

NATIONAL MALARIA ELIMINATION PROGRAMME

2020 LLIN MASS DISTRIBUTION CAMPAIGN LOGISTICS AND PROCUREMENT SUBCOMMITTEE MEETING HELD ON 22ND JANUARY 2020 AT NATIONAL MALARIA ELIMINATION CENTRE

Present

1. Mr. Chris Liswaniso – Head of Logistics, WFP – Chairperson
2. Mr. Peter C. Kalenga – Mass ITN Campaign Coordinator, SFH/VectorLink – Secretary
3. Dr. Emmanuel Hakwia Kooma – VC Specialist, NMEC
4. Ms. Doris Siyanga – Logistics Officer, CHAZ
5. Mr. Mapeesho Kamayani – Logistics Officer, CHAZ
6. Dr. Jennifer Somtore – Resident Advisor, PMI/VectorLink
7. Dr. Oliver Lulembo – Senior ITN Mass Campaign Advisor, PMI/VectorLink
8. Mr. Alex Chilabi – PMCO, NMEC
9. Mr. Evans Mwape – ITN Advisor, PMI PAMO
10. Mr. Reuben Zulu – IRS Officer, NMEC
11. Ketty Sichelwe – Principal ITN Officer, NMEC
12. Dr. Wajilovia Chilambo – Malaria Field Officer, NMEC
13. Mr. Noah T. Mtonga – Malaria Supply Chain Advisor, GHSC-PSM/NMEC
14. Mr. Ennocent M. Sindazi – Program Procurement Specialist, GHSC-PSM
15. Mr. Whyson Chiminsa – Senior Logistics Associate, WFP
16. Mrs. Thandi Makawa – HRMA, NMEC
17. Mrs. Memory Makunka – Ag. Procurement and Supply Officer, NMEC
18. Mr. Kentzo Mumba – Chief Vector Control Officer, NMEC
19. Mr. Wongani Zulu – Data Management Officer, NMEC

Agenda

1. Introduction
2. Welcome remarks
3. Minutes of previous meeting: Reading, corrections, matters arising and recommendations from minutes
4. TORs and Assignment of Activities
5. AOB
6. Closing remarks

1.0 INTRODUCTION

The Chairperson called the meeting to order at 10:45hrs and all the members present introduced themselves.

2.0 WELCOME REMARKS

The Chairperson handed over the chairmanship of the meeting to Dr. Kooma, who reminded the subcommittee that time was running out and that the Mass Campaign ought to be taken seriously

3.0 MINUTES

3.1 Reading and Correction

After the subcommittee perused through the minutes of the previous meeting, Mr. Chilabi proposed them as a true record and Mr. Mwape seconded. The minutes were therefore adopted.

3.2 Matters Arising

- i) Marginalised groups and mobile populations were categorised and earmarked for consideration in the Campaign as follows:
 - GRZ security wings who go for operations
 - They frequently request nets. The Programme needs to invite them to join the Logistics subcommittee. Engaging them will be an opportunity to find out how NMEP can support them.
 - Farmers practising shifting cultivation
 - These are common in Luapula, Northern and Northwestern Provinces. SBCC needs to be strengthened so that people can carry nets with them when they go to cultivate. The families that practise shifting cultivation can be registered and can benefit from the mass distribution if it is conducted in August.
 - Boarding schools/colleges and orphanages
 - The Programme needs to engage the Ministries of General Education and Higher Education as key stakeholders in the fight against malaria.
 - Prisons
 - IRS may be more suitable for prisons given the security concerns arising from potential misuse of ITNs by inmates. There is need to engage the Ministry of Defence.
 - Refugee camps
 - There is need to engage UNHCR to understand the need.
 - Fishing camps
 - Fishing camps need to be analysed based on their peculiarities.
 - Hospitals, hospices, old peoples' homes
 - IRS is recommended for hospitals as some may not want ITNs because of infection prevention considerations. Most are also not very well situated for mass campaigns.
 - Hospices and old people's homes can be considered as potential beneficiaries.
 - Hard-to-reach areas such as islands
 - Certain islands already catered for
- ii) Write to provinces and districts indicating how many nets they will each receive
 - Rough quantities of nets need to be known before writing. The actual numbers should be available by 24th January and will be included in the letter.
 - 80-90% of the districts do not have enough storage space, but it can be hired. Field visit reports were shared with Mr. Chilabi and just need to be consolidated. The consolidated report should be completed by 23rd January 2020 in readiness for the main committee meeting on 24th January.

