



UN AGENCY TO UN AGENCY CONTRIBUTION AGREEMENT

A. SUMMARY OF ACTIVITIES

| | |
|------------------------------|--|
| Title: | Bringing High and Low Technology (HALT) to COVID-19 in Trinidad and Tobago |
| Start/End Dates: | Activities Start date: 15 November 2021 Activities End date: 26 September 2022 |
| Location: | Trinidad and Tobago |
| Contribution Amount: | USD 970,873.79 (nine hundred seventy thousand eight hundred seventy-three Dollars of the United States and seventy-nine cents) (the " <u>Contribution</u> ") |
| Contributing Agency: | United Nations Development Programme (UNDP) through United Nations for Office for South-South Cooperation ("UNOSSC") |
| Recipient Agency: | Pan American Health Organization, Regional Office for the Americas of the World Health Organization ("PAHO" or "PAHO/WHO") |
| Nature of Activities: | Deployment of national telemedicine system; Procurement and deployment of healthcare robots; Training of health professionals in telemedicine systems and use/maintenance of health robots; Procurement of PPE and infection prevention and control materials; Formulation, design and dissemination of health information on availability of remote/telemedicine services and messages on hand-hygiene practices |
| Purpose | To increase access to healthcare for vulnerable population and reduce the risk of COVID-19 transmission. This will be achieved through capacity building of medical professionals in telemedicine services, promotion campaigns for the provision of remote services to patients, the deployment of mobile healthcare robots, the procurement of PPEs, hand sanitizers and other essential supplies for epidemic control and the dissemination of messages around protective measures and healthy practices. |
| Annexes: | Annex I – Complete Project Proposal Annex 2 – Annual Work Plans |

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In the event that the terms in the Annexes are inconsistent with those in this Agreement, then the terms in the latter shall govern and prevail.

Expected outcomes:

1. Increased access to physical and mental healthcare, especially among the most vulnerable, and preservation of emergency medical resources for the neediest cases, by integrating digital technology.
2. Reduced COVID-19 transmission risk in public spaces and among the most vulnerable through increased use of adequate face masks and availability of hygiene facilities in high-traffic areas.

The Recipient Agency will be fully responsible for administering the Contribution in accordance with its financial regulations, rules, policies and procedures, and administrative instructions, and carrying out the Activities efficiently and effectively.

B. BUDGET

The total budget for the Activities is USD970,873.79 (Nine hundred seventy thousand eight hundred seventy-three dollars and seventy-nine cents), in USD, as more fully described in Annex 2 of this agreement and summarized below.

| PROJECT COMPONENT | Year 1 (2021) | Year 2 (2022) | Total Cost (USD) |
|---|----------------------|----------------------|-------------------------|
| Output 1. A deployed telemedicine service that allows medical professionals to remotely serve at least ten individuals simultaneously, and which is accessible by the elderly, PWDs and Spanish speakers | 18,000 | 321,863.68 | 339,863.68 |
| Output 2. Eight mobile healthcare robots that can perform preliminary registration, evaluation, and communication with patients (including PWDs and Spanish speakers) | 7,250 | 292,190 | 299,440.00 |
| Output 3. 55,000 washable masks with printed/embroidered good health messages and information on proper use and care, distributed to persons with high risks of contracting COVID-19 | 13,675 | 208,950 | 222,625.00 |
| Output 4. 50 PWD accessible hand hygiene stations, each with enough soap for 5,000,000 uses and accompanied by a sign on good hand-hygiene practices | 10,555 | 34,875 | 45,430.00 |
| Subtotal Direct Costs (DC) | 49,480 | 857,878.68 | 907,358.68 |
| Programme Support Costs (PSC) at 7% of DC | 3,463.60 | 60,051.51 | 63,515.11 |
| TOTAL | 52,943.60 | 917,930.19 | 970,873.79 |

The Contributing Agency will not be responsible for any financial commitment or expenditure made by the Recipient Agency that exceeds the budget for the Activities. The Recipient Agency will promptly advise the Contributing Agency any time when the Recipient Agency is aware that the budget to carry out these Activities is insufficient to fully implement the Activities in the manner set out in the present Agreement, including its Annex(es). The Contributing Agency will have no obligation to provide the Recipient Agency with any funds or to make any reimbursement for expenses incurred in excess of the total budget as set forth herein.

The Contributing Agency will recognize and reimburse the Recipient Agency for any expenses related to the implementation of the Activities included in the above budget and incurred by the Recipient Agency on or after September 27, 2021.

C. COSTS RECOVERY

The Recipient Agency's support costs, determined in accordance with its cost recovery policy, will be paid from the Contribution, in accordance with the budget.

D. REPORTING

Narrative reporting:

The Recipient Agency will provide the Contributing Agency with a narrative report on the progress of the Activities on a regular basis, as set out below.

- 1) Monthly updates in the form of 2-3 bullet points outlining progress in implementation;
- 2) A 6-month narrative progress report shall be prepared by the Project Manager and sent to the Contributing Agency; and
- 3) A final narrative report shall be due within three months of the end date of the Project.

