



**MINUTES OF THE SARN STEERING COMMITTEE MEETING HELD BY  
TELECONFERENCE ON 3<sup>RD</sup> MAY, 2011 FROM 15:00 HOURS**

**SARN Secretariat  
Gaborone, Botswana**



## 1.0 PRESENT

1. Ms. Martha Mpisaunga (Chairperson)
2. Mr. Simon Kunene
3. Mr. Farai Chieza
4. Dr. Susan Mutambu
5. Dr. Jean Claude Kazadi
6. Dr. James Banda
7. Dr. Kaka Mudambo
8. Mr. Peter Mbabazi
9. Mrs. Boitumelo Lesaso
10. Mr. Daniso Mbewe

## 2.0 APOLOGIES

1. Dr. Petrina Uusiku
2. Dr. Raj Maharaj
3. Dr. Boniface Maket
4. Dr. Pangani Njovu
5. Dr. Nilton Saraivo

## 3.0 AGENDA

The meeting was convened to discuss and consider approval of technical assistance requests from Botswana, Namibia, South Africa and Zambia.

Ms. Martha Mpisaunga chaired the meeting.

## 4.0 TECHNICAL ASSISTANCE REQUESTS

NO.	COUNTRY	TECHNICAL ASSISTANCE	NO. OF DAYS/ BUDGET (US)	DECISION
4.1	Botswana	Development of Geographical Information System (GIS) and Database.  GIS expert would come from Swaziland NMCP	10 Days	<ul style="list-style-type: none"><li>• The committee approved provision of technical assistance expert in principle.</li><li>• The approval was subject to development of clear TORs for the technical assistance by Botswana NMCP and budget (per</li></ul>

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				diem and air ticket) by SARN Secretariat for consideration and approval by the committee.
4.2	Namibia	<p>Establishment of the M&amp;E database and build capacity in terms of training and proper maintenance of the Malaria database.</p> <p>An expert would be required to undertake the activity</p>	24 Days	<ul style="list-style-type: none"> <li>The committee resolved that Dr. Maket, Mr. Kunene and Dr. Mudambo would discuss with Namibia NMCP to get more clarity on what would be required for the technical assistance and report back to the committee for consideration and approval</li> </ul>
4.3	South Africa	<p>Development of an IT Information System for all levels (National, Provincial and District) in South Africa.</p> <p>The WHO-IST Data Manager, Mr. Samson Katikiti was identified as a suitable person to provide such support due to his extensive experience. Key areas of support would include: setting up a functional database at National Level and also would train staff at the National, Provincial and District levels.</p>	<p>13 Days</p> <p>US\$5,033.00</p>	<ul style="list-style-type: none"> <li>The committee approved provision of technical assistance expert as planned</li> </ul>
4.4	Zambia	A meeting to finalise Malaria Strategic Plan (MSP) would be convened.	<p>3 Days</p> <p>US\$11,324</p>	<ul style="list-style-type: none"> <li>The committee was reminded that the role of the secretariat was to</li> </ul>

NO.	COUNTRY	TECHNICAL ASSISTANCE	NO. OF DAYS/ BUDGET (US)	DECISION
				<p>support technical assistance not meetings.</p> <ul style="list-style-type: none"> <li>• The committee was informed that Zambia needed to finalise their MSP as it was one of the conditions for Zambia to access global fund as it was not currently accessing Global Fund.</li> <li>• In view of the above, the committee approved US\$15,000.00 for Zambia.</li> <li>• This was approved on condition that Zambia would submit a detailed plan for Phase 4 of MPR and that the plan would be approved.</li> </ul>

## 5.0 A.O.B.

5.1 Swaziland reported that a request for MIS support for 2010 for US\$75,00.00 was approved by the Steering Committee but Swaziland did not receive the money. Upon follow up of the money with SARN Secretariat, documents were not found at the Secretariat for the request. Swaziland had since submitted all the documents to the Secretariat.

**Action Point:** The Secretariat was asked to table the request at the next SARN Steering Committee meeting.

5.2 Dr. Kazadi reported that he had discussed the cancellation of the Malaria Managers meeting with the Director of SHD&SP and he would discuss the issue with Mr. Simon Kunene and other managers and would report back to the Steering Committee before the end of the week beginning 1<sup>st</sup> May 2011.



5.3 It was recommended that teleconference meetings would be held frequently at least once a month apart from the quarterly meetings as these frequent meetings had proved to be useful for the Network.

#### **6.0 DATE OF THE NEXT MEETING**

6.1 Since most of the members were cut off, the date of the next teleconference meeting was not agreed upon.

#### **7.0 CLOSING REMARKS**

7.1 Dr Kazadi closed the meeting at 16:10 in the absence of the chair who was cut off.