- **Macro- and Microplanning**

- Macroplanning is ongoing and district microplanning is scheduled for April 2020.

- **Determination of Transportation and Fuel Requirements**

- The process is ongoing but while the rates are known, there is need to know where the ITNs will be transported from, as well as the allocation per district. This is dependant upon district-level microplanning.
- Rates are known, but sources need to be known. Dependent on microplanning (district-level)
- When costing, the subcommittee should consider all necessary aspects such as transportation across water bodies.
- All the necessary documents are to be finalised by 31st January 2020.

- **Format of Meetings**

- Deliverables should be discussed in each meeting in order to track progress. A lead for each deliverable to be assigned.
 - The Secretariat needs to be expanded to include experts in fields such as logistics, finance and vector control. The Secretariat will be led by Noah Mtonga, with support from all members.
 - Meeting agendas and minutes should be shared at least two days before each meeting.
- **Recommendations**
 - Validation of numbers of beneficiaries is in progress.
 - Determination of how districts arrived at numbers of beneficiaries is being looked into by the Secretariat.

4.0 TERMS OF REFERENCE AND ACTIVITIES

The meeting assigned tasks to teams according to the subcommittee's terms of reference as detailed in the table below. Each activity was given a deadline of 23rd January 2020 for reporting, in readiness for reporting updates in the main committee meeting.

Deliverable to be scored	Team members	Deadline
Logistics Plan of Action	Mr. Chris Liswaniso (Lead) Mr. Kentzo Mumba Mr. Devolent Daka Ms. Doris Siyanga	23 rd January 2020
Flowchart: Mapping out flow of nets (time of receipt to time that beneficiaries receive)	Dr. Wajilovia Chilambo (Lead) Mr. Noah Mtonga Mr. Mapeesho Kamayani Mrs. Memory Makunka Mr. Evans Mwape Mr. Peter Kalenga	23 rd January 2020
Estimate needs for commodities in consultation with the Technical and Implementation sub-committee	Mrs. Ketty Sichelwe (Lead) Mrs. Martha Mulenga Mr. Alex Chilabi Mr. Reuben Zulu Mr. Wongani Zulu	23 rd January 2020
Estimate transport requirements, including fuel for redistribution of supplies during implementation of campaign	Mr. Whyson Chiminsa (Lead) Mrs. Memory Makunka	23 rd January 2020
Establish District/Provincial level logistics team who will be responsible for development of plans, control of finances and reporting	Mr. Alex Chilabi (Lead) Dr. Wajilovia Chilambo Dr. Dennis Musonda Mr. Kentzo Mumba Mr. Joseph Mponda Mrs. Thandi Makawa	23 rd January 2020
Assess warehousing capacity and stock control at all levels and suggest possible solutions to challenges encountered	Mr. Whyson Chiminsa (Lead) Mr. Alex Chilabi Mr. Evans Mwape Dr. Emmanuel Kooma (Providing oversight) Dr. Oliver Lulembo (Providing oversight) Mr. Chris Liswaniso (Providing oversight)	23 rd January 2020
Support provincial and district level micro-	Mrs. Ketty Sichelwe (Lead) Mrs. Martha Mulenga	23 rd January 2020

planning (<i>Consolidate all district level plans and requirements into national logistics plan for the distribution campaign; Develop national logistics budget based on above and submit to the Technical and Implementation and M&E Sub-committees.</i>)	Mr. Bwalya (MoH PMU) Mr. Bright Sikaala Mr. Wongani Zulu	
Develop timelines of logistics events and harmonize with national activity timelines.	Mr. Deovolent Daka (Lead) Mr. Joseph Mponda Mr. Innocent M. Sindazi Mrs. Ketty Sichalwe Mrs. Martha Mulenga Mr. Wongani Zulu	23 rd January 2020
Develop training presentations for district logistics teams.		23 rd January 2020
Conduct field storage reconnaissance trips as needed to ensure that physical security measures are in place prior to LLIN deliveries at all levels.		

5.0 ANY OTHER BUSINESS

The subcommittee maintained that meetings will continue being held on Wednesdays at 10:00hrs, until further notice.

6.0 CLOSING

In his closing remarks, the Chairperson emphasised the need for members to attend meetings consistently. It was agreed that where one cannot be present, he or she should provide updates on his or her activities.

The Chairperson also pointed out the need for contact numbers to be shared to allow for easy follow-up on activities.

The meeting closed at 12:36hrs.

Peter Kalenga
Secretary

Chris Liswaniso
Chairperson