



**Country: Namibia**

**Advance Authorization Document**

**UNDAF Outcome(s):**

Outcome 6: by 2018, Namibia will have accountable and well-coordinated multi-sectoral mechanisms to reduce the burden of priority diseases and conditions, address the social, economic and environmental determinants of health, and improve health outcomes

**Expected CP Outcome(s): Democratic Governance**

*(Those that are linked to the project and extracted from the CPAP)*

**Expected CPAP Output(s): N/A**

*(Those that will result from the project and extracted from the CPAP)*

**Implementing partner: Ministry of Health and Social Services**



*[replace Implementing Partner by Executing Entity for non-CPAP countries]*

**Responsible Parties:** Global Fund Program Management Unit of the MOHSS of Namibia

The Ministry of Health and Social Services, the Implementing Partner for the project mentioned below, is hereby authorized to enter into commitments and incur expenditure in accordance with the attached budget.

This advance authorization will be superseded by the project document or revision document after its full signature, which will be accomplished within 60 days of the date of authorization.

Programme Period: 15 <sup>th</sup> January – 31 <sup>st</sup> Dec 2017  CPAP Programme Component: HIV&AIDS Project Title: <b>Support to MOHSS for accelerated implementation of GFTAM</b>  Atlas Award ID: 00046250 Start date: 15 <sup>th</sup> January 2017 End Date : 31 <sup>st</sup> December 2017  PAC Meeting Date: TBC	2017 AWP budget: <b>US\$ 113,170</b>  Total resources required: <b>US\$ 113,170</b> Total allocated resources: • Regular <b>US\$ 26,500</b> • Other: o GFTAM <b>US\$ 86,670</b> o Government N/A Unfunded budget: 0.00 In-kind Contributions: TBD
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**Agreed by MOHSS:**  **Date:** 03/2/2017  
**Agreed by GFTAM/PMU:**  **Date:** 03/2/2017  
**Agreed by UNDP:**  **Date:** 03/02/2017

## ANNUAL WORK PLAN

Year: 2017

EXPECTED OUTPUTS And baseline, associated indicators and annual targets	PLANNED ACTIVITIES List activity results and associated actions	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET [USD]		
		Q1	Q2	Q3	Q4		GF contribution	UNDP contribution	TOTAL
<b>Output 1:</b> Partnership development and consultations <b>Output 2:</b> Recruitments of four positions under GF Case management:  <b>Output 3:</b> Recruitment of seventy positions under GF TB programme	Scoping mission to identify area of collaboration  1. Mission of HR practitioner for 2 weeks from ZIM UNDP CO <ul style="list-style-type: none"> <li>▪ SOP agreed with IP</li> <li>▪ Roadmap completed</li> <li>▪ Facilitate recruitments process</li> </ul>	X				UNDP	-	6,000	6,000
	1 UNDP HR Associates to provide detail assignment for 3 weeks @ 2 and 1 local HR assistant <ul style="list-style-type: none"> <li>▪ Draft TORs and advertise</li> <li>▪ Facilitate recruitment of 77 TB project staff (Long Listing, Short list,</li> <li>▪ Develop recruitment strategy and roadmap</li> <li>▪ Facilitate interview processes and write ups</li> <li>▪ Administering medical checks for selected candidates</li> <li>▪ Issue UNDP project contracts</li> <li>▪ Induction of newly recruited staff</li> </ul>	X	X			UNDP	30,500	12,000	37,000
	2 UNDP HR Associate and 1 UNDP Finance Assistant to provide performance and payroll support for 9 months <ul style="list-style-type: none"> <li>▪ Facilitate payroll management of 77 TB program staff (entitlements)</li> <li>▪ Facilitate development and tracking of performance management system of 77 TB program staff (performance appraisals)</li> <li>▪ Monitor progress towards set targets</li> </ul>		X	X	X	UNDP	32,000		32,000
	3. International HR surge specialist for 4 weeks <ul style="list-style-type: none"> <li>▪ Facilitate the recruitment process of the MOHSS health workers</li> <li>▪ Develop performance assessment tools, guidance for the Health workers</li> <li>▪ Develop government cost sharing agreement</li> <li>▪ Facilitate partnership building dialogue with MOHSS</li> </ul>	X				UNDP PMU/MOHSS	16,000		16,000

Output 4: Reprogramming as necessary and new programming done for submission to GF	1.GF Programming and concept note development Experts mission for 1 week						UNDP PMU/MOHSS	8,500	8,500
<b>SUB TOTAL</b>		X	X				81,000	106,000	
UNDP indirect cost (GMS)	GMS (7%)	X	X	X	X	UNDP	5,670		
<b>TOTAL</b>									
							86,670	26,500	113,170