Financial Reporting:

The Recipient Agency will provide UNOSSC with the following financial reports, prepared in accordance with PAHO's financial regulations, rules, policies, procedures, and administrative instructions and using PAHO's standard reporting formats:

- a) Quarterly interim financial reports to be submitted within one month of the end date of the quarter; and
- b) A final certified financial statement is to be submitted within ninety (90) days of termination or expiration of this Agreement.

E. CONTRIBUTIONS

The total amounts paid by the Contributing Agency shall match the total budget amount. The Contribution will be paid in full to the Recipient Agency upon signature of the Agreement by both parties, prior to the commencement of Activities.

The Contributing Agency acknowledges that the Recipient Agency will not pre-finance Activities. If the Contribution, or any part of it, is not received in a timely manner, the Activities may be reduced or suspended by the Recipient Agency with immediate effect.

The Contribution will be paid into the following account:

Account Details: Pan American Health Organization
Citibank
Account #: 3615-9769
Swift: CITIUS33
ABA: 021000089
Currency: US Dollars
Bank Address: 111 Wall Street New York, NY 10043

When making such transfers the Contributing Agency will notify the Recipient Agency, for the Attention of Linda Kintzios, Treasurer and Senior Advisor, Financial Services and Systems by email kintziol@paho.org of the following: (a) the amount transferred; (b) the value date of the transfer; (c) that the transfer is from the Contributing Agency pursuant to this Agreement.

F. INTELLECTUAL PROPERTY RIGHTS

All Intellectual Property Rights related to the Activities will belong to the Recipient Agency. The Contributing Agency and, if applicable, the relevant programme Government will enjoy a perpetual, royalty-free, non-exclusive and non-transferable license.

G. CORRESPONDENCE

All correspondence regarding the implementation of this Agreement will be addressed to:

UNDP through United Nations for Office for South-South Cooperation ("UNOSSC")

Ms Ines Tofalo
Email: ines.tofalo@unoss.org
Telephone: +1 (212) 906-5123
Address: 304 E, 45th Street, FF-1114, NewYork, NY 10017, USA

Pan American Health Organization

Dr. Erica Wheeler
PAHO/WHO Representative in Trinidad and Tobago
Address: 1st Floor, Briar Place - 10-12 Sweet Briar Road; St. Clair, Port of Spain; Trinidad and Tobago.

H. AMENDMENTS

The present Agreement, including its Annex(es), may be modified or amended only by written agreement between the two Agencies.

I. COMPLETION OF THE ACTIVITIES

The Recipient Agency will notify the Contributing Agency when all Activities have been completed.

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The Recipient Agency will continue to hold any part of the Contribution that is unutilized at completion of the Activities until all commitments and liabilities incurred in the carrying out of the Activities have been satisfied and all arrangements associated with the Activities have been brought to an orderly conclusion.

J. TERMINATION OF THIS AGREEMENT

This Agreement will terminate upon satisfaction of all commitments and liabilities incurred in carrying out the Activities and the orderly conclusion of all arrangements associated with the Activities.

This Agreement may be terminated by either Agency at any time by written notice to the other. Termination will be effective thirty (30) days after receipt of the notice. In the event of termination under this paragraph, the two Agencies will cooperate to ensure completion of the Activities, satisfaction of all commitments and liabilities, and the orderly conclusion of all arrangements associated with the Activities.

K. REFUNDS OF UNSPENT BALANCES

Upon termination of this Agreement and following the submission of the final financial report, any unspent balance from the Contribution will be returned to the Contributing Agency, unless otherwise agreed in writing by the two Agencies.

L. SETTLEMENT OF DISPUTES

The two Agencies will use their best efforts to promptly settle through direct negotiations any dispute, controversy or claim arising out of or in connection with this Agreement or any breach thereof. Any such dispute, controversy or claim which is not settled within sixty (60) days from the date either party has notified the other party of the nature of the dispute, controversy or claim and of the measures which should be taken to rectify it, will be resolved through consultation between the Executive Heads of each of the Agencies.

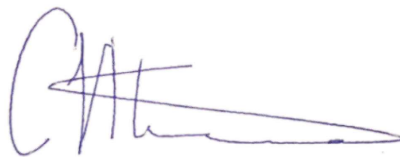
M. ENTRY INTO FORCE AND VALIDITY

This Agreement will enter into force upon its signature by the authorized representatives of the Parties and remain in force until terminated in accordance with Section J above.

IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have signed the present Agreement in duplicate.

DocuSigned by:
Adel Abdellatif
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Signed:
On behalf of the UNDP through United Nations for
Office for South-South Cooperation ("UNOSSC")
Adel Abdellatif
Director a.i.
United Nations Office for South-South
Cooperation



Signed:
On behalf of the Pan American Health
Organization/Regional Office for the Americas of
the World Health Organization:
Dr. Carissa F. Etienne
Director