

CCM Vietnam is calling for nominations for membership (term 2014-2016)

The Global Fund is an international financing institution that fights AIDS, tuberculosis and malaria with a 21st century approach: partnership, transparency, constant learning and results-based funding.

The Global Fund to Fight AIDS, Tuberculosis and Malaria was created in 2002 to dramatically increase resources for the fight against the three pandemics. It spurs partnerships between government, civil society, the private sector and communities living with the diseases, the most effective way to fight these deadly infectious diseases. The Global Fund does not manage or implement programs on the ground, relying instead on local experts. It works with partners to ensure that funding serves the men, women and children affected by these diseases in the most effective way.

Country Coordinating Mechanisms are central to the Global Fund's commitment to local ownership and participatory decision-making. These country-level multi-stakeholder partnerships develop and submit grant proposals to the Global Fund based on priority needs at the national level. After grant approval, they oversee progress during implementation.

Country Coordinating Mechanisms include representatives from both the public and private sectors, including governments, multilateral or bilateral agencies, non-governmental organizations, academic institutions, private businesses and people living with the diseases.

The CCM in Viet Nam (VN-CCM) was established in 2004 following Decision No. 4557/QĐ-BYT issued by the Minister of Health; it has a broad mandate as a national coordinating body for AIDS, tuberculosis (TB), malaria, and health system strengthening (HSS); the VN-CCM oversees the national response related to the three diseases as well as health system strengthening, and supports the coordination of all partners. VN-CCM builds on and is linked to existing mechanisms for planning at the national level and is consistent with national strategic plans.

Membership in the CCM is broadly representative of a variety of stakeholders, each representing an active constituency with an interest in fighting one or more of the three diseases. The role and function of each player within the partnership of the CCM is agreed upon by a joint decision making mechanism, safeguarding equity and transparency among partners.

Roles and Responsibilities of VN-CCM Members (from the 2012 Governance manual of VN-CCM)

Each VN-CCM Member must be willing to accept the following responsibilities:

- i. Respect and comply with the Governance Manual, and to other VN-CCM endorsed policy and regulation documents that are referenced in the Governance Manual
- ii. Attend and actively participate in VN-CCM meetings.
- iii. Freely share relevant experiences and information within the meetings.

- iv. Respect and comply with VN-CCM decisions.
- v. Consult regularly with organizations and individuals within their sector and beyond their own individual agency with an aim to fairly and accurately represent their views and concerns at VN-CCM meetings.
- vi. All CCM members are invited to participate in the process of official decision making of the CCM.
- vii. Individual members represent the interests of their constituency, are responsible for sharing information with their constituents in an open and timely manner, and should hold regular consultations with their constituents to ensure that representative views and concerns are expressed in CCM decisions and meetings.
- viii. Members should demonstrate neutrality and reaffirm the principle that members of VN-CCM represent a certain constituency and not their respective organizations.

Rights of VN-CCM Members(from the 2012 Governance manual of VN-CCM)

Each VN-CCM Member represents the constituents in a particular sector; each CCM Member has the following rights:

- i. The right to participate in all discussions and activities of VN-CCM.
- ii. The right to speak in Vietnamese language during meetings (to be translated/summarized for any international Members not speaking Vietnamese).
- iii. The right to receive relevant documents in either Vietnamese or English.
- iv. The right to propose an agenda item for forthcoming CCM meeting.
- v. The right to voice an opinion in all matters concerning the mandate of this body prior to decision making.
- vi. The right to sign, or to decline to sign, proposals submitted by CCM to Global Fund (provided that a CCM Member who declines to sign such a proposal provides clearly articulated reasons, which are recorded in the minutes).
- vii. The right to vote on any matter that needs to be put to a vote.
- viii. The right to propose CCM Members for the position of Chair, Vice-Chair, Oversight Committee (OC) members, sub-CCM members or other sub-committee or working group membership
- ix. The right to receive compensation for travel expenses incurred to attend CCM meetings; when taking part in other CCM activities; or when undertaking assignments for CCM in other parts of the country or overseas, contingent upon VN-CCM receiving adequate funds for this purpose. When and where possible, members should seek other resources to cover these expenses before requesting reimbursement from the VN-CCM.

Composition & Selection of VN-CCM Members and alternates

The VN-CCM is currently comprised of 20 members who represent various sectors. In addition, a minimum of 40 per cent of CCM membership should be drawn from non-government entities and/or academic and research institutions, excluding international and bilateral organizations.

These Sectors may include:

- i. Government of Viet Nam and its agencies
- ii. Civil society/NGOs
- iii. People living with or affected by HIV/AIDS, TB and malaria¹

¹The Global Fund requires all CCMs to show evidence of membership of people living with and/or affected by the diseases

- iv. Faith-based organizations
- v. Community organizations
- vi. Private sector
- vii. Professional associations
- viii. Research institutes and universities
- ix. International agencies including United Nations, multilateral or bilateral agencies, international donors and international NGOs.

Within each of the Sectors above, organisations that are interested in and working on issues related to HIV, TB, Malaria and HSS can choose one or more organisations which shall then select one person to serve as a VN-CCM Member who represents that Sector in the VN-CCM.

The selection process of representatives of a sector must be developed within the Sector, and must be conducted in a transparent and inclusive manner based on clear criteria. The criteria, the selection process and the results of the selection process shall be documented by the Sector. This document must be sent to the VN-CCM Secretariat, which will share it with the VN-CCM Members and make this information publicly accessible. The VN-CCM cannot dictate the process to be used for self-selection, other than to stipulate that the process must be transparent, inclusive and based on clear criteria.

All constituencies represented on the VN-CCM have the option of selecting Alternates.

Term of Membership

VN-CCM Members and Alternates serve for a term of two (2) years. Upon the expiry of her/his first term, a VN-CCM Member or Alternate may be chosen by her or his sector to serve a further term, and there will be a new selection process at this point.

The VN-CCM shall have an orientation process for new VN-CCM Members and Alternates. This shall include an introduction to the Governance Manual

The 2013 VTN_CCM governance manual is attached [here](#).

For the term 2014-2016, VN-CCM is restructuring the CCM membership and is herewith calling for expression of interest or nominations in the following constituencies (no 4 – 12):

No	Constituency	Number of CCM members to be elected	Election facilitated by
1	Government	7	Self
2	International NGO's	1	Self
3	UN + bilateral, multilateral organizations	5	Self
4	National Non-Governmental Organizations (NGOs)	02	UNAIDS
5	People living with HIV/AIDS (PLWH)	01	UNAIDS
6	People living with or affected by Tuberculosis	01	WHO

	(TB)		
7	People living with or affected by Malaria (Mal)	01	WHO
8	Key affected populations identified as driving the HIV epidemic in Viet Nam (KAPs)*	02 *Men having sex with men (MSM), Injecting drug users (IDU) Sex workers (SW)	USAID
9	Faith based organizations	01	UNAIDS
10	Private sector	01	CCM Secretariat
11	Professional Associations	01	CCM Secretariat
12	Community based organizations (CBOs)	02	USAID

Organizations / individuals from these constituencies who would like to get involved in CCM: please contact with the CCM secretariat and facilitator **before 6 pm on 16 May 2014**. More information about the election process for each constituency is provided in the link under each constituency.

The CCM task force in its meeting on 10 April 2014 has appointed the above mentioned facilitators to support the election.

Elections will be finalized by the end of May 2014.

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The CCM secretariat