by country to reflect appropriate maintenance of equipment; for example percentage of equipped facilities with functioning cold chain,<sup>4</sup> such as demonstrated by remote temperature monitoring; <b>and</b></li> <li>• <b>Freeze-free to non-freeze-free carrier ratio</b>: Ratio of freeze-free cold boxes/carriers to non-freeze-free cold boxes/carriers in-country?</li> <li>• <b>Submission of yearly updated CCE inventory</b></li> </ul> <p>The selected indicators should be included in the country's performance framework order to track the results of the replacement and/or expansion plan and/or implementation of the maintenance plan.</p>	
<p><b>15. Other conditions:</b> The country is reminded of its obligations under the PFA with respect to insurance and is requested to provide information to Gavi on the steps it has taken in this regard.</p> <p>The disbursement of Gavi annual amounts is subject to UNICEF's confirmation of receipt of the country's joint investment share.</p> <p>The country is also reminded that it is responsible for reception at the port of entry, customs clearance and for provision of a waiver of (or, in the absence of waiver, paying for) any taxes or other duties for each consignment of Cold Chain Equipment. Government must provide UNICEF in advance with confirmation of such waivers or payments of taxes and duties, as well as country specific requirements for importation. Country is advised to pay special attention to proposed delivery modes and schedules agreed with the supplier and it's local agent when initiating the deployment and commissioning of goods. Alternative forms of installation such as mounting of solar panels on a pole rather than on the roof of the health facility should be identified during the preparation of deployment plans that are shared with UNICEF for costing. Other conditions such as seasonality could also affect the efficiency of the outsourced deployments. If the country has to make unplanned variations to the delivery schedules, such as where conditions for installation and implementation are delayed or in cases of force majeure, the government must develop a deviation protocol to document such cases and any cost implications of such variations. The Government will be responsible for all such costs.</p>	

On behalf of Gavi



Hind Khatib-Othman  
 Managing Director, Country Programmes  
 30 October 2017

<sup>4</sup> **Indicator definition:** % CCE functioning = (# functioning CCE devices) / (total # of CCE devices designated for use). CCE devices considered for this indicator include all refrigerators, fixed passive storage devices, walk-in cold rooms and freezers designated for string vaccines. Both the numerator and denominator should be collected from the same geographical area / period in time and should not include decommissioned equipment. Functionality of CCE is broadly defined to mean that the device is operable at a particular point in time for storing vaccine.