



**MINUTES OF THE SARN TZMI PREPARATIONS MEETING HELD BY
TELECONFERENCE ON 16th MAY, 2011 FROM 11:00 HOURS**

**SARN Secretariat
Gaborone, Botswana**



1.0 PRESENT

1. Dr Simon Chihanga (Chairperson)
2. Ms. Tjantlili Mosweunyane
3. Dr. Nilton Saraiva
4. Mr. Stark Katokele
5. Dr. Mulakwa Kamuliwo
6. Dr. Boniface Maket
7. Dr. James Banda
8. Dr. Kaka Mudambo
9. Dr. Berth Simwaka
10. Ms. Mshuka Kamwela
11. Mrs. Boitumelo Lesaso
12. Mr. Daniso Mbewe

2.0 APOLOGIES

1. Dr. Petrina Uusiku
2. Dr. Joseph Mberikunashe

3.0 AGENDA

The meeting was convened to review progress on preparations and agenda of the TZMI meeting which was scheduled to take place from 30th May to 1st June 2011 at Livingstone, Zambia.

4.0 PROGRESS ON PREPARATIONS OF THE TZMI MEETING

- 4.1 The SARN Focal Point, Dr. Kaka Mudambo informed the meeting that all names for participants from five countries were received and that SARN would meet costs for Angola, Botswana and Namibia while MACEPA would meet costs for Zambia and Zimbabwe participants. Dr. James Banda and Dr. Shiva would also attend the meeting.
- 4.2 He informed the meeting that Mr. Katikiti from WHO was not initially invited to attend the meeting would now be invited because he has most of the regional data and will be useful in working with the national and district data managers during the meeting. Dr's Mudambo and Maket will consult on the way forward outside the TC.
- 4.3 Dr. Mudambo further outlined that participants from the districts will drive to the meeting while those from Gaborone, Luanda and Windhoek will fly.

Action Point: Dr Nilton would confirm whether participants from districts in Angola would fly to Luanda and then fly to Livingstone and Mr. Katokele would also confirm whether he would drive together with the team from Caprivi.



Action Point: The meeting also agreed that the names for the drivers would be submitted to Mrs. Boitumelo Lesaso for inclusion into the participants list.

- 4.4 Dr. Mudambo also informed the meeting that participants from Angola would VISAS for passing through Botswana, Zimbabwe and for entering Zambia.
- 4.5 He further informed the participants that the draft TZMI Business Plan is ready following inputs from all stakeholders and that as required by SADC it together with the other documents have been translated into Portuguese.
- 4.5 Dr. Boniface Maket informed the meeting that MACEPA had secured the venue for the meeting and all other necessary arrangements were in place.
- 4.6 Ms. Mshuka Kamwela informed the meeting that the rate for hotel accommodation is US\$120 per night per person and US\$10 for transport from airport to the hotel.
- 4.7 Dr. Kamuliwo informed the meeting that all participants from Zambia would drive to Livingstone to attend the TZMI meeting.

5.0 DRAFT TZMI MEETING AGENDA

- 5.1 Daniso Mbewe presented agenda items for day one of the meeting (30th May 2011) and the meeting agreed that agenda items for the remaining two days of the meeting would be reviewed in Livingstone, Zambia at the end of day one.
- 5.2 It was agreed that five presentations on the agenda for day one would be circulated for comments and a TC would be convened to agree on final content of the presentations. Daniso would circulate documents which were sent to SARN by Dr's Simwaka and Shiva by 16th May 2011.
- 5.3 It was agreed that Dr. Mudambo would develop objectives and outputs of the meeting which would be included on the agenda items of the meeting by 17th May 2011.
- 5.4 The meeting agreed that Program Managers would summaries the status on progress of each district in each country and present the status at the meeting.
- 5.5 The meeting also agreed that Program Mangers would also forward completed baseline data forms to SARN and Bertha who would summaries the information.
- 5.6 SARN and MACEPA would agree on secretariat for documentation during the TZMI meeting.



5.7 The meeting agreed that Dr. Nilton would share Angola's larviciding pilot study during TZMI meeting.

6.0 DATE OF THE NEXT TC MEETING

10.1 It was proposed that the next TC meeting would take place on Monday, 23rd May 2011 from 10:00 hours CAT.

7.0 CLOSING REMARKS

7.1 Dr. Chihanga thanked all who were present at the meeting for their fruitful contributions and closed the meeting at 12:26 hours.